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# मध्यप्रदेश राजपत्र

## प्राधिकार से प्रकाशित

क्रमांक 38 ]

भोपाल, शुक्रवार, दिनांक 22 सितम्बर 2017—भाद्र 31, शक 1939

### भाग ४

#### विषय-सूची

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

### भाग ४ (क)—कुछ नहीं

### भाग ४ (ख)

### अध्यादेश

### विधि और विधायी कार्य विभाग

Bhopal, the 14th September 2017

No. /210-XXI-A(Dr.).—The following Ordinance Promulgated by the President of India published in the Gazette of India Extra-ordinary, Part II, Section I, dated the 2nd September, 2017 is hereby republished for general information.

By order and in the name of the Governor of Madhya Pradesh,  
RAJESH YADAV, Addl. Secy.

**THE GOODS AND SERVICES TAX (COMPENSATION TO STATES)  
AMENDMENT ORDINANCE, 2017  
No. 5 OF 2017**

Promulgated by the President in the Sixty-eight Year of the Republic of India.

**An Ordinance to amend the Goods and Services Tax (Compensation to States) Act, 2017.**

WHEREAS, Parliament is not in session and the President is satisfied that the circumstances exist which render it necessary for him to take immediate action.

NOW, THEREFORE, in exercise of the powers conferred by clause (1) of article 123 of the Constitution, the President is pleased to promulgate the following Ordinance:

**Short title and Commencement.**

1. (1) This Ordinance may be called the Goods and Services Tax (Compensation to States) Amendment Ordinance, 2017.

(2) It shall come into force at once.

**Amendment to Schedule.**

2. (1) In the Goods and Services Tax (compensation to States) Act, 2017 (13 of 2017) Schedule,—

(i) after serial number 4 and the entries relating thereto, the following serial number shall be inserted, namely:—

| (1) | (2)   | (3)                                   | (4)   |
|-----|---|---------------------------------------|---|
| “4A | Motor vehicles for the transport of not more than thirteen persons, including the driver. | 8702 10, 8702 20, 8702 30 or 8702 90. | Twenty-five per cent. <i>ad valorem</i> .”. |

(ii) against serial number 5, for the entry in column (4), the entry “Twenty-five per cent. *ad valorem*” shall be substituted.

RAM NATH KOVIND  
President.

DR. G. NARAYANA RAJU  
Secretary to the Govt. of India.

**उच्च शिक्षा विभाग**

मंत्रालय, वल्लभ भवन, भोपाल

भोपाल, दिनांक 13 सितम्बर 2017

क्र. आर-448-सी.सी.-2016-अड़तीस.—मध्यप्रदेश निजी की (स्थापना एवं संचालन) अधिनियम, 2007 की धारा 29 के अनुक्रम में, आय.टी.एम. निजी विश्वविद्यालय, ग्वालियर के संशोधित अध्यादेश क्रमांक 40 पश्चातवर्ती अध्यादेश क्रमांक 49 से 55, राज्य शासन के निर्देशों के अनुसार अधिनियम, 2007 की धारा 35 अनुसार प्रकाशित किया जाता है। संस्था के उक्त संशोधित अध्यादेश एवं पश्चातवर्ती अध्यादेश प्रकाशित होने की तारीख से प्रवृत्त होंगे।

संशोधित अध्यादेश क्रमांक 40 एवं पश्चातवर्ती अध्यादेश क्रमांक 49 से 55 तक.

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

## ITM UNIVESITY GWALIOR

### AMENDMENT NOTIFICATION

No. R-19-CC-2016-XXXVIII - In exercise of the powers conferred of Section 29 of the Madhya Pradesh Niji Vishwavidyalaya (Sthapna Avam Sanchalan) Adhiniyam, 2007 the State Government hereby makes the AMENDMENT NOTIFICATION of the ITM University Gwalior.

1. They shall come into force from the date of their publication.
2. Amendment in the ordinance No. 40
  - i). In ordinance 40 section 1 the term "Bachelor of Science (Health and Physical Education)/B.Sc. (Health and Physical Education)" shall be substituted by the term "Bachelor of Physical Education and Sports (BPES)".
  - ii). In ordinance 40 section 8 the term "B.Sc. (Health and Physical Education)" shall be substituted by the term "Bachelor of Physical Education and Sports (BPES)".

### AMENDMENT NOTIFICATION NO. 40

Bachelor of Science (Health and Physical Education)/B.Sc. (Health and Physical Education)

| S.No. | Provisions No.              | Existing Provision  | Proposed Provision                               | Justified               |
|-------|-----------------------------|---|--|-------------------------|
| 1     | 1<br>Degree Title           | Bachelor of Science (Health and Physical Education)/B.Sc. (Health and Physical Education) | Bachelor of Physical Education and Sports (BPES) | Due to amendment by UGC |
| 2     | 8<br>Eligibility for Degree | B.Sc. (Health and Physical Education)   | Bachelor of Physical Education and Sports (BPES) |                         |

## विश्वविद्यालय अनुदान आयोग

## अधिसूचना

नई दिल्ली, 2 मई, 2018

## शिक्षणों का विनिर्देशन

वि.सं. 5-1/2018 (सीबीए-III)-विश्वविद्यालय अनुदान आयोग अधिनियम 1956 एवं शिक्षणों के विनिर्देशन संबंधी राजपत्र में विधिवत नियन्त्रण समीपन दिनांक 5 जुलाई, 2014 को जारी किया गया था, तथा इस अधिनियम के अनुच्छेद 22 के उप-अनुच्छेद (3) में प्रदत्त अधिकारों के अनुसार विश्वविद्यालय अनुदान आयोग (यूजीसी), केन्द्र सरकार के अनुमोदन से, शिक्षणों के विनिर्देशन के अधिनियम पर इस अधिसूचना द्वारा द्वितीय संशोधन अधिसूचित कर रहा है। सरकारी राजपत्र में इसके प्रकाशन के विधि से ही इसे लागू माना जाएगा।

## विनिर्दिष्ट शिक्षण

1. खेलकूद विभाग के क्षेत्र में निम्न नवीन शिक्षणों विनिर्दिष्ट की गई हैं:

| खेलकूद विभाग |           | स्तर                                   | न्यूनतम अवधि (वर्ष) | पात्रता योग्यता |
|--------------|-----------|--|---------------------|-----------------|
| संयुक्त      | विस्तारित |  |                     |                 |
| 191          | बीपीईएस   | बैचलर ऑफ फिजिकल एजुकेशन एंड स्पोर्ट्स  | 3                   | 10+2            |
| 192          | एमपीईएस   | मास्टर ऑफ फिजिकल एजुकेशन एंड स्पोर्ट्स | 2                   | बीपीईएस         |

जो विश्वविद्यालय बीपीई और एमपीई की शिक्षणों प्रदान कर रहे हैं, वे उपरोक्त शालिका के अनुसार अपने कार्यक्रमों को पुनर्गठित कर से और शिक्षणों को बीपीईएस और एमपीईएस के रूप में प्रदान करें।

जसपाल एस. संधू, सचिव

(विज्ञापन-III/4/अस/52(113))

2

THE UNIVERSITY GRANTS COMMISSION

(Part III - Sec 4)

UNIVERSITY GRANTS COMMISSION

NOTIFICATION

New Delhi, India, 02.05.2018

SPECIFICATION OF DEGREES

The Commission is pleased to announce the specification of the degrees in the field of Sports Sciences as per the provision of Section 22 of the University Grants Commission Act, 1956. The Commission has decided to specify the minimum duration and eligibility for the award of degrees in the field of Sports Sciences. The Commission has also decided to specify the minimum duration and eligibility for the award of degrees in the field of Sports Sciences. This amendment will come into force from the date of its publication in the Official Gazette.

## SPECIFICATION

The minimum duration and eligibility for the award of degrees in the field of Sports Sciences are specified as follows:

| Sl. No. | Degree   | Minimum Duration (Years) | Eligibility |
|---------|----------|--------------------------|-------------|
| 191     | B.P.E.S. | 3                        | 10+2        |
| 192     | M.P.E.S. | 2                        | B.P.E.S.    |

The Universities which are offering B.P.E.S. and M.P.E.S. programmes shall accordingly restructure these programmes and submit the details to the Commission.

JASPAL S. SANDHU, Secy.

(ADVT-III/4/अस/52(113))

The meeting of the Board of Studies of the School of Physical Education and Sports was conducted on 25/04/2017 at the Dean's Office (SOPES) at 12:30 pm.

**Decision Taken In agenda no. 6 :**

**6** : Other recommendation by the Committee on agenda items :

A. Nomenclature of the program B.Sc. (Health and Physical Education) is not in the program list of the UGC so either take permission from UGC to continue this program as the same nomenclature or restructured the program as BPES (Bachelor of Physical Education and Sports) (Approved by UGC).

The meeting of the 14<sup>th</sup> Academic Council meeting held on April 28, 2017 at 02 : 30 pm in the conference hall of Mahatma Gandhi Block, ITM University Gwalior.

**Decision Taken In agenda no. 14.6 :**

**AC 14.6:** Approval of BoS minutes for School of Architecture, School of Pharmacy and School of Physical Education & Sports for the academic session 2017-18.

**Resolved :** For approval of BoS minutes for School of Architecture : HoD has presented the BoS minutes on the behalf of Dean, the committee has discussed and approved the minutes.

**For Approval of BoS minutes for School of Pharmacy :** Dean has presented the BoS minutes, the committee has discussed and approved the minutes.

**For Approval of BoS minutes for School of Physical Education & Sports :** Dean has presented the BoS minutes, the committee has discussed and approved the minutes.

The 24<sup>th</sup> meeting of the "Board of Management" was held on April 29, 2017 at 02:30 pm in the Conference hall MG Block, ITM University Gwalior.

**Decision Taken In agenda no. 24.2 :**

**BM 24.2:** Approval of the minutes of 14<sup>th</sup> Academic Council meeting held on April 28, 2017.

**Resolved:** Minutes of 14<sup>th</sup> Academic Council meeting were presented and approved.

**ORDINANCE No. 49**

- 1. Degree Title** Master of Pharmacy (M. Pharm.)
- 2. Name of Faculty** School of Pharmacy
- 3. Duration of the Course** Minimum 2 Years  
Maximum 4 Years
- 4. Minimum Eligibility** A pass in the following examinations
- B. Pharm degree examination of an Indian University established by law in India from an institution approved by Pharmacy Council of India and has scored not less than 55% of the maximum marks (aggregate of four years of B. Pharm).
  - Provided that – a) there shall be reservation of seats for the students belonging to the Scheduled Castes, Scheduled Tribes and Other Backward Classes in accordance with the instructions issued by the Central Government/State Government/Union Territory Administration, as the case may be, from time to time.
  - For SC/ST candidates the prescribed percentage of marks will be 50% of the maximum marks (aggregate of four years of B. Pharm).
  - Every student, selected for admission to postgraduate pharmacy course in any of the pharmacy institution in the country should have obtained Registration with the State Pharmacy Council or should obtain the same within one month from the date of his admission, failing which the admission of the candidate shall be cancelled..
- 5. Admission Procedure** The minimum qualification for admission to first semester of Master of pharmacy two years (four semesters) course shall be
- 60% of B.Pharm marks with GATE Score for GATE qualified students.
  - 60% of B.Pharm marks for Non-GATE students.
  - 55% of B.Pharm marks with minimum 2 years experience from the date of passing B.Pharm for Sponsored Candidates.
  - Candidates belonging to SC/ST categories will get a relaxation of 10% in the qualifying marks as mentioned above.
- Admission will be on merit, reservations designated for SC,ST, OBC, physically handicapped and on the basis of the qualifying examination (GPAT) / entrance examination and any other norms as per the concerned regulatory body Pharmacy Council Of India, Government of M. P., Department of Higher Education and approved by Admission Board of ITM University Gwalior.
- 6. Total Seats** Decided by Admission Board of ITM University Gwalior as per norms of the concerned regulatory body- Pharmacy Council of India and subject to revision from time to time.

**7. Examination**

There shall be one university examination at the end of each semester. These examinations will be designated as follows:

- (a) During first year: M.Pharm. I semester, M.Pharm. II semester,
- (b) During second year: M.Pharm III semester (Minor project submission), M.Pharm IV semester (Major Research Project submission).

Examinations will be conducted as per the appropriate statutes and ordinances. In this respect, the scheme of examinations, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Pharmacy Council of India For matters not covered in this ordinance, General rules and regulation shall be applicable. For all other matters, the decision of the Board of Management shall be binding.

- 8. Eligibility for Degree** Every candidate shall carry out work on an assigned research project under the guidance of a recognized Postgraduate Teacher, the result of which shall be written up and submitted in the form of a Thesis.

Work for writing the Thesis is aimed at contributing to the development of a spirit of enquiry, besides exposing the candidate to the techniques of research, critical analysis, acquaintance with the latest advances in medical science and the manner of identifying and consulting available literature. Thesis shall be submitted at least two months before the theoretical and practical examination.

The Thesis shall be examined by a minimum of two examiners; one internal and one external examiner.

*Minimum marks for passing examination:*

- (i) A student shall not be declared to have passed M.Pharm examination unless he secures at least 50% marks in each of the subject separately in the theory examinations, including sessional marks and at least 50% marks in each of the practical examinations including sessional marks.
- (ii) The students securing 60% marks or above in aggregate in all subjects in a single attempt at the M.Pharm examination shall be declared to have passed in first class.
- (iii) Students securing 75% marks or above in any subject or subjects shall be declared to have passed with distinction in the subject for those subjects provided he passes in all the subjects in a single attempt.

*Eligibility for promotion to M. Pharm:*

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

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

*Approval of examinations :*

The Examining Authority of ITM University, duly approved by the Pharmacy Council of India under sub-section (2) of Section 12 of the Pharmacy Act, 1948

*Certificate of passing examination:*

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

- 9. Attendance Requirement** A candidate must have at least 75% attendance. it may be relaxed on medical grounds, as admissible within applicable regulations.

- 10. General Instructions and Provisions** For matters not covered in this specific ordinance general rules and regulation of ITM University Gwalior regarding specific course are applicable. In other matters Board of Management of ITM University Gwalior shall be competent to take any decision.



**ORDINANCE No. 50**

- ▲
- |                                  |  |
|----------------------------------|--|
| <b>1. Degree Title</b>           | Bachelor of Law (LL.B)   |
| <b>2. Name of Faculty</b>        | School of Law  |
| <b>3. Duration of the Course</b> | Minimum 3 Years (6 Semesters)<br>Maximum 5 Years (10 Semesters)  |
| <b>4. Minimum Eligibility</b>    | Candidates who have passed Bachelors Degree Course Examination in any discipline or any other equivalent Examination from any recognized University or College with at least 45% marks or an equivalent grade point in the aggregate in case of General category applicant and 40% marks or an equivalent grade point in the aggregate in case of Other Backward Classes (OBC) / Scheduled Caste (SC) / Scheduled Tribe (ST) category applicant. |
| <b>5. Admission Procedure</b>    | On merit, on the basis of the qualifying examination / entrance examination, following norms of the concerned regulatory body BCI and approved by Admission Board of ITM University.<br><br>The Reservation of SC, ST, OBC and Physically handicapped shall be as per rules of State/ Central Govt. and Regulatory Body.<br><br>Admission will be as per the norms of Government of M.P., Department of Higher Education.                        |
| <b>6. Total Seats</b>            | Decided by Admission Board of ITM University as per norms of the concerned regulatory body BCI and subject to revision from time to time.  |
| <b>7. Examination</b>            | Examination will be conducted as per the BCI Rules 2008. The scheme of the examination, promotion to subsequent semesters and the course of studies shall be as the recommendations of the concerned Board of Studies with due approval of Academic Council.   |
| <b>8. Eligibility for Degree</b> | <b>Eligibility for Award of the LL.B. Degree if he/ she has.</b><br><br>(a) Registered and successfully completed all the core courses moot court room exercises and projects up to six semester;  |

(b) Successfully acquired the minimum required credits as specified in the curriculum corresponding to the branch of his/her study within the stipulated time;

(c) Earned the specified credits in all the categories of subject;

(d) Secured a CGPA of 5.0.

(e) No dues to the institute Hostels, Libraries, NCC/NSS/NSO/ Sports etc.

And

No disciplinary action is pending against him/her.

#### **9. Attendance Requirement**

A candidate must have at least 75% attendance. On medical grounds it may be relaxed as admissible within applicable regulations.

#### **10. General Instructions and Provision**

For matters not covered in this ordinance, General rules and regulations shall be applicable. For all other matters the decision of the Board of Management shall be binding.

**ORDINANCE No. 51**

- 1. Degree Title** Master of Law (LL.M.)
- 2. Name of Faculty** School of Law
- 3. Duration of the Course** Minimum 1 Years (2 Semesters)  
Maximum 3 Years (6 Semesters)
- 4. Minimum Eligibility** Candidates who have passed Bachelor Degree in Law Conferred by the University or College recognized by the Bar Council of India with at least 50% marks or an equivalent grade point in the aggregate in case of General category applicant and 45% marks or an equivalent grade point in the aggregate in case of Other Backward Classes (OBC) / Scheduled Caste (SC) / Scheduled Tribe (ST) category applicant.
- 5. Admission Procedure** On merit, basis of the qualifying examination/ entrance examination Following norms of the concerned regulatory body BCI and approved by Admission Board of ITM University.  
  
The Reservation of SC, ST, OBC and Physically handicapped shall be as per rules of State/ Central Govt. and Regulatory Body.  
  
Admission will be as per the norms of Government of M.P., Department of Higher Education.
- 6. Total Seats** Decided by Admission Board of ITM University as per norms of the concerned regulatory body BCI and subject to revision from time to time.
- 7. Examination** Examination will be conducted as per the BCI Rules 2008. The scheme of the examination, promotion to subsequent semesters and the course of studies shall be as the recommendations of the concerned Board of studies with due approval of Academic Council.
- 8. Eligibility for Degree** **Eligibility for Award of the LL.M. Degree if he/ she has.**
  - (a) registered and successfully completed all the core courses moot court room exercises and projects up to two semester;
  - (b) successfully acquired the minimum required credits as specified in the curriculum corresponding to the branch of his/her study within the stipulated time;

(c) earned the specified credits in all the categories of subjects;

(d) secured a CGPA of 5.5.

(e) no dues to the institute Hostels, Libraries, NCC/NSS/NSO/ Sports etc.

and

No disciplinary action is pending against him/her.

#### **9. Attendance Requirement**

A candidate must have at least 75% attendance. On medical grounds it may be relaxed as admissible within applicable regulations.

#### **10. General Instructions and Provision**

For matters not covered in this ordinance General rules and regulation shall be applicable. For all other matters the decision of the Board of Management shall be binding.

**ORDINANCE No. 52**

1. **Course Title** Post Graduate Diploma in Computer Applications (PGDCA)
2. **Name of Faculty** School of Engineering and Technology
3. **Duration of the Course** Minimum 1 Year (2 Semesters)  
Maximum 2 Years (4 Semesters)
4. **Minimum Eligibility** Candidates who have passed Bachelor degree in any branch.  
and  
Candidates should have secured at least 50% marks or an equivalent grade point in the aggregate in case of General category applicant and 45% marks or an equivalent grade point in the aggregate in case of Other Backward Classes (OBC) / Scheduled Caste (SC) / Scheduled Tribe (ST) category applicant in their qualifying examination.
5. **Admission Procedure** On merit, on the basis of the qualifying examination / entrance examination by following norms of the concerned regulatory body UGC and approved by Admission Board of the ITM University.  
  
The Reservation of SC, ST, OBC and Physically handicapped shall be as per rules of State/Central Govt. and Regulatory Body.  
  
Admission will be as per the norms of Government of M. P., Department of Higher Education.
6. **Total Seats** Decided by Admission Board of the ITM University as per the norms of the concerned regulatory body UGC and subject to revision time to time.
7. **Examination** Examination will be conducted as per the appropriate statutes and ordinance in this respect. The scheme of the examination, promotion to subsequent semester and course of studies shall be as per the recommendation of the concerned board of studies with due approval of Academic Council. For matters not covered in this ordinance General rules and regulations shall be applicable. For all the matters, the decision of the Board of Management shall be binding.

1/11/17

**8. Eligibility for Course**

A student shall be declared to be eligible for the award of the Post Graduate Diploma in Computer Applications if he/she has:

- a) registered and successfully completed all the core courses and project;
- b) successfully acquired the minimum required credits as specified in the curriculum of his / her study within the stipulated time;
- c) secured a CGPA of 5.0;
- d) no dues to the University, Hostel, Libraries, NCC/NSS/NSO, etc.  
and
- e) no disciplinary action is pending against him/her.

**9. Attendance Requirement**

A candidate must have at least 75% attendance. On medical grounds it may be relaxed as admissible within applicable regulations.

**10. General Instructions & Provisions**

For matter not covered in the specific ordinance, general rules and regulations of ITM University regarding specific courses are applicable. In other matters, Board of Management of the ITM University shall be competent to take any decision.

**ORDINANCE No. 53**

- |   |  |
|---|--|
| <b>1 Degree Title</b>                         | B.A. B.Ed  |
| <b>2 Name of Faculty</b>                      | School of Education  |
| <b>3 Duration of the Course</b>               | Minimum Four Year (Yearly)<br>Maximum Six Years (Yearly)   |
| <b>4 Minimum Eligibility</b>                  | <ul style="list-style-type: none"> <li>❖ Candidate with at least 50%marks in the senior secondary/+2 or its Equivalent are eligible for Admission.</li> <li>❖ The Reservation and Relaxation for SC/ST/OBC and other categories shall be as per the rules of Central Government/State government whichever is applicable.</li> </ul>   |
| <b>5 Admission Procedure</b>                  | On merit, on the basis of the qualifying examination/entrance examination following norms of the Concerned regulatory body and approved by Admission Board of ITM University   |
| <b>6 Total Seats</b>                          | As per the approval of NCTE and subject to revision from time to time.   |
| <b>7 Examination</b>                          | Examinations will be conducted as per the appropriate statutes and ordinances in this respect. The scheme of examinations and course of studies shall be as per the recommendation of the concerned Board of studies with due approval of Academic Council. For matters not covered in this ordinance, General rules and regulations shall be applicable. For all other matters, the decision of the Board of Management shall be binding.   |
| <b>8 Eligibility for Degree</b>               | <p><b>Eligibility for Award of the Degree</b></p> <p>A student shall be declared to be eligible for award of the B.A B.Ed. degree if he/she has:</p> <ul style="list-style-type: none"> <li>❖ Registered and successfully completed all the core courses and projects;</li> <li>❖ successfully acquired the minimum required criteria as specified in the regulations corresponding to the branch of his/ her study within the stipulated time;</li> <li>❖ No dues to the University, Hostels, Libraries, NCC / NSS / NSO etc.</li> <li>❖ No disciplinary action pending against him / her.</li> </ul> |
| <b>9 Attendance Requirement</b>               | A candidate must have at least 80% attendance. On medical grounds it may be relaxed as admissible within applicable regulations.   |
| <b>10 General Instructions and Provisions</b> | For matters not covered in this specific ordinance, general rules and regulations of ITM University regarding specific courses are applicable. In other matters, Board of Management of ITM University shall be competent to take any decision.  |

**ORDINANCE No. 54**

- |           |  |   |
|-----------|--|---|
| <b>1</b>  | <b>Degree Title</b>                        | B.Sc. B.Ed.   |
| <b>2</b>  | <b>Name of Faculty</b>                     | School of Education   |
| <b>3</b>  | <b>Duration of the Course</b>              | Minimum Four Years (Yearly)<br>Maximum Six Years (Yearly)   |
| <b>4</b>  | <b>Minimum Eligibility</b>                 | <ul style="list-style-type: none"> <li>❖ Candidate with at least 50%marks in the senior secondary/+2 or its Equivalent are eligible for Admission.</li> <li>❖ The Reservation and Relaxation for SC/ST/OBC and other categories shall be as per the rules of Central Government/State government whichever is applicable.</li> </ul>  |
| <b>5</b>  | <b>Admission Procedure</b>                 | On merit, on the basis of the qualifying examination/entrance examination following norms of the Concerned regulatory body and approved by Admission Board of ITM University.   |
| <b>6</b>  | <b>Total Seats</b>                         | As per the approval of NCTE and Subject to revision from time to time.  |
| <b>7</b>  | <b>Examination</b>                         | Examinations will be conducted as per the appropriate statutes and ordinances in this respect. The scheme of examinations, and course of studies shall be as per the recommendation of the concerned Board of studies with due approval of Academic Council. For matters not covered in this ordinance, General rules and regulations shall be applicable. For all other matters, the decision of the Board of Management shall be binding.   |
| <b>8</b>  | <b>Eligibility for Degree</b>              | <p><b>Eligibility for Award the Degree</b></p> <ul style="list-style-type: none"> <li>❖ A student shall be declared to be eligible for award of the B.Sc. B.Ed. degree if he/she has:</li> <li>❖ Registered and successfully completed all the core courses and projects;</li> <li>❖ successfully acquired the minimum required criteria as specified in the regulations corresponding to the branch of his/ her study within the stipulated time;</li> <li>❖ No dues to the University, Hostels, Libraries, NCC / NSS / NSO etc.</li> <li>❖ No disciplinary action pending against him / her.</li> </ul> |
| <b>9</b>  | <b>Attendance Requirement</b>              | A candidate must have at least 80% attendance. On medical grounds it may be relaxed as admissible within applicable regulations.  |
| <b>10</b> | <b>General Instructions and Provisions</b> | For matters not covered in this specific ordinance, general rules and regulations of ITM University regarding specific courses are applicable. In other matters, Board of Management of ITM University shall be competent to take any decision.   |



**ORDINANCE No. 55**

1. **Course Title**  
Post Graduate Diploma
2. **Duration of the Course**  
Minimum 1 Year (2 Semesters)  
Maximum 2 Years (4 Semesters)
3. **Minimum Eligibility**  
Candidates who have passed Bachelor degree in any branch. A 5% relaxation will be given to candidates as specified in the concerned regulations.
4. **Admission Procedure**  
On merit, on the basis of the qualifying examination / entrance examination by following norms of the concerned regulatory body UGC and approved by Admission Board of the ITM University Gwalior.  
The Reservation of SC, ST, OBC and Physically handicapped shall be as per rules of State/Central Govt. and Regulatory Body.  
Admission will be as per the norms of Government of M. P., Department of Higher Education.
5. **Total Seats**  
Decided by Admission Board of the ITM University Gwalior as per the norms of the concerned regulatory body UGC and subject to revision from time to time.
6. **Examination**  
Examination will be conducted as per the appropriate statutes and ordinances in this respect. The scheme of the examination, promotion to subsequent semester and course of studies shall be as per the recommendation of the concerned board of studies with due approval of Academic Council. For matters not covered in this ordinance General rules and regulations shall be applicable. For all the matters, the decision of the Board of Management shall be binding.
7. **Eligibility for Course**  
A student shall be declared to be eligible for the award of the Post Graduate Diploma if he/she has:
  - a) registered and successfully completed all the core courses and practical;
  - b) successfully acquired the minimum required credits as specified in the curriculum of his / her study within the stipulated time;
  - c) secured a CGPA of 5.0;

d) no dues to the University, Hostel, Libraries, NCC/NSS/NSO, etc.

and

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

**8. Attendance Requirement**

A candidate must have at least 75% attendance. On medical grounds it may be relaxed as admissible within applicable regulations.

**9. General Instructions & Provisions**

For matter not covered in the specific ordinance, general rules and regulations of ITM University Gwalior regarding specific courses are applicable. In other matters, Board of Management of the ITM University Gwalior shall be competent to take any decision.

भोपाल, दिनांक 13 सितम्बर 2017

क्र. आर-110-सी.सी.-2016-अड़तीस.—मध्यप्रदेश निजी की (स्थापना एवं संचालन) अधिनियम, 2007 की धारा 29 के अनुक्रम में, मंदसौर निजी विश्वविद्यालय, मंदसौर के संशोधित अध्यादेश क्रमांक 21 पश्चातवर्ती अध्यादेश क्रमांक 48 राज्य शासन के निर्देशों के अनुसार अधिनियम, 2007 की धारा 35 अनुसार प्रकाशित किया जाता है. संस्था के उक्त संशोधित अध्यादेश एवं पश्चातवर्ती अध्यादेश प्रकाशित होने की तारीख से प्रवृत्त होंगे.

संशोधित अध्यादेश क्रमांक 21 एवं पश्चातवर्ती अध्यादेश क्रमांक 48.

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,

वीरन सिंह भलावी, अवर सचिव.

**ORDINANCE NO. 48****Diploma in Agriculture Extension Services (DAES)****(ONE YEAR DIPLOMA COURSE)****1. Course & Faculty**

- a. This ordinance shall be applicable to the candidates admitted to Diploma in Agriculture Extension Services. The course in Agriculture leads to the Diploma in Agriculture Extension Services of the University.
- b. The above course shall be offered as per the UGC/AICTE norms.
- c. The above course shall be divided into two semesters. Each semester would be approximately of 6 months duration including vacation/preparatory leave/examination/industrial training etc.

**2. Number of seats**

Number of seats in each course/s shall be decided by the governing body as per the norms laid down by the concerned regulatory body.

**3. Fees**

Fees for the course/s shall be as determined by the University, and approved by the Madhya Pradesh Private University Regulatory Commission, from time to time.

**4. Duration and Conduction of Course**

- a. There shall be at least 90 days of teaching in every semester.
- b. One hour of conduct of Lecture/Tutorial and two hours Practical shall normally be equal to one credit as shown in the schemes.
- c. A candidate may provisionally continue to attend next higher year/semester, even if the result of qualifying year/semester has not been declared. However, subsequently if he is not able to clear qualifying semester examinations, the candidate cannot claim any right on the basis of his provisional admission.
- d. The maximum duration of the course shall be of two years.

## 5. Eligibility Criteria for Admissions

Following the eligibility criteria as per the guidelines of concerned regulatory /statutory body, the eligibility norms in the course shall be:

- a. Every applicant for admission to Diploma in Agriculture Extension Services course shall have passed Higher Secondary Examination on the pattern of 10+2 from recognized board of education or equivalent examination recognized as equivalent thereto by the University.
- b. The admission to the Diploma in Agriculture Extension Services course shall be governed by the rules and the criteria set by the Academic Council or empowered committee or the relevant statutory body.

## 6. Admission Procedure

Following the norms of statutory body, admission for these courses will be made as follows:

- a. The University will issue admission notifications in news papers/on the University's website/notice board of the University etc before the start of the academic year. The University may conduct its own entrance examination for admission. The students may also secure direct admission in the University.
- b. List of candidates provisionally selected for admission /shortlisted by merit, will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission.
- c. The candidates whose results of the qualifying examinations are awaited can also apply but will be admitted provisionally. Such candidates, however, must produce previous year's mark sheet, school/college certificates as proof required for eligibility. The candidates shall have to present the mark sheet of the qualifying examination within stipulated due date after admission, otherwise the provisional admission granted to him will be liable to be cancelled.
- d. 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 are not paid.

- 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.
- e. Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.

#### **7. Course Structure**

The subjects to be studied in different semesters of the courses shall be as per the schemes, approved by the concerned Board of Studies and Academic Council of the University.

#### **8. Attendance**

Candidates appearing as regular students for any semester examinations are required to attend 75% 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 a maximum of 5% can be condoned by the Vice-Chancellor of the University, for satisfactory reasons.

#### **9. Medium of Instructions and Examination**

The medium of instructions for teaching and examination shall be in Hindi / English throughout the course of study.

#### **10. Examination Scheme**

No candidate shall be allowed to take the term-end Semester Examination unless one has:

- i. Attended at least 75% of lectures/practical delivered.
- ii. Paid all the fees dues.
- iii. Obtained 'No Dues' certificate from the concerned department/faculty/office.
- iv. Submitted the training/ internship certificate, and /or Project Report, as notified by the Head/Director/Dean.
- v. Received in-plant training, if any, as prescribed in the scheme.

Each student shall have to appear in the examination of theory/practical and continuous comprehensive examination system (CCE)/internal assessments. The internal assessments shall be held in the manner as prescribed in the scheme, adopted time to time.

#### **11. Assessment System**

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per UGC guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

#### **12. General**

Notwithstanding anything stated in this Ordinance, for any unforeseen issue arising, and not covered by this Ordinance, or in the event of differences, interpretation, the Vice-Chancellor may take a decision after obtaining necessary opinion/advice of a Committee consisting of any or all the HOIs/Dean. The decision of the Vice-Chancellor shall be final.

**ORDINANCE NO. 21****Bachelor of Computer Application (B.C.A)****(THREE YEAR DEGREE COURSE)****1. Course & Faculty**

- a. This ordinance shall be applicable to the candidates admitted to Bachelor Degree courses in Computer Application. The course in Computer Application leads to the degree of Bachelor of Computer Application (B.C.A) of the University. 'Premium BCA programs in Cloud Computing, Mobile Programming, System Administration & Cyber Security, and Graphics & Animation shall also be offered.'
- b. The above courses shall be offered as per the UGC/AICTE norms.
- c. The above courses shall be divided into six semesters. Each semester would be approximately of six months duration including vacation/preparatory leave/examination/industrial training etc.

**2. Number of seats**

Number of seats in each course/s shall be decided by the governing body as per the norms laid down by the concerned regulatory body.

**3. Fees**

Fees for the course/s shall be as determined by the University, and approved by the Madhya Pradesh Private University Regulatory Commission, from time to time.

**4. Duration and Conduction of Course**

- a. There shall be at 90 days of teaching in every semester.
- b. One hour of conduct of Lecture/Tutorial and two hours Practical shall normally be equal to one credit as shown in the schemes.
- c. A candidate may provisionally continue to attend next higher year/semester, even if the result of qualifying year/semester has not been declared. However, subsequently

if he is not able to clear qualifying semester examinations, the candidate cannot claim any right on the basis of his provisional admission.

- d. The maximum duration of the course shall be of five years. However, one mercy attempt can be granted to a student by Vice-Chancellor which should not be more than one year on satisfactory reason.

### 5. Eligibility Criteria for Admissions

Following the eligibility criteria as per the guidelines of concerned regulatory /statutory body, the eligibility norms in the course shall be:

- a. Every applicant for admission to BCA shall have passed Higher Secondary Examination on the pattern of 10+2 from recognized board of education or equivalent examination recognized as equivalent thereto by the University.
- b. The admission to the B.C.A course shall be governed by the rules and the criteria set by the Academic Council or empowered committee or the relevant statutory body.

### 6. Admission Procedure

Following the norms of statutory body, admission for these courses will be made as follows:

- a. The University will issue admission notifications in news papers/on the University's website/notice board of the University etc before the start of the academic year. The University may conduct its own entrance examination for admission. The students may also secure direct admission in the University.
- b. List of candidates provisionally selected for admission /shortlisted by merit, will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission.
- c. The candidates whose results of the qualifying examinations are awaited can also apply but will be admitted provisionally. Such candidates, however, must produce previous year's mark sheet, school/college certificates as proof required for eligibility. The candidates shall have to present the mark sheet of the qualifying examination within stipulated due date after admission, otherwise the provisional admission granted to him will be liable to be cancelled.
- d. 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 are not paid.
- 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.
- e. Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.

#### 7. Course Structure

The subjects to be studied in different semesters of the courses shall be as per the schemes, approved by the concerned Board of Studies and Academic Council of the University.

#### 8. Attendance

Candidates appearing as regular students for any semester examinations are required to attend 75% 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 a maximum of 5% can be condoned by the Vice-Chancellor of the University, for satisfactory reasons.

#### 9. Medium of Instructions and Examination

The medium of instructions for teaching and examination shall be in English throughout the course of study.

#### 10. Examination Scheme

No candidate shall be allowed to take the term-end Semester Examination unless one has:

- i. Attended at least 75% of lectures/practical delivered.
- ii. Paid all the fees dues.
- iii. Obtained 'No Dues' certificate from the concerned department/faculty/office.
- iv. Submitted the training/ internship certificate, and /or Project Report, as notified by the Head/Director/Dean.
- v. Received in-plant training, if any, as prescribed in the scheme.

Each student shall have to appear in the examination of theory/practical and continuous comprehensive examination system (CCE)/internal assessments. The internal assessments shall be held in the manner as prescribed in the scheme, adopted time to time.

#### 11. Assessment System

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per UGC guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

#### 12. General

Notwithstanding anything stated in this Ordinance, for any unforeseen issue arising, and not covered by this Ordinance, or in the event of differences, interpretation, the Vice-Chancellor may take a decision after obtaining necessary opinion/advice of a Committee consisting of any or all the HOIs/Dean. The decision of the Vice-Chancellor shall be final.

भोपाल, दिनांक 13 सितम्बर 2017

क्र. आर-414-सी.सी.-2017-अड़तीस.—मध्यप्रदेश निजी की (स्थापना एवं संचालन) अधिनियम, 2007 की धारा 28(1) के अनुक्रम में, अवंतिका निजी विश्वविद्यालय उज्जैन के प्रथम अध्यादेश क्रमांक 01 से 09 राज्य शासन के निर्देशों के अनुसार अधिनियम, 2007 की धारा 35 अनुसार प्रकाशित किया जाता है। संस्था के उक्त अध्यादेश प्रकाशित होने की तारीख से प्रवृत्त होंगे।

प्रथम अध्यादेश क्रमांक 01 से 09.

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

### ORDINANCE NO. 1

#### SHORT TITLE, SCOPE, AND COMMENCEMENT

- (1) The "Ordinances" shall be called the Ordinances of **AVANTIKA UNIVERSITY, UJJAIN, MADHYA PRADESH.**
- (2) These Ordinances shall come into force with effect from the date of the notification in the Madhya Pradesh Gazette.
- (3) The Ordinances are in conjunction with the provisions of the Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007. If there be any difference in the provisions of the Act or the Rules and the Ordinances, the provisions of the Act or the Rules shall prevail.
- (4) Nothing in these Ordinances shall be deemed to debar the university from amending the Ordinances subsequently according to the provision of Section 29 of the Act, and the amended ordinances, if any shall be applicable with immediate or retrospective or prospective effect, from such a date as prescribed in the notification.

**ORDINANCE NO. 2****FACULTIES, SCHOOLS, AND PROGRAMS OFFERED IN THE UNIVERSITY**

The University shall have the following Faculties mentioned in the column-2, Schools as mentioned in column-3 and Programs offered as mentioned in column-4.

| Sl. No. | Faculty                                  | School                                  | Programs Offered   |
|---------|--|---|--|
| 1.      | Faculty of Art and Design                | School of Design                        | B.Des, M.Des, Ph.D<br>System Design<br>Industrial Design<br>Communication Design   |
| 2.      | Faculty of Science and Engineering       | School of Engineering                   | B.Tech, M.Tech, Ph.D<br>Computer Science and Engg.<br>Mechanical Engg.<br>Electrical and Electronics Engg.<br>Electronics and Communication Engg.<br>Civil Engg. |
| 3.      | Faculty of Architecture and Planning     | School of Architecture                  | B.Arch, M.Arch, Ph.D   |
| 4.      | Faculty of Humanities and Social Science | School of Humanities and Social Science | BA, MA, M.Phil, Ph.D   |
| 5.      | Faculty of Economics and Finance         | School of Economics and Finance         | B.Sc, M.Sc, Ph.D   |
| 6.      | Faculty of Law and Public Policy         | School of Law and Public Policy         | B.Sc-LLB, BBA-LLB, LLM, Ph.D   |
| 7.      | Faculty of Medicine and Health Sciences  | School of Medicine                      | MBBS, MS, MD   |

The other Faculties, Schools, and Programs can be added as per the decision of the Academic Council and approval of the Governing body of the University, subject to approval of the Regulatory Commission.

## ORDINANCE NO. 3

### ADMISSION, ENROLLMENT, AND MIGRATION OF STUDENTS

- (1) In this ordinance unless there is anything repugnant in the subject or context, **"Equivalent"** examinations mean an examination which has been conducted by ;
- Any recognized Board of Higher Secondary Education or
  - Any Indian University / Board other than this University incorporated by any law in force for the time being, and recognized by this University as equivalent to its corresponding examination.
  - Any other foreign qualifications considered equivalent by appropriate authority.
- "Qualifying Examination"** means an examination the passing of which makes a student eligible for admission to a particular year in program of study leading to Bachelors, Masters, or Doctoral degree or Diploma or Certificate of Avantika University.
- (2) The admission of students to various programs shall be made strictly on the basis of merit.
- (3) The norms for selection at Avantika will be the sole prerogative of Admission Committee, and the decision of the Admission Committee and the Management in any of the matters concerning the admissions process and selection will be final.
- (4) Any direct or indirect attempt to influence the admission committee or its members, academic office bearers or management will result in the automatic disqualification of the candidate.
- (5) The candidate is required to check and verify the entry requirements for the program. The candidate is then expected to register online on Avantika University portal. An automated verification link will be sent to the registered email ID. The account can be activated with the link sent to the registered email.
- (6) The application for admission shall be accompanied by,
- SSC Certificate
  - HSC Certificate
  - Entrance Examination Score Card
  - Transfer Certificate
  - Nationality Certificate
  - Caste Certificate (if applicable)
  - Caste Validity (if applicable)

- Graduation Certificate (if applicable)
- Experience Certificate (if applicable)
- Application Fee (DD/ Online Transaction Receipt)

Additionally, the candidate is required to submit

- Statement of Purpose (SoP)

The SoP is one of the most important components of your application process. The SoP will allow the admissions committee to get acquainted with the student, his/her desire to study at Avantika University, and his/her future-plans to utilize learning. The SoP should also include reasons for the choice of program at Avantika University. It should include an explanation of academic interests, including their relation to the goals for undergraduate/postgraduate study.

- Self-Recorded Video (SRV)

The SRV shall be of a maximum duration of 120 seconds. It is an opportunity to help reviewers assess the student's understanding of Avantika's academic objectives in addition to the SoP. It will help them determine whether the student will be a good match for the program applying to. The video is expected to be an extension of the SoP and must exclude any personal/private information. The recording can be done using any camera or on your smartphone. It may be noted that, the content is more important than the quality of video.

- (7) Avantika University shall conduct Entrance Examination, Competitive Examination, Group discussion, Personal Interview etc, depending on the program. Admission to various degree and diploma programs shall be through Avantika Scholastic Test (AST) conducted in ONLINE mode.
  - (a) Candidates applying for various academic programs should have secured an aggregate of marks as prescribed by the university. A relaxation of 5% will be given for the Candidates belonging to SC/ST category.
  - (b) The Candidates hailing from Jammu and Kashmir and the North-East states of Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram, Nagaland, Sikkim and Tripura should produce Certificate of Nativity at the time of counseling, failing which they will not be considered for admission.
- (8) The fees structure for all the programs offered shall be decided by the university from time to time.
- (9) The admission to various degree / diploma programs may be applicable to,

- (a) Candidates who have studied in Regular, Full time and Formal Education are along eligible to apply.
  - (b) Candidates should have secured an aggregate of certain minimum percentage of marks and above in their qualifying examination to be eligible to apply.
  - (c) Candidates appearing for their final degree exam / final semester exam in the current year are also eligible to apply.
  - (d) Candidates should have completed their final semester/ year exams before the selection interview at Avantika University.
- (10) For other courses involving admissions based on the marks obtained in the qualifying examinations, the merit for admission shall be determined either on the basis of ranked marks or grade obtained in the Entrance Examination conducted at the University / State level as per the norms of Regulatory bodies.
- (11) If an application for admission, as aforesaid has passed the qualifying examination from a Board other than the Board of Secondary Education, Madhya Pradesh, or a University other than this University, he shall submit in addition to the School / College Leaving Certificate or Transfer 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 prescribed.
- (12) The University may introduce Under Graduate, Post Graduate, Doctoral, and Diploma program in a phased manner subject to the approval of various bodies.
- (13) If the change is to another school or institution, the Vice Chancellor shall consider the reasons given to justify such a change. If they are strong enough to justify such a change, he may pass order accordingly. On such orders being passed, the student in question shall:
- (a) Make payment of all fees due to the Institution up to the month of the application for the transfer certificate; and
  - (b) Refund whatever, if any scholarship or studentship has been paid to him from the funds of the Institution, if required by the Head of the Institution to do so.
- (14) When the student has made all the previously mentioned payments, the Head of the Institution shall issue a Transfer Certificate.
- (15) The migration of students from the university to another may be granted on any genuine ground such as completion of studies, death of parents / near relative or on medical grounds.

- (16) The migration in professional colleges will be governed by rules and regulations of statutory bodies such as MCI, DCI, INC, IPC & AICTE.
- (17) The seats for admission and fees in any course of study for the persons belonging to special categories shall be regulated in accordance with the norms/ guidelines prescribed by the UGC and other concerned Statutory Bodies / Policy of State Government, or instructions applicable from time to time.
- (18) Every student in the university shall all times be of good behavior, show diligence in student, maintain decorum and dignity, take proper interest in co-curricular activities and observe all rules of discipline of the Institution of which he is a student and of the university.
- (19) When a student has been found guilty of breach of discipline within or outside the precincts of the university, or persistent absenteeism, the Vice Chancellor 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 university; or
  - (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 Vice Chancellor shall give the student concerned an opportunity of personal hearing and record the reasons of inflicting the punishment in writing.

- (a) The Vice Chancellor 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.
- (b) The period, during which a student remain suspended for completion of an inquiry, shall be reckoned in the calculation of his attendance for appearing at an examination provided he is found innocent
- (c) A student who has been rusticated shall not be readmitted for a minimum period of two years. The other universities shall be informed of the fact of the rustication.
- (d) The rustication of a student from university shall entail the removal of his name from the Register of enrolled students.

**ORDINANCE NO. 4****REGISTRATION OF COURSES OF STUDY AND TEACHING METHODOLOGY**

- (1) The students seeking admission to various degree programs need to subscribe to the online admission process of the university. It is mandatory for the student to appear for the Avantika Scholastic Test (AST) conducted by the university in online mode. The candidate can book the date and time slot as per his convenience. It may be noted that AST is not an entrance exam but a test to check the scholastic aptitude of the student. This test will enable both the student and university to make an informed decision regarding the choice of program intended for study. Admission to academic programs will be based on their merit in addition to satisfying specific admission criteria of the program. The minimum qualifications essential for admission to various programs of the university will be stipulated and indicated in the Admissions brochure released before the commencement of admission to various programs every year.
- (2) The academic model of university will follow a semester pattern. There will be two regular semesters in a year, each of approximately 18-20 weeks duration, including examinations, evaluation, and grade finalization. The Fall Semester will normally be from July/August to November/ December and Spring Semester from January/February to May/June. There may be an additional academic semester for summer courses, known as the Summer Semester during the summer break, i.e. June-July.
- (3) The University follows a specialized credit based system named Avantika Flexible Credit System (AFCS), therefore registration at the beginning of each semester on the prescribed dates announced in the Academic Calendar, is mandatory for every student till she/he completes her/his program.
- (4) Registration is the sole responsibility of the student. Without registration, any academic activity (course / seminar / practical / term project /etc.) undergone by a student will not be counted towards the requirements of her/his degree.
- (5) On joining the University, each student is assigned to a Faculty Mentor to counsel the student on matters related to the registration process. The Faculty Mentor will discuss with the student on his/her academic performance in previous semester(s) and suggest the number and nature of courses to be registered in the ensuing semester, within the framework of that program curriculum.
- (6) A student will be permitted to register in the next semester only if all the following conditions are fulfilled:



- (a) satisfies all the academic requirements to continue with the Program of Studies without termination;
  - (b) paid all specified fees of the university as per the payment schedule;
  - (c) cleared all University, Hostel, and Other dues (if any);
  - (d) has not been debarred from registering on any specific ground by the university.
- (7) A regular student of a degree program shall register for the appropriate number of course credits in each semester/session, which is within the minimum and maximum limits specific to that degree program.
- (8) The minimum duration that the students are generally expected to take to meet various requirements of programs offered by the university is as specified by the UGC regulations and / or as specified by other regulatory bodies.
- (9) The medium of instruction and examinations shall be English or any other language as per the requirement of the course, which would be proposed by Board of Studies and approved by Vice Chancellor, Academic Council and Governing Body of the University.
- (10) In general, a certain quantum of academic work measured in terms of Credits is laid down as the requirement for a degree program. A student earns credits by satisfactorily clearing courses and other academic activities every semester. The credits associated with a course are dependent upon the number of hours of instruction per week in that course. Similarly, the credit associated with any of the other activities is dependent upon the quantum of work expected to be put in for each of the other activity per week.
- (11) Each program contains a prescribed list of courses in a specific format, which is generally called Curriculum. The curriculum of a program contains list of courses grouped under various heads of courses as applicable to the program. The Board of Studies as appointed by the Vice-Chancellor will approve the curriculum and syllabi presented by the Chairman, which will be presented before the Academic Council for approval and subsequent implementation. A student is considered to have completed the program, if and only if, he/she has successfully cleared / completed all the necessary courses prescribed in his / her program curriculum. Students admitted into a program shall adopt a curriculum specified by the Academic Council for that Academic year. Unless otherwise stated explicitly by the Academic Council, any changes in curriculum will be applicable to the students admitted in the subsequent year and the existing batches continue to follow the curriculum prescribed at the time of their joining the program. Any change in the curriculum should be recommended by the Board of Studies and submitted to the Academic Council for approval.

- (12) The courses can be various types as necessitated by the program and as approved by the regulatory bodies. Each course will be normally identified by a unique Course Code of alpha-numeral characters. The alphabets reflect the discipline and the level to which the course belongs. The numerals indicate the year and a running serial number.
- (13) A course syllabus is a document that explains what a student is going to learn in that course. Each course shall have a course code, course title, course type, level of study, session details, course abstract, course objectives, course outcomes, course modules with content and deliverables at the end of each module, course end deliverable, the typical assessment and evaluation modes, list of text and reference books.
- (14) Each course shall be divided into 4 to 5 modules, and is conducted in sessions. Each session will be of 3-hour duration. The sessions will be divided into EXPOSURE AND PRACTICE. The Exposure session will have, Pre-session (Think and Create), In-session (Confront and Do) and Post Session (Practice and Learn).
- (15) The Credit System for defining and categorizing Courses is the E-P (Exposure-Practice) framework.
- (16) This Credit Structure is used to define various types of courses to provide for the appropriate pedagogy and methods of evaluation. The flexibility required to accomplish the course learning objectives and outcomes can be provided for, while retaining a common framework for Credit allocation. More importantly, it is necessary to have a transparent, credible, and robust system for planning, delivery and evaluation of each course of the diverse study programs of the University.
- (17) The minimum credit requirement for the completion of a program for students admitted is clearly specified in the program curriculum. Further, the student must meet the course and credit distribution also as specified in his curriculum, to become eligible for the degree. The curriculum will consist of appropriate credit distribution across various disciplines of study the student need to undergo as per the regulatory norms.
- (18) A course having an "F" grade will be considered as a backlog and it should be re-registered in the subsequent semester, when it is offered. If a student opts for Grade Improvement then the course should be re-registered.
- (19) A student can add or drop from the registered courses within the first 3 instructional days from the commencement of a regular semester, subject to the availability of resources and the minimum / maximum number of credits required to be registered in a semester. Only those courses that stand registered at the end of Add / Drop process will be

considered as final for that semester. The courses thus dropped will not appear in the Semester Grade Sheet of the student.

- (20) If a student feels that his/her performance in the first continuous assessment of a registered course is not satisfactory, the student can withdraw his/her Course Registration from the course. The University will announce suitable days for carrying out Course Withdrawal. Course Withdrawal will be open to students for three instructional days.
- (21) Some courses may have specific prerequisites to be met before a student can register for the course. Generally, the student is expected to have cleared all the prerequisite courses at the time of Course Registration.
- (22) In order to maintain high standards and academic excellence, all students must attend every lecture, tutorial, studio, field work, laboratory, practical classes and all other such curricular sessions as prescribed by the program requirements.
- (23) To account for approved leave of absence (for instance, representing the university in State/National/International Competitions/Events/Conferences, etc.) and/or other contingencies like medical emergencies, the attendance requirement shall be a minimum of 75% of the classes conducted.

## **ORDINANCE NO. 5**

### **CONDUCT OF EXAMINATION AND OTHER RELATED MATTERS**

- (1) Notwithstanding anything contained in this Ordinance, The Academic Council has the right to revise, amend or modify the Ordinances from time to time, and shall be binding on all parties concerned, including the Students, Faculty, Staff, Departments, and University Authorities. In case of a dispute, the decision of the Academic Council will be final and binding. In case of difficulty in application of any of the clauses of the Ordinances specified above, the Vice Chancellor shall have all powers to amend/modify/remove the difficulty in the relevant Ordinance.
- (2) The Head of Academic Administration shall be principal authority of the university, bestowed with the full responsibilities of arranging and conducting the university examinations, fair and free from any malpractice and within the prescribed time schedule.
- (3) All arrangements for the conduct of examinations to be held by the university shall be made by the Head of Academic Administration, in accordance with the rules and regulations framed by the university from time to time.
- (4) The schedule of examination for all the programs shall be prepared as per the guidelines set by Board of Studies and Academic Council.
- (5) A student is expected to maintain 100% attendance in all courses to maintain high standards and academic excellence. However, to account for approved leave of absence (for instance, representing the university in State/National/International Competitions/Events/Conferences, etc., organizing events/ seminars/ workshops/ technical/ cultural festivals/ competitions, NSS and NCC camps) and/or other contingencies like medical emergencies, a maximum of 25% attendance might be condoned. The attendance percentage will be calculated from the 'date of registration' into a course to one day before the start of the exam component.
- (6) Students who are absent due to prolonged illness or any other valid reason from the classes beyond the 25% absence shall be advised to request for 'Break of Study' on medical grounds for a semester. This may result in extension of minimum time-period of completion of the program.
- (7) The assessment is incorporated into daily practice and programs use creative ways to incorporate it into curriculum and instruction. The course lead with the support of course

associates decide on the collection, interpretation, and the use of assessed data. The student learning outcomes, which play a major role in this exercise, indicate comprehensively and in detail what students must learn as a result of their experience, viz., knowledge, skills and attitudes that are specific to the program.

- (8) Academic malpractice shall be viewed seriously and punished appropriately in order to discourage students from indulging in such activities. A Committee constituted by the University shall enquire all such cases and recommend appropriate action.
- (9) Opportunities exist for students to complement and enhance their learning experience by crediting additional courses in diverse areas. Students who are academically sound can devote their extra time in each semester by taking additional courses as permissible for each program.
- (10) The performance of a student in a course shall be assessed through a series of Continuous Assessment (CA) Components and Course End Assessment (CEA) as per the requirements and nature of the individual courses. The CA may consist of closed book or open book examination, quizzes, portfolio generation, assignments, problem solving, programming, prototyping, field work, projects, and any other innovative assessment practices followed by faculty. The CEA will be in the form a jury evaluating the Course Project/s.
- (11) All examinations other than the CEA will be conducted by the concerned school or a centralized arrangement among schools. The Academic Administration section will conduct the CEA centrally with external experts invited for assessment.
- (12) All students who have registered for a particular course are eligible to write the CA and CEA for that course, provided he/she is not debarred from writing the exam due to one or more of reasons listed below,
  - Shortage of attendance
  - Acts of indiscipline
  - Withdrawal of a registered course
- (13) The university follows a Letter Grading System. The Semester-wise academic performance evaluation of every registered student is done through various modes of assessments. The cumulative performance in all assessments in a course registered by a student is awarded a letter grade. The letter grades indicate a qualitative assessment of the student's performance and carry a quantitative (numeric) equivalent called the Grade Point.

- (14) The letter grade awarded to a student for his/her performance in a course can be based on either the Absolute Grading or the Relative Grading concept. The university will follow an Absolute Grading System. The letter grades and their equivalent grade point are given in Table 1.

**Table 1: Letter Grades with Grade Points and Range of Marks**

| Marks  | Letter Grade | Grade Point | Meaning   |
|--------|--------------|-------------|---|
| 100-96 | A+           | 10.00       | Exemplary   |
| 95-91  | A            | 9.50        | Outstanding   |
| 90-86  | A-           | 9.00        | Excellent   |
| 85-81  | B+           | 8.50        | Very Good   |
| 80-76  | B            | 8.00        | Good  |
| 75-71  | B-           | 7.50        | Satisfactory  |
| 70-66  | C+           | 7.00        | Average   |
| 65-61  | C            | 6.00        | Below Average   |
| 60-50  | C-           | 5.00        | Critical  |
| 49-00  | F            |             | Failure (Need Remedial)   |
| —      | FR           |             | Fail, due to shortage of Attendance, or penalized for Malpractice in examinations |
| —      | N            |             | Not Complete  |
| —      | S            |             | Satisfactory  |
| —      | U            |             | Unsatisfactory  |
| —      | AU           |             | Audit   |
| —      | T            |             | Transfer Credits  |
| —      | EX           |             | Exempted  |

- (15) The Letter Grade (A+, A, A-, B+, B, B-, C+, C, C-, F, and FR) indicates the level of academic performance, assessed on a decimal (0-10) scale. A student is declared to have passed / cleared a course, if he / she has earned anyone of the following grades: 'A+', 'A', 'A-', 'B+', 'B', 'B-', 'C+', 'C', 'C-' as per the university norms.
- (16) The Earned Credits refers to the credits assigned to the course in which a student has obtained either 'S' grade, or any one of the letter grades 'A+', 'A', 'A-', 'B+', 'B', 'B-', 'C+', 'C', 'C' (but not 'F', 'FR', 'U' and 'N').

- (17) The 'F' grade denotes failure in a course due to very poor performance. The grade 'F' will be awarded, if the student fails to clear a course due to their poor performance during the semester in a course which reflects on the total marks. A grade 'F' carries 'Zero' grade point and to clear the course, the student will be allowed to appear for a Supplementary Assessment. The student is also allowed to re-register for the course in a subsequent semester and complete the same with a performance grade.
- (18) The 'FR' grade denotes failure in a course due to shortage of attendance, or the student is penalized for malpractice in examinations. A student who obtains 'FR' grade in any course should necessarily re-register for the course in a subsequent semester and complete the same with a performance grade.
- (19) All the 'F' (other than the courses for which an improved grade is obtained by the student in the supplementary assessment) and 'FR' grades secured in any course stay permanently on the grade card.
- (20) The letter grade 'N' is a placeholder which denotes Not-Complete performance in any course due to absence during CEA, due to some unavoidable circumstances like bereavement in immediate family or major illness. The 'N' gets converted to an appropriate regular letter grade after the Supplementary Assessment. In case the student does not avail the Supplementary Assessment, this will be converted to a 'F' grade.
- (21) The letter grade 'S' and 'U' are awarded for the University Mandatory Learning Courses. The 'S' grade denotes satisfactory performance and completion of a course. The requirements for receiving 'S' grade for the University Learning Courses, will be clearly stated in the course/session plan. The 'U' grade denotes unsatisfactory performance and the student is expected to mandatorily complete the course for the degree to be awarded.
- (22) The letter grade 'AU' is awarded in a course that the student opts to register for Audit. It is not mandatory for the student to go through the entire regular process of evaluation in an audit course. However, the student should satisfy the minimum attendance requirement and complete the minimal level of evaluation as stipulated in the course plan by the Course Instructor, failing which that course will not be listed in the Grade Sheet. The student does not earn credits for the Audited course.
- (23) The letter grade 'A+' grade stands for exemplary achievement, whereas the letter grade 'C-' stands for marginal performance and is the minimum passing letter grade

- (24) An 'F' grade obtained in a subject, and a new grade attained for the subsequent repeat, will be both reflected in the transcript. Both grades will also be counted in the computation of SGPA and CGPA.
- (25) The letter grade 'T' is awarded for courses taken from approved student exchange programs. They will be excluded from the CGPA computation. However, they will be counted toward the academic unit requirement for graduation, and reflected in the transcript.
- (26) Students are not allowed to repeat any subjects taken except those with 'F' grade.
- (27) The overall performance of a student will be measured by two indices: SGPA which is the Semester Grade Point Average and CGPA which is the Cumulative Grade Point Average.
- (28) The performance of a student in a semester is indicated by a number (SGPA). The SGPA is a weighted average of the grade points obtained in all the courses registered by the student during the semester. SGPA for a semester is computed as follows:

$$\text{SGPA} = \frac{[\sum (\text{Course Credits}) \times (\text{Grade Point})] \text{ for all courses with letter grades (with grade points) including all 'F' and 'FR' grades (in that semester)}}{[\sum (\text{Course Credits})] \text{ for all courses with letter grades (with grade points) including all 'F' and 'FR' grades (in that semester)}}$$

- (29) The CGPA indicates overall academic performance of a student in all the courses registered up to and including the latest completed semester. It is computed in the same manner as SGPA, considering all the courses. CGPA is computed as follows:

$$\text{CGPA} = \frac{[\sum (\text{Course Credits}) \times (\text{Grade Point})] \text{ for all courses with letter grades (with grade points) including all 'F' and 'FR' grades}}{[\sum (\text{Course Credits})] \text{ for all courses with letter grades (with grade points) including all 'F' and 'FR' grades}}$$

- (30) The SGPA and CGPA are calculated to TWO DECIMAL PLACES. Both SGPA and CGPA are calculated as follows at the end of every semester and indicated in the Grade Sheet.
- (31) The students will be issued a Grade Sheet at the end of each semester. This Grade Sheet will be an accurate log of course activity of a student in each semester and hence all courses registered (including those courses that are awarded 'F', 'N', 'S', 'U',



substituted, re-registered, audited, grade improvement courses, transfer credits) will be listed semester-wise along with the grade points earned (performance and other grades), course credits, SGPA, CGPA, etc. This will reflect the performance of a student during the specific semester. The overall performance of a student in all semesters since joining the program will be shown in a Consolidated Grade Sheet. A Consolidated Grade Sheet will be issued to a student upon his/her successful completion of the program or along with the Degree Certificate. The Consolidated Grade Sheet will indicate only the CGPA, and not SGPA.

- (32) The requirements for graduation are as follows:
- (a) Successful completion of the prescribed academic unit requirement as set out by the course curriculum.
  - (b) A minimum CGPA of 5.00 is required at the end of the final semester of study.
- (33) The criteria for satisfactory academic standing in any given semester are:
- (a) maintaining a minimum CGPA of 5.00.
  - (b) completing at least 75% of the normal credit workload.
- (34) Students with poor standing will be subjected to the following performance review:
- (a) Academic Warning – if the CGPA falls below 5.00 for any given semester.
  - (b) Academic Probation – if the CGPA falls below 5.00 for the following semester.
  - (c) Academic Termination – if the CGPA falls below 5.00 for the 3rd consecutive semester, or at the end of the final semester of study. A letter of termination will be issued.
- (35) Appeal against termination on the grounds of extenuating circumstances may be made, subject to the following rules:
- (a) the appeal must be submitted to the relevant School by the end of the first week of a semester;
  - (b) normally only one appeal is allowed per candidature.
- (36) A student shall be declared to be eligible for the award of the concerned degree/diploma if she/he has:
- (a) fulfilled the Minimum Credit Requirements for the award of the Degree/Diploma
  - (b) secured of minimum CGPA of 5.00 in the concerned Program at the end of the Semester in which she/he completes all the requirements for the Degree/Diploma
  - (c) no dues to the University, Departments, Hostels, Library, and any other such centers/departments of the University
  - (d) no disciplinary action pending against her/him.

- (37) The award of degree must be recommended by the Academic Council, for approval and for further recommendation to the Governing Body.
- (38) The award of Class in all programs would be based on the CGPA in the concerned program at the end of the Semester in which she/he completes all the requirements for the Degree.
- (39) Classes will be awarded as per the following scale:
- (a) CGPA from 8.50 and above shall be declared as First Class with Distinction
  - (b) CGPA from 7.00 to 8.49 shall be declared as First Class
  - (c) CGPA from 6.00 to 6.99 shall be declared as Second Class
  - (d) CGPA from 5.00 to 5.99 shall be declared as Pass Class
- (40) Though, under Letter Grading System, there is no absolute conversion of SGPA/CGPA into percentage of marks, the University shall, for purposes of comparison with other degree awarding Institutions / Universities, or, if required by any Regulatory Body, issue an 'Equivalence Scale for Conversion of SGPA/CGPA'. However, the equivalence certificate will be issued to a student only on specific request for the same.
- (41) Credit Transfer is possible for a student moving from one program to another relevant program within the university, or getting re-admitted into the same program. Credit Transfer is possible for the courses and the credits completed by the student can be transferred to the new program, subject to the other parameters such as course contents and credits etc.
- (42) A similar procedure shall be adopted during the time of admission of candidates from other universities into various eligible programs of Avantika University, subject to the condition that those universities are recognized and approved for credit transfer by Avantika University.
- (43) The minimum period of study (n) a student is expected to study to complete the academic program is stipulated by the university. However, if a student has few backlog courses yet to be cleared even after the completion of the above said time limit, the student will be permitted to complete all the course and credit requirements specified in the curriculum, with an additional grace period of three years from the year of joining the university under that program (n+3). Under no circumstances, the period of study shall be extended beyond (n+3) period and thereafter his/her studentship stands cancelled automatically. No separate intimation in this regard will be sent to the student.
- (44) A Provisional Certificate will be issued to eligible students after successful completion of the course and credit requirements as specified in the program curriculum. The

degree will be conferred on the student during the subsequent convocation. The degree certificate will indicate the relevant branch and specialization if any in, in which the student has graduated along with Minor/ Honors if earned by the student.

- (45) A provision of Supplementary Assessment (scheduled during the inter-semester break) shall be available to such students only, who intend to clear 'F', 'N', and 'U' grade. The student is expected to inform the Dean of his School and justify the reasons for taking Supplementary Assessment.
- (46) Students who have failed in one or more courses ('F') and /or have secured 'C-' Grade in one or more courses, may avail the benefit of the Supplementary Assessment to pass/improve their grades. Such students shall submit the application form to the Academic Administration Office of the University.
- (47) For students who have once failed (F) in any course, and/or, had secured a 'C-' grade in the course(s), a maximum of C+ grade only will be awarded in subsequent Supplementary Assessment irrespective of their performance.
- (48) If the student fails in courses attempted in the Supplementary Assessment, the student will be awarded 'F' grade in the course(s) and will have to re-appear for the examination to be conducted as scheduled in the following semester end.
- (49) The Summer Term is a special provision to enable students who have failed in courses, or have secured low grades, in the previous semesters to repeat the course(s), on offer, at an accelerated pace, but with same rigor and completeness of the Course Plan and Evaluation Scheme for the Course as prescribed in the concerned Program Ordinances Curriculum. The total number of contact hours for the courses remains the same as that during the regular semesters, and therefore the courses run at accelerated pace. Extra classes will be conducted during the Summer Term to provide for the time required to complete the coursework. The evaluation and grading patterns also remain the same as during the regular semesters.
- (50) Registrations for a Summer Term, may be made open to students of some Schools and scheduled as per the Academic Calendar.
- (51) The Schools will announce the Courses on offer for Registration on the prescribed dates. The student cannot request for a specific course to be offered.
- (52) Students should register for the course(s), subject to conditions mentioned in following clauses, and on payment of prescribed fee per course. A student can register for Courses up to maximum of 12 credits.

- (53) The students, who are registering for Summer Term must submit a completed Summer Term Registration Card, checked and verified by the Academic Administration office. The Registration Card will contain the list of failed and/or lower graded course(s) for which the student is registering.
- (54) The courses credited elsewhere, in Indian or foreign University/Institutions/Colleges by students during their study period at the University may count towards the credit requirements for the award of degree. The credits transferred will reduce the number of courses to be registered by the student at the University.
- (55) Students can earn external credits from Institutions of National Importance and other Indian or foreign Universities/Institutes/Colleges with which the University has an MOU (and that MOU must have a specific clause for provision of credit transfer by students).
- (56) Credits for courses taken from approved student exchange programs will be excluded from the CGPA computation. However, they will be counted toward the academic unit requirement for graduation, and reflected in the transcript. Credits transfer can be considered only for the course at same level, i.e., UG, PG, etc.
- (57) A student must provide all details (original or attested authentic copies) such as course contents, number of contact hours, course instructor /project guide and evaluation system for the course for which he/she is requesting a credits transfer. He/she shall also provide the approval or acceptance letter from the other side. These details will be evaluated by the concerned Board of Studies before giving approval. These academic bodies will then decide the number of equivalent credits the student will get for such course(s) in the University. The complete details will then be forwarded to Vice Chancellor for approval.
- (58) The maximum number of credits that can be transferred by a student shall be limited to 50% of the minimum credit requirements specified for the award of the degree.
- (59) Credit Transfer shall be allowed for Online Courses as approved by the concerned Board of Studies.

**ORDINANCE NO. 6****CONDITIONS FOR AWARD OF FELLOWSHIPS, SCHOLARSHIPS, STIPENDS, MEDALS, AND PRIZES**

- (1) Avantika University shall offer various scholarships, fellowships, tuition fee waiver schemes, teaching and research assistance to a selected few meritorious, needy, and deserving students. This is an effort to make contemporary education affordable and reachable, and encourage academic excellence. The scholarships are instituted to recognize excellence in academics and sports, and support students from economically weaker sections.
- (2) The quantum of scholarship and the number of scholarships are subject to revision and amendments from time to time. The changes shall be updated accordingly, and will be available on the website. The value and duration of scholarships instituted by the university shall be laid down by the Board of Management in consultation with the Academic Council.
- (3) The approval of awardees of fellowships, scholarships, medals, and prizes as per the specific regulation(s) and/or ordinance(s) belonging to the specific endowment will be given by the Board of Management on the recommendation of Avantika Awards Committee (AAC) consisting of,
  - (a) The Vice Chancellor (Chairperson)
  - (b) Nominee of the Chancellor
  - (c) Deans of All Schools
  - (d) Chief Finance and Accounts Officer
  - (e) The Registrar (Member Secretary)The Vice Chancellor may involve additional experts from within or outside the university, if deemed necessary.
- (4) The award of fellowships, research and other scholarships shall be made subject to the following conditions.
  - (a) The fellow / scholar will do whole time research work under an approved guide on a subject approved by the Committee.
  - (b) The fellow / scholar shall not accept or hold any appointment paid or otherwise or receive any emoluments, salary, stipend etc from any other source during the tenure of the award nor shall he engage himself in any profession or trade during that period. He may, however, undertake teaching assignment of not more than ten to

twelve hours a week in the university.

- (c) The fellow / scholar shall not join any other course of study or appear in any examination after commencing work under the fellowship / scholarship program.
  - (d) Unless permitted by the guide to work for a specified period at some other place, the fellow/ scholar shall be required to attend the school or lab where he is expected to work, on all working days.
  - (e) If any information submitted by the fellow / scholar in his application is found to be incorrect, incomplete or misleading, the award may be terminated by the Board of Management after giving him an opportunity of being heard.
  - (f) If at any time it should appear to the Vice Chancellor that the progress or conduct of the fellow / scholar has not been satisfactory, the fellowship / scholarship may be suspended or withdrawn.
  - (g) The fellow / scholar shall be required to pay the fees prescribed by the university.
- (5) Post-Graduate scholarship instituted by the university shall ordinarily be tenable for two academic sessions i.e. twelve months in the first year and 10 months in the second year on condition that the scholarship holder produces a certificate of efficiency in studies from the Dean of the School in the subject of study.
- (6) The scholarship shall be tenable from the 1st August if the scholarship-holder join the college within one month of the date of the opening of the college after the summer vacation and pays 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 college.
- (7) The payment of scholarship shall be made only on receipt of scholar's receipted bills duly countersigned by the Dean of the School, where the candidate studies. No scholarship shall be drawn for a month unless the scholarship holder has attended the Institution regularly in that month.
- (8) The drawl of scholarship shall be done in accordance with the procedure that may be laid down by the Academic Council.
- (9) A scholarship-holder shall not combine any other course of study with the course for which the award is made.
- (10) A scholarship shall be cancelled in the succeeding year, if the scholarship-holder fails to secure a CGPA of 8.5 in the previous examinations.
- (11) If a scholarship-holder is unable to appear at the previous examination on account of sickness or any other reasonable cause, the scholarship for the last two-months shall be paid only if the Dean of School certifies that the scholar diligently studies for the examination but was unable to take the examination for reasons beyond control.

- (12) A scholarship-holder shall at all times be of good behavior and observe all rules of discipline.
- (13) A scholarship shall be liable to termination, if;
- (a) The scholarship-holder discontinues studies during the middle of a session or
  - (b) The scholarship-holder, after he has been given a reasonable opportunity to explain his conduct, is in the opinion of the Board of Management guilty of a breach of 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.
  - (c) The Vice Chancellor shall pass the order of termination be final and binding.
- (14) The University shall award Medals and Prizes with a view to augment academic interest and activities among the students. Gold and Silver medals shall be awarded every year on the basis of final grades, subject to the provisions hereinafter appearing.
- (a) The quantum of gold or silver to be used for medal shall be such as approved by the Governing Body and permissible under the Central Gold Control Act.
  - (b) The expenditure on the preparation and award of medals shall be met from the Fund of the University for which necessary provision shall be made in the annual budget or from endowment fund created for this purpose.
  - (c) If in a year the actual cost of the award of Medals exceeds the budgetary provision, the Governing Body – shall lay down the manner in which the excess expenditure is to be met.
  - (d) The University Gold and Silver medals shall be awarded only based on the results at University examinations.
  - (e) Only such successful examinees of the year shall be eligible in accordance with the provisions of paragraph 04 following as have secured (i) First division in the case of a Bachelor's degree examination and (ii) First division in the case of a Master's degree examination, for award of Gold and Silver medals.
  - (f) A gold and a silver medal shall be awarded for each of the programs in all disciplines to successful candidates as mentioned below,
    - i) A gold medal and a silver medal to the two successful candidates who have been placed in First division and have secured respectively highest and second highest CGPA from among the candidates appeared at the undergraduate programs offered by the university.  
Provided that the candidate has passed all semester examinations of the consecutive years in single and first attempt.

- ii) A gold medal and a silver medal to the two successful candidates who have been placed in First division and have secured respectively highest and second highest CGPA from among the candidates appeared at the postgraduate programs offered by the university.  
Provided that the candidate has passed all semester examinations of the consecutive years in single and first attempt.
  - iii) The Avantika Awards Committee (AAC) shall select the candidates for the awards of medals and prizes.
- (15) The Governing Body in concurrence with the sponsoring body accept donations for creation of endowment fund for the award of Fellowships, Scholarships, Stipends, Medals, Prizes, etc of the recurring nature.
- (16) Notwithstanding anything contained in the foregoing paragraphs, award of University Medal for anyone or all of the Examinations mentioned in para 04 may be withheld, suspended or cancelled :-
- (a) If, in respect of a year no candidate is found eligible for the award under the provision of para 04 above.
  - (b) If the Vice Chancellor finds, after considering a report of the Dean of School, that eligible student concerned is not worthy to receive the award on account of a serious charge against him / her, like gross Misconduct etc.
  - (c) If the Governing Body is satisfied that the conduct of the examination concerned at one or more of the schools was not proper.
- (17) The inscriptions on the medals shall be as prescribed by the University.



**ORDINANCE NO. 7****DISCIPLINARY ACTION AGAINST THE STUDENTS**

- (1) Every student in the university shall demonstrate 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 university.
- (2) When a student has been guilty of breach of discipline within or outside the premises of university, on persistent idleness or has guilty of misconduct, the Dean of the School 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 more than a week at a time or expel such a student from the university.
  - (b) Disqualify such a student from appearing at the next ensuing examination or rusticate such a student.
  - (c) Before inflicting any punishment as aforesaid, the student concerned shall be given an opportunity of personal hearing and record the reason of inflicting the punishment in writing.
  - (d) The Vice Chancellor shall have powers to suspend for such time as may be necessary a student temporarily from the university pending inquiry into his conduct about the alleged offence.
  - (e) 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.
  - (f) The rustication of a student from the university shall entail the removal of his name from register of enrolled student.
- (3) All students pursuing a academic program at the university 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.
- (4) Any violation of the code of conduct of 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 shall constitute acts of gross indiscipline and any student indulging in any of them shall be liable for disciplinary action against him.

- (a) Cheating in academics by making use of unauthorized study aids in class or on an examination and committing acts of plagiarism, i.e. submitting material that in part or whole is not entirely one's own work without attributing those portions to their correct source.
  - (b) Any unlawful alterations in academic assignments, records and documents or forging signatures of authorization or falsifying information on official academic documents, viewing or altering computer records, or modifying computer programs or systems.
  - (c) Consumption or possession of alcohol, illegal drugs, and smoking on campus.
  - (d) Possession of dangerous weapons.
  - (e) Disruption of teaching, learning, administration, research, hearing procedures, or any other activities of the university.
  - (f) Damaging University property, stealing, destroying, defacing, or concealing library materials/academic tools with the intention of depriving other students from using them.
  - (g) Providing deliberate assistance/abetment in any prohibitory behavior as stated above will also result in punitive action.
  - (h) Disobeying the teacher or misbehaving in the class
  - (i) Quarreling or fighting in the university campus, with a university employee or any employee of the university canteen, mess or any other public utility functioning in the campus.
  - (j) Stirring or writing or slogans or any material, making of skeletons of figures on any wall or portion of any building within the campus which is not authorized by the university administration.
  - (k) Behaving in the university campus or outside in a manner which is indecent or which is meant to annoy or hurt the teacher officers or employees of the university.
  - (l) Any other act which the disciplinary committee may determine and Vice Chancellor may accept as an act of gross discipline.
  - (m) However, all cases of indiscipline within hostel premises shall be dealt by the warden concerned.
- (6) There shall be Avantika Disciplinary Committee (ADC) comprising of,
- The Registrar
  - Program Coordinators of all Years
  - One Faculty from each School
  - Chief Warden of the Hostel
  - Two representatives of Student's Council

- (7) All punishment awarded to the students shall be recorded in a register to be maintained by the Registrar. The register shall be permanent record of the University and shall contain such details as may be prescribed and prospered by Board of Management.
- (8) If the Registrar finds that in any incident of disturbance or breach of peace certain persons who are not in the roles of the university are involved or are likely to be involved he may send 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 other administrative authorities as the Vice-Chancellor may deem fit. The notification issued under this paragraph shall enforce the entry into the campus of a person debarred from entering the campus and it shall be an act of criminal offence and shall be dealt with accordingly.
- (9) The discipline committee shall ordinarily be convened in an academic year and it shall review general situation regarding discipline in the university and make suggestion in this regard. Any specific case of indiscipline may also be referred to the discipline committee for giving its opinion regarding the further action to be taken.
- (10) Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of difference of interpretation, the Vice Chancellor may take a decision after obtaining, if necessary, the opinion/ advice of the Disciplinary Committee. The decision of the Vice Chancellor shall be final and binding on all concerned.
- (11) As per the UGC norms, the university shall set up an Anti-ragging Committee with the following members
  - The Registrar
  - Program Coordinators of all Years
  - Deans of all Schools
  - Chief Warden of the Hostel
  - Two representatives of Student's Council

This Committee will frequently monitor, promote and regulate healthy interaction with the Fresher's, Junior Students, and Senior Students.
- (12) Ragging is banned at Avantika University. Any direct or indirect involvement of any student in such activities is strictly prohibited within or outside the campus.
- (13) Ragging involves causing physical and/or mental trauma to a person as a result of physical abuse, manhandling, using abusive language or gestures or forcing others to perform acts that may cause physical/mental trauma or damage.
- (14) Ragging is a social, cultural, and psychological menace.
- (15) Students are urged to keep up the glorious tradition of MIT Group of Institutions, and thereby Avantika University, and not indulge in any activity that may be construed as or amounts to ragging.
- (16) Students indulging in such activity are liable to legal action as per the directive from the Honorable Supreme Court of India.
- (17) All students are directed to bring the duly signed and stamped anti-ragging affidavits for enrollment. The formats of affidavits can be found at

## **ORDINANCE NO. 8**

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### **CONDITIONS OF RESIDENCE OF THE STUDENTS**

- (1) These rules may be called the rules for Hostels of the Avantika University and shall be applicable to all the Hostels of the University
- (2) The application for admission to hostel shall be made on a prescribed form available at the hostel office or on the university website. The duly filled application form should reach hostel office before the prescribed date. Incomplete or wrongly filled application form shall not be considered. The application should be made at the start of academic year or end of previous year as per the communication from hostel office.
- (3) A student who has resided in the hostel and seeking readmission for the next year also has to apply with clearance of all dues of previous year, if any.
- (4) No students who have failed or dropped out in the examination or warned for any action shall be readmitted to the hostel.
- (5) The parents of the student shall wherever possible submit details of a local guardian with pass-port size colored photograph, duly signed by both (parent and guardian), to the hostel office at the beginning of every academic year. This will enable the hostel officials to identify the person in case he/she comes to meet the ward in the hostel, or makes a request for taking the ward home.
- (6) The hostel room along with the furniture shall be allotted to the applicant on a first-cum-first serve basis. Any specific requirement of hostel room can be considered subject to availability and not as right. The students should strictly reside only in the hostel rooms allotted to him/her by the Hostel office. The students shall not allow any guests in their rooms without the prior permission of the Warden.
- (7) 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. Similarly, the student shall not give shelter to any outsider; anyone found guilty shall be severely punished.
- (8) All rooms are provided with bed, bed sheets, pillow and pillow covers, mattress, side table, study table, wardrobes, bookshelf, chairs, internet connection port, mug, bucket, and other essentials. Laundry room with washing machines, dryers and drying area are available. The students shall be responsible for all the belongings in their room, and should ensure that there is no damage to the same.

- (9) The student residing in hostel shall not be allowed to keep any furniture other than the one provided by the university in their rooms without prior permission of the Warden. Music system/ TV are not allowed in the individual rooms. Use of any electrical appliances other than the room fixtures are strictly prohibited.
- (10) Students going outside the campus in the designated time shall obtain prior permission from the hostel office. In any case, the students are not allowed to go outside the campus from 8:00 pm to 6:00 am.
- (11) The student shall be responsible for the security of their own property. They must not leave their room / box unlocked in their absence. It is the responsibility of the student to ensure that the room is properly locked whenever they venture outside. Luxury items are strongly discouraged and the university is not responsible for security of the same.
- (12) 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 program in the university his/her admission in the hostel shall be considered afresh.
- (13) The hostel rooms shall have to be vacated at the end of the academic year, with all furniture and fixtures. In exceptional cases student may be permitted to stay on payment on special charges to be decided by the Hostel Management Committee.
- (14) The student residing in hostel shall pay the prescribed fees per semester for which they have been admitted or readmitted. 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 university dues and hostel fees from the commencement of academic year.
- (15) In case, the study course is not completed within the stipulated period and the student 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 fees in multiples of a semester. This facility however shall not be providing to the students who are required to prolong their stay on account of repeat examination.
- (16) Every student admitted to the hostel shall pay a refundable security deposit as specified from time to time. The said deposit shall be refunded at the time of leaving the hostel on completion of the academic program.
- (17) The facility of mess / canteen shall be provided by the university on payment basis; cooking is strictly prohibited in the hostel. The student shall be required to pay semester wise mess charges in advance as notified by the university.

- (18) Attendance shall be taken in hostel every evening at a pre-designated time. Any absence without prior information to Warden, at the time of attendance is an offense. The Warden is fully authorized to deal with any attempt of proxy or wrong entry in the attendance register.
- (19) There shall be a committee named Avantika Hostel Management Committee (AHMC), 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. The AHMC shall comprise of,
- (a) Head – Student Services
  - (b) House Masters
  - (c) Chief Warden
  - (d) All Hostel Wardens
  - (e) One/Two Students from each hostel
  - (f) Medical Officer
  - (g) Sports Officer
- (20) In cases of any unforeseen event or incidents of disturbance, students are requested to immediately contact the Warden.
- (21) In case of exigency, all the students 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.
- (22) The student shall cooperate in keeping the hostels and their surroundings clean by disposing of garbage and waste materials in dustbins at designated places. The water and electricity shall be used prudently and efficiently to avoid wastage.
- (23) The students 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 or unnatural.
- (24) The students shall maintain decorum and dignity, and shall not create any nuisance. Consumption of alcohol, smoking, eating non-vegetarian food is strictly prohibited within the campus. Gambling of any kind and use of drugs is strictly prohibited in the hostel and campus. Pornographic literature and exotic posters/ displays etc. are strictly not permitted in the hostels.

- (25) The students are strictly prohibited to keep firearms with them. No pets are permitted inside the hostels.
- (26) Guests of the opposite sex shall not be entertained in the hostel. The hostel students however may be permitted to meet their relatives at pre-permitted places during the designated time.
- (27) No meeting shall be held in the hostel premises without the prior permission of the Warden. No notice can be exhibited on a notice board or circulated to the hostel students unless it has been signed or countersigned by the Chief Warden. The students shall not cause damage or interfere in any manner with the notice board of the hostel.
- (28) Resort to any form of strike by the students 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.
- (29) 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.
- (30) Any indiscipline or misconduct committed by a student or a group of students shall be brought to the notice of AHMC for taking appropriate action. Depending upon the gravity of the misconduct committed, the matter shall be brought to the notice of the Registrar or Vice Chancellor who may pass order in writing for taking appropriate action.
- (31) In case the situation in the hostel deteriorates to a level that requires protection, the Registrar in consultation with the Chief Warden may call the security to get the hostel vacated.
- (32) Any student found guilty of ragging, indiscipline, defiance of order, rowdy behavior or any other misconduct is liable to be fined, suspended from the hostel, or expelled/rusticated from the hostel/university. There shall be no ragging in whatsoever manner. A breach of this rule shall be severely dealt as per the prevailing laws and can lead even to rustication.
- (33) No Student shall be permitted to appeal against 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 and his order shall be the final.

**ORDINANCE NO. 9**

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**COOPERATION AND COLLABORATION WITH OTHER UNIVERSITIES AND INSTITUTIONS**

- (1) The University shall be signing MoU with national as well as global universities and institutes for multi-level cooperation and collaboration.
  - (2) The Co-operation/collaboration shall be for,
    - (a) Reviewing the curricula of various academic programs at Avantika and giving constructive feedback on the same.
    - (b) Guiding Avantika in developing the academic infrastructure comprising of studios and labs like Fab Lab, Design Center, Maker Lab and similar initiatives of Avantika.
    - (c) Sharing the education pedagogy of project based learning, and experiential learning to Avantika and training/ fine tuning the Avantika team towards the same.
    - (d) Orientation and training of faculty from Avantika towards the concept of project based learning through boot camps, specific programs/ modules, tailor-made sessions and like-wise.
    - (e) Establishing faculty to faculty relationship through collaborative projects, research projects to further enhance faculty and student mobility.
    - (f) Mutual exchange of students and faculty for UG, PG, and PhD programs.
    - (g) Twinning programs, Joint programs, and Dual programs at Bachelors, Masters, and Doctoral level.
    - (h) Collaborative Research Projects and Academic Programs along with Joint supervision of PhD programs.
    - (i) Conduct of joint International Conferences, Seminars, and Workshops.
    - (j) Any other activity of mutual interest and with mutual consent.
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**भाग-४ ( ग )****अंतिम नियम****जनसंपर्क विभाग**

मंत्रालय, वल्लभ भवन, भोपाल

भोपाल, दिनांक 13 जून 2017

क्र. एफ 6-4-2007-जस-चौबीस.—राज्य शासन एतद्वारा मध्यप्रदेश राज्य पत्रकार अधिमान्यता नियम, 2007 एवं मध्यप्रदेश संचार प्रतिनिधि कल्याण सहायता नियम, 2007 में निम्नानुसार संशोधन करता है:—

**कंडिका****वर्तमान नियम****संशोधन**

- 5 राज्य अधिमान्यता में कुल 25 पत्रकार सदस्य होंगे, जिनमें से कम से कम तीन प्रतिनिधि इलेक्ट्रॉनिक मीडिया के होंगे और जनसंपर्क संचालनालय तथा उसे नामांकित अपर संचालक सदस्य-सचिव होंगे। इस प्रकार समिति के कुल सदस्यों की संख्या 25 होगी।

राज्य स्तरीय अधिमान्यता समिति और मध्यप्रदेश पत्रकार संचार कल्याण समिति में कुल 30-30 सदस्य होंगे, जिनमें कम से कम 3 प्रतिनिधि इलेक्ट्रॉनिक मीडिया के होंगे तथा जनसंपर्क संचालनालय के नामांकित अपर संचालक, सदस्य-सचिव होंगे। इसी प्रकार संभागीय अधिमान्यता समितियों के सदस्य संख्या 8 से बढ़ाकर 10 की जाती है।

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,  
**एच. एल. चौधरी**, अपर सचिव।

**नगरीय विकास एवं पर्यावरण विभाग**

मंत्रालय, वल्लभ भवन, भोपाल

भोपाल, दिनांक 7 सितम्बर 2017

**सूचना**

क्र. एफ-3-44-2017-अठारह-5.—मध्यप्रदेश नगर तथा ग्राम निवेश नियम, 2012 में निम्नलिखित संशोधन जिन्हें राज्य सरकार मध्यप्रदेश नगर तथा ग्राम निवेश अधिनियम, 1973 (क्रमांक 23 सन् 1973) की धारा 24 की उपधारा (2) के साथ पठित धारा 85 की उपधारा (1) द्वारा यथा अपेक्षित उन समस्त व्यक्तियों, जिनके की उससे प्रभावित होने की संभावना है, की जानकारी के लिये “मध्यप्रदेश राजपत्र (असाधारण)” में दिनांक 23 मई 2017 को प्रकाशित किया गया। विचारोपरान्त नियम में निम्न संशोधन को अंतिम रूप दिया जाता है:—

**संशोधन****1. नियम 15 (13) (क) की प्रतिस्थापना—**

उस दशा में जहां कि उपांतरित भू-उपयोग नीचे दी गई सारणी के कॉलम (2) में उल्लेखित किए गए अनुसार है वहां आवेदक को उसमें कॉलम (3), (4) या (5) जैसी भी स्थिति हो, में उल्लेखित किए गए अनुसार संगणित कर का भुगतान करना होगा:—

**सारणी**

| क्रमांक | उपांतरित भू-उपयोग  | लेव्ही कर निकटतम आवासीय भूमि उपयोग अन्तर्गत विकसित भूखण्ड के बाजार मूल्य के प्रतिशत के रूप में रुपये/वर्गमीटर |   |   |
|---------|--------------------|---|---|---|
|         |                    | निवेश क्षेत्र की जनसंख्या 5.00 लाख से कम  | निवेश क्षेत्र की जनसंख्या 5.00 लाख से 10.00 लाख | निवेश क्षेत्र की जनसंख्या 10.00 लाख से अधिक |
| (1)     | (2)                | (3)   | (4)   | (5)   |
| 1       | आवासीय             | 5.50  | 7.00  | 8.50  |
| 2       | वाणिज्यिक/मिश्रित* | 9.00  | 10.00   | 10.00                                       |
| 3       | औद्योगिक           | 2.25  | 2.63  | 3.00  |
| 4       | पी.एस.पी. एवं अन्य | 0.50  | 0.50  | 0.50  |

\*मिश्रित उपयोग से तात्पर्य है सम्पत्ति का एक से अधिक प्रकार से उपयोग जैसा नगर की विकास योजना में परिभाषित हो।

**2. नियम 15 (13) (ख) का विलोपन.**

नियम 15(13)(ख) को विलोपित किया जाता है.

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,  
सी. के. साधव, उपसचिव.

भोपाल, दिनांक 7 सितम्बर 2017

क्र. एफ-3-44-2017-अठारह-5.—भारत के संविधान के अनुच्छेद 348 के खण्ड (3) के अनुसरण में, नगरीय विकास एवं आवास की अधिसूचना क्र. एफ-3-44-2017-अठारह-5, दिनांक 7 सितम्बर 2017 का अंग्रेजी अनुवाद राज्यपाल के प्राधिकार से एतद्वारा प्रकाशित किया जाता है.

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,  
सी. के. साधव, उपसचिव.

Bhopal, the 7th September 2017

**NOTICE**

No. F-3-44-2017-XVIII-5.—The following amendment in the Madhya Pradesh Nagar Tatha Gram Nivesh Niyam, 2012 which the State Government Proposes to make in exercise of the powers conferred by sub-section (1) of Section 85 read with sub-section (3) of Section 24 of the Madhya Pradesh Nagar Tatha Gram Nivesh Adhiniyam, 1973 (No. 23 of 1973) is published as required by sub-section (1) of Section 85 of the said Act for information of all persons likely to be affected thereby in “Madhya Pradesh Rajpatra (Extra Ordinary)” dated 23rd May 2017. After considering following amendments in Niyam are finalized:—

**AMENDMENT****1. Substitution of Rule 15 (13)(a),—**

Substitute Rule 15(13)(a), In case the modified land use is such as mentioned in column (2) of the Table below, the applicant shall have to pay a levy calculated as mentioned in column (3) or (4) or (5) as the case may be therein.

**TABLE**

| Sr. No. | Modified land use                       | Levy expressed as percentage of market value of nearest developed plot of Residential land use in Rs/Sqm |  |   |
|---------|---|--|--|---|
|         |   | Planning area having population less than 5 lac.   | Planning area having population between 5 to 10 lac. | Planning area having population more than 10 lac. |
| (1)     | (2)                                     | (3)  | (4)  | (5)   |
| 1       | Residential                             | 5.50   | 7.00   | 8.50  |
| 2       | Commercial/Mixed*                       | 9.00   | 10.00  | 10.00   |
| 3       | Industrial                              | 2.25   | 2.63   | 3.00  |
| 4       | Public and semi Public, and other uses. | 0.50   | 0.50   | 0.50  |

\*Mixed use means utilizing a property for more than one use as defined in the Development plan of the town.

**2. Deletion of Rule 15(13) (b)**

Rule 15(13) (b) shall be deleted.

By order and in the name of the Governor of Madhya Pradesh,

C. K. SADHAV, Dy. Secy.

## अन्तिम परिनियम

### उच्च शिक्षा विभाग

मंत्रालय वल्लभ भवन, भोपाल

भोपाल, दिनांक 13 सितम्बर 2017

क्र. आर-440-सी.सी.-2017-अड़तीस.—मध्यप्रदेश निजी की (स्थापना एवं संचालन) अधिनियम, 2007 की धारा 27(1) के अनुक्रम में स्वामी विवेकानंद निजी विश्वविद्यालय, सागर के संशोधित परिनियम क्रमांक 02 एवं 21 राज्य शासन के निर्देशों के अनुसार अधिनियम 2007 की धारा 35 अनुसार प्रकाशित किया जाता है. संस्था के उक्त संशोधित परिनियम प्रकाशित होने की तारीख से प्रवृत्त होंगे.

संशोधित परिनियम क्रमांक 02 एवं 21.

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,

वीरन सिंह भलावी, अवर सचिव.

#### Swami Vivekanand University, Sagar (M.P.)

##### 1. Amendment in Statute No. 2 Definition

In Statute No. 2 as amended on Vide Notification No. R-345/cc/2012/38/Bhopal dated 11 July 2012 in clause 35 shall be added as follows.

35. "Lien" means the title of an employee to hold on regular basis either immediately or on the termination of a period or period of absence a post including a tenure post, to which has been appointed a regular basis and on which has is not on probation.

#### Swami Vivekanand University, Sagar (M.P.)

##### 2. Amendment in Statutes 21, Appointment of Teachers of the University

In statute No. 21 as amended on vide notification no. R-343/cc/2012/138/Bhopal Dated 11 July, 2012 in clause 14 shall be added as follows:

##### 14. Lien and Deputation-

The appointment authority may allow a teacher/employee of the University to be on deputation to an outside agency or may hire a teacher/employee from outside agency on such terms and condition relating to payment of leave and other contribution etc. as mutually agreed upon between the University and the borrowing authority his/her lien shall be maintained in the University for a period of two/four years from the date of relieve or till the date of his confirmation on the post.

भोपाल, दिनांक 13 सितम्बर 2017

क्र. आर-414-सी.सी.-2017-अड़तीस.—मध्यप्रदेश निजी की (स्थापना एवं संचालन) अधिनियम, 2007 की धारा 26(1) के अनुक्रम में, अवंतिका निजी विश्वविद्यालय उज्जैन के प्रथम परिनियम क्रमांक 01 से 26 राज्य शासन के निर्देशों के अनुसार अधिनियम, 2007 की धारा 35 अनुसार प्रकाशित किया जाता है. संस्था के उक्त प्रथम परिनियम प्रकाशित होने की तारीख से प्रवृत्त होंगे.

प्रथम परिनियम क्रमांक 01 से 26.

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

## STATUTE NO. 1

### SHORT TITLE, SCOPE, AND COMMENCEMENT

- (1) The "Statutes" shall be called the Statutes of **AVANTIKA UNIVERSITY, UJJAIN, MADHYA PRADESH.**
- (2) These Statutes shall come into force with effect from the date of the notification in the Madhya Pradesh Gazette.
- (3) The Statutes are in conjunction with the provisions of the Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007. If there be any difference in the provisions of the Act or the Rules and the Statutes, the provisions of the Act or the Rules shall prevail.
- (4) Nothing in these Statutes shall be deemed to debar the university from amending the Statutes subsequently according to the provision of Section 27 of the Act, and the amended statutes, if any shall be applicable with immediate or retrospective or prospective effect, from such a date as prescribed in the notification.

## STATUTE NO. 2

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### DEFINITIONS

In these Statutes unless the context otherwise requires;

- (1) **Act** means the Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007.
- (2) **Academic Council** means the Academic Council of the university.
- (3) **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.
- (4) **Board of Governors** means the Governing Body of the university.
- (5) **Board of Management** means the Board of Management of the university.
- (6) **Board of Studies** means the Board of Studies of the university schools.
- (7) **Campus** means the main campus of the university situated at Vishwanathpuram, Lekoda Village, Ujjain – 456 006, Madhya Pradesh.
- (8) **Center** means a constituent center of studies of the university.
- (9) **Central Government** means the Government of the Union of India.
- (10) **Chancellor** means Chancellor of the university.
- (11) **Chief Finance and Accounts Officer** means the Chief Finance and Accounts Officer of the university.
- (12) **Competent Body** means an authority declared by Governing Body or as constituted as per the statutes.
- (13) **Convocation** means the convocation of the University.
- (14) **Dean** means Head of a Faculty or School or Center or Institute of the university.
- (15) **Dean – Academics** means Dean – Academics of the university.
- (16) **Decided by the University/ University may decide/ Decision of the University** means as decided by the Vice Chancellor with the approval of the Chancellor.
- (17) **Employee** means any person appointed by the university on regular basis against statutory and/or sanctioned post on prescribed scale of pay and paid from the funds of the university and working on the payroll of the university.

- (18) **Endowment Fund** means fund created by sponsoring body under Section 11 of the Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007.
- (19) **Faculty** means Faculty of the university.
- (20) **Fees** means fees prescribed by the university under various heads as tuition, hostel, miscellaneous, admission, and like, for various academic programs offered by the university from the students by whatever means it may be called.
- (21) **Governing Body** means the Governing Body or Board of Governors of the university.
- (22) **Hostel** means a unit of residence for students of the university maintained or recognized by the university in accordance with the provisions of the statutes.
- (23) **National Assessment and Accreditation Council** means the statutory body established by UGC for assessment and accreditation of universities and colleges.
- (24) **Ordinances** means Ordinances of the university.
- (25) **Other Backward Classes** means the communities, castes, and tribes notified by the State Government from time to time.
- (26) **Program** means an academic program offered by the university on recommendation by the academic council.
- (27) **Pro-Vice Chancellor** means the Pro-Vice Chancellor of the university.
- (28) **Registrar** means the Registrar of the university.
- (29) **Regulatory Commission** means the Madhya Pradesh Private University Regulatory Commission established under the section 36 of the Madhya Pradesh Act, 2007.
- (30) **Regulatory Council** means the regulatory councils defined under section 2(1)(V) of Adhiniyam (Act) of 2007 as amended in 2013.
- (31) **Regular Education** means and includes delivering instruction, 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 University.
- (32) **Regulation** means the regulations of the university.
- (33) **Rules** means the "Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Rules, 2008".
- (34) **Scheduled Caste** means the Scheduled Castes notified under Article 341 of the Constitution of India and notified as such by State Government from time-to-time.

- (35) **Scheduled Tribes** means the Scheduled Tribes notified under Article 342 of the Constitution of India and notified as such by State Government from time-to-time.
- (36) **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 University.
- (37) **School** means a department/ center of studies of the university.
- (38) **Seal** means the common seal of the university.
- (39) **Sponsoring Body** in relation to the university means Maharashtra Academy of Engineering and Educational Research (MAEER), Pune, a Public Trust registered under Bombay Public Trust Act, 1950.
- (40) **State Government** means the Government of Madhya Pradesh in the Union of India.
- (41) **Teacher** means Professor, Associate Professor, Assistant Professor, Lecturer, and such other positions defined as teacher by the UGC, who is required to impart education, to guide research, to render guidance to the students for pursuing a course of study at the university.
- (42) **The Adhiniyam** means the Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam, 2007 (Madhya Pradesh Adhiniyam (Act) 17 of 2007) and as amended time to time.
- (43) **The University** means **Avantika University, Ujjain**.
- (44) **UGC** means University Grants Commission, a statutory body of the Government of India established by an Act of Parliament for the coordination, determination, and maintenance of standards of university education in India.
- (45) **Vice Chancellor** means the Vice Chancellor of the university.
- (46) **Visitor** means His Excellency, the Governor of Madhya Pradesh.
- (47) The terms **he, him** and **his** include the feminine gender also.

All words and expressions used herein and defined in the Adhiniyam (Act) and the Rules shall have the meaning respectively assigned to them in the Act and the Rules.

### STATUTE NO. 3

#### SEAL OF THE UNIVERSITY

- (1) The university shall have a common seal to be used for the purposes of the university as prescribed by the university from time-to-time.
- (2) The university shall decide the design of the seal, subject to further changes or amendment as deemed necessary from time to time.
- (3) The University may also decide to make and use such Flag, Anthem, Insignia, Vehicle Flag and other symbolic or graphic expressions, abbreviations or 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 Government or the Central Government.

## **STATUTE NO. 4**

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### **OBJECTIVES OF THE UNIVERSITY**

Apart from the objectives of the university described in section 3 of the Adhiniyam (Act), the university shall also have the following objectives;

- (1) To be a Leader in the field of higher education, aiding growth in frontier areas of national importance.
- (2) To be a Center of Excellence in Design, Innovation, Research, and Development.
- (3) To be a Finishing School with Extension, Outreach, and Community programs for various strata of society.
- (4) To identify local, regional, national, and global needs, and promote academic growth by offering undergraduate, postgraduate, and doctoral programs in varied disciplines.
- (5) To inculcate and promote the spirit and culture of design, innovation, enterprise, leadership, tolerance, and camaraderie amongst all concerned.
- (6) To create a positive environment, complemented by adequate facilities and resources in which, students and faculty pursue their ideas with rigor and integrity.
- (7) To develop a participatory learning model, that is innovative and enjoyable while being meticulous and comprehensive at the same time.
- (8) To recruit and retain excellent faculty from round the globe and provide inclusive teaching at all levels; to transform students into winning personalities and complete human beings.
- (9) To produce graduates who are adaptable and alert to the benefits of lifelong learning and who meet the requirements of employers at local, national, and international level across varied sectors.
- (10) To enhance interaction and cooperation between researchers for interdisciplinary and multidisciplinary work; by forging academic and research collaborations with national and international universities, governments, and industries.
- (11) To establish links with various R&D organizations and funding agencies for sponsored and contract research in frontier areas of science and engineering.
- (12) To strengthen the industry-institute interface by means of training, academic projects, sponsored projects, and collaborative research with industry.
- (13) To promote extension, outreach, and field programs in industrial, educational and society relevant areas; for students and the community at large.



## STATUTE NO. 5

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### THE CHANCELLOR

The Appointment, Terms and Conditions, and Powers of The Chancellor will be;

- (1) The sponsoring body shall appoint the Chancellor, with the approval of the Visitor in line with Section 16 of the Act. The sponsoring body shall finalize the name of the Chancellor and communicate the name, along with biodata of the proposed Chancellor, for approval of the Visitor.
- (2) 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.
  - (a) Provided that on expiry of his term, the Chancellor shall continue to hold his office until he is reappointed or his successor assumes his office, whichever is earlier.
  - (b) In case of an emergency like illness, absence, or death of the Chancellor, the sponsoring body shall nominate a person to perform the duties, till the Chancellor reassumes his office or a new Chancellor is appointed, whichever is earlier, for a period not exceeding six months.
- (3) The Chancellor may in writing resign from his office by addressing a letter to the Visitor. The sponsoring body shall forward his resignation to the Visitor and on approval by the Visitor, shall accept his resignation and propose a new name to the visitor as per Clause (1) of this statute.
- (4) The sponsoring body may consider a "No Confidence Motion" against the Chancellor and, if passed by two third majority, can recommend to the Visitor for the removal of the Chancellor.
- (5) The Chancellor shall be entitled to receive honorarium, expenses and allowances as may be decided by the sponsoring body from time-to-time.
- (6) The Chancellor shall ensure that the Act, the Rules, the Statutes, the Ordinances, and the Regulations are faithfully observed, and shall exercise general control over the affairs of the university.
- (7) The Chancellor shall preside over the meetings of the Governing Body and shall, when the Visitor is not present, preside over the convocation of the university for conferring Degrees, Diplomas or other Academic Distinctions

- (8) The Chancellor shall have the powers to call for any information and record, to appoint and remove the Vice Chancellor, in accordance with the provisions of Act.
- (9) The Chancellor shall be competent to call from time-to-time such information or records relating to any affair of the university as he may think necessary and the Vice Chancellor shall furnish the same. It shall be lawful for the Chancellor, after perusal of such information or records, to give any directive to the Vice Chancellor, or take any action against anyone as he deems fit, in the interest of the university, and the Vice- Chancellor is bound to comply with such directives.
- (10) The Chancellor shall have the right to conduct an inspection of a school, hostel, office, or any other establishment of the university himself or can direct any person or authority to do so. He can order an inquiry in respect of any of these establishments, or of any matter connected with the administration and finances of the university. The decision of conducting an inspection can be taken suo-moto or on a representation.
- (11) The Chancellor may address the Vice Chancellor with reference to the result of such an inspection or inquiry together with his views and advice with regard to the action to be taken thereon. On receipt of this address, the Vice Chancellor shall communicate forthwith to the Authority concerned, the result of the inspection or inquiry and the views of the Chancellor and the advice tendered by him regarding action to be taken thereon. The Authority concerned shall act on this advice within a reasonable time.
- (12) The Authority concerned shall communicate, through the Vice Chancellor to the Chancellor, the action taken on the advice. Where the Authority concerned does not act to the satisfaction of the Chancellor within the time limit, if any, the Chancellor may, after considering any explanation furnished or representation made by the Authority concerned, issue such directions as he may think fit and the Vice Chancellor or the Authority concerned shall be bound to comply with such directions.
- (13) The Chancellor shall also have such other power as may be specified elsewhere in the Act and Statutes, in force from time to time.

## **STATUTE NO. 6**

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### **THE VICE CHANCELLOR**

The Appointment, Terms and Conditions, and Powers of The Vice Chancellor will be;

- (1) The Vice Chancellor shall be a full-time salaried officer of the university and shall be appointed by the Chancellor from the panel recommended by the search committee constituted for the purpose; provided that only such person who fulfills the norms prescribed by UGC in this behalf shall be eligible to be appointed.
- (2) The search committee referred to in Clause (1) shall comprise of;
  - (a) Two eminent academicians nominated by the sponsoring body
  - (b) One eminent person nominated by the state government
- (3) The Chancellor shall appoint one of the members of the search committee as the Chairman. The Chancellor can direct The Registrar of the university or appoint someone to act as the convener for the selection committee. The Registrar will provide all the administrative support to the committee, but will not participate in the deliberations.
- (4) The search committee shall submit a panel of at least three eminent persons for the appointment of Vice Chancellor. The Committee shall, while submitting the names, in the alphabetical order also forward to the Chancellor a concise statement showing the qualifications and distinctions of each of the persons so recommended, but shall not indicate any order of preference.

Provided that if the Chancellor does not approve the recommendations of the search committee, he may call for fresh recommendations from the committee.
- (5) If the Committee in the case referred to in sub-clause (2) fails or is unable to suggest any names within the time specified by the Chancellor, or if the Chancellor does not consider any one or more of the fresh names recommended by the Committee to be suitable for appointment as Vice Chancellor, another Committee consisting of three persons of eminence shall be constituted by the Chancellor, and this committee shall submit the names in accordance with sub clause (4).
- (6) 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 the university; provided that only such person who fulfills the norms prescribed by UGC in this behalf shall be eligible to be appointed.

- (7) The Vice Chancellor shall exercise all such powers as described in section 17 of the Act, and as prescribed in the different statutes of the university.
- (8) The Vice Chancellor shall, subject to the provision contained in Clause (1) of this statute hold office for a term of four years as per the Clause 17(6) of the Act.
  - (a) Provided that a Vice Chancellor shall continue to hold office even after the expiry of his/her term, till a new Vice Chancellor assumes office for a period not exceeding six months.
  - (b) Provided that on the expiry of his term, the Vice Chancellor shall be eligible for reappointment for one more term; subject to approval of the Governing Body before the expiry of his term. The Vice Chancellor can be then reappointed by the Chancellor for another term, on receipt of proposal from The Governing body.
  - (c) Provided further that in case of emergency like illness, long absence, resignation, or death of incumbent Vice Chancellor; the Chancellor may appoint a competent person, to the office of Vice Chancellor for a term, not exceeding six months.
- (9) If at any time upon representation or otherwise, it appears to the Chancellor that The Vice Chancellor;
  - (a) has willfully omitted or refused to carry out the provisions of the Act
  - (b) has abused the powers vested in him
  - (c) is incapable of managing the affairs of the university
  - (d) has become insane and stands so declared by a competent court
  - (e) has been convicted by a court for any offence involving moral turpitude
  - (f) has become an undischarged insolvent and stands so declared by a competent court
  - (g) has been physically unfit and incapable of discharging functions due to protracted illness or physical disability
  - (h) has committed breach of any of the terms and conditions of the service contract or any other conditions laid down by the Statutes
  - (i) continuation in office is detrimental and prejudicial to the interests of the university

the Chancellor may, notwithstanding the fact that the term of office of Vice Chancellor has not expired, by an order in writing, stating reasons there-in, require the Vice Chancellor to relinquish his office from such date as specified in the order or suspend the Vice Chancellor during the pendency or in contemplation of any inquiry against him. In such a situation, the Chancellor will assign any other competent person, the officiating charge as Vice Chancellor. The Chancellor shall appoint a high-power enquiry committee and based on its recommendations, if so decided, by order under his signatures remove the Vice Chancellor.

- (10) No order under sub-section (9) 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 reasonable opportunity of showing cause against the proposed order.
- (11) The Vice Chancellor shall be deemed to have relinquished office from the date specified in the order under sub-section (12), and the office of Vice Chancellor shall fall vacant.
- (12) The Vice Chancellor may by writing under his hand addressed to the Chancellor, resign his office, and shall cease to hold his office on the acceptance of such resignation.
- (13) The emoluments and other conditions of service of the Vice Chancellor shall be decided by the Governing Body with the amendments from time to time, provided that pay, allowances and other conditions of service, including age, shall be in conformity with that approved by UGC.
- (14) The Vice Chancellor shall be the principal academic and executive officer of the university and shall exercise supervision and control over the affairs of the university and give effect to the decisions and recommendations of the various bodies and the authorities of the university.
- (15) The Vice Chancellor shall be the ex-officio Member of Governing Body and ex-officio Chairman of the Board of Management, Academic Council, Finance Committee, and Planning and Administration Committee.
- (16) The Vice Chancellor shall preside at the convocations in the absence of the Visitor and the Chancellor. He shall also preside at the meetings of Governing Body in the absence of the Chancellor.
- (17) Where any matter is of urgent nature requiring immediate action and the same could not be immediately dealt with by any Officer or Authority or other Body of the University empowered by or under the Act or Statutes, to deal with it, the Vice Chancellor may take such action as he may deem fit and shall at the earliest opportunity thereafter, report the action taken to the Chancellor as well as such Officer, Authority, or other Body, who or which in the ordinary course, would have dealt with the matter.
  - (a) Provided that if the officer, authority, or other body is of the opinion that such action ought not have been taken by the Vice Chancellor, then such a case shall be referred to the Chancellor who may either confirm the action taken, or annul the same, or modify it in such manner, as he thinks fit and thereupon, it shall cease to have effect or, as the case may be, take effect in the modified form. However, such annulment or modification shall be without prejudice to the validity of anything previously done by or under the order of the Vice- Chancellor.

- (b) Provided further that any person in the service of the university, who is aggrieved by the action taken by the Vice Chancellor under this sub-clause, shall have the right to appeal against such action to the Governing Body within three-months from the date on which the decision of such action is communicated to him and thereupon, the Governing Body may confirm, modify or reverse the action taken by the Vice Chancellor and communicate the same to the concerned person within three-months from the date of appeal.
- (18) Notwithstanding anything contained in the Statutes, the Vice Chancellor, if he is of the opinion that any decision of any Authority is beyond the power conferred on them by the provisions of the Act, the Statutes or the Ordinances or that any decision taken is not in the interest of the university, may ask that Authority concerned to review their decision within fifteen-days of such a decision, and if the Authority refuses to review their decisions, either in whole or in part, as directed by the Vice Chancellor or no decision is taken by them within the said period of fifteen-days, the matter shall be referred to the Governing Body whose decision thereon shall be final.
- (a) Provided that, the decision of the Authority concerned shall remain suspended during the period of review of such decision, if so directed by the Vice Chancellor.
- (19) In exceptional circumstances, the Vice Chancellor may, in the interest of the University, take an action, which may involve a deviation from the provisions of the Statutes or the Ordinances. However, he shall at the earliest opportunity thereafter, report the same to the Chancellor and seek approval from the Governing Body.
- (20) Nothing in sub-clause (18) and (19) shall be deemed to empower the Vice Chancellor to incur any expenditure not duly authorized and provided for in the budget.
- (21) The Vice Chancellor shall have the power to re-delegate some of his powers to other officers with the concurrence of the Chancellor and approval of the Governing Body.
- (22) The Vice Chancellor shall ensure that the Act, the Rules, the Statutes, the Ordinances, and the Regulations are duly observed and shall, without prejudice to the powers of the Chancellor, exercise all such powers as may be laid down by the Statutes and the Ordinances, and delegated by the Governing Body in this behalf.
- (23) The Vice Chancellor shall exercise all such other powers as may be laid down by the Statutes and the Ordinances from time-to-time.

## STATUTE NO. 7

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### THE REGISTRAR

The Appointment, Terms and Conditions, and Powers of The Registrar will be;

- (1) The Registrar shall be a full-time salaried officer of the university and shall discharge his duties under general superintendence and control of Vice Chancellor.
- (2) The Registrar shall be appointed by the Governing Body on the recommendations of expert committee constituted for the purpose; provided that only such person who fulfills the norms prescribed by UGC in this behalf shall be eligible to be appointed.
- (3) The expert committee referred to in Clause (2) shall comprise of;
  - (a) Vice Chancellor (Chairman)
  - (b) One Nominee of the Chancellor
  - (c) Two expert members nominated by the Governing Body
  - (d) One observer nominated by Chairman, Regulatory Commission
- (4) Notwithstanding anything contained in the foregoing sub-section, The Chancellor may appoint the first Registrar for a period of two years to conduct the affairs of the university; provided that only such person who fulfills the norms prescribed by UGC in this behalf shall be eligible to be appointed. 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.
- (5) The University will follow the following procedure for the selection of the Registrar;
  - (a) invite applications through print advertisement in leading newspapers across the country or online advertisement on university website or similar platforms.
  - (b) summary of the candidates applied to be prepared by the committee constituted by The Vice Chancellor and approved by the Governing Body for the purpose.
  - (c) meeting of the Selection Committee to be fixed and a notice to this effect to be given at least 15 days in advance.
  - (d) interview by the Selection Committee and recommendation to Governing Body.
  - (e) approval by the Governing Body and appointment.
  - (f) the process to be repeated, if a suitable candidate is not found in the process.
- (6) The Registrar shall receive pay and other allowances as decided by the Governing Body from time to time.

- (7) The Registrar may by writing under his hand addressed to the Chancellor, resign his office, and shall cease to hold his office on the acceptance of such resignation.
- (8) 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 of the office shall be performed by such person as the Chancellor may appoint for the purpose.
- (9) 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. The Chancellor shall put up the matter for the consideration of the Governing Body whose decision shall be final.
  - (a) Provided that before taking such action of the removal, the Registrar shall be given an opportunity of being heard.
- (10) The Registrar is the administrative head of the university and has the authority and accountability of all administrative issues in the university. The Registrar will serve as the official authorized keeper of the university's records.
- (11) The duties of the Registrar shall include but not limited to;
  - (a) To ensure communication and help in monitoring and evaluation of policies, decisions, statutes, ordinances, rules, and regulations of the university.
  - (b) To be the custodian of the common seal and records of the university unless otherwise provided for by the Governing Body or Board of Management.
  - (c) To maintain records of the institute such as papers of land and maps, plans, other properties and rules and regulations.
  - (d) To sign all contracts and authenticate all documents and records on behalf of the university.
  - (e) To maintain the records, common property and any such other property of the university as the Governing Body may decide.
  - (f) To be responsible for collecting, recording, maintaining and reporting of student records e.g., grades, registration data, transcripts, and other associated audits, and provide maximum service to students while ensuring efficient workflow.
  - (g) To be the Non-Member Secretary of the Governing Body, Board of Management, and Academic Council but he shall not have a right to vote.
  - (h) To discharge all such duties and functions as assigned by the Chancellor, Vice Chancellor, Governing Body, and Board of Management from time to time.



- (i) To be the Member Secretary of Finance Committee, Planning and Administration Committee, and all such other committees constituted for specific purpose by the Chancellor, or Vice Chancellor, or Governing Body, or Board of Management, from time to time.
- (j) To conduct the official correspondence of the Governing Body, Board of Management, Academic Council, Board of Planning and Administration, Finance Committee, Planning and Administration Committee and of any other committee.
- (k) To issue all notices conveying meeting of various authorities with the approval of the competent authority concerned and to make necessary arrangements for the conduction of the meeting.
- (l) To provide 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 and maintain the minutes.
- (m) To make available all such papers, documents and information as the Visitor/ Chancellor/ Vice Chancellor may desire.
- (n) To carry out official correspondence on behalf of the university on all academic, administrative, and other matters, as may be directed by the competent authority.
- (o) To liaise and correspond with all the regulatory bodies, MPPURC, government agencies and like.
- (p) To ensure smooth function and address all issues related to infrastructure, academic and general administration, student services, law, tax, finance, HR, contractual and outsourced agencies, etc.
- (q) To initiate disciplinary action against the non-teaching employees working in the university and can suspend them, pending inquiry with the approval of the Vice Chancellor. 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.
- (r) To represent the university in suits or proceedings by or against the university, sign vakalatnama, powers of attorney and verify the pleadings.
- (s) To exercise all such powers as may be necessary or expedient for carrying out the orders of the Chancellor, Vice Chancellor or various Authorities or Bodies of the University of which he acts as non-member Secretary.
- (t) To exercise all such other powers and perform such other duties as may be determined by the Competent Authority from time to time.

**STATUTE NO. 8****THE CHIEF FINANCE & ACCOUNTS OFFICER (CFAO)**

The Appointment, Terms and Conditions, and Powers of The CFAO will be;

- (1) The CFAO shall be a full-time salaried officer of the university and shall discharge his duties under general superintendence and control of Vice Chancellor.
- (2) The CFAO shall be appointed by the Governing Body on the recommendations of expert committee constituted for the purpose; provided that only such person who fulfills the norms prescribed by UGC in this behalf shall be eligible to be appointed.
- (3) The expert committee referred to in Clause (2) shall comprise of;
  - (a) Vice Chancellor - (Chairman)
  - (b) One Nominee of the Chancellor
  - (c) Two expert members nominated by the Governing Body
- (4) Notwithstanding anything contained in the foregoing sub-section, The Chancellor may appoint the first CFAO for a period of two years to conduct the affairs of the university; provided that only such person who fulfills the norms prescribed by UGC in this behalf shall be eligible to be appointed. The subsequent CFAO, other than the first CFAO, shall be appointed by the Governing Body on the recommendation of the Expert Committee constituted for the purpose.
- (5) The University will follow the following procedure for the selection of the CFAO;
  - (a) invite applications through print advertisement in leading newspapers across the country or online advertisement on university website or similar platforms.
  - (b) summary of the candidates applied to be prepared by the committee constituted by The Vice Chancellor and approved by the Governing Body for the purpose.
  - (c) meeting of the Selection Committee to be fixed and a notice to this effect to be given at least 15 days in advance.
  - (d) interview by the Selection Committee and recommendation to Governing Body.
  - (e) approval by the Governing Body and appointment.
  - (f) the process to be repeated, if a suitable candidate is not found in the process.
- (6) The CFAO shall receive pay and other allowances as decided by the Governing Body from time to time.
- (7) The CFAO may by writing under his hand addressed to the Chancellor, resign his office, and shall cease to hold his office on the acceptance of such resignation.

- (8) 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.
- (9) 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 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. The Chancellor shall put up the matter for the consideration of the Governing Body whose decision shall be final.
- (a) Provided that before taking such action of the removal, the CFAO shall be given an opportunity of being heard.
- (10) The CFAO is responsible for the financial well-being of the university, by providing financial projections and accounting services, preparing growth plans, regulating the budget, and directing the employees to the financial policies of the university.
- (11) The duties of the CFAO shall include but not limited to;
- (a) To handle full spectrum of financial and accounting role and be responsible for day to day finance and accounts operations, including record maintenance and auditing by the empaneled auditors.
- (b) To supervise, control and regulate the working of Accounts and Finance of the university.
- (c) To develop strategies by contributing financial and accounting information, analysis, and recommendations to strategic thinking and direction; establishing functional objectives in line with organizational objectives.
- (d) To develop financial strategies by forecasting capital, facilities, and man-power requirements, identify monetary resources, develop action plans.
- (e) To monitor financial performance by measuring and analyzing results, initiate corrective actions, and minimize the impact of variances.
- (f) To reports financial status by developing forecasts, reporting results, analyze variances, and develop improvements.
- (g) To perform project cost forecasts/budgets, cost tracking, monitoring and control, and ensure timely consolidated financial statements, payments, cash-flow management.
- (h) To exercise general supervision over the funds of the university and shall advise it vis-à-vis the financial policy.

- (i) To compile accounts of the university in accordance with rules and procedures prescribed in the Account Code.
- (j) To act as the receiving and paying officer, receive all the moneys due to and receivable on behalf of the university and bring them promptly to the accounts and pay or otherwise settle all claims preferred against the university.
- (k) To hold and manage the property and investments for furthering any of the objects of the university.
- (l) To ensure the conformance of limits fixed by the Finance Committee for recurring and non-recurring expenditure and that all money is expended on the purpose for which they are granted or allocated.
- (m) To be responsible for the preparation of annual accounts and the budget of the university for the next financial year and for the presentation to Governing Body.
- (n) To keep a constant watch on the state of the cash and bank balances and on the state of investments.
- (o) To watch the progress of collection of revenue and advise on the methods of collection employed.
- (p) To keep himself fully conversant with all sanctions and orders made by offices of the university and other proceeding of the university which may affect the estimates or accounts of actual or anticipated charges.
- (q) To advise the university on the financial effects of all the proposals of expenditure and keep a watch over all liabilities as soon as they are incurred.
- (r) To apply certain preliminary checks of auditing to the initial vouchers and other like matters of accounting relating to the university.
- (s) To discharge all such duties and functions as assigned by the Chancellor, Vice Chancellor, Governing Body, and Board of Management, from time to time.

## STATUTE NO. 9

### THE GOVERNING BODY

The Constitution, Powers, and Duties of The Governing Body will be;

- (1) The formation and functioning of the Governing Body shall be as laid down under Section 22 of the Act.
- (2) The constitution of the Governing Body shall be;
  - (a) The Chancellor
  - (b) The Vice Chancellor
  - (c) Three eminent persons nominated by the sponsoring body out of whom at least one shall be an eminent educationist
  - (d) Three distinguished persons nominated by the Visitor out of a panel of six names submitted by the State Government
  - (e) One representative of the State Government not below the rank of Deputy Secretary
  - (f) Registrar

The Chancellor shall be the ex-officio Chairman of the Governing Body. The Chairman shall preside at all the meetings of the Governing Body. In absence of the Chairman, his nominee or the Vice Chancellor shall preside over the meeting. The Registrar shall be the ex-officio Non-Member Secretary but shall not have a right to vote.

- (3) The term of the nominated members of the Governing Body shall be three years from the date of their nomination till such time the persons nominated hold their respective position by virtue of which they become members of the Governing Body.
- (4) The Governing Body shall meet at least three times in a year. The quorum for the meeting will be 5 members.
- (5) A member of Governing Body can resign from his office by a letter addressed to the Chairman and such resignation shall take effect immediately on its acceptance.
- (6) No member of the Governing Body, who is nominated to other body in his capacity as a member of the Governing Body, shall continue to be a member of that body after his removal or acceptance of his resignation from the Governing Body.
- (7) A member of the Governing Body shall automatically cease to be member, on him being convicted by a court of law for any offence including moral turpitude.

- (8) Any vacancy arising because of death, resignation, cessation, and/or removal shall be filled at the earliest from the respective category. The member so nominated shall be a member for the remaining period of the term, due to which the vacancy has resulted.
- (9) Apart from the powers vested in the Governing Body according to the provisions under Section 22 of the Act, the Governing Body shall have the following powers and duties;
- (a) To control the functioning of the university by using all such powers as are provided by the Act, Statutes, Ordinances, and Regulations.
  - (b) To make, review and approve, the broad policies, plans and procedures, and suggest measures for the improvement and development of the university.
  - (c) To approve the annual budget and annual report of the university.
  - (d) To consider and approve proposals for expansion of educational activities, start of new programs of study leading to degrees and/or diplomas, closure of any existing programs.
  - (e) To consider and approve proposals for creating infrastructure such as buildings, hostels, playgrounds, laboratory and computing equipment, library resources and like-wise on a continual basis.
  - (f) To monitor and regulate the financial health of the institute, consider, and approve the recommendations of Finance Committee regarding approval of budget estimates for the financial year, provision of finances for institutional development, scrutiny, and acceptance of the audited statements of account for each year.
  - (g) To institute committees and consider their recommendations, as may be deemed fit for the proper development, and fulfillment of objectives.
  - (h) To consider and approve the recommendations of Academic Council for admission and academic regulations, introducing scholarships, fellowships, studentships, medals, prizes and certificates.
  - (i) To consider and approve the recommendations of Board of Management for staffing pattern and positions for teaching and non-teaching, observance of service conditions and HR policy.
  - (j) To approve the proposals for the conferment of honorary degree as recommended by the Committee appointed for the purpose by the Board of Management.
  - (k) To annul, suspend, or modify any resolution, order or proceeding of any of the officers or authorities of the University not in conformity with the Act, the Statutes, or the Ordinances or not in the interest of the university.
  - (l) To make recommendation on any matter referred to it by the Chancellor and to consider any other matter that enhances the academic atmosphere.
  - (m) To perform all such other powers and duties as may be prescribed by the Statutes.

## STATUTE NO. 10

### THE BOARD OF MANAGEMENT

The Constitution, Powers, and Duties of The Board of Management will be;

- (1) The formation and functioning of the Board of Management shall be as laid down under Section 23 of the Act.
- (2) The constitution of the Board of Management shall be;
  - (a) The Vice Chancellor
  - (b) Two representatives nominated by the Sponsoring Body
  - (c) Two representatives nominated by the State Government
  - (d) Two senior-most Professors by rotation
  - (e) Two senior-most Teachers by rotation
  - (f) Registrar

The Vice Chancellor shall be the ex-officio Chairman of the Board of Management. The Chairman shall preside at all the meetings of the Board of Management. In absence of the Chairman, his nominee shall preside over the meeting. The Registrar shall be the ex-officio Non-Member Secretary but shall not have a right to vote.

- (3) The term of the nominated members of the Board of Management shall be three years from the date of their nomination till such time the persons nominated hold their respective position by which they become members of the Board of Management.
- (4) The Board of Management shall meet once every two-months and a one-week notice shall ordinarily be required. The quorum for the meeting will be 5 members.
- (5) A member of Board of Management can resign from his office by a letter addressed to the Chairman and such resignation shall take effect immediately on its acceptance.
- (6) No member of the Board of Management, who is nominated to other body in his capacity as a member of the Board of Management, shall continue to be a member of that body after his removal or acceptance of his resignation from the Board of Management.
- (7) A member of the Board of Management shall automatically cease to be member on him being convicted by a court of law for any offence including moral turpitude.
- (8) Any vacancy arising because of death, resignation, cessation, and/or removal shall be filled at the earliest from the respective category. The member so nominated shall be a member for the remaining period of the term of the member due to whom the vacancy has resulted.

- (9) The Board of Management may invite experts from within the university or otherwise for advice on specific matters. The invitee is entitled to take part in the deliberations relating to the topics of his expertise, but shall have no right to vote.
- (10) Apart from the powers vested in the Board of Management according to the provisions under Section 23 of the Act, the Board of Management shall have the following powers and duties;
- (a) To streamline the functioning of the university in all aspects of functioning and operation by using all such powers as are provided by the Act, Statutes, Ordinances, and Regulations.
  - (b) To promulgate new Statutes (apart from the First Statutes) and suggest amendments in the First Statutes for approval of the Governing Body.
  - (c) To assess and recommend policies, plans and procedures, and suggest measures for the development of the university.
  - (d) To prepare financial accounts together with audit report and annual report of the university and to place it before the Governing Body for its approval.
  - (e) To prepare the annual as well as supplementary budget of the university and to place it before the Governing Body for consideration and approval.
  - (f) To follow the budget for expenditure as approved by the Governing body.
  - (g) To recommend proposals for expansion of educational activities, start of new programs of study leading to degrees and/or diplomas, closure of any existing programs.
  - (h) To recommend proposals for creating infrastructure such as buildings, hostels, playgrounds, laboratory and computing equipment, library resources and like-wise on a continual basis.
  - (i) To consider and forward the recommendations of Academic Council for admission and academic regulations, introducing scholarships, fellowships, studentships, medals, prizes and certificates, staffing pattern and creation of teaching positions as well as non-teaching (technical and administrative) positions, observance of service conditions and HR policy.
  - (j) To recommend the proposals for the conferment of honorary degree as assessed by the Committee appointed for the purpose.
  - (k) To advise the Governing Body on suggestions pertaining to academic and administrative affairs made by it, and perform all such other functions and duties as may be assigned by the Chancellor or the Governing Body, and as may be prescribed by the Statutes from time to time.



## STATUTE NO. 11

### THE ACADEMIC COUNCIL

The Constitution, Powers, and Duties of The Academic Council will be;

- (1) The Academic Council shall be the principal academic body of the university and shall, coordinate and exercise general supervision over academic policies of the university.
- (2) The formation and functioning of the Academic Council shall be as laid down under Section 24 of the Act.
- (3) The constitution of the Academic Council shall be;
  - (a) The Vice Chancellor
  - (b) Two experts from Academics nominated by the Chancellor
  - (c) Two experts from Industry and/or Research nominated by the Chancellor
  - (d) One representative nominated by Chairman, Regulatory Commission
  - (e) The Deans of all Faculty, Schools, and Centers
  - (f) One Professor from each School nominated by the Vice Chancellor
  - (g) Registrar

The Vice Chancellor shall be the ex-officio Chairman of the Academic Council. The Chairman shall preside at all the meetings, and in his absence, his nominee shall preside over the meeting. The Registrar shall be the ex-officio Member Secretary.

- (4) The term of the nominated members of the Academic Council shall be three years from the date of their nomination till such time the persons nominated hold their respective position by which they become members of the Academic Council.
- (5) The Academic Council shall meet at least two-times in a year and a two-week notice shall ordinarily be required. The quorum for the meeting shall be one half of the total members including the Chairman.
- (6) A member of Academic Council can resign from his office by a letter addressed to the Chairman and such resignation shall take effect immediately on its acceptance.
- (7) No member of the Academic Council, who is nominated to other body in his capacity as a member of the Academic Council, shall continue to be a member of that body after his removal or acceptance of his resignation from the Academic Council.
- (8) A member of the Academic Council shall automatically cease to be member on him being convicted by a court of law for any offence including moral turpitude.

- (9) Any vacancy arising because of death, resignation, cessation, and/or removal shall be filled at the earliest from the respective category. The member so nominated shall be a member for the remaining period of the term of the member due to whom the vacancy has resulted.
- (10) The Academic Council may invite experts from within the university or otherwise for advice on specific matters. The invitee is entitled to take part in the deliberations relating to the topics of his expertise, but shall have no right to vote.
- (11) The Academic Council shall have the following powers and duties;
- (a) To streamline the functioning of the university in all aspects of academics, research, extension, and outreach activities by using all such powers as are provided by the Act, Statutes, Ordinances, and Regulations.
  - (b) To promulgate new Ordinances (apart from the First Ordinance) and suggest amendments in the First Ordinance for approval of the Board of Management.
  - (c) To scrutinize and approve the proposals with regard to, curricular structure, courses of study, academic regulations, curricula and syllabi and modifications there-of, instructional and evaluation arrangements, methods, procedures relevant thereto etc.
  - (d) To formulate and promulgate regulations regarding the admission of students to different programs of study.
  - (e) To articulate regulations for co-curricular, extra-curricular, extension and outreach activities.
  - (f) To recommend institution of scholarships, studentships, fellowships, prizes and medals, and to frame regulations for the award of the same.
  - (g) To estimate the workload, recommend the staffing pattern and creation of teaching positions for the university.
  - (h) To recommend proposals for creating and upgrading technical infrastructure such as equipment, library and computing facilities on a continual basis.
  - (i) To recommend proposals for start of new programs of study.
  - (j) To advise the Governing Body on suggestions pertaining to academic affairs made by it, and perform all such other functions and duties as may be assigned by the Governing Body and as may be prescribed by the Statutes.
  - (k) To recognize persons of eminence in their subject to be associated as adjunct faculty, research guide, and like in that subject as prescribed in the ordinance.
  - (l) The Academic Council shall exercise such other power and perform such other duties as may be prescribed from time to time.

**STATUTE NO. 12****THE FINANCE COMMITTEE**

The Constitution, Powers, and Duties of The Finance Committee will be;

(1) The constitution of the Finance Committee shall be;

- (a) The Vice Chancellor
- (b) One representative nominated by the Chancellor
- (c) One representative nominated by the Governing Body
- (d) Chief Finance and Accounts Officer
- (e) Registrar

The Vice Chancellor shall be the ex-officio Chairman of the Finance Committee. The Chairman shall preside at all the meetings of the Finance Committee. In absence of the Chairman, his nominee shall preside over the meeting. The Registrar shall be the ex-officio Member Secretary.

(2) The tenure of the members of the Finance Committee, other than ex-officio members, shall be of three years.

(3) The term of the nominated members of the Finance Committee shall be three years from the date of their nomination till such time the persons nominated hold their respective position by which they become members of the Finance Committee.

(4) The Finance Committee shall meet at least two-times in a year and a two-week notice shall ordinarily be required. The quorum for the meeting shall be three-members including the Chairman.

(5) A member of Finance Committee can resign from his office by a letter addressed to the Chairman and such resignation shall take effect immediately on its acceptance.

(6) No member of the Finance Committee, who is nominated to other body in his capacity as a member of the Finance Committee, shall continue to be a member of that body after his removal or acceptance of his resignation from the Finance Committee.

(7) A member of the Finance Committee shall automatically cease to be member on him being convicted by a court of law for any offence including moral turpitude.

(8) Any vacancy arising because of death, resignation, cessation, and/or removal shall be filled at the earliest from the respective category. The member so nominated shall be a member for the remaining period of the term of the member due to whom the vacancy has resulted.

- (9) The Finance Committee may invite experts from within the university or otherwise for advice on specific matters. The invitee is entitled to take part in the deliberations relating to the topics of his expertise, but shall have no right to vote.
- (10) The Finance Committee shall have the following powers and duties;
- (a) The Finance Committee shall consider the annual estimates of income and expenditure of the University prepared by the BOM and shall put up to the Governing Body for its consideration and approval.
  - (b) The Finance Committee shall consider the annual accounts of the University prepared by the BOM and its recommendation thereon along with the annual budget, and shall put it up to the Governing Body for its consideration and approval.
  - (c) The Finance Committee may make its recommendations to the Governing Body to accept bequests, and donations of property to the University on such terms as it deems proper.
  - (d) The Finance Committee may recommend mechanisms and ways and means to generate resources for the University.
  - (e) The Finance Committee may consider any other matter referred to it by the Governing Body and make its recommendations thereon.
  - (f) The Finance Committee shall advise the Governing Body on any question affecting its finances.
  - (g) The Finance Committee shall be responsible for the observance of Regulations relating to the maintenance of accounts of the income and expenditure of the University.

**STATUTE NO. 13****THE PLANNING AND ADMINISTRATION COMMITTEE**

The Constitution, Powers, and Duties of The Planning and Administration Committee will be;

(1) The constitution of the Planning and Administration Committee shall be;

- (a) The Vice Chancellor
- (b) The Deans of all Faculty, Schools, and Centers
- (c) The Heads of Administrative Sections
- (d) Chief Finance and Accounts Officer
- (e) Registrar

The Vice Chancellor can invite additional members as and when required. The Vice Chancellor shall be the ex-officio Chairman of the Planning and Administration Committee. The Chairman shall preside at all the meetings of the Planning and Administration Committee. In absence of the Chairman, his nominee shall preside over the meeting. The Registrar shall be the ex-officio Member Secretary.

(2) The Planning and Administration Committee shall meet at least once a month and will be a part of regular university calendar. However, the Vice Chancellor may convene an emergency meeting, as and when required, with a short notice. The quorum for the meeting shall be half of the total members including the Chairman.

(3) No member of the Planning and Administration Committee, who is nominated to other body in his capacity as a member of the Planning and Administration Committee, shall continue to be a member of that body after his removal or acceptance of his resignation from the Planning and Administration Committee.

(4) The Planning and Administration Committee may invite experts from within the university or otherwise for advice on specific matters. The invitee is entitled to take part in the deliberations relating to the topics of his expertise, but shall have no right to vote.

(5) The Planning and Administration Committee shall have the following powers and duties;

- (a) To ensure compliance in respect of infrastructure and supportive teaching aids.
- (b) To assess the need and plan the utilization of the infrastructure.
- (c) To devise ways and means to augment the financial resources of the university.
- (d) To plan the development of university campus and ensure its implementation.
- (e) Any other work that might be in the interest of the university.

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**STATUTE NO. 14**

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**THE FACULTY BOARDS**

- (1) The University shall include the following faculty boards;
  - (a) Faculty of Art and Design
  - (b) Faculty of Architecture and Planning
  - (c) Faculty of Science and Engineering
  - (d) Faculty of Humanities and Social Science
  - (e) Faculty of Economics and Finance
  - (f) Faculty of Law and Public Policy
  - (g) Faculty of Medicine and Health Sciences
  - (h) Such other faculties as may be approved by the Governing Body on the recommendation of the Academic Council shall be added from time to time
- (2) Each Faculty shall have such schools as may be assigned to it by the Academic Council.
- (3) There shall be a Dean for each Faculty. A Professor or Associate Professor within the faculty shall be appointed, by rotation, to act as Dean of the Faculty for a period of three years. The appointment shall be made by the Vice Chancellor, with concurrence of the Chancellor and approval by the Governing Body.
- (4) The Dean shall be Chairman of the Faculty and shall be responsible for the observance of Statutes, Ordinances, and Regulations relating to the Faculty.
- (5) The Dean shall be responsible for overall supervision and control of the Faculty and the conduct of academics, research, extension, and outreach activities in the Faculty.
- (6) The Dean shall exercise such other powers, and perform such other functions and duties as may be assigned to him by the Governing Body or the Vice Chancellor.
- (7) The Dean shall have the option to relinquish the position at any time during his tenure and also have the option to decline the offer of appointment as Dean of the Faculty.
- (8) Each Faculty Board shall consist of the following members, namely:
  - (a) The Dean of the Faculty (Chairman)
  - (b) The Dean of all Schools in the Faculty
  - (c) All Professors in the Faculty
  - (d) If there is no Professor, two senior-most Teachers
  - (e) The Vice-Chancellor is authorized to invite experts from outside the university, as and when required

- (9) The Faculty Board shall have such powers 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 knowledge as may be prescribed by the Ordinances.
- (10) The Faculty Board 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 necessary or on any matter referred to them by the Academic Council.
- (11) The Faculty Board shall consider and approve all the decisions taken by the Board of Studies of each School.
- (12) The Faculty Board shall have the power to approve the names of the examiners in each course after considering the proposed list by the Board of Studies of each School.
- (13) The Faculty Board shall consider and approve all the research proposals of various schools and departments.
- (14) The Faculty Board shall control the academic, research, extension, and outreach activities in the various Schools.
- (15) In case a meeting of the Faculty Board is not possible for any reason the Dean of Faculty shall have the emergency power to act on behalf of the Faculty Board and shall have the powers of Faculty Board.
- (16) All emergency decisions of the Dean shall have to be reported and ratified in the next meeting of the Faculty Board.

**STATUTE NO. 15****THE BOARD OF STUDIES**

- (1) There shall be a Board of Studies for each School comprising of;
  - (a) The Dean of School
  - (b) All the Teachers of the concerned School
  - (c) Three Experts from academics or industry to be nominated and co-opted by the School, after approval of Vice Chancellor, from a panel of 6-names.
  - (d) Additional Experts from outside the college whenever special courses of studies are to be formulated, with approval of Vice Chancellor
- (2) The Dean of the School shall be the Chairman of the Board of Studies provided.
- (3) The term of the nominated members of the Board of Studies shall be three-years.
- (4) The meeting may be scheduled as and when necessary, but at least twice a year.
- (5) The functions and duties of Board of Studies shall be;
  - (a) To streamline and coordinate teaching, research, extension, outreach, and other academic activities in the department.
  - (b) To draft syllabi for various courses in accordance to the curricular structure of the institute, considering objectives of the university, program outcomes, interest of the stakeholders, local and national requirements.
  - (c) To suggest participatory and innovative teaching methodologies and inclusive evaluation techniques to make teaching-learning experience effective and achieve the desired learning outcomes.
  - (d) To recommend panel of names for appointment of examiners.
  - (e) To initiate value added, collaborative, add-on courses for holistic development of student community.
  - (f) To promote extension, outreach and field activities for societal benefit and development.
  - (g) To propose projects relating to the inter-disciplinary and multi-disciplinary subjects that may be useful for industrial, technological, agricultural, social and economic development.
  - (h) Any other matter that may be referred to it by Authorities/ Officers of the University.
- (6) All the decisions of the Board shall have to be placed before the Faculty Board for approval and recommendation, before being sent to higher Authorities.



## **STATUTE NO. 16**

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### **STUDENTS' COUNCIL**

- (1) The Students' Council will mainly function as an interface between the student community and the university authorities. forum for getting feedback on the students' issues and their welfare.
- (2) The Vice Chancellor shall appoint minimum one male and minimum one female student from each School on the recommendations of the Dean of concerned School. The student should be a full-time student in the university and shown consistently good performance in academics as well as co-curricular and extra-curricular activities.
- (3) The Vice Chancellor can also decide to involve other categories of students in the council depending on the need, for the benefit of the university. The students from reserved category shall be given adequate representation in the Students' Council.

## **STATUTE NO. 17**

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### **APPOINTMENT OF TEACHERS**

- (1) The Governing Body shall assess the recommendations of the Board of Management and approve the staffing pattern, service conditions, and teaching positions against the vacancies in the university.
- (2) The vacancies for teaching positions shall be advertised nationally and/or internationally in print and/or digital media for wide circulation and opportunity to get the best possible talent across the globe.
- (3) The essential qualifications, experience, procedure of selection, terms and conditions of appointment including pay-scales for each advertised position shall be as laid down in the HR policy of the university and in any case as per norms prescribed by the UGC.
- (4) A Screening Committee consisting of three members, appointed by the Vice Chancellor shall screen all the applications, interact on Skype if necessary, and prepare a summary of all the candidates satisfying the essential qualifications and shortlisted for the personal interview. A list of candidates rejected and not to be called for the interview shall be made separately giving reasons for the rejection. The HR Head of the university shall provide the administrative support but not be involved in the screening and shortlisting of candidates.
- (5) The shortlisted candidates shall be mandatorily required to appear for the Avantika Behavior Assessment Test (ABT) which shall be administered in online mode. The HR in consultation with the Vice Chancellor shall design the test for respective positions.
- (6) A summary of all the shortlisted applications along with the Assessment Form and the Avantika Behavior Assessment Test Report shall be made available to the Selection Committee at the time of interview.
- (7) The Selection Committee shall normally comprise of the following members;
  - (a) The Vice Chancellor or his Nominee
  - (b) The Dean of the concerned School or Center
  - (c) One Nominee of Governing Body
  - (d) Two Subject Experts nominated by the Vice Chancellor
  - (e) One Observer nominated by Chairman, Regulatory Commission
  - (f) One Psychologist nominated from within or outside the university
  - (g) Head – HR

The Vice Chancellor or his Nominee shall be the Chairman and Head – HR shall be the Convener for the of Selection Committee. The Head – HR will provide all the administrative support to the committee, but will participate in the deliberations only in the context of service conditions and compensation. The Head – HR will not have a right to vote in case a vote becomes necessary.

- (8) 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 posts.

Provided that no recommendation shall be made unless at least two subject experts and One Nominee of the Governing Body mentioned above, are present in the meeting of Selection Committee.

- (9) The Vice Chancellor or Registrar shall issue the appointment letters, after the Governing Body approves the recommendation of Selection Committee.
- (10) 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.
- (11) The terms and conditions (such as duration, duties, honorarium, TA/DA, other charges) of such engagements will be decided by the Governing Body of the university, from time to time.

**STATUTE NO. 18****CATEGORIES AND APPOINTMENT OF NON-TEACHING EMPLOYEES**

- (1) The non-teaching employees will be categorized in various levels and administrative sections as decided by the Governing Body from time to time.
- (2) The following types of non-teaching employees will be employed by the university
  - (a) Permanent/ Probationary employees
  - (b) Contractual employees
  - (c) Casual employees
- (3) A permanent employee means an employee who is appointed against a clear vacancy. The probationary period for such employees will be of one to two years.
- (4) A contractual employee is an employee appointed on contract for a specified period.
- (5) A casual employee is an employee engaged on the basis of a muster roll.
- (6) The essential qualifications, experience, terms and conditions of appointment including pay-scales for each position shall be as laid down in the HR policy of the university.
- (7) The HR Head of the university in consultation with appropriate domain experts and Registrar shall screen the applications and prepare a summary of all the candidates satisfying the essential qualifications and shortlisted for the personal interview.
- (8) The shortlisted candidates shall be mandatorily required to appear for the Avantika Behavior Assessment Test (ABT) which shall be administered in online mode. The HR in consultation with the Registrar shall design the test for respective positions.
- (9) A summary of all the shortlisted applications along with the Assessment Form and the Avantika Behavior Assessment Test Report shall be made available to the Selection Committee at the time of interview.
- (10) The Selection Committee shall normally comprise of the following members;
  - (a) The Registrar or his Nominee
  - (b) One Nominee of Governing Body
  - (c) One Subject Expert nominated by the Vice Chancellor
  - (d) One Psychologist nominated from within or outside the university
  - (e) Head – HR

The Registrar or his Nominee shall be the Chairman and Head – HR shall be the Convener for the of Selection Committee.

- (11) 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 posts.

Provided that no recommendation shall be made unless at least the subject expert and the Nominee of Governing Body mentioned above, are present in the meeting of Selection Committee.

- (12) The Vice Chancellor or Registrar shall issue the appointment letters, after the Governing Body approves the recommendation of Selection Committee.

## **STATUTE NO. 19**

### **CONFERMENT OF HONORARY DEGREES AND ACADEMIC DISTINCTIONS**

- (1) The Board of Management may consider and recommend to the Governing Body the conferment of an honorary degree or other academic distinction on any person without requiring him to undergo any test or examination, on the sole ground that he by reason of his eminent position, attainments, and public service, is a fit and proper person to receive such degree or other academic distinction.

Provided that, the Governing Body shall not entertain or consider any proposal in this behalf without the Vice Chancellor having obtained apriori approval of the Chancellor.

- (2) The Governing Body may suo-moto take a decision to confer honorary degree and/or other academic distinction as in Clause (1) of this statute.
- (3) The proposal for conferment of an honorary degree or academic distinction can be made to the Vice Chancellor, in writing by any Faculty Member of university. The Vice Chancellor shall place this in the Board of Management, after verifying that the proposal is in conformity with the provision of the Act.
- (4) Every proposal for conferment of an honorary degree or academic distinction shall be made separately and considered in respect of the proposed recipient.
- (5) On scrutiny, if the proposal is found to have the requisite support the proposal shall be declared to be carried. In the absence of the requisite support the proposal shall be declared to be dropped.

**STATUTE NO. 20****PROVISION REGARDING FEES TO BE CHARGED FROM THE STUDENTS**

- (1) The fees structure of various programs and provision of exemption for various categories shall be decided by the Board of Management from time to time and will be made available to the students along with the prospectus for the concerning session.
- (2) The fees structure would be concomitant with the objective of providing quality education to the University students.
- (3) All the programs and courses in the university shall operate in self-finance mode and the fee chargeable from the students shall be as recommended by the by the Board of Management. The following types of fees may be charged from the students;
  - a. Application Fee
  - b. Admission Fee
  - c. Tuition Fee
  - d. Examination Fee
  - e. Library Fee
  - f. Laboratory and Studio Fees
  - g. Development Fee
  - h. Security Deposit
  - i. Hostel Fee
  - j. Mess Fee
- (4) The university can introduce, add, or remove, different heads of fees, from time to time. The fees revision shall be duly notified and the revision shall be applicable to all the students admitted in that academic year and onwards.
- (5) In addition, fees for duplicate mark sheets, issue of transcripts and such other examinations or result related fee may be charged from the students, as prescribed by the ordinance.
- (6) The components of fee may vary from program to program and shall be decided by the Board of Management with approval of Governing Body.
- (7) The Board of Management shall make provision regarding exemption of students for payment of tuition fee and awarding to them scholarship and fellowship keeping in view the merit / need of the student concerned. The Board of Management shall approve and declare the university policies in this regard from time to time.

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**STATUTE NO. 21**

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**ADMINISTRATION OF ENDOWMENTS FOR THE AWARD OF FELLOWSHIPS, SCHOLARSHIPS, MEDALS, AND PRIZES**

- (1) The Governing Body in concurrence with the sponsoring body accept donations for creation of endowment fund for the award of Fellowships, Scholarships, Stipends, Medals, Prizes, etc of the recurring nature.
- (2) The Board of Management through the Finance Committee shall administer all the endowments.
- (3) The award shall be made from the annual income accruing from the endowment. Any part of the income which is not so utilized shall be added to the endowment.
- (4) The Board of Management shall prescribe the conditions of depositing the endowment in a nationalized bank in concurrence with the Governing Body.
- (5) The value of endowment necessary for instituting an award shall be prescribed by the Board of Management.
- (6) No endowment shall be accepted in contravention of the award, and effect shall be given to the wishes of the donor as far as possible.
- (7) In case any endowment is accepted by the Board of Management, the Board shall make a regulation for it, giving such details as the name of the donor, name of endowment, initial value, and the purpose of the endowment, etc.
- (8) The approval of awardees of fellowships, scholarships, medals, and prizes as per the specific regulation(s) and/or ordinance(s) belonging to the specific endowment will be given by the Board of Management.

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**STATUTE NO. 22**

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**CONVOCATION**

- (1) A Convocation for the award of the Degrees, Diplomas and other Distinctions 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 Board of Management on the recommendations of the Academic Council shall frame Regulations relating to the format of the Degree, Diploma documents, Certificates and citations, their text, issuance of these documents in absentia, duplicate degree, and procedure for holding convocations.
- (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.

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**STATUTE NO. 23**

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**ADMISSION OF STUDENTS**

- (1) The admission to various programs of study at the university shall be strictly on merit and shall be governed by policies as prescribed in the ordinances and rules in force for the concerned programs.
- (2) The university may conduct its own entrance test, if necessary, or may utilize the list of results of such examinations/ tests conducted by different State/ National / Professional Bodies.
- (3) The number of students per program shall be fixed as per the recommendations of the Academic Council of the university in line with rules and regulations prescribed by the concerned regulatory bodies from time to time.
- (4) The policy and process of admissions including reservation of seats for various categories shall be in accordance with the policies of the state government and as described in the ordinance from time to time.

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**STATUTE NO. 24**

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**ANNUAL REPORT AND ANNUAL ACCOUNTS**

- (1) The annual report of university shall be prepared by the Board of Management, as per the Section 37 of the Act, which shall include among other matters, steps taken towards the fulfillment of objectives.
- (2) The annual accounts of the university along with the balance sheet, shall be prepared by the Board of Management, as per the Section 38 of the Act, and shall be duly audited at least once in a year by the auditors appointed by the university for the purpose.
- (3) The annual report and the audited annual accounts shall be placed before the Governing Body for approval.
- (4) A copy of the annual report and audited annual accounts prepared as per Section 37 and Section 38 of the Act shall be presented to the sponsoring body after approval by the Governing Body.
- (5) A copy of the annual report and audited annual accounts prepared as per Section 37 and Section 38 of the Act shall be presented to the Visitor and to the Regulatory Commission after approval by the Governing Body.



**STATUTE NO. 25****RESOLUTION OF DISPUTES AND DISCIPLINARY ACTION AGAINST EMPLOYEES**

- (1) The Vice Chancellor in consultation with the Chancellor shall be responsible for laying down the policy for resolution of disputes and grievances between authorities, employees, and students of the university by way of arbitration.
- (2) Where there is an allegation of misconduct against a teacher, the Vice Chancellor shall constitute a fact-finding Committee and if necessary, based on the recommendations of the fact-finding committee, may institute an enquiry committee for the purpose.
- (3) Based on the enquiry committee report, the Vice Chancellor may decide course of action including suspension depending on the severity of the 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.
- (4) If at any time upon representation or otherwise, it appears to the Vice Chancellor that the employee;
  - (a) has willfully omitted or refused to carry out the provisions of the Act,
  - (b) has abused the powers vested in him,
  - (c) is incapable of managing the affairs of the university,
  - (d) has become insane and stands so declared by a competent court,
  - (e) has been convicted by a court for any offence involving moral turpitude,
  - (f) has become an undischarged insolvent and stands so declared by a competent court,
  - (g) has been physically unfit and incapable of discharging functions due to protracted illness or physical disability,
  - (h) has committed breach of any of the terms and conditions of the service contract or any other conditions laid down by the Statutes,
  - (i) continuation in office is detrimental and prejudicial to the interests of the university,the Vice Chancellor may, by an order in writing, stating reasons there-in, require the employee to relinquish his office from such date as specified in the order or suspend the employee during the pendency or in contemplation of any enquiry against him. The Vice Chancellor shall appoint a high-power enquiry committee and based on its recommendations, if so decided, by order under his signatures remove the employee from the services of university in concurrence with the Chancellor and shall report the matter to Governing Body whose decision will be final.

- (5) No order under sub-section (4) shall be passed unless the particulars of the grounds on which such action is proposed to be taken are communicated to the employee and he is given reasonable opportunity of showing cause against the proposed order.
- (6) The employee shall have the right to appeal against such action to the Governing Body within 15-days from the date on which the decision of such action is communicated to him and thereupon, the Governing Body may confirm, modify, or reverse the action taken by the Vice Chancellor and communicate the same to the concerned person within one-month from the date of appeal.
- (7) The employee shall be deemed to have relinquished the office from the date specified in the order under sub-section (4).
- (8) The employee may by writing under his hand addressed to the Vice Chancellor, resign his office, and shall cease to hold his office on the acceptance of such resignation.

**STATUTE NO. 26****PRO-VICE CHANCELLOR**

- (1) The Pro-Vice Chancellor shall be a full-time salaried officer of the university and shall be appointed by the Chancellor on the recommendations of the selection committee constituted for the purpose; provided that only such person who fulfills the norms prescribed by UGC in this behalf shall be eligible to be appointed.
- (2) The selection committee referred to in Clause (1) shall comprise of;
  - (a) Vice Chancellor
  - (b) Two eminent academicians nominated by the Governing Body
- (3) Notwithstanding anything contained in the foregoing sub-section, The Chancellor may appoint the first Pro-Vice Chancellor for a period of two years to conduct the affairs of the university; provided that only such person who fulfills the norms prescribed by UGC in this behalf shall be eligible to be appointed.
- (4) The Pro-Vice Chancellor shall exercise all such powers as described in the different statutes of the university.
- (5) The Pro-Vice Chancellor shall hold the office for a term not exceeding four years.
  - (a) Provided that a Pro-Vice Chancellor shall continue to hold office even after the expiry of his term, till a new Pro-Vice Chancellor assumes office for a period not exceeding six months.
  - (b) Provided that on the expiry of his term, the Pro-Vice Chancellor shall be eligible for reappointment for one more term; subject to approval of the Governing Body before the expiry of his term.
  - (c) Provided further that in case of emergency like illness, long absence, resignation, or death of incumbent Pro-Vice Chancellor; the Chancellor may appoint a competent person as Pro-Vice Chancellor for a term, not exceeding six months.
- (6) The Pro-Vice Chancellor may by writing under his hand addressed to the Chancellor, resign his office, and shall cease to hold his office on the acceptance of such resignation.
- (7) The Chancellor may decide to appoint more than one Pro-Vice Chancellor.
- (8) The Governing Body shall decide the qualifications, pay-scale, emoluments, and other service conditions of the Pro-Vice Chancellor, with appropriate amendments from time to time, provided that pay, allowances and other conditions of service, including age, shall be in conformity with that approved by UGC.

- (9) The Pro-Vice Chancellor shall exercise supervision and control over the designated affairs of the university and give effect to the decisions and recommendations of the various bodies and the authorities of the university without prejudice to the role of Chancellor and Vice Chancellor.
- (10) The Pro-Vice Chancellor shall discharge his duties as directed and delegated to him by the Vice Chancellor, and exercise all powers of the Vice Chancellor over the campus/school for which he has been appointed, without prejudice to the role of Chancellor and Vice Chancellor.
- (11) The Pro-Vice Chancellor shall assist the Vice Chancellor in discharging day to day duties as and when required by the Vice Chancellor. He shall preside over the meetings of the university bodies as assigned or in the absence of the Vice Chancellor and shall exercise such powers and perform such duties as delegated to him by the Vice Chancellor from time to time.