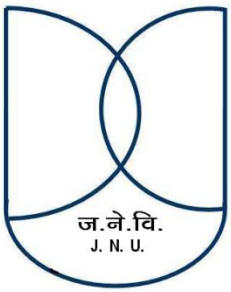
ACADEMIC ORDINANCES

(Updated upto 1st January, 2016)

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JAWAHARLAL NEHRU UNIVERSITY
NEW DELHI - 110067

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1. *ORDINANCE RELATING TO CONDITIONS OF SERVICE OF APPOINTED TEACHERS OF THE UNIVERSITY

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1. Teachers to be whole-time employees:

No teacher of the University, without the permission of the Executive Council, shall engage directly or indirectly in any trade or business or any private tuition or any other work to which an emolument or honorarium is attached:

Provided that nothing contained in this Ordinance shall apply to the work undertaken in connection with the examination of Universities or learned Bodies or Public Service Commissions or to any literary work or publication or radio talk or extension lectures, or consultancy or project work, or translation or interpretation, or any other academic work with the permission of the Vice-Chancellor.

Explanation: For the purpose of this Ordinance, 'teacher' means a whole-time salaried teacher of the University and does not include honorary, visiting or part-time or guest teachers/scholars.

2. Nature of duties:

Every teacher shall take part in the teaching and research programmes/activities of the University and perform such duties as may be assigned to him/her from time to time in accordance with the Act, the Statutes and Ordinances framed thereunder, for the time being in force, and generally act under the direction of the authorities of the University.

3. Probation:

(a) Teachers shall be appointed on probation ordinarily for a period of twelve months, but in no case the total period of probation shall exceed twenty-four months;

(b) Provided that the Executive Council may for reasons to be recorded waive the condition of probation;

(c) Provided further that the condition of probation shall not apply in the case of teachers appointed by the Executive Council under the provisions of Statute 28.

(d) The confirmation at the end of one year shall be automatic, unless extended for another year by a specific order, before expiry of the first year.

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* Revised vide Resolution No.6.1/EC/13.7.2011

Explanation: The Executive Council shall have the right to assess the suitability of a teacher for confirmation even before the expiry of the period of twelve months from the date of his/her appointment but not earlier than ten months from that date.

4. Confirmation:

(a) It shall be the duty of the Registrar to place before the Executive Council the case of confirmation of a teacher on probation not later than forty days before the end of the period of probation.

(b) The Executive Council may then either confirm the teacher or decide not to confirm him/her, or extend the probation for a further period not exceeding twelve months. In case the Executive Council decides not to confirm the teacher, whether before the end of the twelve months period of his/her probation, or before the end of the extended period of probation, as the case may be, he/she shall be informed in writing to that effect, not later than thirty days before the expiration of that period:

Provided that the decision not to confirm a teacher shall require a two-third majority of the members of the Executive Council present and voting.

(c) A teacher appointed by the Executive Council under Statute 28 shall be deemed to be confirmed with effect from the date he/she joins duty.

(d) The confirmation shall not be linked to the completion of orientation course but efforts should be made to send the teacher to such a course immediately after joining duty.

(e) The University will issue an order of confirmation to the teacher within 45 days of completion of probationary period after the due process of verification outlined above.

5. Increment:

Every teacher shall draw increment in his/her scale of pay, unless it is withheld or postponed by a resolution of the Executive Council on a reference by the Vice-Chancellor and after the teacher has been given sufficient opportunity to make his/her written representation.

6. Age of Retirement:

6.1 Subject to the provisions of Statute 30, every teacher in the service of the University shall retire from service on the afternoon on the last date of the month in which he/she attains the age of 65 years.

6.2 If the Executive Council is satisfied that such an appointment is in the interest of the University, it may, on the recommendation of the Centre/School/Vice-Chancellor, re-employ a teacher on his/her superannuation for an initial period

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of three years, extendable by two years, for a maximum of five years, if he/she is in sound health, and is able to perform his/her duties satisfactorily, on such terms and conditions as the Executive Council may specify.

6.3 Where the date of superannuation or the expiry of the term of re-employment of a teacher falls due during the course of a semester, the Executive Council may, on the recommendation of the Vice-Chancellor, allow the teacher to continue in service on re-employment basis till 31st January or 31st July as the case may be.

Provided, however, that such re-employment shall not be granted to a teacher beyond the date on which he attains the age of 70 years.

6.4 A re-employed teacher shall not be eligible to be appointed as Chairperson of a Centre or Dean of a School or for any other administrative assignment such as Dean of Students, Chief Proctor, Provost, etc. However, in the remaining situations not involving administrative functions and responsibilities such as Advisory and Consultative Bodies, the University will continue to utilize the expertise of all its faculty members. The superannuated teacher will continue to contribute not only in teaching and research guidance but also for academic evaluation and assessment as well as management of research projects. They will also continue to be members of various academic bodies such as Board of Studies, Special Committees, Centres Committees, Selection Committees and various other committees constituted at the level of University, School or Centre for making recommendations for the consideration of the Authorities of the University.

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7. Voluntary Retirement:

A teacher who may or may not have opted for GPF-cum-Pension-cum-Gratuity Scheme may, by giving notice of not less than three months in writing to the appropriate authority, retire from service voluntarily:

Provided that it shall, however, be open to the appropriate authority to withhold permission to a teacher under suspension who seeks to retire under this clause.

Provided further that this clause shall not apply to those teachers who are on deputation to autonomous bodies/public sector undertakings etc. and propose to get absorbed in the autonomous bodies/public sector undertaking etc.

Note 1: A notice of less than three months may be accepted by the appropriate authority in deserving cases.

Note 2: If a teacher retires under the above clause while he/she is on leave which is not due, without returning to duty, the retirement shall take effect from the date of commencement of the leave not due and the salary paid in respect of such leave shall be recovered in terms of clause 9(iii) of Ordinance for regulating leave to teaching staff.

Note 3: Before a teacher gives notice of voluntary retirement with reference to these instructions, he should satisfy himself by means of a reference to the appropriate administrative authority that he has, in fact, completed 20 years of service qualifying for pension.

8. Superannuation Benefits:

Pension and other superannuation benefits will be as per Govt. of India /UGC decisions in this regard.

9. Variations in Terms and Conditions of Service:

Every teacher of the University shall be bound by the Statutes, Ordinances and Regulations for the time being in force in the University:

Provided that no change in the terms and conditions of service of a teacher shall be made after his/her appointment in regard to designation, scale of pay, increment, provident fund, retirement benefits, age of retirement, probation, confirmation, leave, leave salary and removal from service so as to adversely affect him.

10. Resignation:

A teacher may, at any time, terminate his/her engagement by giving the Executive Council three months' notice in writing:

Provided that the Executive Council may waive the requirement of notice at its discretion.

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11. *Fixation of pay of re-employed pensioners:

Emoluments to employed Professors (after attaining the age of 65 years) will be equivalent to the last pay drawn minus pension as a consolidated amount which shall remain same throughout the tenure of re-employment. In the present circumstances no housing will be offered to re-employed teachers, subject to review. In the meanwhile, transit accommodation may be offered to those re-employed teachers who desire to avail of it. In case accommodation is not provided, the re-employed teacher shall be paid HRA to be fixed by the University.

12. Contract:

The written contract between a teacher and the University required to be entered into under Clause (1) of Statute 29 shall be in the form annexed to these Ordinances or as nearly or substantially to like effect.

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* Amended vide Resolution No.6.1/EC/14.11.2011

13. Appointments on Special Contracts:

Notwithstanding anything contained in these Ordinances, the Executive Council may, in special cases, appoint teachers on contract on such terms and conditions as it may deem fit, subject to the following:

(i) the number of such appointments does not exceed 10% of the total number of faculty positions in the university

(ii) the qualifications and selection procedure for appointment will be the same as those applicable to a regularly appointed teacher

(iii) the fixed emoluments paid to such contract teachers should not be less than the monthly gross salary of a regularly appointed Assistant Professor

(iv) such appointments must be made only for one session and any reappointment for another session should be made only after reviewing his/her performance

(v) the maximum period for such appointment is five years.

(vi) such appointment on contract basis may also be made when absolutely necessary to fill vacancies arising due to Child Care Leave, sabbatical leave, etc.

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General:

All other aspects which are not covered in the Ordinances shall be as laid down in the MHRD Notification as appendix-I of UGC Regulations.

2. *ORDINANCE RELATING TO THE REVISION OF PAY SCALES (2010): MINIMUM QUALIFICATIONS AND CAREER ADVANCEMENT OF TEACHERS

1. Coverage:

The Ordinance relating to Revision of Pay Scales shall apply to all teachers of the University except to those, who in writing, opt out of it.

2. Date of Effect:

Revised scales of pay will be effective from January 1, 2006. The revised rates of all other applicable allowances such as House Rent Allowance, Transport Allowance, Children Education Allowance, etc. and non-compounded advance increments as also the grant of incentive increments for Ph.D./M. Phil etc. shall take effect from 01.09.2008. The new Career Advancement Scheme (C.A.S.) will be effective from 31.12.2008

The Executive Council at its meeting held on 13.07.2011 vide Resolution No. 6.1(iii) has decided that the new CAS should be effective prospectively from 30.06.2010 i.e. the date UGC notified the new Regulations instead of 31.12.2008.

Again, the Executive Council at its meeting held on 14.11.2011vide Resolution No. 01(2) has decided that CAS should continue to be as provided in UGC Regulations 2010 i.e. w.e.f. 31.12.2008 instead of 30.06.2010.

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3. Pay Scales:

The revised scales of pay are as given in **Statement-1.**

4. Recruitment and Qualifications:

(1) Recruitment to the posts of Assistant Professor, Associate Professor and Professor in the University shall be on the basis of merit through all-India advertisement and selection as per the Statutes/Ordinances of the University.

(2) The minimum qualifications required for appointment to the post of Assistant Professor, Associate Professor and Professor shall be those prescribed by the UGC from time to time.

5. Qualifications for Direct Recruitment

(A) PROFESSOR:

(i) An eminent scholar with a doctoral degree in the concerned/allied/relevant discipline and published work of high quality, and actively engaged in research, with evidence of published work with a minimum of ten publications as books and/or research/policy papers.

**(ii) Minimum of 10 years experience in teaching at University/College level and/or research at University/National level Institution, including experience of guiding research at doctoral level.

(iii) Contribution to educational innovation, design of new curricula and courses, and technology-mediated teaching process.

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* Revised vide Resolution No.6.1/EC/13.07.2011 & 1/EC/14.11.2011

**\Amended vide Resolution No. 6.1/EC/09.05.2014.

(iv) A Minimum score as indicated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) as set out in the Appendix.

(B) ASSOCIATE PROFESSOR:

(i) Good academic record with a doctoral degree in concerned or allied/relevant discipline.

(ii) A Master's degree with at least 55% of the marks or an equivalent grade of 'B' in the 7 point scale with letter grades O,A,B,C,D,E.

(iii) A minimum of eight years experience of teaching and/or research in an academic/research position equivalent to that of Assistant Professor in a University/College or Accredited Research Institution, excluding the period of doctoral research, with some distinction in the areas of scholarship as evidenced by quality of a minimum of five publications as books and/or research/policy papers.

(iv) Contribution to educational innovation, design of new courses, curricula, and technology-mediated teaching/learning process and/or evidence of having guided doctoral candidates and/or research students.

(v) A Minimum score as indicated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) as set out in the Appendix.

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(C) ASSISTANT PROFESSOR (Stage-I/entry level):

(i) Good academic record with at least 55% marks or, an equivalent grade of 'B' in the 7 point scale with letter grades O,A,B,C,D,E and F at the Master's Degree level, in a relevant subject from an Indian University, or an equivalent degree from accredited foreign University.

(ii) *****M.Phil and Ph.D. in the relevant field may be prescribed in appropriate cases, a desirable qualification only.

The minimum qualifications shall not be relaxed even if a candidate has research degrees like M.Phil or Ph.D.

(iii) Qualification in the National Eligibility Test (NET) for Lecturers conducted by the UGC, CSIR, or a similar test accredited by the UGC (disciplines in which NET is not conducted are exempted from this condition). Candidates who have been awarded the Ph.D degree in accordance with the UGC (Minimum Standards and Procedure for the Award of Ph.D Degree) Regulations, 2009, will be exempted from the requirement of qualification in the NET.

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* Amended vide Resolution No. 6.1/EC/20.11.2015.

Note:

(1) A relaxation of 5% may be provided, from 55% to 50% of the marks, at the Master's level for the candidates belonging to the SC/ST and PH/VH categories.

(2) A relaxation of 5% may be provided, from 55% to 50% of the marks, to the Ph.D. Degree holders who have passed their Master's Degree prior to 19th September 1991.

(3) The minimum requirement of 55% marks at Master's level shall not be insisted upon for the existing incumbents who are already in the University system for appointment as Professor and Associate Professor. However, for those entering from outside the University system, the minimum requirement of 55% marks shall be insisted upon.

(4) B in the 7 point scale with letter grades O, A, B, C, D, E, and F shall be regarded equivalent of 55% wherever the grading system is followed (seven point scale as given in **Statement-II).**

6. Career Advancement Scheme:

(1) Assistant Professor (Stage-II/Senior Scale):

An Assistant Professor (Stage 1/entry level) will be eligible for placement in Stage-2/ senior scale through a procedure of screening cum verification process if he/she has:

(a) Completed 4 years of continuous service after regular appointment and possesses a Ph.D degree in the concerned or an allied/relevant discipline or has completed 5 years and possesses an M.Phil./LLM/M.Tech/MD or equivalent relevant degree, or six years of service and does not possess an M.Phil or Ph.D degree.

(b) Participated in one Orientation Course and one Refresher/Research Methodology Course of 2/3 weeks duration, or engaged in other appropriate continuing education programmes of comparable quality as may be specified or approved by the UGC.

(c) Attained minimum API scores using PBAS scoring proforma developed by the University (see Appendix).

(d) *In the cases of counting of past service on joining the University, if a faculty member fulfills the eligibility conditions on the date of joining his/her promotion under CAS will be due from the date of joining. If not, his/her promotion will be due from the date he/she fulfills the required eligibility conditions. However, the University shall process and consider such cases of promotion under CAS only after the services of the faculty member have been confirmed in the University.

(2) Assistant Professor (Stage-3)

An Assistant Professor will be eligible for placement in Stage-3 through a procedure of screening cum verification process if he/she has:

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* Amended vide Resolution No. 6.4/EC/11.05.2015.

(a) Completed five years in Stage-2/senior scale.

(b) Participated in one course/programme of 2/3 weeks duration from amongst the categories of Refresher Courses, Methodology Workshops, Training Programmes, Teaching-Learning-Evaluation Technology Programmes, Soft Skills Development Programmes, and Faculty Development Programmes.

(c) Attained minimum API scores using PBAS scoring proforma developed by the University (see Appendix).

(d) **In the cases of counting of past service on joining the University, if a faculty member fulfills the eligibility conditions on the date of joining his/her promotion under CAS will be due from the date of joining. If not, his/her promotion will be due from the date he/she fulfills the required eligibility conditions. However, the University shall process and consider such cases of promotion under CAS only after the services of the faculty member have been confirmed in the University.

(3) Associate Professor (Stage 4)

An Assistant Professor will be eligible for promotion to the post of Associate Professor through selection by a duly constituted Selection Committee if he/she has:

(a) Completed three years of service in the Stage-3 of Assistant Professor;

or

* Completed 12 years of past service as Assistant Professor irrespective of length of service in each stage .

(b) Attained minimum API scores using PBAS scoring proforma developed by the University (see Appendix)

(c) Participated in one course/programme of minimum one week duration from amongst the categories of Refresher Courses, Methodology Workshops, Training Programmes, Teaching-Learning-Evaluation Technology Programmes, Soft Skills Development Programmes, and Faculty Development Programmes.

(d) At least three publications of quality in the entire period of as Assistant Professor.

(e) **In the cases of counting of past service on joining the University, if a faculty member fulfills the eligibility conditions on the date of joining his/her promotion under CAS will be due from the date of joining. If not, his/her promotion will be due from the date he/she fulfills the required eligibility conditions. However, the University shall process and consider such cases of promotion under CAS only after the services of the faculty member have been confirmed in the University.

(4) Professor (Stage 5)

An Associate Professor may be considered for promotion to the post of a Professor by a duly constituted Selection Committee if he/she has:

(a) Completed three years as Associate Professor (Stage 4).
(b) A Ph. D degree in the concerned or an allied/relevant discipline.
(c) Attained minimum API scores using PBAS scoring proforma developed by the University (See Appendix)

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* Added vide Resol.No.6.11/EC/10.05.2013.
** Amended vide Resolution No. 6.4/EC/11.05.2015.

(d) A minimum of five publications of quality since the teacher was placed in Stage-3.

(e) *In the cases of counting of past service on joining the University, if a faculty member fulfills the eligibility conditions on the date of joining his/her promotion under CAS will be due from the date of joining. If not, his/her promotion will be due from the date he/she fulfills the required eligibility conditions. However, the University shall process and consider such cases of promotion under CAS only after the services of the faculty member have been confirmed in the University.

Note 1: A Professor already appointed under direct recruitment will not be eligible for consideration under the Career Advancement Scheme (CAS).

5. Professor (Stage 6)

A Professor (Stage-5) with a maximum of 10 years of teaching and research experience may be considered for promotion to the post of a Professor (Stage 6) through a review process provided he/she has

(a) Attained minimum API scores using PBAS scoring proforma developed by the University (see Appendix).

(b) Has postdoctoral research of high quality / Has received awards/honours/recognitions/patents and IPR on products and processes developed/technology transfer achieved/ Has additional research degrees like D.Sc, D. Litt etc.

(c) Completed one year's service in the university; promotion will be due from the date of eligibility or appointment in the university whichever is later.

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Note:

5.1 The composition of the Selection Committees for promotion under the CAS shall be the same as that of direct recruitment.

5.2 The repeat process of promotion/interview for the faculty members not found fit for promotion under CAS in their first attempt may be considered again after a minimum period of one year from the date of interview in which the faculty member was not found fit. The date of eligibility for their promotion shall be one year after their earlier date of eligibility.

6. Counting of Past Service

6.1 Previous service, whether national or international, as Assistant Professor, Associate Professor or Professor, or equivalent, in a University, college, national laboratory, or any other scientific/professional organization, e.g. CSIR, ICAR, DRDO, UGC, ICSSR, ICHR, ICMR, DBT etc., should be counted for direct recruitment or promotion under CAS of a teacher in the various stages of Assistant Professor, Associate Professor or Professor, as the case may be provided that:

***** Amended vide Resolution No. 6.4/EC/11.05.2015.

(a) The essential qualifications for the post held were not lower than the qualifications prescribed by the UGC for the Assistant Professor, Associate Professor, or Professor as the case may be;

(b) The post is/was in an equivalent grade/scale of pay or pre-revised scale of pay as the post of Assistant Professor, Associate Professor or Professor;

(c) A candidate already in service has applied through proper channel;

(d) The candidate possesses the minimum qualifications prescribed by the UGC for appointment as Assistant Professor/Associate Professor or Professor, as the case may be;

(e) The post was filled in accordance with the prescribed selection procedure as laid down by the UGC/ State Government/Central Government/Concerned Institutions, for such appointments.

(f) The previous appointment was not as guest lecturer for any duration, or ad hoc or in a leave vacancy of less than one year's duration. Ad hoc or temporary service of more than one year's duration can be counted provided that:

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(i) The period of service was of more than one year duration;

(ii) The incumbent was appointed on the recommendation of a duly constituted Selection Committee.

(g) No distinction should be made with reference to the nature of management of the institution where previous service was rendered (private/local body/ government) for counting past services under this clause.

(h) Assistant Professors (Stage-1/entry level), who had worked as Junior Research Fellows/Research Assistants and had participated in teaching in the recognized Universities/academic and research institutions may be given the benefit of one-third of the period during which they were actually involved in teaching of courses assigned to them during their service as Junior Research Fellows/Research Assistant. The period of teaching supported by a certificate from the Centre Chairperson/Dean of the School, and Head of Department, etc., in case of persons from other universities/institutions, may be included for consideration of their cases for placement/ promotion under Career Advancement Scheme.

In the case of Part-time teachers appointed as per UGC norms whose pay scales have been revised as per UGC revised guidelines, half of the teaching period from the date of revision of pay scales shall be counted as qualifying service for placement in the Stage-2.

(i) Assistant Professors, who had been working as Research Associates, and were appointed as Research Associates through a duly constituted Selection Committee and performed academic duties corresponding to lecturers, may be given the benefit of past service for the purpose of promotion as Assistant Professor (Stage-2)

(j) Service as Research Associate/ Post Doctoral Fellow/ Research Fellow in Universities/Research Organizations abroad may be counted for the purpose provided the teaching/research experience gained abroad prior to joining the University is equivalent in content and substance of the work expected in their present position in the University.

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7. Incentives for Ph.D./M.Phil and other higher qualification

(i) Five non-compounded advance increments shall be admissible at the entry level of recruitment as Assistant Professor to those who hold the Ph.D. degree awarded in the relevant discipline.

(ii) Two non-compounded advance increments shall be admissible to those holding M.Phil degree at the time of recruitment as Assistant Professor.

(iii) Candidates with D.Litt/D.Sc. shall be given that benefit at par with Ph.D. and candidates with M.Tech./M.Litt/LLM etc, recognized by the relevant Statutory Body/Council shall be given benefit at par with M.Phil.

(iv) Three non-compounded increments will be admissible to those in service teachers who receive Ph.D (awarded in the relevant discipline by a university following the 2009 UGC regulations for award of such degree) while in service.

(v) However, teachers in service who have been awarded Ph. D degree at the time of coming into force of this scheme or those who are already enrolled for Ph.D and have been evaluated and are awaiting the notification of the award of their degree shall also be entitled to the award of three non-compounded increments after the award of the Ph.D degree even if the university awarding the Ph.D degree has not yet been notified by the UGC as having complied with the process fixed by the UGC.

(vi) In respect of every other case, a teacher who has already enrolled for Ph.D shall avail the benefit of three non-compounded increments after

the award of Ph.D degree only if the university awarding the Ph.D degree has been notified by the UGC as having complied with the process fixed by the UGC.

(vii) Teachers who obtain an M.Phil degree or a post graduate degree in a relevant professional course recognized by the relevant Statutory Body/Council, while in service, are entitled to one advance increment.

(viii) Notwithstanding anything in the foregoing clauses, those who have already availed of the benefits of advance increments for possessing M.Phil/Ph.D degrees at the entry level under the earlier scheme shall not be entitled to the benefit of advance increments under this scheme.

(ix) Those who have availed of increments for acquiring these degrees while in service shall not be entitled to benefits under this scheme.

8. Other Terms and Conditions:

(a) Increments:

(i) Each annual increment shall be equivalent to 3% of the sum total of pay in the relevant Pay Band and the AGP as applicable for the stage in the Pay band.

(ii) Each advance increment shall also be at the rate of 3% of the sum total of pay and the AGP as applicable and shall be non-compoundable,

(iii) The number of additional increment(s) on placement at each higher stage of AGP shall be as per the existing scheme of increment on promotion from lower Pay Scale to higher Pay Scale; however, in view of the considerable raise in effective pay between the two Pay Bands, there shall be no additional increment on movement from the Pay Band of Rs 15,600-39,100 to the Pay Band of Rs. 37,400-Rs. 67,000.

(iv) Discretionary award of Advance Increments for those who enter the profession as Associate Professors or Professors with high merit and high number of quality research publications and experience at the appropriate level can be granted taking into account the pay structure of other teachers in the faculty and other relevant factors.

(b) Pay Fixation Formula

The pay of teachers in the revised pay scales shall be fixed in accordance with the VI Central Pay Commission recommendations for the Central Government employees.

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Note:

The pay scales and stages of promotion under CAS of incumbent Assistant Professors (selection grade) and Associate Professors shall be governed by the following clauses:

- Incumbent Associate Professors/Readers and Assistant Professors/ Lecturers (selection grade) who have/had not completed three years in the pay scale of Rs. 12000- Rs.18300 on or after 1 January, 2006 shall be placed at the appropriate stage in the pay band III of Rs. 15600-39100 with AGP of Rs. 8000 till they complete three years of service in the grade of Assistant Professor/Lecturer (selection grade)/Reader/Associate Professor, and thereafter shall be placed in the higher pay band IV of Rs. 37400-Rs.67000.

- Incumbent Professors pay has been fixed as per fitment table received from MHRD/UGC. Fixation of pay at Rs.43,000/- is for directly appointed Professor under these Regulations. Anomaly in this regard has been brought to the notice of UGC.

- All other aspects which are not covered in the Ordinance shall be as laid down in the MHRD Notification as Appendix-I of the UGC Regulations.

(c) Allowances:

(i) Allowances such as Leave Travel Concession, Special Compensatory Allowances including Area Based SPA, Children's Education Allowance, Transport Allowance, House Rent Allowance, Dearness Allowance, etc. as applicable to teachers shall be at par with those accepted by the Central Government for Group 'A' Central Government Employees on the recommendation of the 6th CPC and shall be applicable from 01.09.2008.

(ii) Teachers with visual, orthopedic, hearing or other disabilities under the provisions of the 'Persons with Disabilities (Protection of Rights, Equal Opportunities and Full Participation) Act, 1995' shall be entitled to twice the normal rate of Transport Allowance.

9. Selection Committees

* Composition of the Selection Committees shall be as under:

A. For the post of Professor, Stage-5 (Direct Recruitment as well as CAS)

The composition of the Selection Committee shall be as under:

i. The Vice-Chancellor / Acting Vice-Chancellor, who shall be the Chairperson of the Selection Committee.

---

*Incorporated in the Ordinance as approved by the Visitor w.e.f. 11.04.2012

ii. An academician to be nominated by the Visitor.

iii. Dean of the Faculty.

iv. Head / Chairperson of the Department/School.

v. Three experts in the concerned subject nominated by the Vice-Chancellor out of the panel of names approved by the relevant statutory body of the University.

vi. *An academician representing the SC /ST /OBC /Minority /Women, Differently Abled if any of the candidates belongs to these categories to be nominated by the Vice-Chancellor in case none of the above members of the Selection Committee belongs to that category.

*Only for Direct recruitment – as per UGC regulations.

vii. At least **four members including two outside experts shall constitute the quorum.**

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B. For the post of Professor, Stage-6 CAS

The Screening cum Evaluation Committee shall consist of;

i. The Vice-Chancellor / Acting Vice-Chancellor, who shall be the Chairperson of the Selection Committee.

ii. The Dean

iii. Head / Chairperson of the Department / School / Centre

iv. Three experts in the concerned subject nominated by the Vice-Chancellor out of the panel of names approved by the relevant statutory body of the University concerned.

v. Dean of Faculty.

vi. Head / Chairperson of the Department/School.

vii. At least four members including two outside experts shall constitute the quorum.

C. For Re-employment of Professor

i. The Vice-Chancellor (in the Chair).

ii. Two subject experts nominated by the Vice-Chancellor/Chairperson of the Governing Council, from the approved panel of experts for the Selection Committees in the University Department.

iii. Dean of the Faculty.

iv. Head of the Department.

D. For the post of Associate Professor, Stage-4 (Direct Recruitment as well as CAS)

The composition of the Selection Committee shall be as under-

i. The Vice-Chancellor / Acting Vice-Chancellor, who shall be the Chairperson of the Selection Committee.

ii. An academician to be nominated by the Visitor.

iii. Dean of the Faculty.

iv. Head / Chairperson of the Department/School.

v. Three experts in the concerned subject nominated by the Vice-Chancellor out of the panel of names approved by the relevant statutory body of the University.

vi. ***** An Academician representing the SC /ST /OBC /Minority /Women/ Differently Abled if any of the candidates belongs to these categories to be nominated by the Vice-Chancellor in case none of the above members of the Selection Committee belongs to that category.

*Only for Direct recruitment - as per UGC regulations.

vii. At least four members including two outside experts shall constitute the quorum.

E. For the post of Assistant Professor (Stage I) Direct Recruitment

The composition of the Selection Committee shall be as under:-

i. The Vice-Chancellor / Acting Vice-Chancellor, who shall be the Chairperson of the Selection Committee.

ii. An academician to be nominated by the Visitor.

iii. Dean of the concerned Faculty.

iv. Head / Chairperson of the Department / School.

v. Three experts in the concerned subject nominated by the Vice-Chancellor out of the panel of names approved by the relevant statutory body of the University.

vi. An Academician representing the SC/ ST/ OBC/ Minority/ Women Differently Abled if any of the candidates belongs to these categories to be nominated by the Vice-Chancellor in case none of the above members of the Selection Committee belongs to that category.

vii. At least four members including two outside experts shall constitute the quorum.

F. For the post of Assistant Professor, (Stage-2 and Stage-3)

The Screening cum Evaluation Committee shall be as under:-

i. The Vice-Chancellor / Acting Vice-Chancellor, who shall be the Chairperson of the Selection Committee.

ii. The Dean.

iii. The Chairperson of the concerned Centre.

iv. One subject expert in the concerned subject nominated by the Vice-Chancellor from the University panel of experts.

v. *An Academician representing the SC / ST / OBC / Minority / Women/ Differently Abled categories to be nominated by the Vice-Chancellor or Acting Vice-Chancellor, if any of the candidates representing these categories is the applicant and if any of the above members of the Selection Committee do not belong to that category .

*Only for Direct recruitment – as per UGC regulations.

(G) The University may, at its discretion, utilize the Seminar or Colloquium as a method for the selection of Assistant Professor/Associate Professor or Professor.

(H) It must be ensured that the process of selection in every case is transparent and credible.

(I) The incumbent teacher must be on the rolls and in active service of the University on the date of consideration by the Selection Committee for CAS promotion.

(i) The University may, at its discretion, utilize the Seminar or Colloquium as a method for the selection of Assistant Professor/Associate Professor or Professor.

(ii) It must be ensured that the process of selection in every case is transparent and credible.

(iii) The incumbent teacher must be on the roll and active service of the University on the date of consideration by the Selection Committee for CAS promotion.

(J) General

For all purposes, like leave, membership of various University bodies, etc., the Assistant Professor (at various stages) shall continue to form part of the cadre of Assistant Professor.

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STATEMENT - I

SCALES OF PAY	
Designation	**Scale of Pay**
Assistant Professor (Stage-1/Entry level)	Rs. 15600-39100 with AGP of Rs.6000
Assistant Professor (Stage-2/ Senior Scale)	Rs.15600-39100 with AGP of Rs.7000
Assistant Professor (Stage-3)	Rs.15600-39100 with AGP of Rs.8000
Associate Professor (Stage-4)	Rs. 37400-67000 with AGP of Rs.9000
Professor (Stage-5)	Rs. 37400-67000 with AGP of Rs.10000
Professor (Stage-6)	Rs. 67000-79000 (HAG scale)

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STATEMENT - II

SEVEN POINT SCALE		
GRADE	**GRADE POINT**	**PERCENTAGE EQUIVALENT**
'O'=Outstanding	5.50-6.00	75-100
'A'=Very Good	4.50-5.49	65-74
'B'=Good	3.50-4.49	55-64
'C'=Average	2.50-3.49	45-54
'D'=Below Average	1.50-2.49	35-44
'E'=Poor	0.50-1.49	25-34
'F'=Fail	0.00-0.49	00-24

JAWAHARLAL NEHRU UNIVERSITY

UGC Regulations on Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010

MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION UNDER UGC'S CAREER ADVANCEMENT SCHEME (CAS)

STAGE I

Entry through open advertisement as Assistant Professor in Pay Band III of Rs. 15,600-39,100 with AGP of Rs. 6,000/-

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PROMOTIONS UNDER UGC'S CAS

STAGE – 2

FROM STAGE 1 TO STAGE 2 OF ASSISTANT PROFESSORS IN THE PAY BAND III OF RS. 15,600 – 39,100 WITH AGP FROM RS. 6,000 TO AGP OF RS. 7,000

SERVICE REQUIREMENTS

Assistant Professor in Stage 1/Entry level and completed four years of service with Ph.D.

Or

Five years of service who are with M.Phil/PG Degree in Professional Courses such as LL.M. M.Tech, M.V. Sc., M.D. etc.

Or

Six years of service who are without Ph.D./M.Phil/PG Degree in Professional Courses

MINIMUM ACADEMIC PERFORMANCE REQUIREMENTS AND SCREENING/SELECTION CRITERIA

(i) Minimum API scores using PBAS scoring proforma developed by the University & UGC as per the norms provided in Table II(A) of Appendix III.

(ii) One Orientation and one Refresher/Research Methodology Course of 2/3 weeks duration.

(iii) Screening cum Verification process for recommending promotion.

STAGE - 3

FROM STAGE 2 TO STAGE 3 OF ASSISTANT PROFESSORS IN THE PAY BAND III OF RS. 15,600 – 39,100 WITH AGP FROM RS. 7,000 TO AGP OF RS. 8,000

SERVICE REQUIREMENTS

Assistant Professor with completed service of five years in Stage 2/Sr. Scale

MINIMUM ACADEMIC PERFORMANCE REQUIREMENTS AND SCREENING/SELECTION CRITERIA

(i) Minimum API scores using the PBAS scoring proforma developed by the University as per the norms provided in Table II(A) of Appendix III.

(ii) One course/programme from among the categories of refresher courses, methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of 2/3 weeks duration.

(iii) Screening cum Verification process for recommending promotion.

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STAGE - 4

FROM STAGE 3 TO STAGE 4 : PROMOTION FROM ASSISTANT PROFESSOR (STAGE 3) TO ASSOCIATE PROFESSOR (STAGE 4) TO MOVE TO THE PAY BAND IV OF RS. 37,400 – 67,000 WITH AGP OF RS. 9,000/-

SERVICE REQUIREMENTS

Assistant Professors with three years of completed service in Stage 3 shall be eligible to be designated as Associate Professor.

MINIMUM ACADEMIC PERFORMANCE REQUIREMENTS AND SCREENING/SELECTION CRITERIA

I. Minimum API scores using the PBAS scoring proforma developed by the University as per the norms provided in Table II(A) of Appendix III.

II. At least three publications in the entire period as Assistant Professor (twelve years).

III. One course / programme from among the categories of methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills Development Programmes and Faculty Development Programmes of minimum one week duration.

IV. A Selection Committee process as stipulated in this regulation and in Tables II(A) and II(B) of Appendix III.

STAGE – 5

FROM STAGE 4 TO STAGE 5: PROMOTION FROM ASSOCIATE PROFESSOR (STAGE 4) TO PROFESSOR (STAGE 5) IN THE PAY BAND IV OF RS. 37,400 – 67,000 WITH AGP FROM RS. 9,000/- TO AGP OF RS . 10,000

SERVICE REQUIREMENTS

Associate Professors with three years of completed service in Stage 4 and possessing a Ph.D. Degree shall be eligible to be designated as Professor.

MINIMUM ACADEMIC PERFORMANCE REQUIREMENTS AND SCREENING/SELECTION CRITERIA

(i) Minimum yearly /cumulative API scores using the PBAS scoring proforma developed by the University as per the norms provided in Table II(A) of Appendix III. Teachers may combine two assessment periods (in Stages 2 and 3) to achieve minimum API scores, if required.

(ii) A minimum of five publications since the period that the teacher is placed in Stage 3.

(iii) A Selection Committee process as stipulated in this regulation and in Tables II(A) and II(B) of Appendix III.

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STAGE – 6*

FROM STAGE 5 TO STAGE 6: PLACEMENT IN THE HIGHER GRADE OF PROFESSOR (STAGE 5) TO PROFESSOR (STAGE 6) IN THE HAG SCALE OF RS. 67,000 – 79,000 (3% INCREMENT)
(10 per cent of the positions of Professors in the University)

SERVICE REQUIREMENTS

Professor with completed services of ten years (within the University only) in Stage 5

MINIMUM ACADEMIC PERFORMANCE REQUIREMENTS AND SCREENING/SELECTION CRITERIA

(i) Minimum yearly /cumulative API scores for the assessment period as per the norms provided in Table II(A) of Appendix III

(ii) Additional credentials are to be evidenced by: (a) postdoctoral research outputs of high standard; (b) awards /honours / recognitions / patents and IPR on products and processes developed / technology transfer achieved; and (c) Additional research degrees like D.Sc., D.Litt., LL.B., etc.

(iii) A review process by an Expert Committee as stipulated in this regulation and in Tables II(A) of Appendix III.

- **Promotion to Professor (Stage 6) in the HAG Scale of Rs. 67000-79000 is kept on hold pending acceptance of this scale for all eligible Professors by UGC.**

Note: Please refer to Instructions at the end for filling-up Part-B of the PBAS Proforma and for Category-III of the Application.

JAWAHARLAL NEHRU UNIVERSITY

APPLICATION FOR PROMOTION UNDER UGC'S CAREER ADVANCEMENT SCHEME

FROM _____STAGE_____ TO STAGE 2/ STAGE 3/ STAGE 4/ STAGE 5/ STAGE 6
(Please tick whichever is applicable)

FROM _____ TO _____
(post holding at present) (for promotion to next eligible post)

IN THE PAY BAND _____ OF RS. _____WITH AGP OF RS._____

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PART A: GENERAL INFORMATION AND ACADEMIC BACKGROUND

1. Name of the faculty member: _____
(in Block Letters)

2. School/Centre/Special Centre : _____

3. Present Designation: _____ Grade Pay Rs._____

4. Date of initial joining the University and name of post : _____

5. Date of eligibility from (present post) _____ (Stage ____) to Promotion as

_____ (Stage____) from AGP of Rs._____to AGP of Rs._____)

6. Area of Specialization: _____

7. Address for Correspondence: _____

_____

Tel: No. (Office) _____ (Residence)_____ (Mobile)

_____

E-mail ID _____

8. Academic Qualifications:

(a) Ph.D, (Please indicate date/year of award) _____

(Title of Ph.D. Thesis: _____

_____

(b) M.Phil/M.Litt/M.Tech (date of award) _____

(Subject of M.Phil/M.Litt/M.Tech) _____

_____

(c) M.A./M.Sc/M.Tech (Subject): _____

% of marks obtained: _____ Year of passing: _____

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PART-B ACADEMIC PERFORMANCE INDICATORS

(Please see detailed instructions of this PBAS proforma before filling-up this section)

CATEGORY I : TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

(i) Lectures, Seminars, Tutorials, Practicals, Contact hours (give semester-wise details, where necessary)

S. No.	Course/Paper	Level*	Mode of teaching**	No. of classes per week allotted	No. of classes/ practicals taken	% of classes / practicals taken as per documented record

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* Certificate/Diploma/B.A./M.A./M.Sc./M.Phil etc.

** Lecture (L), Seminar (S), Tutorial (T), Practical (P), Contact Hours (C)

	Total Number of Teaching and Research Guidance Hours per Semester	API Score
(a)	Total hours: _____ (1 point for every two hours with a Max. score: 50)	
(b)	Academic Load in excess of 100 hours -- 1 point for every 2 hours (Max. score: 10)	

(ii) Reading / Instructional material consulted and additional knowledge resources provided to students

Sl. No.	Course/paper	Consulted	Prescribed	Additional Resource Provided
API score based on preparation and imparting of knowledge/instruction as per curriculum & syllabus enrichment by providing additional resources to Students (max. score: 20)				**API Score**

(iii) Use of Participatory and Innovative Teaching-Learning Methodologies, Designing of new courses, Updating of course contents, Course Improvement etc.

Sl. No.	Sort Description	API Score
	Total Score (Max Score: 20)	

(iv) Refresher course, Orientation course Research Methodology Course, Workshops, Training, Faculty Development Programs, etc. attended. (Please attach separate sheet, if necessary)

Sl. No.	Name of Course attended	Sponsoring Institution	Duration From___ to___	API Score
	Total Score (Max Score: 30)			

(v) Examination Duties Assigned and performed

Sl. No.	Type of Examination Duties	Duties Assigned	Extent to which carried out (%)	API Score
	Total Score (Max Score: 25)			

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CATEGORY II: CO-CURRICULAR, EXTENSION, PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES

Please mention your contribution to any of the following:

Sl. No.	Type of Activity	Average Hrs/week	API Score
	(i) Extension, Co-curricular & field based Activities		
	Total (Max: 20)	**Yearly/Semester wise responsibilities**	**API Score**
	(ii) Contribution to University Life and Management of the Institution		
	Total (Max: 15)		
	(iii) Professional Development related Activities (Membership in Statutory Bodies/Committees of other recognized Educational Institutions		
	(5 points each to a maximum of 10)		
	Total Score (i + ii + iii) (Max: 25)		

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CATEGORY III : RESEARCH PUBLICATIONS AND ACADEMIC CONTRIBUTIONS

(Note: This category does not apply for candidates from Stage 1 to Stage 2)

(A) Books- Self authored/co-authored/edited/Translated (Please attach separate sheet, if necessary)

Sl. No.	Title of the Book with page Nos.	Name of Publisher ISBN/ISSN No	Month & year of publication	Whether peer reviewed	No. of Co-authors	Whether you are the main author	API Score

(B) (i) Articles / Chapters contributed in edited books (Please attach separate sheet, if necessary)

Sl. No.	Title with page Nos.	Title of the Book, Editor & Publisher with ISBN/ISSN No.	Month& year of publication	Whether peer Reviewed. Impact Factor, if any	Name of Co-author/(s) if any	Whether you are the main author	API Score

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(ii) Full Research Papers / Articles/ Conference Proceedings / published in Journals /Periodicals
(Please attach separate sheet, if necessary)

Sl. No.	Title of research article / paper published	Name of journal volume, number, & page Numbers	Date/Month & year of publication,	Whether peer Reviewed. Impact Factor, if any	ISBN/ ISSN No.	Whether you are the main author	API Score

Note: All Schools/Centres will have to put up a list of journals and other academic output they deem to be quality publications and divide them into four or more categories – A, B, C and D etc. with A as the highest category.

C. Research Projects Undertaken

(i) Ongoing Research Projects / Consultancies

Sl. No.	Title/Subject of Research Project	Date of Commencement	Likely date of Completion	Total Grants / Funding received (Rs.)	Name of Sponsoring/ Funding Agency	Whether Outcome / Outputs sent to Sponsoring Govt. Agency	API Score

Research Projects Completed / Consultancies

Sl. No.	Title/Subject of Research Project	Date of Commencement	Date of Completion	Total Grants / Funding received (Rs.)	Name of Sponsoring/ Funding Agency	Whether Outcome / Outputs sent to Sponsoring Govt. Agency	Whether project report published as monograph/book please give details also indicate whether covered under Publications	API Score

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D. Research Guidance:

(Number of scholars who have been awarded M.Phil, M.Tech/Ph.D. degree; completed M.A./M.Sc. dissertations under your supervision both as Guide and/or Co-Guide for the period under assessment):

Sl. No.	Name of degree	Number Enrolled	Number of Dissertation/Thesis (Submitted only)	Number of Degree Awarded	API Score
1.	M.A./M.Sc. Dissertations				
2.	M.Phil/M.Tech Dissertations				
3.	Ph.D. Thesis				

E. Papers presented in Regional/National and International Conferences/ Seminars/ Workshop/ Symposia/Refresher and Orientation courses, etc. (Please attach separate sheet, if necessary)

Sl. No.	Title/Subject of paper presented	Subject of Conference / Seminar / Symposium / Workshop/Refresher & Orientation courses, etc.	Whether International / National/ Regional/ University level	Organized by (Name of the University/ Institution)	Duration From __ to__	Whether the proceed ings published Yes/No	API Score

F. Lectures/Special lectures delivered, if any, in Institutions within and outside the University/ Country other than E above (i.e. National/International Conferences/Seminars attended)
(Please attach a separate sheet if necessary)

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Sl. No.	Title/Subject of Lecture delivered	Name of Institution & City/Country	Date of Lecture	Duration	API Score

G. Invited to deliver special lecture(s) in Conferences/Seminars under Chairmanship.
(Please attach a separate sheet if necessary)

Sl. No.	Title of Lecture/Academic Session Chaired by you	Title of Conference/Seminar etc.	Organized by	Date	Whether National/ International	API Score

PART C: OTHER RELEVANT INFORMATION

Please give details of any other credentials, significant contributions, awards received etc. not mentioned earlier.

Sl. No.	Details (Mention Year, value, etc. where relevant)

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SUMMARY OF API SCORES

	Criteria	Last Academic year	Total – API Score for Assessment Period	Annual Av. API Score for Assessment Period
I	Teaching, Learning and Evaluation related activities			
II	Co-curricular, Extension, professional development etc.			
	Total I + II			
III	Research and Academic Contribution			

LIST OF ENCLOSURES: (*Please attach, copies of certificates, sanction orders, papers etc. wherever necessary)*

1 6

2 7

3 8

4 9

5 10

DECLARATION

I certify that the information provided is correct to the best of my knowledge and as per records available with the University and/or documents enclosed along with the duly filled PBAS proforma.

Date: _____

Place: _____

_____
Signature of the faculty member

_____
Signature of Chairperson of the Centre
(with Rubber Stamp)

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_____
Dean of the School
(with Rubber Stamp)

NOTE: The Annual Self-Assessment proforma duly filled along with all enclosures, submitted for promotions under CAS will be verified by the University and information filed with the Internal Quality Assurance Cell (IQAC).

ANNEXURE-I

APPENDIX - III TABLE - II (A)

MINIMUM APIS AS PROVIDED IN APPENDIX - III TABLE I TO BE APPLIED FOR THE PROMOTION OF TEACHERS UNDER CAREER ADVANCEMENT SCHEME (CAS) IN UNIVERSITY DEPARTMENTS, AND WEIGHTAGES FOR EXPERT ASSESSMENT

		Assistant Professor/ equivalent cadres: (Stage 1 to Stage 2)	**Assistant Professor/ equivalent cadres: (Stage 2 to Stage 3)**	**Assistant Professor (Stage 3) to Associate Professor/ equivalent cadres (Stage 4)**	**Associate Professor (Stage 4) to Professor/ equivalent cadres (Stage 5)**	**Professor (Stage 5) to Professor (Stage 6)**
1	Teaching-learning, Evaluation Related Activities (category 1)	75/Year	75/year	75/year	75/year	75/year
II	Co-curricular, Extension and Profession related activities (Category II)	15/Year	15/Year	15/Year	15/Year	15/Year
III	Minimum total average annual Score under Categories 1 and II*	100/Year	100/Year	100/Year	100/Year	100/Year
IV	Research and Academic Contribution (Category III)	10/Year (40/ assessment period)	20/Year (100/assessment Period)	30/Year (90/assessment period)	40/Year (120/assessment period)	50/Year (500/assessment period)
	Expert Assessment System	Screening Committee	Screening Committee	Selection Committee	Selection Committee	Expert Committee
V	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required for promotion is 50)	No separate points. Screening committee to verify API scores	No separate points. Screening committee to verify API scores	30% - Contribution to Research 50% - Assessment of domain knowledge and teaching practices. 20 % - Interview performance	50% - Contribution to Research. 30 % - Assessment of domain knowledge and teaching practices. 20 % - Interview performance	50% - research 50 % - Performance evaluation and other credential by referral procedure

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*** Teachers may score 10 points from either Category I or Category II to achieve the minimum score required under Category I + II.**

- Note: Stages 1, 2, 3, 4, 5 and 6 correspond to scales with AGP of Rs. 6000, 7000, 8000, 9000, 10000 and for HAG scale of Rs.67000-79000 respectively.

Explanatory note for Tables II (A)

1. JNU will set up a verifiable system for the API related information required in these tables within THREE months of notification of these regulations. They will have to be documented and collated annually by the Internal Quality Assessment cells (IQACs) of the universities / colleges for follow up by the universities / college authorities. In order to facilitate this process, all teachers shall submit the duly filled-in Performance Based Appraisal System (PBAS) proforma to the IQAC annually.

2. However, in order to remedy the difficulties of collecting retrospective information and to facilitate the implementation of these regulations from 31-12-2010 in the CAS Promotion, the API based PBAS will be progressively and prospectively rolled out.

3. Accordingly, the PBAS based on the API scores of categories I and II as mentioned in these tables is to be implemented for one year, initially based on the existing systems in universities / colleges for one year only with the minimum average scores as depicted in Table II (a) and II (b) in rows I to III. This annualized API scores can then be compounded progressively as and when the teacher becomes eligible for CAS promotion to the next cadre. Thus, if a teacher is eligible for CAS promotion in 2010, one year API scores for 2008-09 alone will be required for assessment. In case of a teacher becoming for CAS promotion in 2011, two years average of API scores for these categories will be required for assessment and so on leading progressively for the complete assessment period.

4. As shown in Table II, the aggregate minimum API score required (given in row 111) can be earned from any of the two broad categories, subject to the minimum prescribed in each category. This will provide for due weightage to teachers who contribute additionally through any of the components given in Categories I and II also for the differing nature of contributions possible in different institutional settings.

5. For Category III (research and academic contributions), maintenance of past record is done on a normal basis by teachers and hence no difficulty is envisaged in applying the API scores for this category for the entire assessment period. In this category, an aggregate minimum score is required for promotion over each stage. Alternatively, a teacher should acquire the required minimum aggregate score over two previous stages, taken together.

6. Candidates should offer themselves for assessment for promotion, if they fulfill the minimum API scores indicated in Tables I and II, by submitting an application and the required proforma. They can do so three months before the due date if they consider themselves eligible. Candidates who do not consider themselves eligible, can also apply at a later date.

7. If however, on final assessment, candidates do not either fulfill the minimum criteria under Rows III and IV of Tables II(A) and II (B) or obtain less than 50% in the expert assessment, they will be reassessed only after a minimum period of one year.

8. (a) If a candidate applies for promotion on completion of the minimum eligibility period and is successful, the date of promotion will be deemed to be the minimum period of eligibility.

   (b) If however, the candidate finds that she / he fulfills the eligibility conditions at a late date and applies on that date and is successful, her / his promotion will be deemed to be from that date of application

   (c)If the candidate does not succeed in the first assessment, but succeeds in an eventual assessment her /his promotion will be deemed to be from the later date.

Instructions for Filling up Part B of the PBAS Proforma

Part B of the Proforma is based on Appendix-Ill, Table 1 of the UGC Regulations 2010.

B (I) is based on API scoring for Category I of the Table. Detailed information for 2009-10 or most recent assessment year is to be provided.

B (II) is based on Category II of the Table. Detailed information for 2009-10 or most recent assessment year is to be provided.

B(III) is based on Category III of the Table. Detailed information for the entire assessment period is to be provided.

The proforma is to be filled as per these tables and self-assessment scores given. For each category, even though several avenue of activities and their API scores are given to provide choice/opportunity to the teacher, maximum limit of scores that can be given or carried forward under each category/area is indicated in the Table-1 of the UGC Regulations.

The self-assessment scores are further to be based on the indicators/activities given below. Universities may modify the detailed indicators and related scores based on their experience and requirement without changing the score requirements assigned to categories and sub-categories in Appendix III, Table 1.

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NB. The self-assessment scores are subject to verification by the university/college, and by the Screening cum Verification Committee or Selection Committee as the case may be.

CATEGORY: I. Teaching, Learning and Evaluation Related Activities (i) (a)

Lectures/Seminars/Practicals/Tutorials/Contacts classes taken should be based on verifiable records No score should be assigned if a teacher has taken less than 80% of the assigned classes. Universities may give allowance for periods of leave where alternative teaching arrangements have been made. **Maximum score of 50 if there is 100% performance**	Maximum Score: 50

(b)

If teacher has taken classes exceeding UGC norm, then two points to be assigned for each extra hour of classes/credit.	Maximum Score: 10

(ii)

Imparting of knowledge/ instruction *as per curriculum* with the prescribed material (Text book / Manual etc), syllabus enrichment by providing additional resources to students **(100% compliance = 20 points)**	Maximum Score: 20

(iii) Use of Participatory and Innovative Teaching-Learning Methodologies, Updating of Subject Content, Course Improvement etc.

Indicators/Activities	Maximum Score
Updating of courses, design of curriculum, (5 per single course)	10
Participatory & Innovative T/L Process with materials for problem based learning, case studies, Group discussions etc., (a) Interactive Courses: 5 points/each (b) Participatory Learning modules: 5 points/each (c) Case studies: 5 points/each	10
Use of ICT in T/L process with computer-aided methods like PowerPoint/ Multimedia/ Simulation/Softwares etc., (Use of any one of these in addition to Chalk & Board; 5 points)	10
Developing and imparting Remedial/Bridge Courses (Each activity : 5 points)	10
Developing and imparting soft skills/communication skills/personality development courses/modules (Each activity : 5 points)	10
Developing and imparting specialized teaching-learning programmes in physical education, library; innovative compositions and creations in music, performing and visual arts and other traditional areas (Each activity : 5 points)	10
Organizing and conduction of popularization programmes/training courses in computer assisted teaching/web-based learning and e-library skills to students (a) Workshop / Training course : 10 points each (b) Popularization program : 5 points each	10
Maximum Aggregate Limit	20

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(iv) Examination Related Work

Indicators	Max. Score
College/University end semester / Annual Examination work as per duties allotted. (Invigilation - 10 points; Evaluation of answer scripts - 5 points; Question paper setting -5 points). (100% compliance = 20 points)	20
College/University examination/Evaluation responsibilities for internal/continuous assessment work as allotted (100% compliance = 10 points)	10
Examination work such as coordination, or flying squad duties etc. (maximum of 5 or 10 depending upon intensity of duty) (100% compliance = 10 points)	10
Admission Examination (Invigilation 5 points; Evaluation 10 points; Question paper setting 5 points) (100% compliance)	20
Maximum Aggregate Limit B (iv)	25

CATEGORY: II. Co-curricular, Extension and Professional Development Related Activities

(i) Extension and Co-curricular & field based Activities

Institutional Co-curricular activities for students such as field studies/educational tours, industry-implant training and placement activity (5 point each).	10
Positions held/Leadership role played in organization linked with Extension Work and National service Scheme (NSS), NCC, NSO or any other similar activity (Each activity 10 points)	10

Students and Staff Related Socio Cultural and Sports Programmes, campus publications (departmental level 2 points, institutional level 5 points).	10
Community work such as values of National Integration, Environment democracy, socialism, Human Rights, peace, scientific temper; flood or, drought relief, small family norms etc. (5 points each)	10
Maximum Aggregate Limit	20

(ii) Contribution to Corporate Life and Management of the Institution

Contribution to Corporate life in Universities/colleges through meetings, popular lectures, subject related events, articles in college magazine and University volumes (2 point each).	10
Institutional Governance responsibilities like, Vice Principal, Dean, Director, Warden, Bursar, School Chairperson, IQAC coordinator (10 points each)	10
Participation in committees concerned with any aspect of departmental or institutional management such as admission committee, campus development, library committee (5 point each).	10
Responsibility for, or participation in committees for Students Welfare, Counseling and Discipline (5 each)	10
Organisation of Conference/Training as Chairman/Organizational Secretary/ Treasurer : (a) International (10 points); national/regional (5 points) (b) as member of the organizing committee (1 point each)	10
Maximum Aggregate Limit	15

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(iii) Professional Development Related Activities

Indicators /Activities	Maximum Score
Membership in profession related committees at state and national level a. At national level : 3 points 'each b. At state level : 2 points each	10
Participation in subject associations, conferences, seminars without paper presentation (Each activity : 2 point)	10
Participation in short term training courses less than one week duration in. educational technology, curriculum development, professional development, Examination reforms, Institutional governance (Each activity : 5 points)	10
Membership/participation in State/Central Bodies/Committees on Education, Research and National Development (5 each)	10
Publication of articles in newspapers, magazines or other publications (not covered in category 3); radio talks; television programmes (1 point each)	10
Maximum Aggregate Limit	**15**

CATEGORY: III. Research and Publications and Academic Contributions

This is to be filled as per Appendix III, Category III of the UGC Regulations 2010. Wherever the research contribution is jointly made, the API scores should be shared between the contributors as per the formula provided in the Table 1.

III. Summary of API Scores

As stated in the UGC Regulations 2010, the API scoring will be progressively rolled out for categories I and II, beginning with assessment of one year for selection committees in 2010-2011, annual averages of two years in 2011-2012 and so on. But for Category III, scores will be computed for the entire assessment period as already indicated in the Regulations.

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(Appendix-III)

CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

Brief Explanation: Based on the teacher's self-assessment, API scores are proposed for (a) teaching related activities; (b) domain knowledge; (c) participation in examination and evaluation; (d) contribution to innovative teaching, new courses etc. The minimum API score required by teachers from this category is 75.

S. No.	Nature of Activity	Maximum Score	Assigned work	Actual work done	Self-appraisal score	Verified API Score
1	Lectures, seminars, tutorials, practicals, contact hours undertaken as percentage of lectures allocated	50				
2	Lectures or other teaching duties in excess of the UGC Norms.	10				
3	Preparation and Imparting of knowledge / instruction as per curriculum; syllabus enrichment by providing additional resources to students	20				
4	Use of participatory and innovative teaching-learning methodologies; updating of subject content, course improvement etc.	20				
5	Examination duties (Invigilation; question paper setting, evaluation/ assessment of answer scripts) as per allotment.	25				
	Total Score	**125**				
	Minimum API Score Required	**75**				

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CATEGORY II: CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES

Brief Explanation: Based on the teacher's self-assessment, category II API scores are proposed for co-curricular and extension activities; and Professional development related contributions. The minimum API required by teachers for eligibility for promotion is 15. A list of items and proposed scores is given below. It will be noticed that all teachers can earn scores from a number of items, whereas some activities will be carried out only be one or a few teachers. The list of activities is broad enough for the minimum API score required (15) in this category to accrue to all teachers. As before, the self-assessment score should be based on objectively verifiable criteria and will be finalized by the screening/selection committee.

Sr. No.	Nature of Activity	Maximum Score	Self-appraisal Score	Verified API Score
1	Student related co-curricular, extension and field based activities (such as extension work through NSS/NCC and other channels, cultural activities, subject related events, advisement and counseling)	20		
2	Contribution to Corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.	15		
3	Professional Development activities (such as participation in seminars, conferences, short term, training courses, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III below)	15		
	Total Score	**50**		
	Minimum API Score Required	**15**		

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CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Brief Explanation: Based on the teacher's self-assessment, API scores are proposed for research and academic contributions. The minimum API score required by teachers from this category is different for different levels of promotion and between university and colleges. The self-assessment score will be based on verifiable criteria and will be finalized by the screening/selection committee.

S. No.	APIs	Engineering/ Agriculture / Veterinary Science/ Science/Medical Science	Faculties of Languages Arts / Humanities/ Social Sciences/Library/ Physical education Management	Max. points for University and College teacher position	Self-appraisal Score	Verified API Score
III A	Research Papers Published	Refereed Journals 25 for A, 15 for B, 10 for C, and 5 for D	Refereed Journals 25 for A, 15 for B, 10 for C, and 5 for D	15/ Publication		
		Non-refereed but recognized and reputed journals and periodicals, having ISBN/ISSN numbers.	Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers	10 / publication.		
		Conference proceedings as full papers, etc. (Abstracts not to be included)	Conference proceedings as full papers, etc. (Abstracts not to be included)	10 / Publication		
III (B)	Research Publications (book, chapters in books, other than refereed journal articles)	Text or Reference Books Published by International Publishers with an established peer review system	Text or Reference Books Published by International Publishers with an established peer review system	50 / sole author; 10 chapter in an edited book		
		Subject Books by National level publishers/State and Central Govt. Publications with ISBN/ISSN numbers	Subject Books by / national level publishers/State and Central Govt. Publications with ISBN/ISSN numbers	25 / sole author, and 5 / chapter in edited books		
		Subject Books by Other local publishers with ISBN/ISSN numbers	Subject Books by Other local publishers with ISBN/ISSN numbers	15 / sole author and 3 / chapter in edited books		
		Chapters contributed to edited knowledge based volumes published by international publishers	Chapters contributed to edited knowledge based volumes published by international publishers	10 / chapters		

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		Chapters in knowledge based volumes by Indian / National level publishers with ISBN/ISSN numbers and with numbers of national and international directories	Chapters in knowledge based volumes in Indian/National level publishers with ISBN/ISSN numbers and with numbers of national and international directories	5 / chapter		
III (C)	**RESEARCH PROJECT**					
(i)	Sponsored Projects carried out/ongoing	(a) Major Projects amount mobilized with grants above 30.0 lakhs	Major Projects amount mobilized with grants above 5.0 lakhs	20 / each Project		
		(b) Major Projects amount mobilized with grants above 5.0 lakhs up to 30.00	Major Projects amount mobilized with grants above 3.00 lakhs upto Rs. 5.00 lakhs	15/ each Project		
		(c) Major Projects (Amount mobilized with grants above Rs. 50,000 up to Rs. 5 lakh)	Major Projects (Amount mobilized with grants above Rs. 25,000 up to Rs. 3 lakh)	10/ each Project		
III (C) (ii)	Consultancy Projects carried out / ongoing	Amount mobilized with minimum of Rs. 10.00 lakhs	Amount mobilized with minimum of Rs.2.0 lakhs	10 per every Rs.10.0 lakhs and Rs.2.0 lakhs respectively		
III(C) (iii)	Completed projects: Quality Evaluation	Completed project Report (Acceptance from funding agency)	Completed project report Accepted by funding agency	20 / each major project and 10 / each minor project		
III (C) (iv)	Projects Outcome/ Outputs	Patent/Technology transfer / product/ process	Major Policy document of Govt. Bodies at Central and State level	30 / each national level output or patent / 50 each for international level		
III (D) Research Guidance						
III(D) (i)	M.A./M.Sc.	Dissertation	Dissertation	1 / each candidate		
III (D) (ii)	M.Phil/ M.Tech	Degree awarded only	Degree awarded only	3 / each candidate		
III (D) (iii)	M.Phil/ M.Tech	Dissertation submitted	Dissertation submitted	1 / each candidate		
III (D) (iv)	Ph.D.	Degree awarded	Degree awarded	10 / each candidate		
III (D) (v)	Ph.D.	Thesis submitted	Thesis submitted	7 / each candidate		

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III (E) TRAINING COURSES AND CONFERENCE / SEMINAR/WORKSHOP PAPERS						
III ((E) (i)	Refresher courses, Methodology workshops, Training, Teaching-Learning Evaluation Technology Programmes, Soft Skills development Programmes, Faculty, Development Programms (Max: 30 points)	(a) Not less than two weeks duration	(a) Not less than two week duration	20 / each		
		(b) One week duration	(b) One week duration	10 / each		
III(E) (ii)	Papers in Conferences/ Seminars / Workshops etc.*	Participation and Presentation of research papers (oral/ poster) in	Participation and Presentation of research papers (oral/ poster) in			
		(a) International Conference	(a) International Conference	10 / each		
		(b) National	(b) National	7.5 / each		
		(c) Regional / State level	(c) Regional State Level	5 / each		
		(d) Local – University / College level	d) Local – University / College level	3/ each		
III (E) (iii)	Invited lectures or presentations for conferences / symposia	(a) International	(a) International	10 / each		
		(b) National level	(b) National level	5 / each		

* If a paper presented in Conference/Seminar is published in the form of Proceedings, the points would accrue for the publication (III (a)) and not under presentation (III (e) (ii)).

JAWAHARLAL NEHRU UNIVERSITY

API SCORE CARD FOR TEACHING POSITION WITH ACADEMIC GRADE PAY
PERFORMANCE BASED APPRAISAL SYSTEM (PBAS) SELF ASSESSMENT PROFORMA FOR PROMOTION UNDER CAREER ADVANCEMENT SCHEME (CAS) OF TEACHERS BASED ON THE ACADEMIC PERFORMANCE INDICATORS (API)

SECTION – A: GENERAL **POST APPLIED FOR: _____**

1.	Name of the Applicant	
2.	Name of the Department of University/College/Institute	
3.	Present Pay-band with Annual Grade Pay	
4.	Post/Annual Grade Pay applied for	
5.	Period/Years of Performance Appraisal	

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SECTION B:
CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

S.No.	Nature of Activity	API: Self-Appraisal Score						Verified API Score*
		Year I	Year II	Year III	Year IV	Year V	Total Score	
1.1	Lectures, seminars, tutorials, practical, contact hours undertaken as percentage of lectures allotted. (Maximum Score: 50 points)							
1.2	If the load per semester is in excess of 100 hours, 1 point should be given for every two hours (Maximum Score: 10 points)							
1.3	Preparation and Imparting of knowledge/instruction as per curriculum; syllabus enrichment by providing additional resources to students (Maximum of 20 points)							
1.4	Use of participatory and innovative teaching-learning methodologies; updating of subject content, course improvement etc. (Maximum of 20 points)							
1.5	Examination duties (Invigilation; question paper setting, evaluation of answer scripts) as per allotment (Maximum of 25 points)							
	Total Score out of 125							

* Column on verified API score is to be filled by the IQAC/Screening Committee

CATEGORY II: CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES

S.No.	Nature of Activity	API: Self-Appraisal Score						Verified API Score*
		Year I	Year II	Year III	Year IV	Year V	Total Score	
II.1	Student related co-curricular, extension and field based activities (such as extension work through NSS/NCC and other channels, cultural activities, subject related events, advisement and counseling) (Maximum of 20 points)							
II.2	Contribution to Corporate life and management of the department and institution through participation in academic and administration committees and responsibilities (Maximum of 15 points)							
II.3	Professional Development activities (such as participation in seminars, conferences, short term training courses, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III (below) (Maximum of 15 points)							
	Total Score out of 50							

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CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTORS

S.No.	Particulars (enclose details of each item in support of your claim as annexure)	API: Self-Appraisal Score						Verified API Score*
III.A	**Research Papers Published**	**Year I**	**Year II**	**Year III**	**Year IV**	**Year V**	**Total Score**	
	i. Refereed Journals (15 per publication) A-25, B-15, C-10 and D-5							
	ii. Non-referred but recognized and reputable journals and periodicals, having ISBN/ISSN numbers: (10 per publication)							
	iii. Conference proceedings as full papers, etc. (Abstracts not to be included) (10 per publication).							
III.B	**Research Publications (books, chapters in books, other than refereed journal articles)**							
i.	i. Text or Reference Books Published by International Publishers with an established peer review system							
	Sole Author (50 per publication).							
	Chapter in edited Book (10 per publication).							
	ii. Subject Books by National level publishers/State and Central Government Publications with ISBN/ISSN numbers							
	Sole Author (25per publication).							

	Chapter in edited Book (5 per publication).							
	iii. Subject Books by other local publishers with ISBN/ISSN numbers.							
	Sole Author (15 per publication).							
	Chapters in edited Books (3 per publication).							
	v. Chapters contributed to edited knowledge based volumes published by International Publishers (10 per chapter)							
	vi. Chapters in knowledge based volumes by Indian/National level publishers with ISBN/ISSN numbers and with numbers of national international directories (5 per chapter).							
III.C.	**RESEARCH PROJECTS**							
	i. Completed / Ongoing Sponsored Projects.							
	Major Projects amount mobilized with Grants above Rs. 30 Lakhs for Science and Rs. 5 Lakhs for Others (20 per Project).							
	Major Projects amount mobilized with Grant above Rs.5 Lakhs upto 30 lakhs for Science and above Rs. 3 Lakhs upto 5 lakh for Others (15 per Project).							
	Minor Projects amount mobilized with grants above Rs. 50,000 upto 5 lakhs for Science and above Rs.25,000 upto 3 lakhs for others (10 per Project).							
	ii. Completed/Ongoing Consultancy Projects							
	With minimum of Rs.10 Lakhs for Science and with minimum of Rs.2 Lakhs for Others (10 per project).							
	iii. Completed Projects/Quality Evaluation (Accepted by funding Agency (20 / each for major project and each 10 / each for minor project)							
	iv. Projects Outcome/Output-Patent/Technology transfer/ Product/Process (for Sciences) Major Policy document of Government Bodies at Centre/State level (for Others).							
	International Level (50 per outcome/output).							
	National Level (30 per outcome/output).							
III.D	**RESEARCH GUIDANCE**							
	M.A./ M.Sc. (1 point per dissertation)							
	M.Phil./M.Tech (Degree awarded only) (3 per candidate).							
	M.Phil./M.Tech (Dissertation submitted) (1 per candidate).							
	Ph.D. (Degree awarded only) (10 per candidate).							
	Ph.D. Thesis submitted (7 per candidate).							

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III.E	**TRAINING COURSES AND CONFERENCE/SEMINAR/ WORKSHOP/PAPERS**							
	i. Refresher Courses, Methodology Workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills Development Programmes, Faculty Development Programmes. (Max. 30 points)							
	Not less than two weeks duration (20 per course/ conference/ seminar/workshop).							
	Duration one week (10 per course/conference/ seminar/ workshop).							
	ii. Papers in Conferences/Seminars/Workshops etc.*							
	a) International conference (10 per participation/presentation)							
	b) National (7.5 per participation/presentation).							
	c) Regional/State level (5 per participation/presentation).							
	d) Local – University/college level (3 per participation/ presentation)							
	iii. Invited lectures or presentation for Conferences/Seminar/Symposia							
	a) International Level (10 per lecture)							
	b) National Level (5 per lecture)							
	Total API score							

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* If a paper presented in Conference/Seminar is published in the form of Proceedings, the points would accrue for the publication (III(a)) and not under presentation (III (e) (ii))

Note: It is incumbent on the Coordination Committee proposed in these Regulations and the University to prepare and publicize within six months subject-wise lists of journals, periodicals and publishers under categories IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

Certified that the scores mentioned under all categories above are true and are supported by documentary evidences.

Signature of the Applicant with designation

Place:

Date:

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Note:

1. Candidates are required to provide complete list of publications (in refereed journals, recognized and reputable journals and periodicals mentioning names of all authors. ISSN/ISBN numbers of journals and year of publications), list of seminars / symposia/conference/workshop/refresher course/faculty/skill development programmes etc. organized and attended, list of completed/on-going research and consultancy projects with amount and funding agency, list of Patent/Technology transfer/Product/Process/Major Policy document of Government Bodies at Central State level, list of M.Phil and Ph.D. supervised, list of honours/awards/recognitions. Information given in the form need not be repeated.

Candidate are required to enclose documentary evidence in favour of items mentioned above.

3. *ORDINANCE FOR REGULATING LEAVE TO TEACHERS OF THE UNIVERSITY.

Kinds of Leave Admissible

1. The following kinds of leave may be admissible to permanent teachers:

i) Leave treated as duty -
Casual Leave
Special Casual Leave
Duty Leave

ii) Leave earned by duty -
Earned leave
Half Pay leave
Commuted leave

iii) Leave not earned by duty -
Extraordinary leave
Leave not due

iv) Leave not debited to leave account-

a) Leave for academic pursuits -
Study leave
Sabbatical leave

b) Leave on grounds of health -
Maternity Leave
Paternity Leave
Adoption Leave
Quarantine Leave
Child Care Leave

The Executive Council may, in exceptional cases, grant, for the reasons to be recorded, any other kind of leave, subject to such terms and conditions as it may deem fit to impose.

2. Casual Leave:

(i) Casual leave is not earned by duty. Total casual leave granted to a teacher shall not exceed eight days in an academic year.

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* Revised vide Resolution No.6.1/EC/13.07.2011

(ii) Casual leave shall not be combined with any other kind of leave except specialcasual leave. It may be combined with holidays including Sundays. Holidays or Sundays falling within the period of casual leave shall not be counted as casual leave.

3. Special Casual Leave :

(i) Special casual leave not exceeding ten days in an academic year may be granted to a teacher -

(a) to conduct examination of a University, Public Service Commission, Board of Examination or other similar bodies/institutions;

(b) to inspect academic institutions attached to a Statutory Board, etc;

(c) to participate in a literary, scientific or educational conference, symposium or seminar or cultural or athletic activities conducted by Bodies recognized by the University Authorities;

(d) to do such other work as may be approved by the Vice-Chancellor as academic work

Note: In computing the ten days leave admissible, the days of actual journey, if any, to and from the places where such conference/activity takes place will be excluded**.**

(ii) In addition, special casual leave to the extent mentioned below may also be granted-

(a) to undergo sterilization operation (Vasectomy or Salpingectomy) under Family Planning Programme. Leave in this case will be restricted to six working days.

(b) to a female teacher to undergo non-puerperal sterilization. Leave in this case will be restricted to fourteen days.

(iii) Special casual leave cannot be accumulated nor it can be combined with any other kind of leave except casual leave. It may, however, be combined with holidays.

4. Duty Leave:

(i) Duty leave not exceeding 15 working days in a semester may be granted by the Dean of the School if the duty leave is for academic assignment within India, and by the Vice-Chancellor if outside India, for

(a) attending conferences/ congresses/symposia / seminars and other activities of similar nature, on behalf of the University or where invitations are accepted with the prior approval of the University;

(b) delivering lectures in Institutions and Universities at the invitation of such Institutions or Universities received by this University and accepted by the Vice-Chancellor.

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(c) working in another Indian or a foreign University, any other agency, institution or organization when so deputed by the University, or for performing any other duty for the University;

(d) working as a member of a delegation or committee appointed by the Govt. of India, State Governments, UGC, Universities or any other academic or public body;

(e) deputation abroad under cultural/bilateral exchange programme in which it is a condition that the teacher deputed will have to go on duty leave; or

(f) undertaking field work in India or abroad.

(ii) Duty leave may be combined with earned leave, half pay leave or extraordinary leave.

(iii) Duty leave may either be pre-fixed or suffixed to the vacation.

(iv) Duty leave can also be availed of to attend meetings at UGC, DST, etc if a teacher is invited to share expertise with such academic bodies/government agencies.

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5. Earned Leave:

(i) Earned leave admissible to a teacher shall be $1/30^{th}$ of actual service including vacation plus $1/3^{rd}$ of the period, if any, during which he is required to perform duty during vacation.

(ii) (a) The earned leave of 12 days shall be credited in advance to the leave account of a teacher on the first January every year.

(b) If a teacher has availed of leave other than casual leave, special casual leave or duty leave, or the period of his/her absence has been treated as dies non during the previous year, the credit to be afforded to his leave account shall be reduced by 1/30th of the period of such leave or absence.

(c) The credit of earned leave for the calendar year in which a teacher is appointed, shall be at the rate of one day for each completed calendar month of service which he/she is likely to render in that year.

(d) The credit of earned leave for the calendar year in which a teacher retires or resigns from service shall be at the rate of one day for each completed calendar month upto the date of retirement or resignation.

(e) When a teacher is removed or dismissed from service or dies while in service, credit of earned leave shall be allowed at the rate of one day per completed calendar month up to the end of the preceding calendar month in which he/she is removed or dismissed from service or dies in service.

(iii) The teacher of the University can be on duty upto a maximum of 30 days, during the vacation, for evaluation work of entrance examination and 1/3rd of the period may be credited to his earned leave account.

(iv) Earned leave at the credit of a teacher shall not accumulate beyond 300 days. The maximum earned leave that may be sanctioned at a time shall not exceed 60 days. Earned leave exceeding 60 days may, however, be sanctioned in the case of higher study or training or leave on medical ground or when the entire leave or a portion thereof is spent outside India.

Note:

1. When a teacher combines vacation with earned leave, the period of vacation shall be reckoned as leave in calculating the maximum amount of leave on average pay which may be included in the particular period of leave.

2. In cases where only a portion of the leave is spent outside India, the grant of leave in excess of 120 days shall be subject to the condition that the portion of the leave spent in India shall not in the aggregate exceed 120 days.

3. Encashment of earned leave shall be allowed to teaching staff as applicable to the employees of the Central Government.

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6. Half Pay Leave:

(i) Every permanent teacher shall be credited with half pay leave in advance, in two installments of ten days each on the first day of January and July of every calendar year. Such leave may be availed on medical grounds, for private affairs or for academic purposes.

A "completed year of service" means continuous service of specified duration under the University and includes periods of absence from duty as well as leave including extraordinary leave.

(ii) (a) The leave shall be credited to the said leave account at the rate of 5/3 days for each completed calendar month of service of the year in which the teacher is appointed.

(b) The credit for the year in which a teacher is due to retire or resigns from the service shall be allowed at the rate of 5/3 days per completed calendar month upto the date of retirement or resignation.

(c) When a teacher is removed or is dismissed from service or dies while in service, credit of half pay leave shall be allowed at the rate of 5/3 days per completed calendar month upto the end of the preceding calendar month in which he/she is removed or dismissed from service or dies in service.

7. Commuted Leave:

Commuted leave not exceeding half the amount of half pay leave due may be granted to a permanent teacher on medical certificate from a registered medical practitioner subject to the following conditions:

(i) When commuted leave is granted, twice the amount of such leave shall be debited against the half pay leave due.

(ii) No commuted leave shall be granted under this Ordinance unless the authority competent to sanction leave has reason to believe that the teacher will return to duty on its expiry.

(iii) Where a teacher who has been granted commuted leave resigns from service or at his/her request is permitted to retire voluntarily without returning to duty, the commuted leave shall be treated as half pay leave and the difference between the leave salary in respect of commuted leave and half pay leave shall be recovered:

Provided that no such recovery shall be made if the retirement is by reason of ill-health incapacitating the teacher for further service or in the event of his/her death.

(iv) Commuted leave during the entire service shall be limited to a maximum of 240 days.

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Note:

1. Commuted leave may be granted at the request of the teacher even when earned leave is due to him.
2. The duration of earned leave and commuted leave taken in conjunction shall not exceed 240 days at a time.

8. Extraordinary Leave (EOL):

(i) A permanent teacher may be granted extraordinary leave -

(a) When no other leave is admissible; or
(b) When other leave is admissible, the teacher applies in writing for the grant of extraordinary leave:

Provided, however, that save under the provisions of sub-clauses (ii) to (iv) below, no extraordinary leave shall be granted to a teacher for holding an appointment or a fellowship outside the University.

(ii) The Executive Council may grant on the request from the institution concerned and on application of the teacher, extra-ordinary leave to hold an appointment or a fellowship under a Govt., a University, a Research Institute or other similar important institution, if in the opinion of the Executive Council, such leave does not prejudice the interest of the university. This leave may be allowed only to a teacher who has been confirmed in the post held by him and has served the university for a period of at least two years:

Provided that the Executive Council may grant exemption for the requirement of two years service in very exceptional cases.

Provided further that such leave shall not be granted until after the expiry of five years after return from a previous spell of extraordinary leave sanctioned under this sub-clause and sub/clause (iii) below.

Provided further that the applicability of five years gap not be applied in the case of faculty members who proceed on EOL upto one month and further that in case a faculty member proceeds on EOL for more than one month and less than one year he/she will not be eligible for grant of EOL for a period of three years. A faculty member who proceeds on EOL for a period of one year or more, the existing provision that he/she shall not be eligible for grant or EOL for 5 years will apply.

The application for such leave shall be sent through the Dean the School concerned and the latter shall give his/her recommendation taking into account the strength of teaching staff of the particular subject. At no time more than 20% of the strength of teachers on rolls of a Centre shall be allowed to be absent on extraordinary leave, study leave and/or sabbatical leave.

In case of his/her failure to return to duty immediately at the end of the period of leave sanctioned to him/her the services of a teacher shall be liable to be terminated from the date of commencement of the period of leave granted to him/her.

(iii) The Executive Council may also grant, at its discretion, extraordinary leave to a permanent teacher who has been selected for a teaching or research assignment in a University, a Research Institute or other similar important institution:

Provided he/she has served the University for a period of atleast two years and the application was sent through and forwarded by the University. The leave in such cases shall not exceed a maximum period of two years.

Notwithstanding any other leave which may be due to a teacher, the entire period for which the teacher holds the appointment outside the University shall be without pay. The period so spent shall count for seniority. The period shall not count for pensionary/contributory provident fund benefits unless the pensionary contributory provident fund contributions are paid by the teacher or the foreign employer.

(iv) Subject to the provisions of sub-clause (vii) below, the total amount of extraordinary leave granted to a teacher under sub-clauses (ii) and (iii) above shall not exceed five years during his/her entire service:

Provided that the teachers of the University who are given Career Award will be eligible for grant of extraordinary leave for the period of award in addition to the above provisions on the condition that they stay on in the University during the period of this award.

(v) Extraordinary leave shall always be without pay and allowances.

(vi) Extraordinary leave shall not count for increment except in the following cases-

(a) Leave taken on medical grounds.

(b) Cases where the Vice-Chancellor is satisfied that the leave was taken due to causes beyond the control of the teacher, such as inability to join or rejoin duty due to civil commotion or a natural calamity, provided the teacher has no other kind of leave to his credit.

(c) Leave taken for pursuing higher studies.

(d) Leave granted to accept an invitation to a teaching post or fellowship or research-cum-teaching post or an assignment for technical or academic work of importance.

(vii) Extra-ordinary leave may be combined with any other leave except casual leave and special casual leave provided that the total period of continuous absence from duty on leave (including periods of vacation when such vacation is taken in conjunction with leave) shall not exceed three years except in cases where leave is taken on medical certificate. The total period of absence from duty shall in no case exceed five years in the entire period of service of a teacher.

(viii) The authority empowered to grant leave may commute retrospectively periods of absence without leave into extraordinary leave.

9. Leave not due:

(i) Leave not due may, at the discretion of the Vice-Chancellor, be granted to a permanent teacher for a period not exceeding 360 days during the entire period of service, out of which not more than 90 days at a time and 180 days in all may be otherwise than on medical certificate. Such leave shall be debited against the half pay leave earned by him subsequently.

(ii) Leave not due shall not be granted unless the Vice-Chancellor is satisfied that the teacher will return to duty on the expiry of the leave and earn the leave granted.

(iii) A teacher granted 'Leave not due', shall not be permitted to tender resignation from service as long as the debit balance in leave account is not wiped off by active service, or the teacher refunds the amount paid to him/her as pay and allowances for the period not so earned:

Provided that in case where retirement is unavoidable on account of reason of ill health, incapacitating the teacher for further service, refund of leave salary for the period of leave to be earned may be waived by the Executive Council.

Provided further the Executive Council may, in any other exceptional case waive for period of leave still to be earned.

10. Study Leave:

(i) Study leave may be granted to a teacher after a minimum of 3 years of continuous service with the University, to pursue a special line of study or research directly related to his/her work in the University or to make a special study of the various aspects of University organization and methods of education. Preference will be given to Assistant Professors for grant of Study Leave.

The paid period of study leave should be for three years, but two years may be given in the first instance, extendable by one more year, if there is adequate progress as reported by the Research Guide. Care should be taken that the number of teachers given study leave, does not exceed the stipulated percentage of teachers in any Centre/School.

(ii) Subject to the terms contained in this Clause 10, in respect of granting study leave with pay for acquiring Ph.D. in a relevant discipline while in service, the number of years to be put in after entry would be a minimum of one year, i.e. the teacher should have completed probation and been confirmed in the position by the university.

Provided that the Executive Council may, in the special circumstances of a case, waive the condition of three years service being continuous.

Provided that:

(a) the person is a teacher on the date of the application;

(b) the current appointment is in continuation of the previous service as Research Assistant/Associate; and

(c) the leave is requested for undertaking Ph.D research work

(iii) Study leave shall be granted by the Executive Council on the recommendation of the concerned Head of the Department. The leave shall not be granted for more than three years in one spell, save in very exceptional cases in which the Executive Council is satisfied that such extension is unavoidable on academic grounds and necessary in the interest on the University.

(iv) Study leave shall not be granted to a teacher, who is due to retire within five years of the date on which he /she is expected to return to duty after the expiry of study leave.

(v) Study leave may be granted not more than twice during one's career. Provided that, under no circumstances, the maximum of study leave admissible during the entire service should not exceed five years.

(vi) No teacher, who has been granted study leave, shall be permitted to alter substantially the course of study or the programme of research without prior permission of the Executive Council. In the event, the course of studies falls short of study leave sanctioned, the teachers shall resume duty immediately on the conclusion of each course of study, unless a prior approval of the Executive Council to treat the period of shortfall as ordinary leave has been obtained.

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(vii) Subject to the provisions of sub-clauses (ix) and (x) below, study leave may be granted on full pay upto two years extendable by one year at the discretion of the University.

(viii) The amount of scholarship, fellowship or other financial assistance that a teacher who has been granted leave will not preclude his/her being granted study leave with pay and allowances but the scholarship, etc, so received shall be taken into account in determining the pay and allowance on which the study leave may be granted. Foreign scholarship/fellowship would be offset against pay only if the fellowship is above a specified amount, which may be determined from time to time. In the case of an Indian fellowship, which exceeds the salary of the teacher, the salary shall not be paid during the fellowship. Study leave may be granted on full pay upto 2 years extendable by one year at the discretion of the University.

(ix) Subject to the maximum period of absence from duty on leave not exceeding three years, study leave may be combined with earned leave, half-pay leave, extraordinary leave or vacation.

(x) A teacher who is selected to a higher post during study leave, will be placed in that position and get the higher scale only after joining the post.

(xi) A teacher granted study leave shall, on his/her re-joining the service of the University, be eligible for the benefit of the annual increment(s) which he/she would have earned if he/she had not proceeded on study leave. He/she shall not, however, be eligible to receive arrears of increments.

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Note: While regulating the salary of a teacher during the period of his/her study leave / sabbatical leave etc. spent abroad, the net emoluments rather than the gross emoluments be taken into consideration and that the deduction made by the granting agency on account of tax as well as the payment made by the teacher on accommodation during the course of leave spent abroad, may be deducted from the gross emoluments while deciding the payment of JNU salary to him/her.

(xii) Study leave shall count as service for pension/contributory provident fund provided the teacher joins the university on the expiry of his/her study leave.

(xiii) Study leave granted to a teacher shall be deemed to be cancelled in case it is not availed of within 12 months of its sanction.

Provided that where study leave granted has been so cancelled, the teacher may apply again for such leave.

(xiv) A teacher availing himself/herself of study leave shall undertake that he/she shall serve the university for a continuous period of at least three years to be calculated from the date of his/her resuming the duty after expiry of study leave.

(xv) The teacher before availing himself/herself of the study leave, shall execute a bond in favour of the University, binding himself/herself for the due fulfillment of the conditions laid down in theses sub-clauses and give security of immovable property to the satisfaction of the Finance Officer or a fidelity bond of an insurance company or a guarantee by a scheduled bank or furnish security of two permanent teachers for the amount which might become refundable to the university in accordance with sub-clause (xvi) below.

(xvi) The teacher shall submit to the University, six monthly reports of the progress of his/her studies from his/her supervisor or the Head of the Institution. This report shall reach the Registrar within one month of the expiry of every six months of the study leave. If the report does not reach the Registrar within the specified time, the payment of leave salary may be deferred till the receipt of such report.

(xvii) No teacher proceeding on study leave shall be allowed to resign from his/her employment, unless he/she settles all financial and other claims of the University outstanding against him/her.

11. Sabbatical Leave:

(i) Permanent whole-time teachers of the University who have completed seven years as teachers in the university (after appointment as Assistant Professor/ Associate Professor/ Professor), may be granted sabbatical leave to undertake study or research or other academic pursuits solely for the object of increasing their proficiency and usefulness to the University and higher education system.

(ii) The duration of leave shall not exceed one year at a time and two years in the entire career of a teacher.

(iii) A teacher who has availed himself/herself of study leave during the qualifying period preceding sabbatical, would not be entitled to sabbatical leave.

Provided that the sabbatical leave may be granted after the expiry of five years from the date of the teacher's return from the study leave or any other kind of training programme.

(iv) A teacher shall, during the period of sabbatical leave, be paid full pay and allowances (subject to the prescribed conditions being fulfilled) at the rates applicable to him/her immediately prior to his/her proceeding on sabbatical leave.

(v) A teacher during the period of sabbatical leave shall not take up, any regular appointment under another organization in India or abroad. He/she may, however, be allowed to accept a fellowship or a research scholarship or ad hoc teaching and research assignment with honorarium or any other form of assistance, other than regular employment in an institution of advanced studies.

Provided that in such cases the Executive Council may, if it so desires, sanction sabbatical leave on reduced pay and allowances.

(vi) During the period of sabbatical leave, the teacher shall be allowed to draw the increment on the due date. The period of leave shall also count as service for purposes of pension/contributory provident fund, provided that teacher rejoins the University on the expiry of his/her leave.

Note: While regulating the salary of a teachers during the period of his/her study leave / sabbatical leave etc. spent abroad, the net emoluments rather than the gross emoluments be taken into consideration and that the deduction made by the granting agency on account of tax as well as the payment made by the teacher on accommodation during the course of leave spent abroad, may be deducted from the gross emoluments while deciding the payment of JNU salary to him/her.

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Note 1: The programme to be followed during sabbatical leave shall be submitted to the University for approval along with the application for grant of leave.

Note 2: On return from leave, the teacher shall report to the University the nature of studies, research or other work undertaken during the period of leave.

12. Maternity Leave:

(i) Maternity leave on full pay may be granted to a woman teacher for a period of not exceeding 180 days, to be availed of twice in the entire career. Maternity leave may also be granted in case of miscarriage including abortion, subject to the condition that the total leave granted in respect of this to a woman teacher in her career does not exceed 45 days, and the application for leave is supported by a medical certificate.

(ii) Maternity leave may be combined with earned leave, half pay leave or extraordinary leave. But any leave applied for in continuation of maternity leave may be granted if the request is supported by a medical certificate.

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13. Child Care Leave:

Women teachers having minor children may be granted leave upto 2 years for taking care of their minor children. Child care leave for a maximum period of 2 years (730 days) may be granted to the women teachers during entire period in lines with Central Govt. women employees. In the cases, where the child care leave is granted more than 45 days, the University may appoint a part time/guest substitute teacher with intimation to the UGC.

Note:

(i) CCL is not a matter of right. Prior approval has to be sought from the university. The leave may be granted subject to Govt. of India instructions received from time to time.

(ii) The leave is to be treated like the Earned Leave and sanctioned as such.

(iii) CCL may not be granted in more than 3 spells in a calendar year.

(iv) CCL should not ordinarily be granted during the probation period except in case of certain extreme situations where the leave sanctioning authority is fully satisfied about the need of Child Care Leave to the probationer. It may be ensured that the period for which this leave is sanctioned during probation is minimal.

14. Paternity Leave:

Paternity Leave of 15 days may be granted to a male teacher during the confinement of his wife, provided that such leave shall be limited upto 2 children.

15. Adoption Leave:

(i) A female teacher, with fewer than two surviving Children, on valid adoption of a Child below the age of one year may be granted child adoption leave, by an authority competent to grant leave, for a period of 180 days immediately after the date of valid adoption.

(ii) During the period of Child Adoption Leave, she shall be paid leave salary equal to the pay drawn immediately before proceeding on leave.

(iii) Child Adoption Leave may be combined with leave of any other kind.

(iv) In continuation of `Child Adoption Leave' the adoptive mothers may also be granted, if applied, for leave of the kind due and admissible (excluding leave not due and commuted leave not exceeding 60 (sixty) days without production of Medical Certificate) for a period upto one year reduced by the age of the adoption child on the date of legal adoption without taking into account the period of Child Adoption leave, subject to the following conditions;

(a) This facility shall not be admissible to an adoptive mother already having two surviving children at the time of adoption.

(b) The maximum period of one year leave of the kind due and admissible (including leave not due and commuted leave upto 60 days without production of Medical Certificate), will be reduced by the age of the child on the date of adoption without taking into account Child Adoption Leave' as in following illustration :

- ✓ If the age of the adopted child is less than one month on the date of adoption leave upto one year may be allowed.
- ✓ If the age of child is six months and above but less than seven months, leave upto 6 months may be allowed.
- ✓ If the age of the Child is 9 months and above but less than 10 months, leave upto 3 months may be allowed.

(v) Child Adoption leave shall not be debited against the leave account.

16. Quarantine Leave:

(i) Quarantine leave is leave of absence from duty necessitated in consequence of the presence of an infectious disease in the family or household of a teacher.

(ii) Quarantine leave may be granted on medical certificate for a period not exceeding 21 days. In exceptional cases this limit may be raised to thirty days. Any leave necessary for quarantine purposes in excess of this period shall be treated as ordinary leave. Quarantine leave may be combined with earned leave, half pay leave or extraordinary leave.

(iii) A teacher on quarantine leave shall not be treated as absent from duty and his pay shall not be affected.

17. Vacation:

(i) Vacation may be taken in combination with any kind of leave except casual and special casual leave, provided that vacation shall not be both prefixed and suffixed to leave.

(ii) Except in special circumstances, vacation and earned leave taken together shall not extend beyond one semester.

(iii) When a vacation falls between two periods of leave so as to result in a continuous absence from duty during the entire period, such vacation shall be treated as part of the leave.

(iv) For the vacation period, a teacher shall be entitled to the same pay as when on duty. A teacher will, however, be entitled only to half of such pay if he/she has given notice of resignation and the period of such notice expires during vacation or within one month from the last pay thereof.

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18. Teacher Appointed on Probation:

A teacher appointed as a probationer against a substantive vacancy and with definite terms of probation shall during the period of probation be granted leave which would be admissible to him/her if he/she has held this post substantively otherwise than on probation. If a person in the permanent service of the University is appointed 'on probation' to a higher post, during probation, he/she shall not be deprived of the benefit of leave rules applicable to his/her permanent post.

19. Teacher Re-employed After Retirement:

In the case of a teacher re-employed after retirement the provisions of these ordinances shall apply as if he/she had entered service for the first time on the date of his re-employment. Re-employed pensioners who are treated as new entrants in the matter of leave may also be granted terminal leave subject to the condition that they shall not be entitled to draw their pension during the terminal leave if the pension was held in abeyance during the period of re-employment.

20. Temporary Teachers:

Temporary teachers shall be governed by the provisions of this Ordinance subject to the following conditions and exceptions:

(i) Earned Leave-

(a) A temporary teacher shall be entitled to earned leave at par with a permanent teacher as follows:

(i) 1/30th of the period of actual service including vacation.

(ii) 1/3rd of the period, during which he/she is required to perform duty during vacation, subject to a maximum of 10 days.

(ii) Half Pay Leave-

No half pay leave shall be granted to temporary teacher unless the authority competent to sanction leave has reason to believe that the teacher will return to duty on the expiry of such leave.

(iii) Commuted Leave-

Temporary teachers shall not be entitled to commute any portion of the half pay leave.

(iv) Extraordinary Leave-

The duration of extraordinary leave to the temporary teachers, shall not exceed the following limits-

(a) Three months at a time;

(b) Six months in cases where the teacher has completed three years continuous service and the leave application is supported by a medical certificate;

(c) Eighteen months where the teacher is undergoing treatment in a recognised hospital for tuberculoses, cancer or leprosy,

(d) 24 months in cases where the leave is required for prosecuting studies, certified to be in the University interest, provided that the teacher has completed three years continuous service on the date of commencement of extraordinary leave.

When a temporary teacher fails to resume duty on the expiry of the period of extraordinary leave granted to him/her and remains absent from duty, shall unless the Executive Council, in view of the exceptional circumstances of the case otherwise determines, be deemed to have resigned from his/her service and shall accordingly cease to be in the University employee.

(v) Leave not due, Study leave and Sabbatical leave-

Temporary teachers shall not be entitled for the grant of leave not due, study leave and sabbatical leave.

(vi) Vacation-

(a) A temporary teacher shall be entitled to pay for the following summer vacation only if he/she joins duty within two months of the beginning of the academic year and has worked continuously and satisfactorily from the date of joining upto the last working day of the session.

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(b) The vacation salary may be paid to the teacher, if the temporary appointment continues for a part or the whole of next academic year and the teacher joins on the opening day; and has also served on the last working day before the vacation.

21. Teacher Appointed on Contract Basis:

Teachers appointed on contract basis shall be entitled to leave as under:

(i) Earned leave/Half Pay Leave/Causal Leave as admissible to whole time temporary teachers of the University.

(ii) (a) In the case of contract appointments for one year or less, no Extra-ordinary leave shall be granted

(b) In the case of contract appointments for more than one year but less than 5 years, extraordinary leave as admissible to temporary teachers subject to the condition that the total period of extraordinary leave during the entire contract period shall not exceed 90 days.

(c) Where the contract appointment is for 5 years or more, the extraordinary leave shall be as admissible to the whole time temporary teachers.

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22. Honorary and Part Time Teachers:

Honorary and part-time teachers of the University shall be entitled to leave on the same terms as are applicable to whole-time temporary teachers of the University.

23. General Conditions Applicable to All Categories of Teachers:

(i) Leave how earned

Leave is earned by duty only. The period spent in foreign service counts as duty if contribution towards leave salary is paid for such period.

(ii) Right to leave

(a) No leave shall be claimed as matter of right. Leave of any kind may be varied, refused or revoked by the competent authority empowered to grant it without assigning any reason, if that authority considers such action to be in the interest of the University.

(b) No leave shall be granted to a teacher whom a competent authority has decided to dismiss, remove or compulsorily retire from service nor shall any leave be granted to a teacher who is under suspension.

(iii) Maximum period of absence from duty on leave

(a) No teacher shall be granted leave of any kind for a continuous period exceeding five years.

(b) Where a teacher does not resume duty after remaining on leave for a continuous period of five years or where a teacher after the expiry of his leave remains absent from duty, other than on foreign service or on account of suspension, for any period which together with the period of leave granted to him/her exceeds five years, he/she shall, unless the Executive Council in view of the exceptional circumstances of the case otherwise determines, be removed from service after following the prescribed procedure.

(iv) Application for leave

Leave should always be applied for in advance and the sanction of the competent authority obtained before it is availed of except in cases of emergency and for satisfactory reasons

Note: Faculty member should not leave station till the order sanctioning leave has been issued.

(v) Commencement and termination of leave

(a) Leave ordinarily begins from the date on which leave as such is actually availed of and ends on the day the teacher resumes his duty.

(b) Sundays and other recognized holidays may be prefixed and/or suffixed to the leave with the permission of the authority competent to sanction the leave

(vi) Rejoining of duty before the expiry of the leave

(a) A teacher may return to duty before the expiry of the leave granted to him/her, with the permission of the competent authority.

(b) Notwithstanding anything contained in (a) above, a teacher on leave preparatory to retirement shall be precluded from withdrawing his request for permission to retire and from returning to duty, save with the consent of the Executive Council.

(vii) Leave on medical grounds to be supported by medical certificates

A teacher who applies for leave on medical grounds shall support his application with a medical certificate from a Registered Medical Practitioner. Leave or extension of leave on medical certificate shall not be granted beyond the date on which a teacher is pronounced by a Medical Officer or Board to be permanently incapacitated for further service.

(viii) Rejoining duty on return from leave on medical grounds

No teacher who has been granted leave (other than casual leave) on medical grounds shall be allowed to return to duty without producing a certificate of fitness.

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(ix) Employment during leave

A teacher on leave shall not, without the written permission of the University, engage directly or indirectly in any trade or business whatsoever or in any private tuition or other work to which any emolument or honorarium is attached:

Provided that this prohibition shall not apply to work undertaken in connection with the examination of a University, Public Service Commission, Board of Education or similar Bodies,/Institutions or to any literary work or publication or radio or extension lectures, or with the permission of the Vice-Chancellor to any other academic work.

The leave salary of a teacher who is permitted to take up any employment during leave shall be subject to such restrictions as the Executive Council may prescribe.

(x) Absence without leave or overstay on leave

A teacher who absents himself without leave or remains absent without leave after the expiry of the leave granted to him, shall be entitled to no leave allowance or salary for the period of such absence, such period shall be debited \against his leave account as leave is extended by the authority empowered to grant the leave. Willful absence from duty may be treated as misconduct.

(xi) Conversion of one kind of leave to another

(a) At the request of the teacher concerned, the University may convert retrospectively any kind of leave including extraordinary leave into a leave of different kind which was admissible to him at the time the leave was originally taken, but he/she cannot claim such conversion as a matter of right.

(b) If one kind of leave is converted into another, the amount of leave salary and the allowances admissible shall be recalculated and arrears of leave salary and allowances paid or the amount overdrawn recovered as the case may be.

(xii) Increment during leave

If increment of pay falls during any leave other than casual leave, special casual leave, duty leave, or sabbatical leave, the effect of increase of pay shall be given from the date the teacher resumes duty without prejudice to the normal date of his/her increment, except in those cases where the leave does not count for increment.

(xiii) Leave Year

For the purpose of these Ordinances, unless otherwise specified, the term 'year' shall mean a calendar year.

24. Authorities Empowered to Sanction Leave:

The authorities specified in column (2) of the table below, are empowered to sanction leave to the extent shown in column (3) thereof. Cases for sanction of leave in excess of these limits or of leave not mentioned below shall be submitted to the Executive Council. Before sanctioning the leave, the sanctioning authority shall ensure that leave asked for is admissible and is at the credit of the teacher concerned.

	Kind of Leave	Sanctioning Authority	Extent of Powers
i.	**Casual/Special Casual Leave to-**		
a.	Deans of Schools	Vice-Chancellor/Rector	Full
b.	Chairpersons of Centres/Deptts.	Deans of Schools	Full
c.	Other teachers	Chairperson of Centre	Full
ii.	**Duty leave to-**		
a.	Deans of Schools	Vice-Chancellor/Rector	Full
	Other teachers	Dean	Upto 10 days, and
		Vice-Chancellor/Rector	Beyond 10 days
iii.	**Earned Leave /Half Pay Leave/Commuted Leave/Maternity leave/Child Care Leave Paternity leave/Adoption Leave to-**		
a.	Deans of Schools	Vice-Chancellor/Rector	Full
b.	Chairpersons of the Centres	Deans of Schools	upto 90 days
		Vice-Chancellor/Rector	Beyond 90 days
c.	Other teachers	Chairperson of the Centre	upto 90 days
		Dean of School	Beyond 90 days
iv)	**Sabbatical Leave/ Study Leave**	Vice-Chancellor/Rector	Full
v)	**Quarantine Leave**	Vice-Chancellor/Rector	Full
vi)	**Extraordinary leave-**		
a.	Deans of Schools	Vice-Chancellor/Rector	upto 90 days
		Executive Council	beyond 90 days
b.	Other teachers	Deans of the Schools	upto 30 days
		Vice-Chancellor/Rector	upto 90 days
		Executive Council	Beyond 90 days
	Provided that where leave involves visit abroad, the competent authority shall be the Vice-Chancellor/Rector.		
vii)	Child care leave	Vice-Chancellor/Rector	Full

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25. Leave Salary:

(i) A teacher granted casual leave or special casual leave is not treated as absent from duty and his pay is not interrupted.

(ii) A teacher on earned leave is entitled to leave salary equivalent to the pay drawn immediately before proceeding on leave.

(iii) A teacher on commuted leave is entitled to leave salary equal to the salary admissible under sub-clause 25(ii).

(iv) A teacher on half pay leave or leave not due is entitled to leave salary equal to half the amount specified in sub-clause 25 (ii).

(v) A teacher on extraordinary leave shall not be entitled to any leave salary.

(vi) A teacher on Maternity leave/Paternity leave and Quarantine leave is entitled to draw the same pay as he/she may be drawing at the time of proceeding on leave.

(vii) Payment of dearness, house rent and city compensatory allowances during leave shall be governed by the provisions of the rules regarding the payment of those allowances.

(viii) During the period of re-employment, the leave salary shall be based on the pay drawn by him/her exclusive of the pension and pension equivalent of other retirement benefits.

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26. Cash payment in lieu of leave:

(i) On Superannuation

Where a teacher superannuates on attaining the normal age prescribed for superannuation under the terms and conditions governing his service, the authority competent to grant leave shall suo motu authorize encashment of Earned Leave, if any, at the credit of the teacher on the date of his superannuation, subject to a maximum of 300 days.

(ii) Retirement while under suspension

A teacher, who superannuates on attaining the age of superannuation while under suspension, shall become eligible for the benefit of cash equivalent of Earned leave at his/her credit on the date of his/her retirement, on conclusion of the proceedings against him/her, if the competent authority decides to re-instate him/her in service and holds that the suspension was wholly unjustified.

(iii) Retirement before superannuation

A teacher who retires or is retired from service may be granted suo moto, by the authority competent to grant leave, cash equivalent of leave salary in respect of Earned leave at his/her credit subject to maximum of 300 days and also in respect of all the half pay leave at his/her credit provided this period does not exceed the period between the date on which he/she so retires or is retired from service and the date on which he/she would have retired in the normal course after attaining the age prescribed for retirement under the terms and conditions governing his service. The cash equivalent shall be equal to the leave salary as admissible for earned leave and/or equal to the leave salary as admissible for half pay leave plus dearness allowance admissible on that leave salary for the first 300 days, at the rates in force on the date the University employee so retires or is retired from service. The pension and pension equivalent of other retirement benefits and ad hoc relief/graded relief on pension shall be deducted from the leave salary paid for the period of half pay leave, if any, for which the cash equivalent is payable. The amount so calculated shall be paid in one lump-sum as a one time settlement. No House Rent Allowance or City Compensatory Allowance shall be payable:

Provided that if leave salary for the half pay leave component falls short of pension and other pensionary benefits, cash equivalent of half pay leave shall not be granted;

Provided further that a teacher who is retired by University by giving him/her pay and allowances in lieu of notice, cash equivalent of leave salary shall be allowed only for the period of leave excluding that period for which pay and allowances in lieu of notice have been allowed.

(iv) Resignation/Termination:

(a) Resignation:

If a teacher resigns or quits service, he/she may be granted suo motu by the authority competent to grant leave cash equivalent in respect of earned leave at his/her credit on the date of cessation of service, to the extent of half of such leave at his/her credit, subject to a maximum of 150 days

(b) Termination

Where the services of a teacher are terminated by notice or by payment of pay and allowances, in lieu of notice, or otherwise in accordance with the terms and conditions of his/her appointment, he/she may be granted, suo motu by the authority competent to grant leave, cash equivalent in respect of earned leave at his/her credit on the date on which he/she ceases to be in service subject to maximum of 300 days.

(v) Teacher appointed on contract:

(a) The teachers appointed on contract will suo motu be allowed encashment of earned leave at their credit on the date termination of contract subject to the ceiling mentioned below:

Period of Maximum earned leave for contract which encashment will be allowed at the time of termination of contract.

2 years or less	No encashment
more than 2 yrs. upto 5 yrs.	30 days
more than 5 yrs upto 10 yrs.	60 days
more than 10 yrs. upto 15 yrs.	90 days
more than 15 yrs upto 20 yrs.	120 days
more than 20yrs. upto 25 yrs.	150 days
more than 25 yrs.	180 days.

The encashment of earned leave as above will, however, be subject to the condition that the total earned leave for which encashment will be allowed together with the earned leave or full pay leave for which encashment had been allowed in previous appointments, if any, under the Government, an autonomous body or bodies of public sector, undertaking (s), is not more than 300 days.

(vi) Calculation of cash equivalent of leave:

The cash equivalent of leave shall be calculated as under and shall be payable in one lump sum as a one-time settlement. No House Rent Allowance or City Compensatory Allowance shall be payable.

$$\text{Cash equivalent} = \frac{\left\{\begin{array}{l}\text{Pay admissible on}\\ \text{the date of retirement}\\ \text{plus dearness allowance}\\ \text{admissible on that date}\end{array}\right\} \times \left\{\begin{array}{l}\text{Number of days of}\\ \text{unutilized earned leave}\\ \text{at credit on the date}\\ \text{to a maximum of 300days}\end{array}\right\}}{30}$$

(vii) Leave encashment when permanently incapacitated:

A teacher who is declared by a medical authority to be completely and permanently incapacitated for further service may be granted, suo motu, by the authority competent to grant leave, cash equivalent of leave salary in respect of earned leave due and admissible on the date of his/her invalidation from service. The cash equivalent thus payable shall be equal to the leave salary as calculated under clause (vi) above.

(viii) Dismissal/Removal:

When a teacher is dismissed or removed from service, he/she shall not be eligible for leave encashment.

(ix) Leave encashment of a teacher who dies while in harness:

In case a teacher dies in harness, the cash equivalent of the leave salary that the deceased teacher would have got, had he/she gone on earned leave, but for the death, due and admissible on the date immediately following the date of death subject to a maximum of leave salary for 300 days shall be paid to his/her family.

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27. Making of rules and prescribing the procedure to be followed under this Ordinance:

The Vice-Chancellor may make rules under this Ordinance prescribing the procedure to be followed in-

(i) Submission of application for leave and for permission to return to duty before the expiry of the leave;
(ii) Granting leave and submission of medical certificate while proceeding or returning from leave;
(iii) The payment of leave salary;
(iv) The maintenance of records of service; and
(v) The maintenance of leave accounts.

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4. ORDINANCE RELATING TO SELECTION COMMITTEE PROCEDURE.

1. The meeting of a Selection Committee shall be convened by the Vice-Chancellor.

2. The Vice-Chancellor shall preside at the meetings of a Selection Committee.

3. The Registrar, and while the office of the Registrar is vacant, the Deputy Registrar nominated by the Vice-Chancellor for the purpose, shall be the ex-officio Secretary.

4. Ordinarily a week's notice of a meeting shall be given.

5. * Four members inclusive of the Chairman and with at least one member nominated by the Executive Council under Clause (2) of Statute 27, shall form a quorum.

6. The Chairman shall be entitled to vote at the meeting and shall have and exercise a casting vote in the case of an equality of votes.

7. The meeting of every Selection Committee shall be held at New Delhi or at such other place as the Vice-Chancellor may decide.

8. The Selection Committee shall consider and submit to the Executive Council recommendations as to the appointment referred to it.

9. The Chairman shall have the power to lay down the procedure in respect of any matter not mentioned in these Ordinances.

***** Amended vide Resolution No. 6.18/EC/3.9.1976

5 @ORDINANCE RELATING TO TERMS AND CONDITIONS OF SERVICE OF THE VICE-CHANCELLOR.

The Vice-Chancellor shall be entitled to following facilities:

1. have water, power, rent free furnished residential accommodation with such furniture as may be approved by the University. The premises of his/her lodging will be maintained by the University.

2. the facility of a free official car. He/She shall also be entitled to mobile phone and telephone service (with STD/ISD facility) at his/her residence as per ceiling fixed from time to time.

3. one cook and one attendant at his/her residence.

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5a *ORDINANCE RELATING TO TERMS AND CONDITIONS OF SERVICE OF RECTOR (PRO-VICE CHANCELLOR).

1. *Emoluments:

The revised scale of pay for the post of Rector (Pro-Vice Chancellor) shall be Rs.37,400-67,000/- with AGP of Rs.10,000/- or Rs.12,000/- as the case may be plus such allowance as may be admissible to other University employees from time to time: Provided that where a Professor of the University is appointed to discharge the duties of a Rector (Pro-Vice Chancellor) in addition to his/her own duties as a Professor, he/she will receive his/her pay in the substantive post plus a special allowance of Rs.4000/- per month besides other benefits which he/she may be entitled to subject to the condition that sum of total of pay in the Pay Band, the Academic Grade pay and the Special Allowance shall not exceed Rs.80,000/-.

2. **Leave:

2.1 Every Rector (Pro-Vice Chancellor) shall be entitled to Casual Leave for 8 days in a year and, in addition, to leave:

(a) On full pay for one eleventh of the period spent by him/her on active service;

(b) On medical grounds or otherwise than on medical grounds without pay for a period not exceeding three months during the term of his/her office provided that such leave may be converted into leave on full pay to the extent to which he/she will be entitled to, under Sub-Clause (a).

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* Approved vide Resolution No. 5.1/EC/5.9.1977 & 4.5/EC/10-07-2009

** Amended vide Resolution No. 6.10/EC/19.7.2001

@ Approved vide Resolution No. 6.5/EC/18.11.2013

2.2 Where a person already in the service of the University is appointed as a Rector (Pro-Vice Chancellor), he/she shall be entitled to carry forward the leave at his/her credit on the date of such appointment:

Provided that when a Professor is appointed to discharge the duties of a Rector (Pro-Vice Chancellor) in addition to his/her own duties as a Professor, he/she shall continue to be governed by leave rules applicable to him/her as Professor.

3. Provident Fund:

3.1 Every Rector (Pro-Vice Chancellor) shall be entitled to opt for either of the two retirement benefit schemes provided in Statute 40 of the Statutes of the University.

3.2 If a person already in the Service of the University is appointed as Rector (Pro-Vice Chancellor), he/she will be entitled to continue to subscribe to the Provident Fund at the same rate at which he would have continued to subscribe but for his/her appointment as Rector.

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4. Seniority:

If there are two or more Rectors (Pro-Vice Chancellors), the Rector (Pro-Vice Chancellor) who has the longest continuous period of service as Rector (Pro-Vice Chancellor) shall be the senior most:

Provided that if the continuous length of service of two or more Rectors (Pro-Vice Chancellors) is equal, their seniority shall be determined on the basis of their continuous length of service as Professor in the University.

Provided further that if the continuous length of service of two or more Rectors (Pro-Vice Chancellors) as Professor is equal, their seniority shall be determined on the basis of their age.

5. The Rector (Pro-Vice Chancellor) shall be entitled to following facilities:

1. Unfurnished residential accommodation for which he/she shall pay prescribed licence fee and also be entitled to mobile phone and telephone service (with STD/ISD facility) at his/her residence as per ceiling fixed from time to time.

2. The facility of a staff car for journey performed between Office and his/her Residence.

6. * ORDINANCE RELATING TO THE CREATION OF SCHOOLS/CENTRES OF STUDIES, SPECIAL CENTRES AND SPECIALISED LABORATORIES.

1. Short title :
This Ordinance may be called the Jawaharlal Nehru University Ordinance, 1970.

2. School of International Studies to be a School of Studies:
The Indian School of International Studies (hereinafter referred to as the School), a School maintained by a society having the same name, shall, on and from the date of its incorporation with the University, be a School of the University, and shall be renamed as the School of International Studies.

3. Continuance of certain rules framed by the School :
The Rules, framed by the School and in force immediately before its incorporation in the University relating to :

(a) the admission of students, the courses of study, the fees therefore, the qualifications pertaining to degrees, diplomas, certificates and other academic distinctions and the conditions for the grant of fellowships and awards; and

(b) the conduct of examinations, including the terms of the appointment of examiners, the conditions of residence of students and their general discipline :

shall in so far as they are not inconsistent with the provisions of the Act and the Statutes of the University, continue to apply to the School in respect of the matters dealt with in the said rules to the same extent and in the same manner, as they applied to the School before such incorporation.

4. Establishment of Schools of Studies :
The following Schools of Studies shall be established, namely :

(i) the School of Social Sciences
(ii) ** the School of Language, Literature & Culture Studies
(iii) the School of Life Sciences
(iv) the School of Computer and Systems Sciences
(v) *** the School of Environmental Sciences
(vi) **** the School of Arts and Aesthetics
(vii) @ the School of Physical Sciences
(viii) @@ School of Computational and Integrative Sciences
(ix) @@@ School of Biotechnology

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* Approved vide Resolution No. 3/EC/26.7.1970 and its title was amended vide Resolution No. 5.7/E.C/30.10.1985.

** Amended vide Resolution No. 5.2/E.C/18.3.1998

*** The words "Theoretical and" appearing before "Environmental" were deleted vide Resolution No. 6.10(ii)/EC/3.9.1976.

**** Amended vide Resolution No. 5.8/EC/28.10.1986.

@ Added vide Resolution No. 6.11(2)/EC/3.9.1976.

@@ Added vide Resolution No. 4.8/EC/30.10.2000 and amended vide Resolution No. 6.7/EC/6.4.2010

@@@ Earlier the name was Special Centre of Biotechnology as created by EC vide Resolution No. 5.7/EC/30.10.1985 and subsequently upgraded as School of Biotechnology vide Resolution No. 6.2/EC/29.11.2006.

5. Creation of Centres of Studies and their assignments:

1(a) The following Centres of Studies shall be created and assigned to the School of Social Sciences, namely:

(i) Centre for Study of Social Systems
(ii) Centre for Political Studies
(iii) Centre for the Study of Regional Development
(iv) Centre of Social Medicine and Community Health
(v) Centre for Historical Studies
(vi) Zakir Hussain Centre for Educational Studies
(vii) Centre for Studies in Science Policy
(viii) Centre for Economic Studies and Planning
(ix) * Centre for Philosophy
(x) @@@ Centre for Media Studies
(xi) @@@ Centre for Informal Sector & Labour Studies
(xii) ### Centre for the Study of Discrimination & Exclusion
(xiii) **** Centre for Women's Studies

1(b) In addition to a Centre each for the Study of Regional Development and of Social Medicine and Community Health on the University Campus in Delhi, the Vice-Chancellor may, with the approval of the Executive Council, decide on the location of other Regional Centre or Centres at such place(s) as may be specified by him.

2(a) The following Centres shall be created and assigned to the School of Languages, namely:

(i) ** Centre for French & Francophone Studies
(ii) Centre of German Studies
(iii) *** Centre of Spanish, Portuguese, Italian and Latin American Studies
(iv) @ Centre for Japanese Studies
(v) Centre of Arabic and African Studies
(vi) @@ Centre for Persian and Central Asian Studies
(vii) Centre for Indian Languages
(viii) # Centre for Linguistics
(ix) # Centre for English Studies
(x) ## Centre for Chinese and South East Asian Studies
(xi) Centre of Russian Studies
(xii) #### Centre for Korean Studies

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* Added vide Resolution No. 6.3/EC/29.11.1999.
** Amended vide Resolution No. 6.2/EC/5.11.1998.
*** Amended vide Resolution No. 6.2/EC/11.5.2004.
@ Added vide Resolution No. 6.12/EC/28.1.1986 & amended vide Resolution No. 6.1/EC/14.7.2006 & 6.1/EC/10.05.2013
@@ Amended vide Resolution No. 7.11/EC/27.9.1995.
@@@ Added vide Resolution No. 6.1/EC/12.1.2010, 6.7/EC/6.4.2010 & amended vide Resol. No.6.1/EC/27.03.2012
# Added vide Resolution No.9.7/EC/16.5.1978 & 6.2/EC/5.12.2005.
Added vide Resolution No. 6.12/EC/28.1.1986 & amended vide Resolution No. 5.2/EC/12.9.1994 and 7.11/EC/27.9.1995.
Added vide Resol. No.6.1/EC/27.03.2012
**** Added vide Resol. No. 6.1/EC/10.05.2013
Added vide Resol. No. 6.1/EC/10.05.2013

6. School of International Studies:

The School of International Studies shall consist of the following Centres, namely:

(i) [*] Centre for International Politics, Organization and Disarmament.
(ii) [****] Centre for International Trade and Development.
(iii) [**] Centre for South Asian Studies.
(iv) Centre for East Asian Studies.
(v)[@@@]Centre for West Asian Studies.
(vi)[****] Centre for Canadian, US and Latin American Studies.
(vii) [***]Centre for Russian and Central Asian Studies.
(viii)[****]Centre for European Studies.
(ix) [****]Centre for International Legal Studies.
(x)[@@@@]Centre for African Studies.
(xi)[@@@@@]Centre for Comparative Politics and Political Theory
(xii)# Centre for Inner Asian Studies
(xiii)# Centre for Indo Pacific Studies

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7. * Establishment of Special Centres and Specialized Laboratories:

(i) [@] Centre for Molecular Medicine.
(ii) [@] Centre for Sanskrit Studies.
(iii) [@@]Centre for the Study of Law and Governance
(iv)[@@@@@]Centre for Nano Sciences

Note: Special Centres were renumbered after upgradation of Special Centre of Biotechnology as a School of Biotechnology vide Resolution No. 6.2/EC/29.11.2006.

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* Amended vide Resolution No. 5.7/EC/30.10.1985.
** Amended vide Resolution No. 5.10/EC/14.3.1987 & 6.1/EC/10.05.2013.
*** Amended vide Resolution No. 6.9/EC/29.9.1997 and 6.1/EC/2.6.2005.
**** Amended/Added vide Resolution No.6.1/EC/2.6.2005.
@ added vide Resolution No. 6.3//EC/29.11.1999
@@ Added vide Resolution No. 4.8/EC/30.10.2000
@@@ Amended vide Resolution No. 6.1/EC/10.7.2009
@@@@Added vide Resolution No. 6.1/EC/10.7.2009
@@@@@ Added vide Resolution No. 6.1/EC/12.1.2010
# Added vide Resol. No. 6.1/EC/10.05.2013

7. *ORDINANCE RELATING TO THE BOARDS OF SCHOOLS OF STUDIES.

1. Nominated Members (In terms of Statute 18(3) (vi):

**Five persons who have special knowledge in respect of the subjects assigned to the School and who are not employees of the University shall be nominated by the Academic Council as members of the Board of the School.

2. Powers and functions:

The powers and functions of the Board shall be:

(a) to coordinate the teaching and research work in the Departments and Centres assigned to the School;

(b) to appoint committees to organize the teaching and research work in subjects or areas which are of interest to more than one Department or Centre of the School, or which do not fall within the sphere of any Department or Centre, and to supervise the work of such Committees: the composition, powers and functions of such committees shall be prescribed by Regulations;

(c) to approve the Course of Study:

(d) to recommend to the Academic Council names of examiners and moderators (except in respect of research degrees);

(e) to recommend to the Academic Council the names of examiners for the evaluation of theses after considering proposals received from the Committee for Advanced Studies and Research in that regard;

(f) to recommend to the Academic Council the creation and abolition of teaching posts after considering proposals received from Departments/Centres and Committees mentioned in clause (b) above:

(g) to frame general rules for the evaluation of sessional work;

(h) to approve, on the recommendation of the Committee for Advanced Studies and Research, the award of research degrees to candidates who have been adjudged to be fit to receive such degrees, in accordance with the Ordinances framed in that behalf;

(i) to consider schemes for the advancement of the standards of teaching and research, and to submit such proposals to the Academic Council;

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* Approved vide Resolution No. 16.1/EC/17.11.1970

** Amended vide Resolution No. 6.2/EC/6.7.2000

(j) to promote research within the School and to submit reports on research to the Academic Council;

(k) to frame the general time-table of the School;

(l) to consider any proposals regarding the welfare of the students of the School which the Council of students' Affairs may submit;

(m) to perform all other functions which may be prescribed by the Act, the Statutes or the Ordinances, and to consider all such matters as may be referred to it by the Executive Council, the Academic Council or the Vice-Chancellor.

(n) to delegate to the Dean, or any other member of the Board or to a Committee such general or specific powers as may be decided upon by the Board from time to time.

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3. Meetings :

(a) Meetings of the Board shall either be ordinary or special.

(b) Ordinary meetings shall be held in the months of August and November in the Monsoon Semester and in January and April in the Winter Semester.

(c) Special meetings may be called by the Dean at his own initiative or shall be called at the suggestion of the Vice-Chancellor or on a written request from at least one-fifth of the members of the Board.

4. Quorum :

The quorum for the meeting of the Board shall be one-third of its total members.

5. Notice of Meeting :

Notice for a meeting of the Board, other than special meeting, shall ordinarily be issued at least 10 days before the day fixed for the meeting. A special meeting shall ordinarily be fixed at least at 5 days notice.

6. Rules of conduct of the meeting :

Rules of conduct of the meeting of the Board shall be prescribed by the Regulations.

7. Chairman and Convener :

The Dean of the School shall be Convener and Chairman of the Board and his powers and duties shall be those specified in the Ordinances made under Clause (2) of Statute 7.

8. *ORDINANCE RELATING TO THE COMMITTEE FOR ADVANCED STUDIES AND RESEARCH.

1. Membership of the Committee :

1.1 Each School of Studies shall have a Committee for Advanced Studies and Research consisting of the following members :

(a) Dean of the School (Convenor and Chairman)
(b) Heads of Centres and Departments in the School :
(c) One Professor/Senior Fellow, one Associate Professor/Fellow and one Assistant Professor/Associate Fellow from amongst the members of the Board of the School by rotation in order of seniority.

1.2 The Professor or Senior Fellow concerned with any particular item on the agenda, who is not a member of the Committee, shall be invited to attend the meeting and if there are two or more such Professors or Senior Fellows in a Department/Centre concerned with any particular item of agenda who are not members, they shall all be invited to attend the meeting;

Provided that no person so invited shall have the right to vote

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2. Power of the Committee as Admission Committee :

The Committee for Advanced Studies and Research which is the Committee for the admission of students to the Ph.D degree under Clause (viii) of Statute 16, shall consider applications for admission to the course of research leading to the Ph.D degree and select candidates for admission thereto.

3. Duties of the Committee :

The duties of the Committee for Advanced Studies and Research shall be :

(a) to appoint Supervisors or Advisors for students enrolled for the Ph.D. Course on the recommendation of the Department/Centre concerned;

(b) to recommend examiners for the research work submitted by candidates for research degrees;

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* Approved vide Resolution No. 16.1/EC/17.11.1970.

(c) to consider reports of the examiners appointed for the research work submitted by candidates for research degrees and make suitable recommendations;

(d) to consider applications from the teachers of the School for study leave;

(e) to advise the Board of the School regarding any schemes or projects of research or of advanced studies which the Board may refer to it for its consideration;

(f) to perform such duties as may be assigned to it by the Academic Council or the Board of the School.

4. Approval of the Proceedings of the Committee :

4.1 The Proceedings of the Committee for Advanced Studies and Research shall be placed before the Board of the School concerned for consideration and approval.

4.2 The Board may cause such items of the proceedings of the Committee to be placed before the Academic Council as the Board may deem expedient and necessary with its remarks.

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5. Term of Office :

The term of the members under Clause 1.1(c) shall be two years.

6. Quorum :

Five members of the Committee shall form the quorum.

7. Rules of conduct of the Meetings :

The rules of conduct of the meetings of the Committee shall be prescribed by Regulations.

9. * ORDINANCE RELATING TO CENTRE/DEPARTMENT OF STUDIES AND HEAD OF THE CENTRE/DEPARTMENT.

1. Members nominated under Statute 18(2)(b)(iv) :

(1) Two teachers of the University who are experts in allied or cognate subject dealt with in the Department or Centre to be nominated by the Academic Council for a period of two years, provided that no such teacher shall be nominated as a member of more than two Departments or Centres.

(2) Not more than two persons, not engaged in teaching in the University and having expert knowledge of the subject or subjects dealt within the Department or Centre, may be nominated as members **by the Board of the School** concerned for a period of two years.

2. Duties of the Department or Centre :

The Duties of a Department or a Centre shall be:

(a) to recommend to the Board of the School concerned names of examiners and moderators in respect of the subject or subjects dealt with by the Department or Centre as the case may be;

(b) to recommend to the admissions Committee (Committee for Advanced Studies and Research) applications for candidates for admission to the research degree alongwith details of the subjects to be assigned to the candidates and the names of the teachers in the Department or Centre to be appointed as Supervisor;

(c) to approve the subjects for dissertations at the Master's level;

(d) to approve the pattern and schedule of sessional evaluation for each course offered by the Department or Centre;

(e) to allocate teaching work to the teachers and frame the time-table in accordance with the general time-table of the School or Schools concerned and the University;

(f) to make proposals regarding the creation and abolition of teaching posts;

(g) to make proposals to the Committee for Advanced Studies and Research regarding research projects to be taken up by the members of the Department or Centre, as the case may be, either individually or in groups;

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* Approved vide Resolution No. 16.2/EC/17.11.1970

(h) to recommend to the Board concerned courses of studies;

(i) to approve syllabi and prescribe text-books for the courses of study;

(j) to appoint from amongst its teachers advisers to students; and

(k) to perform such other functions as may be assigned to it by the School concerned.

3. Quorum :

The quorum for a meeting of a Department or Centre shall be one-third of the total members of the Department or Centre, as the case may be.

4. *Powers and Duties of the Head of the Department or Centre :

The Head of the Department or Centre shall convene and preside over meetings of the Department or Centre, as the case may be, and shall, under the general supervision of the Dean and with the concurrence of the Centre -

(a) organize the teaching and research work in the Department or Centre;

(b) maintain discipline in the class rooms and laboratories through teachers;

(c) assign to the teachers in the Department or Centre such duties as may be necessary for the proper functioning of the Department or Centre;

(d) perform such other duties as may be assigned to him by the Dean, the Board of the School concerned, the Academic Council, the Executive Council and the Vice-Chancellor.

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* Amended vide Resolution No. 4.15/EC/9.1.1979

10. *ORDINANCE RELATING TO THE POWERS AND DUTIES OF THE DEAN OF THE SCHOOL OF STUDIES.

Every Dean of a School of Studies shall :

(a) coordinate and generally supervise the teaching and research work in the School through Heads of the Departments and Centres;

(b) maintain discipline in the class rooms and laboratories through the Heads of the Departments and Centres;

(c) keep a record of the evaluation of sessional work and of the attendance of the students at lectures, tutorials; seminars or practical, when these are prescribed;

(d) arrange for the examination of the University in respect of the students of the School in accordance with such directions as may be given by the Academic Council; and

(e) perform such other academic duties as may be assigned to him by the Academic Council, the Executive Council or the Vice-Chancellor.

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* Approved vide Resolution No. 16.1/EC/17.11.1970

11. * ORDINANCE RELATING TO THE POWERS AND FUNCTIONS OF THE DEAN OF STUDENTS.

1. The Dean of Students in the University shall look after the general welfare of the students as also provide appropriate encouragement for sound and fruitful relationship between the intellectual and social life of the students and for those aspects of the University life outside the class-room which contribute to their growth and development as mature and responsible human beings.

2. ** The Dean of Students shall be the Head of the Department so far as Hostels, Sports, Health Centre, University Cultural Committee and Day Scholars are concerned.

3. The Dean of Students, inter-alia, will arrange for the guidance of and advice to the students of the University in matters relating to :

   (i) organization and development of students' bodies;
   (ii) counseling and Students' guidance facilities;
   (iii) liaison with Students' Affairs Committee;
   (iv) extra-curricular and sports activities of students;
   (v) promotion of students' participation in co-curricular and social activities;
   (vi) students financial aid;
   (vii) student-faculty and students-administration relationship;
   (viii) career advice services;
   (ix) health and medical services for the students;
   (x) residential life of the students;
   (xi) arranging facilities for educational tours and excursion for students;
   (xii) securing facilities for students for further studies in the country and/or abroad;
   (xiii) alumni activities.

4. The Dean of Students will exercise such powers and perform such duties in the pursuit of the above objectives as may be assigned to him from time to time by the Vice-Chancellor.

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* Approved vide Resolution No. 21/EC/2.1.1972

** Added vide Resolution No. 6.12/EC/28.1.1986

12 * ORDINANCE RELATING TO THE TERMS AND CONDITIONS OF APPOINTMENT AND DUTIES OF PROVOSTS/SENIOR WARDENS/ WARDENS APPOINTED FOR THE HOSTELS MAINTAINED BY THE UNIVERSITY.

1.1 The Provost of the University Hostels shall be appointed by the Executive Council on the recommendations of the Vice-Chancellor.

1.2 The tenure of the Office of the Provost shall ordinarily be for a period of two years.

1.3 The Provost shall be responsible for the over-all management of a hall of residence consisting of three Hostels for 600 to 800 students.

1.4 **The Provost shall be entitled to an honorarium of Rs.2500/- per month during the tenure of his/her appointment.

1.5 The Wardens for Hostels shall be appointed by the Vice-Chancellor on the recommendation of the Provost to the Dean of Students for a period of two years in the first instance. The term would be renewable on the recommendation of the Provost to the Dean of Students. The Vice-Chancellor may, however, terminate the assignment of the Warden by giving atleast one month's notice.

1.6 There shall be four Wardens for each hostel for two hundred or three hundred students.

1.7 ** The Warden shall be entitled to an honorarium of Rs.2000/- per month during the tenure of his/her office. He/She shall be required to stay in the Warden's quarter during the tenure of his/her office and will be required to pay House Rent as per rules.

Note: Only those persons who are considered to have aptitude and competence for this post shall be appointed as Wardens.

1.8 On the expiry of their term or on the termination of their appointment, the Wardens shall be required to vacate their flats immediately. The Warden shall also be required to vacate the flat before proceeding on leave for a period exceeding 90 days during his tenure, unless he is granted special permission by Vice-Chancellor on the recommendation of the Provost concerned for retaining the flat.

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* Approved vide Resolution No. 14/EC/20.6.1975 and subsequently revised vide Resolution No. 5.15/EC/30.4.1986

** Amended vide Resolution No. 5.10/EC/2.3.1988, 6.4/EC/17.8.1998 and 6.9/EC/10.7.2009

2. Duties and Responsibilities of the Provost :

2.1 He will supervise the Hostels in his or her Khand in matters relating to the Hostels' overall functioning, the resident students' welfare, and discipline.

2.2 He will periodically visit the Hostels and be in contact with the Wardens, staff, and students.

2.3 He will encourage sports, cultural and other activities at the Khand level so as to promote inter-Hostel cooperation.

2.4 He can permit stay of any guest for more than 14 days according to Hostel Rules.

2.5 He can impose fines (upto Rs.200/-) or waive fines and take other disciplinary action including the ordering of eviction of a resident from the Hostel.

2.6 * The Provost in consultation with the Senior Warden will make recommendations for the distribution of work between Wardens in a Hostel.

2.7 He will sanction leave for Wardens in the Khand.

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3. Duties and Responsibilities of Senior Wardens/Wardens :

The Senior Wardens/Wardens of Hostels shall perform such duties as are assigned to them by the Provost from time to time and they shall function under the over-all charge of the Provost. In addition to specific duties assigned by the Provost, the Senior Wardens/Wardens shall perform the following duties:

3.1 The Wardens shall be responsible for the health, hygiene and general life of the students residing in the Hostels and those who are specifically assigned to him. Each Warden shall ensure that the students in his/her charge observe the rules framed for their guidance and maintenance of decorum.

3.2 He shall have the right to inspect Hostel Rooms.

3.3 He shall attend to all matters of health, sickness, diet, sanitation and cleanliness of the concerned Hostel in accordance with the advice of the Medical Officers and Health Officers.

3.4 The Wardens, functioning under the over-all charge of the Senior Warden will be individually and collectively responsible for the smooth functioning of the Hostels.

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* Amended vide Resolution No. 5.2/EC/12.9.1994

3.5 Each Warden will be responsible for the assigned resident students.

3.6 Each Warden shall ensure that the residents in his or her charge observe the Hostel rules properly and maintain discipline and decorum and shall promptly report to the Senior Warden all cases of misbehaviour, indiscipline, and sickness of the residents in her or his charge.

3.7 The Warden can impose fines (upto Rs.50/-) upon resident students.

3.8 The Wardens should be available in the hostel office every day at specified hours to attend the office business and to residents problems.

3.9 The Warden will be responsible for the proper upkeep and maintenance of such properties of the concerned hostel as are under his or her charge.

3.10 Warden's Leave

(a) The Provost's prior approval is necessary for a Warden to go on leave. When applying to agencies for fellowships etc., the Warden should simultaneously inform the Provost of the probable need for leave.

(b) The Warden will coordinate their leave so that atleast three-fourth of them are in residence during semester time and half during holidays, unless a particular hostel is closed during holidays.

(c) *A Warden may be granted leave upto three months at a time. In exceptional circumstances, leave may be given for an additional month but will not exceed one semester at a time under any condition and no Warden can avail this facility more than once in six years.

**Provided that Sabbatical Leave may be granted for two semesters in exceptional cases, based on his/her seniority in the Hostel.

(d) When a Warden is on level, his/her portfolio and Wing will be distributed between other Wardens for the duration of his/her absence.

3.11 Senior Warden

(a) The Provost in consultation with the Dean of Students will designate one of the Wardens in a Hostel as Senior Warden (SW) for one year on the basis of the person's all round experience in running a Hostel and person's capacity to cope with diverse contingencies subject to the provision that the Senior Warden will not ordinarily hold the office for successive terms.

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* Amended vide Resolution No. 5.2/EC/12.9.1994

** Added vide Resolution No. 6.2/EC/5.11.1998

(b) SW will supervise all matters concerning the functioning of the Hostel, and will also hold charge of one of the portfolios given below :

(i) SW will chair the meetings of the Wardens in the Hostel which will be held regularly.

(ii) SW can impose fine (upto Rs.100/-) or waive fines.

(iii) SW can transfer a resident from one wing of the Hostel to another.

(iv) SW can permit the stay of a resident's guest for more than 7 days but upto 14 days according to Hostel Rules.

(v) SW will regulate expenditure out of the authorized Hostel budget.

(vi) SW will be responsible for the maintenance of imprest accounts and for the custody of imprest money.

(vii) SW can sanction payment of security deposit to suppliers for goods to be supplied or service rendered.

(viii) SW can sanction refund of all kinds of security money.

(ix) SW will secure the timely completion of and will examine the bank reconciliation statement of all accounts pertaining to the Hostel.

(x) SW can sanction repairs to furniture in emergent cases.

(xi) SW will be responsible for proper pursuance of complaints relating to civil/electrical works repairs/replacement of furniture, fittings etc.

(xii) SW can sanction overtime in accordance with rules.

(xiii) *SW will take action for the eviction of resident students in consultation with the Provost.

3.12 Warden (Administration)

(a) He or she will allot Hostel Rooms and guest rooms and supervise them.

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* Amended vide Resolution No. 5.2/EC/12.9.1994

(b) Will check the resident student's register and the guest room register.

(c) Can permit stay of a resident student's guest upto a period of 7 days.

(d) Will take disciplinary action for keeping any unauthorized guest.

(e) Will order double-locking of rooms of resident student and their re-opening, when required.

(f) Will be responsible for the overall security of the hostel and will coordinate his responsibility with the Security Officer of the University.

(g) *Will periodically verify the furniture and fittings of the Hostel with the assistance of the Caretaker, and take action for their repairs/replacement or for obtaining additional furniture.

3.13 Warden (Recreation)

(a) **He or She will be responsible for general matters relating to health with the advice of the Chief Medical Officer (CMO). He or she will look after the common room and the sports and cultural programme of the hostel and will regulate disbursements out of the hostel's recreation grant.

(b) Will advise in the selection of Newspapers and Magazines.

(c) Will check the bills prepared by the Caretaker for purchase of Newspapers and Magazines.

(d) Will arrange disposal of old newspapers and magazines.

(e) Will ensure maintenance of discipline and decorum in the common room.

(f) Can permit the common room to stay open beyond the prescribed hour on a special occasion.

(g) Will pursue, at appropriate level, all complaints relating to common room items like television.

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* Renumbered as Clause (f) & (g) from clause (g) & (i) after deleting clause (f) vide Resolution No. 5.2/EC/12.9.1994

** Amended vide Resolution No. 5.2/EC/12.9.1994

3.14 *Warden (Sanitation and Maintenance)

(a) *He or she will be responsible for all matters relating to hygiene, sanitation and cleanliness of the Hostel in consultation with the advice of the Chief Medical Officer (CMO).

(b) Will supervise the work of the sanitation staff and keep a control over their attendance and maintenance the attendance register.

(c) Can grant casual leave to the sanitation staff and recommend regular leave.

3.15 Warden (Mess)

(a) With the assistance of the Mess Committee he will supervise the functioning of the mess and the working of the Mess Managers, cooks and helpers under his charge.

(b) Will keep a watch over the cleanliness of the dining hall and the kitchen and of the food prepared.

(c) Will conduct regular inspection of the kitchen room and the dining hall, especially when the residents take their meals.

(d) Will enforce discipline and decorum in the dining hall.

(e) Will supervise the system of purchases of mess stores provision etc.

(f) Will ensure the correctness of receipts and issues of mess stores, crockery etc. and of the stock balance and will attest all entries in the relevant stock register. Will check the valuation of the closing stock.

(g) Will ensure that stores are kept in good and efficient condition.

(h) Will check and certify the bills received from suppliers with reference to the stock register.

(i) Will investigate cases of shortage/excess of stores.

(j) Will be responsible for drawal of temporary advance when necessary and for keeping watch over its adjustment.

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* Amended vide Resolution No. 5.2/EC/12.9.1994

(k) Will examine the monthly income and expenditure statement of the Mess.

(l) Can sanction mess rebate and lunch rebate in accordance with mess rules.

(m) Will stop mess facilities in respect of residents defaulting payment of Mess Bills or those who have vacated the Hostel or have been evicted.

(n) Will supervise the deployment of cooks and helpers on daily wage and over-time when necessary.

(o) Will make recommendations about refund of mess security.

(p) Will arrange disposal of empties, crockery etc.

(q) Can grant casual leave to Mess Managers, cooks and helpers and recommend regular leave in the case of cooks and helpers.

(r) *Can approve extra duty allowance to Mess Managers.

4. Breach of Discipline on the part of Students :

4.1 In the event of breach of discipline and or misconduct/mis-behaviour on the part of a student or a group of students :

A. The Provost shall have the powers –

(i) ** To impose a fine of Rs.2000/- at a time on student/students for keeping unauthorized guest in their rooms.

(ii) To remove a student or students residing in the Hostels of the University, and for keeping the Hostels out of bounds from such student/students during the period of suspension; and

(iii) To transfer a student from one Hostel to another.

B. The Senior Warden shall have the powers –

(i) **To impose a fine of Rs.1000/- at a time on student/students for keeping unauthorized guest in their rooms.

(ii) To transfer a student from one wing to the Hostel to another.

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* Amended vide Resolution No. 5.2/EC/12.9.1994

** Amended vide Resolution No. 6.7/EC/16.10.2003

C. The Warden shall have the powers –

(i) * To impose a fine of Rs.250/- at a time on student/students for keeping unauthorized guest in their rooms.

(ii) To transfer a student from one room to another room in his/her Hostel wing.

4.2 If there is a serious breach of discipline or any other serious infringement of the rules of conduct or propriety and the Provost feels that the action called for against such a student would be in excess of the powers vested in him, he shall recommend such action as he deems necessary to the Chief Proctor.

4.3 * Fine for keeping unauthorized guest(s) in the hostels rooms :

1. Rs.1000/- (first time offence)
2. Rs.2000/- (second time offence)
3. Withdraw the hostel facilities (third time offence)

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* Amended / Added vide Resolution No. 6.7/EC/16.10.2003

13. *ORDINANCE RELATING TO THE AWARD OF DEGREE OF DOCTOR OF PHILOSOPHY

1. Definitions :

1.1 "Course" means a Semester Course

1.2 "Credit" (C) is the weightage assigned to a course in terms of Contact hours.

1.3 "Grade" means a letter grade assigned to a student on the basis of evaluation of a course on the ten point scale.

1.4 "Grade point" (g) means the numerical equivalent of a letter grade assigned to a student in the ten point scale.

1.5 "Cumulative Grade Point Average" (CGPA) means a cumulative index grade point average of a student calculated in the following manner:

$$CGPA = \frac{(g1 \times c1)+(g2 \times c2)}{\text{Total number of credits offered by the student upto and including the semester for which cumulative index is required.}}$$

1.6 "Final Grade Point average" FGPA is the final index of a student in the courses.

1.7 The final grade point average of students in the courses be worked out on the basis of the formula indicated below:

$$FGPA = \frac{\sum_{i=1}^{n} c1 \times g1}{\sum_{i=1}^{n} ci}$$

c1 = Credit of the ith course

g1 = Grde point secured by the student in the ith course

n = Total number of courses prescribed for the student

FGPA = Final Grade point Average of the student concerned.

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* Approved vide Resolution No. 15.1/E.C/20.3.1971 and revised vide Resolution No. 5.5 (i)/ E.C/11.5.1984

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2. * A Candidate shall be eligible for admission to a course of research leading to the Degree of Doctor of Philosophy(Ph.D) if he/she had taken the Master's degree of the University or a degree recognized by the University for this purpose as its equivalent. However, candidates seeking admission direct to the Ph.D Programme will be governed by Clause 6(iv) of the Ordinance.

3. The procedure for receiving applications for admission to the course shall be laid down from time to time by the Committee for Advanced Studies and Research of the School concerned.

4. The application shall be considered by the Department/Centre concerned which shall then forward the application along with its opinion to the Committee for Advanced Studies and Research and recommend the name of an Adviser or Supervisor(s) at the appropriate time.

5 (a) The Committee for Advanced Studies and Research shall satisfy itself:

i. that research on the proposed subject can be profitably pursued;
ii. that the research work can be suitably undertaken at the University ; and
iii. that the candidate possesses the competence for the proposed research.

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(b) If the Committee is so satisfied, it may subject to confirmation by the Board of the School, admit the candidate provisionally to the course leading to the award of the Ph.D degree, and at the appropriate time, appoint, on the recommendation of the Department/Centre concerned, a teacher of the University as an Adviser or Supervisor (s) to guide and supervise the work of the candidate.

Provided that the Committee for Advanced Studies and Research may, on the recommendation of the Department/Centre concerned, appoint Joint Supervisors in any particular case.

Provided further that in case a Supervisor, under whose guidance a thesis has been prepared in part or in full, ceases to be a teacher of the University he/she may subject to his/her availability and recommendation of the Department/Centre be continued by the Committee for Advanced Studies and Research as Joint Supervisor of the student concerned.

***** Amended vide Resolution No. 5.8/EC/4.10.1991 and 5.9/EC/13.2.1991.

*6.1 The candidate shall be considered for confirmation by the Committee for Advanced Studies and Research on the basis of the following :

(i) Completion of M.Phil./M.Tech./MPH programme of the University with a minimum CGPA of 6.00 including grade of dissertation/field work and courses (5.5 in case of SC/ST and disabled students)

Provided that confirmation in Ph.D. programame of a student who has completed the course requirement of the M.Phil./M.Tech./MPH programme and the result of whose M.Phil./M.Tech./MPH dissertation/field work is awaited may be considered provisional and made final only after the result is known and he/she has secured the required CGPA/FGPA.

(ii) **Completion of all the prescribed M.Phil./M.Tech./MPH course work as per the respective Ordinances with a minimum CGPA of 6.5.

(iii) Completion of the courses carrying a minimum of 14 credits of Pre-Ph.D programme of the University with a minimum CGPA of 6.5 (6.0 in case of SC/ST and disabled students)

Provided further if a student has taken more courses than the prescribed number of courses and has secured the grade higher than F in each course then in that case the best grades of the required number of courses shall be taken into account for calculation of CGPA for the purpose of deciding his/her case for confirmation to the Ph.D. programme.

(iv) In exceptional cases directly to the Ph.D programme on the basis of their previous research experience in a recognized University/Research Institution or research publication(s) comparable to M.Phil./M.Tech/MPH standard. Where, however, course work is prescribed by the Centre/School for such category of students, as pre-requisite for confirmation, they would be required to secure a minimum CGPA of 6.5 in the course/courses to be eligible for confirmation and continuation in the programme. Every such pre-requsite course, shall carry such credit as may be approved by the Board of Studies of the School/Special Committee of the School//Special Centre on the recommendation of the Centre/Department.

In case of a student admitted under this sub-clause 6.1 (iv), the Centre/School may advise him/her to audit a course or courses, which would be treated as non-credit course/courses without subjecting him/her to evaluation process.

Provided further if a student has taken more courses than the prescribed number of courses and has secured the grade higher than F in each course then in that case the best grades of the required number of courses shall be taken into account for calculation of CGPA for the purpose of deciding his/her case for confirmation to the Ph.D. programme.

Explanation to the existing Sub-Clause(iv)

***He/she would have obtained M.Phil. / M.Tech. / MPH / Pre-Ph.D. or equivalent degree from a recognized University / Institution.

Or

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* Amended vide Resolution No 5.4/EC/6.10.1989, 6.2/EC/6.7.2000, 6.1/EC/2.6.2005, 6.1/EC/14.07.2006 and 6.1/EC/4.1.2008

** Amended vide Resolution No 6.1/EC/10.7.2009

*** Amended vide Resolution No. 6.1/EC/11.05.2015.

********Candidates should have at least two years' research experience in reputed institutions with research publication(s) comparable to M.Phil. standard. In addition, they should have obtained Masters Degree with 55% marks or equivalent FGPA in 10 point scale/comparative standard where the grading is based on system other than 10 point scale.

*6.2 A student admitted to the Ph.D. Programme under 6.1 (iii) and 6.1 (iv) above shall be required to clear the course work within the first two consecutive semesters. In any course where an end semester examination is prescribed, a student clears the course only if he/she has participated in the sessional work and appeared in the end semester examination and secured a weighted grade higher than 'F'. In no case shall a student be allowed to repeat a course either in the event of failure or for improving the performance. However, after having registered in a semester, a student with the permission of the Centre/Department concerned be allowed to add, drop or substitute course(s) within a period of three weeks from the commencement of the semester.

**6.3 A student shall be graded in each course on a ten point scale, that is:

Grade	Grade Point
A+	9
A	8
A-	7
B+	6
B	5
B-	4
C+	3
C	2
C-	1
F	0

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Note:

1. There shall be no rounding off of SGPA/CGPA/ FGPA.
2. The SGPA/CGPA/FGPA obtained by a student is out of a maximum possible 9 points.

**6.4 The name of a student admitted to pre- Ph.D/Ph.D. programme under (iii) and (iv) of Clause 6.1 above may be removed from the roll of the University at the discretion of the Committee for Advanced Studies and Research if the student;

(i) fails to clear at least 50% of the course work of the programme in the first semester ; or
(ii) fail to secure SGPA of 5.5 in the first semester course (5.00 in the case of SC/ST/PH categories); or
(iii) lacks interest and motivation for research after completion of course work

Note: The above (amended), clause shall apply to students admitted to the Ph.D. Programme from July, 1989 onwards.

***7. Consequent upon the confirmation of admission of the candidate the Committee for Advanced Studies and Research/Special Committee of the School/Special Centre, shall on the recommendation of the Centre/School concerned, approve the Ph.D. synopsis/broad area of work plan leading to award of Ph.D. degree with a provision that the process of approval is completed within four semesters (two years) from the date of submission of M.Phil. dissertation or four semesters (two years) from the date of admission to the Direct Ph.D. programme

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* Amended vide Resolution No. 5.8/EC/4.10.1991, 5.9 /EC/13.12.1991 and 6.2/EC/6.7.2000
** Amended vide Resolution No. 6.2/EC6.7.2000.
*** Amended vide Resolution No. 6.1/EC/20.11.2012
**** Amended vide Resolution No. 6.1/EC/11.05.2015.

**8.1 No candidate shall be permitted to submit his/her thesis for the Ph.D. degree, unless he/she has pursued the said programme of research at the University for not less than two years after confirmation of his/her admission.

Provided that the residency period for the M.Phil./Ph.D. students whose admission to the Ph.D. programme has been confirmed from the date of award of M.Phil., the residency period of two years shall be counted from the date of submission of M.Phil. dissertation.

Provided further that in case of M.Phil./Ph.D. students whose admission to Ph.D. programme has been confirmed after the completion of course work with requisite CGPA the residency period shall be counted from the date of confirmation of admission to the Ph.D. programme by the CASR/Special Committee of the Schools/Special Centres.

Provided further that in the case of students directly admitted to the Ph.D. programme the residency period of two years shall be counted from the date of successful completion of course work in case course work has been prescribed and in other cases, the residency period shall be counted from the date of their admission to the Ph.D. programme.

Provided further that a student in employment may be given provisional registration to a maximum period of two semesters in order to enable him/her to get study leave from his/her employer. In case he/she fails to get study leave his/her admission will be cancelled. However, the residency period of two years in such cases will be reckoned from the beginning of study leave.

Provided that a semester or a year may be declared zero semester or zero year in the case of a student if he/she could not continue with the academic programme during that period due to illness and/or hospitalization or due to accepting a foreign scholarship/fellowship subject to the fulfillment of requirements as laid down by the regulations. Such zero semester/ year shall not be counted for calculation of the total duration of the programme in case of such a student.

#Provided further that in case of a foreign student who is compelled to leave the programme in between for getting their student visa/research visa extended such period shall not be counted for the purpose of calculation of duration of the programme.

***8.2 A student shall be permitted to de-register from the Ph.D. programme only after completion of two years residency period as prescribed in Clause 8.1

*9 (a) The name of the candidate shall stand automatically removed from the rolls of the University if he/she;

(i) fails in any course prescribed for pre-Ph..D/Ph.D programme.

(ii) fails to secure a CGPA of 6.5 in the course work for pre-Ph.D programme (6.00 in case of SC/ST students) or 6.5 in the course work of Ph.D Programme.

(iii) fails to secure the requisite CGPA/FGPA in M.Phil/M.Tech/MPH, if he/she was provisionally admitted to Ph.D programme pending the result of his/her M.Phil/M.Tech/MPH dissertation/field work.

(iv) fails to submit his/her thesis within six years of the date of his/her initial admission to the M.Phil/M.Tech./MPH/Ph.D Programme, or four years from the date of his/her confirmation to the Ph.D Programme, whichever is earlier.

Provided, however, that in respect of candidates who had discontinued after obtaining their M.Phil and who are re-admitted to the programme by the Centre/School, the period for which such candidates had discontinued shall not be counted while calculating the period of six years as above.

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* Amended vide Resolution No. 6.2/EC/6.7.2000 & 6.3/EC/19.7.2001

** Amended vide Resolution No. 6.2/EC/06.07.200, 6.3/EC/19.07.2001 & 6.1/EC/20.11.2012

*** Added vide Resolution No. 6.1/EC/20.11.2012

Added vide Resolution No. 6.1/EC/18.11.2013

9(b) #The Committee for Advanced Studies and Research on the recommendations of the concerned Centre/Department may, however, subsequently accept the request of a candidate whose name has been removed from the rolls of the University under sub-clause 9(a) (iv) above, to get re-enrolled if the request is received within/up to **ten years from the date of his/her de-registration or date of removal of his/her name** and become eligible for submission of his/her thesis, provided that he/she submits his/her thesis within one year from the date of his/her re-enrollment.

If such a request is received after a gap of ten [10] years, the recommendation of CASR if any on the merit of each case, will be placed before AC for its consideration for re-enrollment provided that the candidate submits his/her thesis within one year from the date of his/her re-enrollment.

*10 Before completing the minimum period prescribed in clause 8, no candidate admitted to course of research for the Ph.D degree shall:

(a) Undertake any employment:

Provided that those enganged in teaching and research in recognized institution located in Delhi may be exempted from the limitation of this sub-clause;

Provided further that in no School/Centre should this category exceed 12-1/2% of the number enrolled for M.Phil/Ph.D.

(b) Join any other course of study; or

(c) Appear in any other examination other than those prescribed by the Department/Centre concerned without the prior permission of the Committee for Advanced Studies and Research.

Note: The above (amended) clause shall apply to students admitted to the Ph.D programme from July 1989 onwards.

11 The Committee for Advanced Studies and Research may cancel the admission of a candidate for a breach of the provisions of clauses 9 and 10 or on account of his/her unsatisfactory progress, in the manner prescribed in Regulations.

12 A candidate shall submit his/her thesis for the Ph.D.degree in the manner prescribed by Regulations. Any original paper(s) pertaining to the area of specialization published by the candidate during the course of work leading to the Ph.D. degree and/or the dissertation submitted by him/her for the Master of Philosophy degree may be submitted as subsidiary or supporting material in favour of his/her candidature for the award of the Ph.D degree.

**13 The thesis submitted by the candidates for the award of Ph.D degree shall be examined by two examiners appointed by the Academic Council and the Executive Council on the recommendations of the Committee for Advanced Studies and Research and the Board of the School, from amongst those who are not on the staff of the University and/or on the Committee of the Centre/Board of the School concerned.

Provided further that in case an examiner to whom the thesis has been sent for evaluation fails to forward the report to the University within six months from the date of dispatch of the thesis, the University may appoint another examiner out of the panel approved by the Vice-Chancellor to evaluate the thesis.

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* Amended vide Resolution No. 5.4/EC/6.10.1989
** Amended vide Resolution No. 6.1/EC/20.11.2012
# Amended vide Resolution No. 6.1/EC/18.11.2013

14 Each Examiner, after examining the thesis submitted by the candidate for the award of the Ph.D degree, shall submit a report to the Dean of the School concerned containing a clear recommendation whether, in his/her opinion; (a) the viva –voce examination of the candidate should be held; or (b) the thesis should be referred back to the candidate for revision; or (c) it should be rejected.

The examiner shall not recommend that the viva-voce examination be held unless he/she is certifies that the thesis constitutes a contribution to knowledge characterized either by the discovery of new facts or by reinterpretation of known facts or development of new techniques and that the methodology pursued by the candidate is sound and its literary presentation satisfactory.

15 (a) If the Dean of the School is satisfied that the examiners have unanimously recommended that the viva-voce examination of the candidate he held, he/she shall accordingly arrange to hold it.

(b) In case the Dean of the School notes that the examiners of the thesis have not recommended unanimously that the viva-voce examination of the candidate be held or if/she is satisfied that in the course of either report an adverse opinion of a substantive nature has been expressed materially affecting the validity of the same examiner's otherwise positive recommendation, then the Dean shall place the reports of the examiners before the Committee for Advanced Studies and Research for further action.

(c) The Committee for Advanced Studies and Research may, at its discretion and shall, if the recommendation of one examiner is positive and that of the other negative, recommend to the Academic Council for the appointment of a third examiner, one not in the service of the University and/or on the Committee of the Centre/Board of the School concerned to examine the thesis and act according to the recommendations of the third examiner;

Provided that the recommendation is not to be considered negative if a revision is recommended and this revised thesis is accepted by the examiner;

Provided, further, that if the thesis after revision is not accepted by the examiner, the original and the revised version of the thesis shall be sent to the third examiner as per (c) above and the version approved by the third examiner shall be considered as final.

Note 1: No thesis shall earn a degree unless there are two positive recommendations;

2: Where one recommendation is positive and the other asks for revision, the Committee shall ordinarily get the revision carried out and revised thesis sent to the same examiner.

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*16 The viva-voce examination of candidate shall be conducted by a Board of examiners consisting of one of the external examiners of the thesis and the Supervisor(s). Provided, where neither of the examiners, who evaluated the thesis, is in a position to conduct the viva-voce examination, another examiner shall be appointed in his/her place.

Provided that where the Supervisor is unable to be present within a reasonable time to participate in the viva-voce examination, the Committee for Advanced Studies and Research may recommend another member of the faculty in his/her place.

17 (a) At the viva-voce examination, the viva-voce Board shall satisfy itself; (i) that the thesis submitted by the candidate is his/her own work, and (ii) that the grasp of the candidate of the broad field of his/her study is satisfactory.

(b) The viva–voce Board may, on the basis of the unanimous opinion of its external members, recommend either: (i) that the candidate be awarded the Ph. D degree or (ii) that the thesis be referred back to the candidate for revision; or (iii) that the thesis be rejected and the candidate be not awarded the Ph.D. degree.

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18 The manner in which the viva-voce examination is to be conducted shall be prescribed by the Regulations.

19 (a) In case the committee for Advanced Studies and Research is satisfied that the viva –voce Board recommend that the candidate be awarded the Ph.D degree, it shall recommend that the candidate be awarded the Ph.D degree, it shall recommend to the Academic Council through the Board of the School that the Ph.D degree may be awarded to the candidate.

(b) In case the viva-voce Board recommend that the thesis of the candidate be rejected , the Committee for Advanced Studies and Research shall direct accordingly.

(c) In case the recommendation of one external member of the viva-voce Board is positive and of the other negative, the Board shall refer the case to the Committee for Advanced Studies and Research for its consideration and decision.

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* Amended vide Resolution No. 6.2/EC/6.7.2000

20 A candidate whose thesis has been referred back for revision shall be permitted to re-submit it for the award of the degree not later than one year of the intimation of the decision of the University to him/her.

Provided that, in exceptional cases, the Academic Council may, on the recommendations of the Committee for Advanced Studies and Research extend the period by another year.

21 A thesis which has been re-submitted shall normally be examined by the original examiner(s) unless any one of them is, or both of them, are unable or unwilling to act as such , in which case another examiner(s) may be appointed.

22 No candidate shall be permitted to re-submit his/her thesis for the award of the Ph.D degree more than once.

23 A member of the teaching staff of the University may submit his/her thesis for the award of the Ph.D Degree of the University in the following manner:

(i) He/she shall intimate to the Department/Centre the topic of his/her research work leading to the award of the Ph.D degree;

(ii) If the Department/Centre concerned is satisfied that: (a) research on the proposed topic can be profitably pursued and (b) research work can be suitably undertaken at the University, it shall (1) recommend to the Committee for Advanced Studies and Research that he/she may be permitted to submit his/her thesis for the award of the Ph.D degree of the University. (2) prescribe for him/her course or courses, if necessary as a partial requirement for the award of the Ph.D degree. (3) appoint an Advisor(s) generally guide him/her in completion of his/her thesis.

(iii) the Committee for Advanced Studies and Research, if so satisfied, shall subject to confirmation by the Board of the School concerned, permit him/her to submit his/her thesis in not less than two years from the date of his/her obtaining the permission to undertake research work leading to the award of the Ph.D degree.

(iv) the viva-voce Board, as provided in clause 16 shall in the case of those submitting their thesis for the award of the Ph.D degree under this clause include his/her Adviser in lieu of the Supervisor who has been appointed for him /her by the Board.

Explanation: For purpose of this clause, Research Assistant shall be deemed to members of the teaching staff.

*24 Notwithstanding what is contained in the Ordinance, the Academic Council may in exceptional circumstances and on the recommendations of the Committee for Advanced Studies and Research concerned or an appropriate Committee and the Board of the School as well as on the merits of each individual case consider, at its discretion and for reasons to be recorded relaxation of any of the provisions except those prescribing CGPA requirements.

25 No Candidate shall be eligible to register for the programme/course if he/she is already registered for any full time programme of study of this University or in any other University/Institution.

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* Amended vide Resolution No. 6.2/EC/6.7.2000

14 *ORDINANCE RELATING TO THE AWARD OF MASTER OF PHILOSOPHY DEGREE.

1. Definitions :

1.1 "Course" means a Semester Course

1.2 "Credit" (C) is the weightage assigned to a course in terms of Contact hours.

1.3 "Grade'' means a letter grade assigned to a student on the basis of evaluation of a course on the ten point scale.

1.4 "Grade point'' (g) means the numerical equivalent of a letter grade assigned to a student in the ten point scale.

1.5 "Cumulative Grade Point Average" (CGPA) means a cumulative index grade point average of a student calculated in the following manner:

$$CGPA = \frac{(g1 \times c1) + (g2 \times c2) --}{\text{Total number of credits offered by the student upto and including the semester for which cumulative index is required.}}$$

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1.6 "Final Grade Point Average" FGPA is the final index of a student at the time of the award of a degree.

1.7 "Final Grade" is the letter equivalent assigned to a student on the basis of his/her final grade point at the time of the award of the degree.

1.8 The Final Grade Point Average of a student will be worked out on the basis of the formula indicated below:

$$FGPA = \frac{\sum_{i.=1}^{n} c1 \times g1}{\sum_{i=1}^{n} ci}$$

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* Approved vide Resolution No. 18/EC/12.6.1971 and revised vide Resolution No. 5.5(I)/EC/11.5.1984 and Resolution No. 6.2/EC/6.7.2000.

c1 = Credit of ith course
g1 = Grade Point secured by the student in ith course.
n = Total number of courses prescribed for the student
FGPA = Final Grade Point Average of the student concerned.

2. Eligibility for Admission to the Course :

A candidate shall be eligible for admission to the course leading to the Degree of Master of Philosophy (M.Phil.) hereinafter called the course, if he/she had taken the Master's degree of the University or a degree recognized by the University for this purpose as its equivalent thereto:

Provided, however, that the cases of students who have passed examination outside the Indian Universities system and who may not have obtained a Master's degree may be considered for admission to the course subject to the condition that each case shall be examined on its own merit by the Admission Committee and in accordance with the recommendations of the Equivalence Committee.

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3. Procedure for Applying for Admission :

The procedure for receiving the applications to the course shall be that laid down from time to time by the Committee for Advanced Studies and Research of the School concerned, hereinafter called the Committee.

4. Procedure for Admission :

4.1 The Department/Centre concerned shall consider the applications and forward them with its recommendations on matters specified in Clause 4.2 below to the committee.

4.2 The matters referred to in clause 4.1 are: (i) whether the candidate should be admitted to the course, or (ii) whether the candidate should be admitted to the course and also provisionally enrolled for Ph.D degree as provided for in the Ph.D ordinance; (iii) the nomination of an Adviser for the candidate.

5. Duties of the Committee

The Committee may after considering the recommendations of the Department/Centre concerned :

(i) admit a candidate only to the course;

(ii) admit a candidate to the course and provisionally enroll him /her for the Ph.D degree also whereupon the provisions of the Ordinance relating to the Ph.D degree shall apply to him/her;

(iii) appoint an Adviser.

Provided that in case an Adviser under whose supervision a dissertation has been prepared in part or in full, ceases to be a teacher of the University, he/she may, subject to his/her availability and recommendations of the Centre/Department, be continued by the Committee for Advanced Studies and Research as Joint Adviser of the student concerned.

6. *Courses of Study :

The Department/Centre shall prescribe the course(s) and specify the methodology and instructional devices to be used. Every such course shall carry such credits as may be approved by the Board of the School on the recommendations of Centre/Department concerned. In any course where an end semester examination is prescribed, a student clears the course only if he/she has participated in the sessional work and appeared in the end semester examination and secured a weighted grade higher than `F'. In no case shall a student be allowed to repeat a course either in the event of failure or for improving the performance.

Provided, however, that a student may with the permission of Centre/Department concerned be allowed to add or substitute courses within the period of three weeks from the commencement of the semester.

Provided further that a student may, with the permission of Centre/Department concerned, be allowed to drop courses latest by 5th September for Monsoon semester and 20th February in the case of Winter Semester.

No student shall be allowed to add, substitute and/or drop a course after these deadlines.

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* Amended vide Resolution Nos. 6.2/EC/6.7.2000 and 6.2/EC/22.1.2003

7. *Duration of the programme.

The M.Phil, course work shall be spread over two semesters in such a way that atleast 50% of the total course work shall be completed in the first semester. The entire M.Phil. programme including M.Phil dissertation shall be completed within four consecutive semesters. No registration shall be permissible beyond the period of four semesters from the date of admission to the programme.

Provided that a semester or a year may be declared zero semester or zero year in the case of a student if he/she could not continue with the academic programme during that period due to illness and hospitalization or due to accepting a foreign scholarship/fellowship subject to the fulfillment of requirements as laid down by the regulations. Such zero semester/year shall not be counted for calculation of the duration of the programme in case of such a student.

#Provided further that in case of a foreign student who is compelled to leave the programme in between for getting their student visa/research visa extended such period shall not be counted for the purpose of calculation of duration of the programme.

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8. **Removal of Name of a Student from the Rolls of the University.

8.1 The name of a student who fails in any course shall automatically stand removed from the rolls of the University if he/she:

a) Fails in any course

b) Fails to secure a CGPA of 5.00 on completion of course work at the end of 2nd semester of the programme.

8.2 The Committee for Advanced Studies and Research/Special Committee of the School/Special Centre may remove the name of a student from the rolls of the University for unsatisfactory progress at any time during the duration of the programme.

9. Credit Requirements:

No student admitted to the course shall be eligible for the award of M.Phil, degree unless he/she secures 24 credits in all out of which atleast 14 credits shall be for course work (including Research Techniques/Methodology) and atleast 6 credits for the dissertation.

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* Amended vide Resolution No. 5.4/E.C/6.10.1989, 6.2/EC/6.7.2000 and 6.3/EC/19.7.2001

** Amended vide Resolution Nos. 5.10//EC 14.3.1987, 5.4/EC/6.10.1989, 6.2/EC/6-7-2000 & 6.1/EC/20.11.2012

\# Added vide Resolution No. 6.1/EC/18.11.2013

10. Topic of Dissertation:

The topic of dissertation shall be approved by the Centre/Department on a proposal submitted by the student through his/her Adviser.

11. Evaluation:

11.1 Subject to confirmation by the Committee,the method of evaluation in the courses leading to the M.Phil, degree shall be prescribed and assessment conducted by the Department/Centre concerned.

**11.2 The dissertation shall be examined by two examiners at least one of whom shall not be a member of the staff of the University/ Committee of the Centre/Board of the School concerned. Such an examiner shall be appointed by the Executive Council of the University on the recommendations of the Academic Council, the Board and the Committee for Advanced Studies and Research of the School concerned.

Provided further that in case an examiner to whom the dissertation has been sent for evaluation fails to forward the report to the University within four months from the date of dispatch of the dissertation, the University may appoint another examiner from the panel of examiners approved by the Vice-Chancellor to evaluate the dissertation.

Provided that in case of difference of opinion between the two examiners with regard to the evaluation of dissertation, the Dean of the School shall arrange to have placed before the Committee for Advanced Studies & Research (CASR) of the School, the evaluation reports of both the examiners for its consideration.

Provided further that after due consideration of the reports, the Committee may recommend the appointment of a third examiner (not connected with the University) in the manner as laid down in Clause 11.2 above for the evaluation of the dissertation.

Provided further that if the recommendation of the third examiner is in the negative the student concerned shall not be awarded the degree of M.Phil.

11.3 *The courses and dissertation of the student shall be graded on a ten point scale, that is:

Grade	Grade Point
A+	9
A	8
A-	7
B+	6
B	5
B-	4
C+	3
C	2
C-	1
F	0

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* Amended vide Resolution No. 5.2/E.C/29.1.1993 and 6.2/EC/6.7.2000.

** Amended vide Resolution No. 6.1/EC/20.11.2012.

Note :

(i) There shall be no rounding off of SGPA /CGPA /FGPA

(ii) The SGPA/CGPA/FGPA obtained by a student is out of a maximum possible 9 points.

11.4 The examiner while recommending the approval of the dissertation for the award of M.Phil degree shall also award grade for the dissertation according to the grading system in clause 11.3 above. The final grade for the dissertation shall be determined by taking the average of the grade awarded by two examiners.

11.5 *A student in order to be eligible for the award of Master of Philosophy degree of the University must have a minimum Cumulative Grade Point Average (CGPA) of 5.5 (inclusive of dissertation and course work).

Provided that a student may take courses carrying more credits than the number of credits prescribed for optional courses by the Centre in the course work of M.Phil programme, in which case in the calculation of Final Grade Point Average (FGPA) only the prescribed number of optional courses in the descending order of the grades obtained by the student shall be included. For example, if the M.Phil programme has course work comprising two optional courses and the student credits four optional courses, his/her Final Grade Point Average (FGPA) shall be calculated on the basis of the best two courses, when all the four optional courses are ranked according to the descending order of grades obtained by him/her.

Note 1: The above amended Clause shall be applicable in the case of optional courses only.

2: The above amendment shall be effective for M.Phil students admitted during July 2003.

12 **Notwithstanding what is contained in the Ordinance, the Academic Council may, in exceptional circumstances and on the recommendations of the Committee for Advanced Studies and Research concerned or an appropriate Committee and Board of the School as well as on the merits of each individual case, consider at its discretion and for the reasons to be recorded relaxation of any of the provisions except those prescribing CGPA/FGPA requirements.

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* Amended vide Resolution No. 5.4/EC/6.10.1989 and 6.2/EC/11.5.2004

** Amended vide Resolution No. 6.2/EC/6.7.2000

13 No candidate shall be eligible to register for the programme /course if he/she is already registered for any full-time programme of study in this University or in any other University/Institution.

14. *No candidate admitted to a course of research for the M.Phil degree shall:

(a) undertake any employment: (i) provided that those engaged in teaching and research in recognized institutions located in Delhi may be exempted from the limitation of this sub-clause: (ii) provided further that in no School/Centre should this category exceed 12-1/2% of the number enrolled for M.Phil/Ph.D.

(b) join any other course of study; or

(c) appear in any examination other than those prescribed by the Department/ Centre concerned without the prior permission of the Committee for Advanced Studies and Research.

Note: The above (amended) clause shall apply to students admitted to the M.Phil, programme from July, 1989 onwards.

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* Amended vide Resolution No. 5.4/EC/6.10.1989

15. *ORDINANCE RELATING TO THE AWARD OF B.A (HONS.), B.A. (PASS) DEGREES

1. Definitions :

1.1 "Course" means a Semester Course.

1.2 "Credit" (c) is the weightage assigned to a course in terms of Contact hours.

1.3 "Grade" means a letter grade assigned to a student on the basis of evaluation of a course on the ten point scale.

1.4 "Grade Point" (g) means the numerical equivalent of a letter grade assigned to a student in the ten point scale.

1.5 "Cumulative Grade Point Average" (CGPA) means a cumulative index grade point average of a student calculated in the following manner:

$$CGPA = \frac{(g1 \times c1) + (g2 \times c2)}{\text{Total number of credits offered by the student up to and including the semester for which cumulative index is required.}}$$

1.6 "Final Grade Point Average" FGPA is the final index of a student at the time of award of a degree.

1.7 Final grade is the letter equivalent assigned to a student on the basis of his/her final grade point at the time of the award of the degree.

2. Eligibility for Admission to the course :

2.1 A candidate shall be eligible for admission if he/she has passed the Senior School Certificate Examination (10+2) of a recognized Board of Secondary Education or an examination recognized by the University as its equivalent.

2.2 A candidate may be eligible for admission to the 3rd semester of six semester course leading to Bachelor's degree of the University provided he/she has successfully completed first year of BA under 10+2+3 pattern conducted by a recognized University or any other examination recognized by the University as its equivalent.

* Approved vide Resol. No.24/EC/1-4-1972 and revised vide Resol. Nos.5.5(i)/EC/11-05.1984 & 6.8/EC/27.03.2012

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2.3 No candidate shall be eligible for admission to the programme unless he/she has attained the age of 17 years for admission to the 1st semester of the programme as on 1st October of the year in which admission is sought.

Provided that the age limit may be relaxed by the Vice-Chancellor on the recommendations of the Committee for Advanced Studies and Research/Special Committee of the School/Special Centre (Admission Committee) of the School concerned on the merits of the case, and in case of candidate belonging to SC/ST.

3. Disciplines/languages for Bachelor's Degree :

Candidates may seek admission to Programs of Studies leading to the award of Bachelor of Arts (Hons.) degree in any of the following Disciplines/Languages:

01 French
02 German
03. Russian
04 Spanish
05 Arabic
06 Chinese
07 Persian
08 Japanese
09 Korean
* 10 Pushto

And in such other disciplines/languages as may be decided by the Vice-Chancellor on the recommendations of the Board of Studies of the School of Language, Literature & Culture Studies.

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4. Admission Procedure :

Procedure for admission to the course leading to the Bachelor's degree shall be laid down from time to time by the Committee for Advanced Studies and Research of the School (Admission Committee) or Committee appointed by the Academic Council under Statute 16(viii).

5. Faculty Adviser :

5.1 The Centre through which a student seeks admission shall appoint an Adviser for students of each year from amongst the members of the faculty concerned. The Adviser shall advise the students about the registration of courses, adding/dropping of courses and how the grades awarded in the courses.

5.2 Registration of courses is the sole responsibility of a student. No student shall be allowed to do a course without registration and no student shall be entitled to any credits in the course unless he/she has been formally registered for the course by the scheduled date to be announced by the University.

5.3 Late registration may be allowed to a student, in exceptional cases subject to the proper justification given by him/her, upto a maximum period of 3 weeks from the commencement of semester.

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* Added vide Resolution No. 6.1/EC/11.05.2015.

5.4 No student shall be allowed to add a course or substitute a course for another course later than three weeks from the date of commencement of the Semester. A student wishing to drop a course must do so as early as possible but in no case later than six weeks from the date of commencement of the semester.

6. Duration of the course :

6.1 The curricular work leading to the award of Bachelor's Degree shall be spread over a minimum of six semesters, three Monsoon semesters and three Winter semesters.

Provided that a semester or a year may be declared zero semester or zero year in the case of a student if he/she could not continue with the academic programme during that period due to illness and hospitalization, technical grounds like visa problems, sequencing of courses, accepting a foreign scholarship/fellowship provided it is meant for upgrading research skill and not for earning a regular degree or diploma subject to the fulfillment of requirements as laid down by the regulations.

Provided further that such zero semester/year shall not be counted for calculation of the duration of the programme (total number of semesters spent by a student in a programme) in case of such a student.

6.2 The Monsoon and the winter semesters shall commence from and end on a date to be fixed by the Academic Council of the University.

Provided that each semester will ordinarily have 90 working days excluding the examination days.

6.3 A student who has successfully completed the prescribed number of courses for the programme taken for a minimum of six semesters will become eligible subject to Regulations made in this regard for the award of B.A (Hons.)/B.A (Pass) degree of the University, provided he/she fulfills the credit requirements as referred to in clause 7.3 and grade requirements as referred to in clause 9.2.

7. Credit requirements :

7.1 There shall be two levels of courses:

(i) C' level courses which will be given ordinarily in the first two Semesters; and

.

(ii) 'B' level courses which will ordinarily be given in the third, fourth, fifth and sixth semesters

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7.2 Ordinarily a course shall be given in three/four contact hours a week and the credits for these courses shall be as follows:

'C' level courses 2 credits
'B' level courses 3 credits

Provided that the Board of Studies of the School may, on the recommendation of the Centre(s), allot less or more credits to a particular course.

7.3 The actual credits requirement for Bachelor's Degree shall be prescribed by the Centre concerned.

Provided that it shall not be less than 100 credits.

Provided further that the total credits earned shall include a minimum of 28 from `C' level, 72 from `B' level courses.

7.4(a) Normal load of a student in each of the first two semesters shall be of 10 credits; in each of the third to sixth semesters, it shall be of 15 credits .

(b) A student with the permission of the Centre/School concerned may be allowed to carry additional load over and above the normal load prescribed in **7.4** above provided that the additional load shall not exceed 50% of the credits/ courses a student is normally expected to cover in a semester.

Provided further that the Centre/School may in exceptional circumstances permit the student a load 50% less than a normal load in a semester.

7.5 The student may earn his/her 'C' level credits from the prescribed courses offered by the Centre and the remaining credits, if any, from other disciplines.

7.6 A student joining the 1st semester of the programme shall be required to earn at least a minimum of 10 credits from courses in tools, techniques and methodology which will be prescribed by the Centre concerned.

Provided that the students joining the third semester of the programme under clause 2..2 shall be required to earn at least a minimum of 6 credits from courses in tools, techniques and methodology which will be prescribed by the Centre concerned.

7.7 Students shall be required to earn a minimum of 24 credits from the optional courses offered by various Centres and Schools of the University, which will be especially designed for the B.A. (Hons.) students of the School of Language, Literature & Culture Studies. All students will be required to complete either 2 or 3 optional subjects depending on how many semesters are offered in the given course as listed in the Optional Course List. There could be 4 courses in one subject and offered by one Centre of the University or a combination of related courses offered by different Centres of the University. They will be required to clear 4 + 4 courses in two subjects or 4+2+2 in three subjects. It will not be mandatory for a B.A. student to opt for an optional from the School of Language, Literature & Culure Studies. However all students will be required to complete 4 courses (either 4 or 2+2 courses) outside the School of Language, Literature & Culture Studies.

7.8 A student shall not be permitted to offer a course if he/she has not previously cleared a course(s) prescribed as a pre-requisite for the former.

8 **Evaluation :**

8.1 The system of evaluation for each course shall be laid down by the Board of the School on the recommendation of the Centre concerned.

8.2 For courses having a semester examination, sessional work or internal evaluation shall carry the same weightage as the semester examination.

8.3 The pattern and schedule of sessional work for each course of a semester shall be prescribed by the Board of Studies of the School, on the recommendation of the Centre concerned and shall be made known to the students at the commencement of each semester.

8.4 The students shall be graded in each course on a 10 point scale, that is:

Grade	**Grade Point**
A+	9
A	8
A-	7
B+	6
B	5
B-	4
C+	3
C	2
C-	1
F	0

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Note :

1. There shall be no rounding off of SGPA/CGPA/FGPA obtained by a student at the end of each semester.

2. The SGPA/CGPA/FGPA obtained by a student is out of a maximum possible 9 points

The final Grade Point Average obtained by the student shall be classified into following divisions:

FGPA	**Class / Division**
8.5 and above	High First Class
7.5 and above but less than 8.5	Middle First Class
6.5 and above but less than 7.5	Lower First Class
5.5 and above but less than 6.5	High Second Class
4.5 and above but less than 5.5	Middle Second Class
3.5 and above but less than 4.5	Lower Second Class
3.0 and above but less than 3.5	Pass

8.5 A student clears a course only if he/she has cleared both the components, namely, sessional work or internal evaluation and end semester examination (for courses having end semester examination) by securing a grade higher than 'F' in both of them, or only if he or she secures an overall grade higher than `F' (for courses having no end semester examination). A student who fails in a course either by not clearing the sessionals and consequently being not eligible to appear in the end semester examination, or by failing in the end semester examination, or by absenting from appearing in the end semester examination (for courses having end semester examination) or by failing to secure an overall grade higher than 'F' (for courses having no end semester examination), shall be required to repeat that course or clear another similar (core, optional or tool, as the case may be) course in lieu thereof irrespective of his/her performance in the sessional work.

8.6 A student who secures a grade higher than `F' in a course may be permitted by the Centre, keeping in view its academic constraints, to improve his/her grade by repeating that course only once, subject to proviso of Clause 8.5 of the Ordinance.

Provided further that a student who wants to repeat a course to improve his/her performance shall be allowed to do so only if he/she surrenders his/her earlier grade in the course by 16th August in case of the Monsoon Semester courses and by 1 st February in case of Winter Semester courses. Having surrendered his/her earlier grade by due date, it will be his/her repeat performance in the course which will be taken into account to compute the SGPA and the CGPA. His/her transcript will however, reflect appropriately both the performances and the fact that he/she repeated the course/courses.

8.7 The Final Grade Point Average of a student will be worked out on the basis of the formula indicated below:

$$FGPA = \frac{\sum_{i=1}^{n} cl \times gl}{\sum_{i=1}^{n} ci}$$

cl= Credit of the ith course
gl= Grade point secured by the student in the ith course
n = Total number of courses prescribed for the student

FGPA: Final Grade Point Average of the student concerned

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8.8 Examinations shall be conducted under the direction and supervision of the Dean of the School:

8.9 A student can take part in the curricular programme for the Bachelor's Degree of the University upto a maximum of 08 semesters.

8.10 Constitution of Examiners or Board of Examiners for a course shall be appointed for each course by the Board of the School, on the recommendation of the Centre concerned.

8.11 An application for admission to the semester examination shall be made in the prescribed form and forwarded to the Dean of the School through the Head of the Centre concerned and shall be accompanied by the following certificates:

i) Clearance in Sessional Evaluation.
ii) Clearance of all dues.

9. Grade Point Requirement/Minimum standard

9.1 A student joining the 1st semester of the six semester programme will be required to maintain a CGPA of 3.00 in the core Courses at the end of second semester and thereafter.

A student joining the 3rd semester of six semester programme will also be required to maintain a CGPA of 3.00 in core courses at the end of the 4th semester and thereafter.

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9.2 At the end of the sixth semester, a student will be required to have a CGPA of 4.00 and also have cleared all the courses prescribed by the Centre from 1st to 6th semester to enable him/her to get B.A .(Hons.) degree.

9.3 If a student has a CGPA of 3.00 in core courses at the end of the sixth semester or fourth semester in case of students admitted under Clause 2.2 but does not fulfill the requirements for the award of B.A,(Hons,)/B.A.(Pass) degree, he/she will be given maximum of two more semesters to fulfill the prescribed requirements for the award of B.A.(Hons.)/ B.A. (Pass) degree.

9.4 (a) The end semester examination shall be conducted by the Centres under the overall guidance/directions of the Dean of the School within the dates specified by the University. The Head of the Centres shall report the award list in respect of all courses to the Dean's office.

(b) The end semester results shall be placed before the Dean of the School for approval after they have been screened by the Committee consisting of the Head of the Centre and not more than three faculty members appointed by the Dean on the recommendations of the Head of the Centre concerned.

(c) The final results at the end of the sixth and tenth semester i.e for the award of B.A(Hons.) and B.A .(Pass) degrees would be considered by a Committee of the School consisting of the Dean of the School as Chairman and Heads of the Centres concerned as members and would be approved by the Vice Chancellor before being announced.

Note: The end semester examination results and the final results at the end of the sixth semester shall be forwarded by the Dean of the School to the University within the dates specified by the University for record and further action.

10. Courses of Study and Framing of the Syllabi :

10.1 The Courses of study shall be approved by the Board of the School, on the recommendations of the Centre concerned.

10.2 The Syllabi for the courses shall be approved by the Centre concerned which shall also prescribe text books/reading text for each course.

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11. Removal of the Name of a Student from the Programme :

11.1 The names of students falling under following categories shall automatically stand removed from the rolls of the University :

(a) Those students who fail to fulfill the CGPA requirements as specified under clause 9.

(b) Those students who have already exhausted the maximum period of eight semesters for the B.A.(Hons.)and B.A (Pass) programmes defined in clause 9.

11.2 The Board of the School, on the recommendations of the Centre, may remove the name of a student from a programme of study if:

(a) A student of B.A. (Hons.) first year fails to clear atleast 50% of the prescribed core courses at the end of the first semester.

(b) A student has still to clear courses which cannot possibly be cleared in the remaining period of study even if he/she is allowed to register for the normal load for the remaining period plus 50% of this normal load.

12 Notwithstanding what is contained in the Ordinance, the Academic Council may, in exceptional circumstances and on the recommendations of the Centre/Department and Board of the School as well as on the merits of each individual case, consider at its discretion and for reasons to be recorded relaxation of any of the provisions except those prescribing CGPA/FGPA requirements.

13 No candidate shall be eligible to register for the programme/courses if he/she is already registered for any full time programme of study in this University or in any other University/Institution.

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15 (A) *ORDINANCE RELATING TO THE AWARD OF M.A., M.Sc., DEGREES.

1. Definitions:

1.1 "Course" means a Semester Course.

1.2 "Credit" (c) is the weightage assigned to a course in terms of Contact hours.

1.3 "Grade" means a letter grade assigned to a student on the basis of evaluation of a course on the ten point scale.

1.4 "Grade Point" (g) means the numerical equivalent of a letter grade assigned to a student in the ten point scale.

1.5 "Cumulative Grade Point Average" (CGPA) means a cumulative index grade point average of a student calculated in the following manner:

$$CGPA = \frac{(g1 \times c1) + (g2 \times c2)}{\text{"Total number of credits offered by the student upto and including the semester for which cumulative index is required.}}$$

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1.6 Final Grade Point Average" FGPA is the final index of a student at the time of award of a degree.

1.7 Final grade is the letter equivalent assigned to a student on the basis of his/her final grade point at the time of the award of the degree.

2. **Eligibility for Admission to the Course:**

2.1 A candidate shall be eligible for admission to the programme leading to the award of Master's degree if he/she has obtained a Bachelor's degree under 10+2+3 pattern recognized by the University or a degree recognized as its equivalent and provided further that he/she has attained minimum proficiency in the subject concerned at the time of admission as decided by the University from time to time.

2.2 No candidate shall be eligible for admission to the programme unless he/she has attained the age of 20 years for admission to the 1st semester of the programme as' on 1st October of the year in which admission is sought.

Provided that the age limit may be relaxed by the Vice-Chancellor on the recommendations of the Admission Committee of the School concerned on the merits of the case, and in case of candidate belonging to SC/ST.

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* Approved vide Resol. No.24/EC/1-4-1972 and revised vide Resol. Nos.5.5(i)/EC/11-05.1984 & 6.8/EC/27.03.2012

3. Disciplines/Languages for Master's Degree:

Candidates may seek admission to Programs of Studies leading to the award of Master's Degree in any of the following Disciplines/Languages:

01	Anthropology	
02	Economics	
03	Education	
04	Geography	
05	History	
*06	Physics	
07	Political Science	
08	Psycholology	
09	Sociology	
10	English Language & Literature	
11	French	*Language and Literature or Specialized Translation or Interpretation*
12	German	
13	Russian	
14	Spanish	
15	Arabic	
16	Chinese	
17	Persian	
18	Japanese	
19	Korean	
20	Linguistics	
21	Politics (With Specialization in International Relations)	
22	Life Sciences	
23	Sanskrit	
24	Arts & Aesthetics	
25	Economics (With Specialization in World Economy)	
26	Hindi	
27	Urdu	
28	Environmental Sciences	
29	Philosophy	
** 30	Development & Labour Studies	
31	Molecular Medicine	
32	Computational & Integrative Sciences	

And in such other disciplines/languages as may be decided by the Vice-Chancellor on the recommendations of the Board of Studies of the School and notified by the University in the Prospectus/Official website.

4. Admission Procedure:

Procedure for admission to the programme leading to the award of Master's degree shall be laid down from time to time by the Admission Committee or Committee appointed by the Academic Council under Statute 16(viii).

5. **Faculty Advisor**

5.1 The Centre through which a student seeks admission shall appoint an Adviser for students of each year from amongst the members of the faculty concerned. The Adviser shall advise the student about the registration of courses, adding/dropping of courses and how the grades awarded in the courses.

5.2 Registration of courses is the sole responsibility of a student. No student shall be allowed to do a course without registration and no student shall be entitled to any credits in the course unless he/she has been formally registered for the course by the scheduled date to be announced by the University.

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* Amended vide Resolution No. 6.1/EC/18.11.2014

*Added vide Resolution No. 6.1/EC/11.05.2015.

5.3 Late registration may be allowed to a student, in exceptional cases subject to the justification given by him/her, beyond the normal date of registration upto a maximum period of 3 weeks from the date of commencement of semester.

5.4 No student shall be allowed to add a course or substitute a course for another course later than three weeks from the date of commencement of the semester. A student wishing to drop a course must do so as early as possible in no case later than six weeks from the date of commencement of the semester.

6. Duration of the course:

6.1 The curricular work leading to the award of Master's Degree shall be spread over a minimum of four semesters, two Monsoon semesters and two Winter semesters.

Provided that a semester or a year may be declared zero semester or zero year in the case of a student if he/she could not continue with the academic programme during that period due to illness and hospitalization, technical grounds like visa problems, sequencing of courses, accepting a foreign scholarship/fellowship provided it is meant for upgrading research skill and not for earning a regular degree or diploma subject to the fulfillment of requirements as laid down by the regulations. Such zero semester/year shall not be counted for calculation of the duration of the programme in case of such a student.

6.2 The Monsoon and the Winter semesters shall commence from and end on a date to be fixed by Academic Council.

Provided that each semester will ordinarily have 90 working days excluding the examination days.

7. Credit requirements:

7.1 Ordinarily a course shall be given in prescribed number of contact hours a week to be decided by the faculty of the concerned Centre and the credits for these courses shall be as follows:

'C' level courses	2 credits
'B' level courses ,	3 credits
A' level courses	4 credits

Provided that the Board may, on the recommendation of the Centre, allot less' or more credits to a particular course.

7.2 The actual credits requirement for Master's Degree shall be prescribed by the Centre concerned.

Provided that it shall not be less than 64 credits.

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Provided further that Students who are admitted to the Master's programme besides earning 64 credits shall also be required to clear two extra non-credit courses:

Provided that the requirement of clearing of extra-non-credit courses may be relaxed by the Board of the School in the case of a student or a group of students.

7.3 (a) Normal load of a student in Social Sciences and Natural Sciences in each of the semesters shall be of 16 credits.

(b) A student with the permission of the Centre/School concerned may be allowed to carry additional load over and above the normal load prescribed in clause 7.4 (a) above provided that the additional load shall not exceed 50% of the credits/courses a student is normally expected to cover in a semester.

Provided further that the Centre/School may in exceptional circumstances permit the student a load 50% less than a normal load in a semester.

7.4 A student shall not be permitted to offer a course if he/she has not previously cleared a course(s) prescribed as a pre-requisite for the former.

8. Evaluation

8.1 The system of evaluation for each course shall be laid down by the Board of the School on the recommendation of the Centre concerned.

8.2 For courses having a semester examination, sessional work shall carry the same weightage as the semester examination.

8.3 The pattern and schedule of sessional work for each course of a semester shall be prescribed by the Board of the School, on the recommendation of the Centre concerned and shall be made known to the students at the commencement of each semester.

8.4 The students shall be graded in each course on a 10 point scale, that is:

Grade	Grade Point
A+	9
A	8
A-	7
B+	6
B	5
B-	4
C+	3
C	2
C-	1
F	0

Note: 1. There shall be no rounding off of SGPA/CGPA/FGPA
2. The SGPA/CGPA/FGPA obtained by a student shall be out of a maximum Possible 9 points.

IntraCode

The Final Grade Point Average obtained by a student shall be classified into following divisions:

FGPA	Class/Division
8.5 and above	High First Class
7.5 and above but less than 8.5	Middle First Class
6.5 and above but less than 7.5	Lower First Class
5.5 and above but less than 6.5	High Second Class
4.5 and above but less than 5.5	Middle Second Class
4.0 and above but less than 4.5	Lower Second Class

8.5 A student shall be deemed to have cleared a course only if he/she has participated in the sessional work and has secured an overall grade higher than 'F' in that course (for courses having no end semester examination) or has participated in the sessional work and appeared in the end semester examination (for courses having semester examination) and secured a weighted grade higher than 'F' in that course. A student who fails in a course either by not participating in the sessional work and thereby securing an overall grade of 'F' (for courses having no semester examination) or consequently being not eligible to appear in the end semester examination or by absenting from appearing in the end semester examination or by failing to secure a weighted grade higher than 'F' (for course having end semester examination), shall be required to repeat that course or clear another similar (core or optional, as the case may be) course in lieu thereof.

8.6 A student who secures a grade higher than 'F' in a course may be permitted by the Centre, keeping in view its academic constraints, to improve his/her grade by repeating that course once, subject to proviso of Clause 8.5 of the Ordinance.

Provided further that a student who wants to repeat a course to improve his/her performance shall be allowed to do so only if he/she surrenders his/her earlier grade in the course by 16th August in case of the Monsoon Semester courses and by 1st February in case of Winter Semester courses. Having surrendered his/her earlier grade by due date, it will be his/her repeat performance in the course which will be taken into account to compute the SGPA and the CGPA. His/her transcript will however, reflect appropriately both the performances and the fact that he/she repeated the course/courses.

8.7 The final grade point average of a student will be worked out on the basis of the formula indicated below:

$$FGPA = \frac{\sum_{i=1}^{n} cl \times gl}{\sum_{i=1}^{n} ci}$$

cl= Credit of the ith course
gl= Grade point secured by the cadet in the ith course
n = Total number of courses prescribed for the student
FGPA: Final Grade Point Average of the student concerned

8.8 Examinations shall be conducted under the directions of the Dean of the School/Chairperson of Specialised Centres.

8.9 A student can take part in the curricular programme for the Master's Degree of the University to a maximum of six semesters excluding the period of zero semester(s) granted to the him/her by the University.

8.10 Examiners or Board of Examiners shall be appointed for each course by the Board of the School, on the recommendation of the Centre concerned.

8.11 An application for admission to the semester examination shall be made in the prescribed form and forwarded to the Dean of the School through the Head of the Centre concerned and shall be accompanied by the following certificates:

i) Participation in sessional work;
ii) Clearance of all dues.

9. Grade Point Requirement/Minimum standard

9.1 A student joining the 1st semester of the four semester of the programme will be required to maintain a CGPA of 3.00 in the core Courses at the end of second Semester and thereafter.

9.2 A student, in order to be eligible for the award of Master's Degree of the University, must have (i) passed all the prescribed courses as laid down; (ii) he/she has obtained a CGPA of 4.00 at the end of the programme.

IndiaCode

Provided that a student may take more optional courses than prescribed in the programme, in which case for the calculation of Final Grade Point Average only the prescribed number of optional courses in the descending order of the grades obtained by the student shall be included. For example, if a programme has 12 compulsory courses and 4 optional courses and a student credits 6 optional courses, his/her Final Grade Point Average shall be calculated on the basis of 12 compulsory courses and the first four optional c ourses, when all the six are ranked according to descending order of grades obtained by him/her. However, no student shall be permitted to register in a semester only to take an additional optional course.

Provided further 'that the students of M.A./M.Sc. programme who are otherwise eligible for award of degree but have secured a CGPA less than 6.00 at the end of the permissible period of four semesters may be allowed by the Centre/School concerned to repeat M.A./M.Sc. level courses in the 5th and 6th semester, as per provisions contained in Clause 8.6 of the Ordinance, for improvement of CGPA.

9.3 (a) The end semester examination shall be conducted by the Centres under the overall guidance of the Dean of the School within the dates specified by the University. The Chairperson of the Centres shall report the award list in respect of all courses to Dean's office

The end semester results shall be placed before the Dean of the School for approval after they have been screened by a Committee consisting of the Chairperson of the Centre and not more than three faculty members appointed by the Dean on the recommendations of the Chairperson of the Centre concerned as members.

(b) The final results at the end of 4th semester and the award of M.A./M.Sc. degree would be considered by a Committee of the School consisting of Dean of the School as Chairman and Chairpersons of the Centres as members and would be approved by the Vice-Chancellor before being announced.

Note : The end Semester examination results of each semester and the final results at the end of the fourth semester shall be forwarded by the Dean of the School to the University within the dates specified by the University for record and further action.

10. **Courses of Study and Framing of the Syllabi:**

10.1 The Courses of study shall be approved by the Board of Studies of the School, on the recommendations of the Centre concerned.

10.2 The Syllabi for the courses shall be approved by the Centre concerned which shall also prescribe text books/reading material for each course.

11. Removal of the Name of a Student from the Programme:

11.1 The names of students falling under following categories shall automatically stand removed from the rolls of the University:

(a) Those students who fail to fulfill the CGPA requirements as specified under clause 9.1.

(b) Those students who have already exhausted the maximum period of six semesters for the M.A/M.Sc. programme and have not fulfilled the requirements for the award of MA/M.Sc. degree as defined in clause 9.

11.2 The Board of Studies of the School, on the recommendations of the Centre, may remove the name of a student from a programme of study if:

(a) A student who fails to clear at least 50% of the prescribed core courses at the end of the 1st semester.

(b) A student has still to clear courses which cannot possibly be cleared in the remaining period of study even if he/she is allowed to register for the normal load for the remaining period plus 50% of this normal load.

12. Notwithstanding what is contained in the Ordinance, the Academic Council may, in exceptional circumstances and on the recommendations of the Centre/Department and Board of Studies of the School as well as on the merits of each individual case, consider at its discretion and for reasons to be recorded relaxation of any of the provisions except those prescribing CGPA/FGPA requirements.

13. No Candidate shall be eligible to register for the programme if he/she is already registered for any full-time programme of study in this University or any other University/Institution.

14. Revival of 5-year M.A. Integrated Programme originally conceived in 1972 Ordinance :

It was recommended that the students joining the programme at 1st year or 2nd year entry point in the academic year 2012-13 and 2013-2014 will be exempted from taking JNU entrance examinations.

Resolved further that the Board of Studies, School of Language, Literature & Culture Studies will work out modalities as per 1972/1993 provisions in the relevant Ordinances and make suitable recommendations.

Approved vide Resolution No. 6.1/E.C/9.5.2014

16. *ORDINANCE RELATING TO THE AWARD OF THE MASTER OF PUBLIC HEALTH DEGREE.

1. Definition :

1.1 "Course" means a semester course

1.2 "Credit"(c) is the weightage assigned to a course in terms of contact hours.

1.3 "Grade" means letter grade assigned to a student on the basis of evaluation of a course on the ten- point scale.

1.4 "Grade Point" (g) means the numerical equivalent to a letter grade assigned to student in the ten-point scale.

1.5 "Cumulative Grade Point Average"(CGPA) means a cumulative index grade point average of student calculated in the following manner:

$$CGPA = \frac{(g1 \times c1) + g2 + c2\text{------}}{\text{Total number of credits offered by the student upto and including the semester for which cumulative index is required.}}$$

mediaCode

1.6 "Final Grade Point Average" (FGPA) is the final index of a student at the time of the award of a degree.

1.7 "Final Grade" is letter equivalent assigned to a student on the basis of his/her Final Grade Point at the time of the award of the degree

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* Approved vide Resolution No. 7/E.C/5.10.1974 and Amended vide Resolution Nos. 7.11/E.C/27.9.1995 and 6.1/EC/2.6.2005

1.8 The final grade point average of a student will be worked out on the basis of the formula indicated below:

$$FGPA = \frac{\sum_{i=1}^{n} c1 \times g1}{\sum_{i=1}^{n} ci}$$

c1 = Credit of the ith course
g1 = Grde point secured by the student in the ith course
n = Total number of courses prescribed for the student
FGPA = Final Grade point Average of the student concerned.

1.9 The programme of study leading to the award of Master's Degree in Public Health shall be called the Master of Public Health Programme (MPH) hereinafter called the MPH Programme.

1.10 Centre means the Centre of Social Medicine and Community Health hereinafter called the Centre.

2. * Eligibility for Admission to the Course :

A candidate shall be eligible for admission to the MPH programme :

(a) If he/she has MBBS degree and atleast one year's work experience after internship of M.Sc. degree in Nursing and one year's experience in Community Health Nursing.

(b) A Master's Degree in Sociology, Psychology, Anthropology, or allied subjects such as Economics, Political Science, History, Geography, Public Administration, Population Studies, Humanities, Social Work, Nutrition and Education.

Provided, however, that the cases of students who have passed examination outside the Indian Universities system and who may not have obtained a Master's degree in any other subjects mentioned in the preceeding sub-clause(b) may be considered for admission to the course subject to the condition that each case shall be examined on its own merit by the CASR of the School and in accordance with the recommendations of the Equivalence Committee.

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* Amended vide Resolution No. 6.1/EC/2.6.2005

Provided further that no candidate shall be eligible to register for the programme if he/she is already registered for any full-time programme of study in this University or in any other University/Institution.

3. Procedure for Admission:

The procedure for admission to the programme shall be laid down from time to time by the Committee for Advanced Studies and Research of the School on recommendations of the Centre.

(i) The Centre shall consider the applications and forward them to the CASR of the School with its clear recommendation whether the candidate should be admitted to the course. The CASR may, after considering the recommendations of the Centre, admit a candidate to the MPH programme.

4. *Course of Study:

The Centre shall prescribe the course(s) and specify the methodology and instructional devices to be used. Each such course shall carry such credits as may be approved by the Board of the School on the recommendations of the Centre.

In any course where an end semester examination is prescribed, a student shall be deemed to have cleared/passed the course only if he/she has secured a grade higher than 'F' in the sessional evaluation and in the end semester examination separately and secured a weighted grade higher than 'F'. In no case shall a student be allowed to repeat a course either in the event of failure or for improving the performance.

Provided, however, that a student may, with the permission of the Centre, be allowed to add, drop or substitute a course(s) within the dates notified by the University in its Academic Calendar.

Provided further that a student may register for more optional courses than prescribed by the Centre for the MPH programme, in which case for the purpose of calculation of Final Grade Point Average (FGPA), only the prescribed number of optional courses in the descending order of the grades obtained by the student shall be included. For example, if the MPH programme has optional courses comprising of a total of 8 credits and a student takes optional courses comprising of 16 credits, his/her Final Grade Point Average shall be calculated on the basis of best grades obtained by him/her in optional courses comprising of 8 credits, after ranking all the optional courses comprising of 16 credits according to the descending order of grades obtained by him/her.

5. ** Duration of the Programme:

The MPH programme shall be spread over four semesters out of which the course work requirements shall be completed in the first three semesters. The field work shall be completed and the report submitted during the fourth semester.

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* Amended vide Resolution No. 6.2/EC/6.7.2000 & 6.1/EC/10.05.2013

** Amended vide Resolution Nos. 6.2/EC/6.7.2000, 6.3/EC/19.7.2001, 6.1/EC/2.6.2005 and 6.1/EC/16.12.2008

Provided that a semester or a year may be declared zero semester or zero year in the case of a student if he/she could not continue with the academic programme during that period due to illness and hospitalization or due to accepting a foreign scholarship/fellowship subject to the fulfillment of requirements as laid down by the regulations. Such zero semester/year shall not be counted for calculation of the duration of the programme in case of such a student.

6. * Credit Requirements and eligibility for award of MPH degree :

No student admitted to the course shall be eligible for the award of MPH degree unless he/she secures 36 credits in all out of which 27 credits shall be for course work (including Research Methodology) and nine (9) credits for field work and has secured a minimum FGPA of 5.5.

7. * Evaluation :

7.1 Subject to confirmation by the Committee (CASR), the method of evaluation in the courses leading to the MPH Programme shall be prescribed and assessment conducted by the Centre.

7.2 The Courses and field work reports of the students shall be graded on a ten point scale that is :

Grade	Grade Point
A+	9
A	8
A-	7
B+	6
B	5
B-	4
C+	3
C	2
C-	2
F	0

Note: 1. There shall be no rounding off of SGPA/CGPA/FGPA

2. The SGPA/CGPA/FGPA obtained by a student is out of maximum possible 9 points

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* Amended vide Resolution Nos. 6.2/EC/6.7.2000 and 6.1/EC/2.6.2005

The Final Grade Point Average obtained by the student shall be classified into the following divisions:

FGPA	CLASS/DIVISION
8.5 and above	High First Class
7.5 and above but less than 8.5	Middle First Class
6.5 and above but less than 7.5	Lower First Class
5.5 and above but less than 6.5	High Second Class
4.5 and above but less than 5.5	Middle Second Class
3.5 and above but less than 4.5	Lower Second Class

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8. @No candidate admitted to the MPH programme shall:

(a) Undertake any employment:

(i) Provided that those engaged in teaching and research in recognized institutions located in Delhi be exempted by the CASR on the recommendation of the Centre from the limitation of this sub-clause.

(ii) Provided further that this category does not exceed 12½% of the number enrolled for MPH.

(b) Join any other course of study; or

(c) Appear in any examination other than those prescribed by the Centre concerned without the prior permission of the Committee for Advanced Studies and Research.

9. *Removal of name of a student from the rolls of the University:

9.1 The name of a student shall automatically stand removed from the rolls of the University if he/she

(a) fails in any course;
(b) fails to secure CGPA of 5.00 at the end of second semester.

@ Amended vide Resolution No. 6.1/EC/2.6.2005
* Amended vide Resolution Nos. 6.2/EC/6.7.2000, 6.1/EC/20.11.2012 & 6.1/EC/10.05.2013

10. Notwithstanding what is contained in this Ordinance, the Academic Council may, in exceptional circumstances and on the recommendation of the Committee for Advanced Studies and Research of the School or an appropriate Committee or Board of the School as well as on the merits of each individual case, consider relaxation of any of the provisions at its discretion and for reasons to be recorded.

IndiaCode

17. *ORDINANCE RELATING TO MASTER'S DEGREE IN POPULATION STUDIES.

1. Title of the Programme :

The Programme of study leading to the award of Master's Degree in Population Studies shall be called the Master of Population Studies (M.P.S.) (hereinafter called the Course).

2. Eligibility for Admission to the Course :

A candidate shall be eligible for admission to the Course if he had taken a Master's degree of a University or a degree recognized by the University for this purpose as its equivalent in :

(a) Mathematics, Statistics, Geography, Sociology, Economics or Anthropology.

(b) A Master's degree in such other disciplines as the Committee for Advanced Studies and Research of the School of Social Sciences (hereinafter called the Committee) may, on the recommendations of the Centre for the Study of Regional Development (hereinafter called the Centre) prescribe.

mixCode

3. Procedure for Applying :

The procedure for receiving the applications to the course shall be that as laid down from time to time by the Committee.

4. Procedure for Admission :

4.1 The Centre shall consider the applications and may invite the candidates for interview for this purpose and forward the applications with its recommendations on the matters specified in Clause 4.2 to the Committee.

4.2 The matters referred to in Clause 4.1 are:

i. Admission of candidates to the course; and
ii. Nomination of Advisers for the candidates

* Approved vide Resolution No. 7/EC/8.10.1974

5. Duties of the Committee :

The Committee may, after considering the recommendations of the Centre (i) admit any candidate to the Course, and (ii) appoint the Adviser.

6. Course of Study :

The Centre shall prescribe the particular courses and specify the methodology and instructional devices to be adopted. Every such course shall carry such credits as may be determined by the Centre.

7. *Duration of Course :

The programme shall be spread over a minimum of two and a maximum of three semesters :

Provided that in exceptional cases the duration of the programme could be extended one more semester by the Committee for Advanced Studies and Research on the merit of each case.

** Provided further that the students who have satisfactorily completed the course requirements for the Master's Degree in Population Studies but could not submit their dissertations may be allowed to submit their dissertations within five semesters from the date of their first admission.

8. Credit Requirement :

No student, admitted to the Course, shall be eligible for the award of the M.P.S. degree unless he/she secures 30 credits in all, out which a minimum of 6 credits shall be for a dissertation or monograph, research paper or project work.

9. Topic of Dissertation, Monograph, Research Paper, Project Work :

The topic of the dissertation, monograph, research paper, project work shall be approved by the Department/Centre on the basis of a proposal submitted by a candidate through the Adviser concerned.

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* Amended vide Resolution No. 6.4/EC/7.7.1977

** Added vide Resolution No. 5.6//EC/5.9.1977

10. Evaluation :

10.1 Subject to confirmation by the Committee, the method of evaluation in the courses leading to the M.P.S. degree shall be prescribed and assessment conducted by the Centre.

10.2 The dissertation, monograph, research paper of project work shall be examined by two examiners (one at least of whom shall be a person not concerned with the University) and they shall be appointed by the Academic Council and the Executive Council on the recommendations of the Committee and the Board of the School of Social Sciences.

11. Removal of Name of Student :

The Committee may strike off from the rolls of the University the name of any student admitted to the course if his/her progress is unsatisfactory and if the Centre recommends such action.

IndiaCode

18. * ORDINANCE RELATING TO THE AWARD OF M. TECH (COMPUTER SCIENCE AND TECHNOLOGY) DEGREE.

1. Title of the Programme :

The Programme of study leading to the award of Master of Technology Degree in Computer Science and Technology shall be called M. Tech. (Computer Science and Technology).

2. Definitions:

2.1 "Course" means a Semester Course.

2.2 "Credit" (C) is the weightage assigned to a course in terms of Contact hours

2.3 "Grade" means a letter grade assigned to a student on the basis of evaluation of a course on the ten point scale.

2.4 "Grade Point" (g) means the numerical equivalent of a letter grade assigned to a student in the ten point scale.

2.5 "Cumulative Grade Point Average" (CGPA) means a cumulative index grade point average of a student calculated in the following manner.

$$CGPA = \frac{(g\ 1 \times c1) + (g2 \times c\ 2)}{\text{Total number of Credits offered by the Student upto and including the semester for which cumulative index is required.}}$$

2.6 "Final Grade Point Average" (FGPA) is the final index of a student at the time of the award of degree.

2.7 "Final Grade" is the letter equivalent assigned to a student on the basis of his/her final grade point at the time of the award of the degree.

IndiaCode

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* Approved vide Resolution No. 6.12/EC/28.1.1986

2.8 The final grade point average of a student will be worked out on the basis of the formula indicated below.

$$FGPA = \frac{\sum_{i=1}^{n} c_i X g_i}{\sum_{i=1}^{n} c_i} \quad \frac{\sum_{i=1}^{n} mc_1 X g_1}{\sum_{i=1}^{n} m c_i}$$

c i = Credit of the ith course.
g 1 = Grade Point secured by the student in the ith course.
n = Total number of courses prescribed for the student.
FGPA = Final Grade Point Average of the student concerned.

IndiaCode

3. Eligibility for Admission :

A candidate shall be considered for admission to the M.Tech. (CS&T) programme if he/she possesses the Master's degree in Mathematicvs or Statistics or Operational Research or equivalent qualification or MCA or in any branch of Science or B.Tech. In any branch of Engineering with atleast 60% marks.

4. Procedure for Admission :

4.1 The procedure for admission to the course shall be that laid down from time to time by the Committee for Advanced Studies and Research of the School hereinafter called the Committee

**4.2 After having been admitted to the programme the candidate shall be assigned to a supervisor(s) appointed by the Committee for Advanced Studies and Research/Special Committee of the School/Special Centre.

Provided that in case a Supervisor under whose supervision a dissertation has been prepared in part or in full, ceases to be a teacher of the University, he/she may, subject to his/her availability and recommendations of the Centre/Department, be considered for appointment by the Committee for Advanced Studies and Research/Special Committee of the School/Special Centre as Joint Supervisor of the student concerned.

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* Amended vide Resolution No. 6.1/EC/20.11.2012

5. * Courses of Study :

5.1 The School shall prescribe the course (s) and specify the methodology and instructional devices to be used. Every such course shall carry such credits as may be approved by the Board of the School on the recommendations of the Centre/Department concerned. In any course where an end semester examination is prescribed, a student clears the course only if he/she participated in the sessional work and appeared in the end semester examination and secured a weighted grade higher than 'F'. In no case shall a student be allowed to repeat a course either in the event of failure or for improving the performance.

5.2 A Student may with the permission of the School be allowed to add. drop or substitute course(s) within a period of three weeks from the commencement of the semester.

6. * Duration of the Course:

The course work shall be completed **within the first three consecutive semesters and the dissertation in the third and fourth semester.**

Provided that a semester or a year may be declared zero semester or zero year in the case of a student if he/she could not continue with the academic programme during that period due to illness and hospitalization or due to accepting a foreign scholarship/fellowship subject to the fulfillment of requirements as laid down by the regulations. Such zero semester/year shall not be counted for calculation of the duration of the programme in case of such a student.

7. ** Removal of name of a student from the rolls of the University:

7.1 The name of a student shall automatically stand removed from the rolls of the University, if he/she

(a)Fails in any course;

(b)Fails to secure CGPA of 5.00 on completion of course work at the end of second semester.

7.2 The Committee for Advanced Studies and Research/Special Committee of the School/Special Centre may remove the name of a student from the rolls of the University for unsatisfactory progress at any time during the duration of the programme.

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* Amended Vide Resolution Nos. 6.2/EC/.6.7.2000, 6.3/EC/19.7.2001, 6.2/EC/22.1.2003 & 6.1/EC/20.11.2015

** Amended vide Resolution Nos. 5.9/EC/13.12.1991 & 6.2/E.C.6.7.2000

8. * Credit Requirement:

No student admitted to the programme shall be eligible for the award of M.Tech. degree unless he/she secures **50 credits all out of which Semesters I and II course work – 30 credits; Semester III course work – 6 credits & seminar – 2 credits; Dissertation – 12 credits**.

9. Topic of Dissertation:

The topic of dissertation shall be approved by the School on a proposal submitted by the student through his/her Adviser.

10. Evaluation:

10.1 Subject to confirmation by the Committee for Advanced Studies and Research, the method of evaluation in the courses leading to the M.Tech. degree shall be prescribed and assessment conducted by the Department/Centre.

**10.2 The dissertation submitted by a candidate for the award of M.Tech. degree shall be examined by two examiners, to be appointed by the Executive Council, on the recommendations of the Academic Council, the Board and the Committee for Advanced Studies and Research of the School. At least one of the examiners shall be a person who is not on the staff of the University and/or on the Committee of the Centre/Board of the School.

Provided further that in case an examiner to whom the dissertation has been sent for evaluation fails to forward the report to the University within four months from the date of dispatch of the dissertation, the University may appoint another examiner out of the panel approved by the Vice-Chancellor to evaluate the dissertation.

Provided that in case of difference of opinion between the two examiners with regard to the evaluation of dissertation the Dean of the School shall arrange to have placed before the Committee the evaluation reports of both the examiners for its consideration.

Provided further that after due consideration of the reports, the Committee may recommend the appointment of a third examiner (not connected with the University) in the manner as laid down in Clause 10.2 above for the evaluation of the dissertation.

Provided further that if the recommendation of the third examiner is in the negative, the student concerned shall not be awarded the degree of M.Tech.

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* Amended vide Resolution No. 6.1/EC/20.11.2015.

** Amended vide Resolution No. 6.1/EC/20.11.2012.

10.3 *The courses and dissertation of the student shall be graded on a 10 point scale that is

Grade	Grade Point
A+	9
A	8
A-	7
B+	6
B	5
B-	4
C+	3
C	2
C-	1
F	0

Note 1: There shall be no rounding off of SGPA/CGPA/FGPA.

2: The SGPA/CGPA/FGPA obtained by a student is out of a maximum possible 9 points

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The Final Grade Point Average obtained by the student shall be classified into the following divisions.:

FGPA	Class/Division
8.5 and above	High First Class
7.5 and above but less than 8.5	Middle First Class
6.5 and above but less than 7.5	Lower First Class
5.5 and above but less than 6.5	High Second Class
4.5 and above but less than 5.5	Middle Second Class
3.5 and above but less than 4.5	Lower Second Class (Pass)

10.4 The examiner while recommending the approval of the dissertation for the award of M.Tech. degree shall also award grade for the dissertation according to grading system in Clause 10.3 above. The final grade for the dissertation shall be determined by taking the average of the grades awarded by two examiners.

10.5 A student in order to be eligible for the award of M. Tech. Degree of the University must have a minimum CGPA of 5.00 (inclusive of dissertation and course work.

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* Amended Vide Resolution No. 6.2/EC/6.7.2000

10.6 The question whether viva-voce examination in respect of M. Tech. Dissertation submitted by the student be conducted or not shall be decided by the Board of the School. Where the Board decides to hold the viva-voce examination, grade for dissertation shall be jointly awarded by the two examiners at the time of viva-voce examination.

11. No candidate admitted to a course of research for the M.Tech. degree shall :

(a) Undertake any employment provided that the following may be exempted from the limitation of this sub-clauses:

(i) Those engaged in teaching and research in recognized institutions; and

(ii) Those whose occupation or special knowledge or professional attainments are adjudged to be specially helpful towards the proposed course of research, provided that this category shall not exceed 12-1/2% of the total number of students enrolled for the M.Tech./M.Phil/Ph.D. programmes.

(b) Join any other course of study; or

(c) Appear in any examination other than those prescribed by the School without the prior permission of Committee for Advanced Studies and Research.

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12 ** Subject to the approval by the CASR/Special Committee of the School a student may exercise his/her option for the award of M.Tech. degree or M.Phil. degree of the School at the time of submission of dissertation as the case may be.

Provided further that M. Tech. Students having CGPA of 6.50 in their courses carrying a minimum of 30 credits will be eligible for confirmation to the Ph.D programme by the CASR/Special Committee of the School.

13 No candidate shall be eligible to register for the programme/course if he/she is already registered for any full time programme of study in this University or any other University/Institution.

14 * Notwithstanding what is contained in the Ordinance, the Academic Council may, in exceptional circumstances and on the recommendation of the Committee for Advanced Studies and Research concerned or an appropriate Committee and Board of the School as well as on the merits of each individual case, consider, at its discretion and for reasons to be recorded, relaxation of any of the provisions except those prescribing CGPA/FGPA requirements.

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* Amended Vide Resolution No. 6.2/EC/6.7.2000

** Amended vide Resolution No. 5.8/EC/16.10.1990 and 6.1/EC/10.7.2009

19. *ORDINANCE RELATING TO THE AWARD OF MASTER OF COMPUTER APPLICATIONS DEGREE.

1. DEFINTIONS

1.1 "Course" means a Semester Course.

1.2 "Credit" (C) is the weightage assigned to a course in terms of Contact hours.

1.3 "Grade means a letter grade assigned to a student on the basis of evaluation of a course on the ten point scale.

1.4 "Grade Point" (g) means the numerical equivalent of a letter grade assigned to a student in the ten point scale.

1.5 "Cumulative Grade Point Average" (CGPA) means a cumulative index grade point average of a student calculated in the following manner:

$$CGPA = \frac{(g\,1 \times c1) + (g2 \times c\,2)}{\text{Total number of Credits offered by the Student in the semester for which cumulative index is required.}}$$

Cumulative Grade Point Average (CGPA) would imply sum total of the credits offered by a student during all the semesters, inclusive of the semester for which cumulative index is required.

1.6 "Final Grade Point Average" (FGPA) is the final index of a student at the time of the award of a degree.

1.7 "Final Grade" is the letter equivalent assigned to a student on the basis of his/her Final Grade Point at the time of the award of the degree.

2. Eligibility for Admission :

2.1 A candidate shall be eligible for admission if he/she possess Bachelor's degree under 10+2+3 pattern of education in any discipline with enough competence in mathematics and with 55% marks in mathematics or statistics or commerce or economics as one of the elective subjects.

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* Approved by the Executive Council vide Resolution No. 6.7/E.C/20.7.1987

3. Admission Procedure :

Procedure for admission to the course leading to the Master's Degree shall be laid down from time to time by the Admission Committee or Committee appointed by the Academic Council under Statute 16 (viii).

4. Faculty Adviser :

4.1 The School shall appoint an Adviser for each student from amongst the members of the Faculty concerned. The Adviser shall advise the student about the course to be taken and record them and his/her progress on the course card shall carry such entries may be specified by the Regulations.

4.2 Registration of courses is the sole responsibility of a student. No student shall be allowed to do a course without registration and no student shall be entitled to any credits in the course unless he/she has been formally registered for the course by the scheduled date to be announced by the University.

4.3 Late registration will be allowed upto a maximum of two weeks after the beginning of a semester on payment of late registration fee.

4.4 No student shall be allowed to add a course or substitute a course for another course later than three weeks from the date of commencement of the semester. A student wishing to drop a course must do so as early as possible and in no case later than six weeks from the date of commencement of the semester. No student shall be permitted to drop a course after the six- week period.

5. Duration of the Course :

5.1 ***** The curricular work leading to the award of Master of Computer Applications shall be spread over a minimum of 6 semesters – 3 Monsoon semesters and 3 Winter semesters.

Provided that a semester or a year may be declared zero semester or zero year in the case of a student if he/she could not continue with the academic programme during that period due to illness and hospitalization or due to accepting a foreign scholarship/fellowship subject to the fulfillment of requirements as laid down by the regulations. Such zero semester/year shall not be counted for calculation of the duration of the programme in case of such a student.

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* Amended vide Resolution No. 6.2/E.C/6.7.2000 & 6.3/EC/19.7.2001

5.2 The Monsoon and the winter Semesters shall commence from and end on a date to be fixed by the Academic Council:

Provided that each Semester will Ordinarily have 90 working days excluding the examination days.

5.3 A student who has taken the required curricular programme for a minimum of six semesters will become eligible subject to Regulations made in this regard for the award of Master of Computer Applications degree of the University, provided he/she fulfills the credit requirements as prescribed under the Ordinance.

6. Credit Requirements :

6.1 Unless otherwise specified by the Academic Committee all courses shall be of 'A' level carrying 4 credits each and a student shall have to earn a minimum of 96 credits at the end of the third year in order to be eligible for the award of Master of Computer Applications degree.

6.2 Ordinarily a course shall be given in three/four contact hours a week.

Provided that the Board may, on the recommendation of the School allot less or more credits to a particular course.

6.3 The actual credit requirement in the case of a student or a group of students for Master of Computer Applications degree may be prescribed by the School in excess of those provided under clause 6.1 above.

6.4 The School may prescribe pre-requisite course(s) to a student when necessary.

6.5 A student shall not be permitted to offer a course if he/she has not previously cleared a course(s) prescribed as a pre-requisite for the former.

7. Evaluation :

7.1 The System of evaluation for each course shall be laid down by the Board of the School.

7.2 For courses having a semester examination, sessional work shall carry the same weight as a semester examination.

7.3 The pattern and schedule of sessional work of each course of a semester shall be prescribed by the school and shall be made known to the students at the commencement of each semester.

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7.4 * The student shall be graded on a 10 point scale that is

Grade	Grade Point
A+	9
A	8
A-	7
B+	6
B	5
B-	4
C+	3
C	2
C-	1
F	0

Note 1: There shall be no rounding off of SGPA/CGPA/FGPA.

2: The SGPA/CGPA/FGPA obtained by a student is out of a maximum possible 9 points

The Final Grade Point Average obtained by the student shall be classified into the following divisions.:

FGPA	Class/Division
8.5 and above	High First Class
7.5 and above but less than 8.5	Middle First Class
6.5 and above but less than 7.5	Lower First Class
5.5 and above but less than 6.5	High Second Class
4.5 and above but less than 5.5	Middle Second Class
3.5 and above but less than 4.5	Lower Second Class

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7.5 * A student clears a course only if he/she has participated in the sessional work and has secured an overall grade higher than 'F' in that course (for course having no end semester examination) or has participated in the sessional work and appeared in the end semester examination (for courses having semester examination) and secured a weighted grade higher than 'F' in that course. A student who fails in a course either by not participating in the sessional work and thereby securing an overall grade of 'F' (for courses having no semester examination) or consequently being not eligible to appear in the end semester examination or by absenting from appearing in the end semester examination or by failing to secure a weighted grade higher than 'F' (for course having end semester examination), shall be required to repeat that course or clear another similar (core or optional, as the case may be) course in lieu thereof.

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* Amended Vide Resolution No. 6.2/E.C/6.7.2000

7.6 A student who secured a grade higher than 'F' in a course may be permitted by the School to improve his/her grade by repeating that course once.

Provided further that a student who wants to repeat a course to improve his/her performance shall be allowed to do so only if/she surrenders his/her earlier grade in the course by 16th August in case of the Monsoon Semester course and by 1st February in case of Winter semester courses. Having surrendered his/her earlier grade by due date, it will be his/her repeat performance in the course which will be taken into account to compute the SGPA and CGPA. His/her transcript will however, reflect appropriately both the performances and the fact that he/she had repeated the course/courses.

7.7 The final grade point average of student will be worked out on the basis of the formula indicated below:

$$FGPA = \frac{\sum_{i=1}^{n} c1 \times g1}{\sum_{i=1}^{n} ci}$$

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c1 = Credit of the ith course
g1 = Grde point secured by the student in the ith course
n = Total number of courses prescribed for the student
FGPA = Final Grade point Average of the student concerned.

7.8 Examination shall be conducted under the direction of the Dean of the School.

7.9 A Student can take part in the circular programme for the Master of Computer Applications of the University to a maximum of 8 semesters.

7.10 An application for admission to the semester examination shall be made in the prescribed form and forwarded to the Dean of School and shall be accompanied by the following certificates:

(i) Clearance in Sessional Evaluation.
(ii) Clearance of his/her dues including the prescribed examination fees if any.

8. Grade Point Requirements/Minimum Standard :

8.1 A student will be required to maintain a minimum SGPA of 3.0 in the courses at the end of the first and the second semester separately and thereafter CGPA of 4.0 at the end of subsequent semesters throughout the programme.

8.2 A student with a cumulative index of less than 4.00 at the end of sixth semester, will be given a maximum of two more semesters to bring up his/her cumulative index to the prescribed requirements for the award of Master of Computer Applications degree

8.3 A student in order to be eligible for the award of Master's degree of the University must have fulfilled the following requirements:

(i) he/she has taken and passed all the prescribed courses as laid down;
(ii) he/she obtained a minimum CGPA of 4.00 at the end of the programme.

8.4 The end-semester examinations shall be conducted by the School under the overall guidance of the Dean of the School within the dates specified by the University.

The end-semester results shall be placed before the Dean of the School for approval after they have been screened by the Committee consisting of not more than three faculty members appointed by the Dean.

8.5 The final results at the end of the sixth semester for the award of Master of Computer Applications degree would be considered by a Committee of the School consisting of the Dean of the School as Chairman and three faculty members and would be approved by the Vice-Chancellor before being announced.

Note: The end-semester examination results and the final results at the end of sixth semester shall be forwarded by the Dean of the School to the University, within the dates specified by the University for record and further action.

9. Courses of Study and Framing of the Syllabi :

9.1 The courses of study shall be approved by the Board of the School, on the recommendations of the School.

9.2 The Syllabi for the courses shall be approved by the School concerned which shall also prescribed text-books for each course.

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****10. Removal of Name:**

Names of the students who fail to satisfy the minimum CGPA requirement as provided in Clause 8.1 of the Ordinance shall stand automatically removed from the rolls of the University.

11. Registration For Only One Full-Time Programme :

No candidate shall be eligible to register for the programme/courses if he/she is already registered for any full-time programme of study in this University or in any other University/Institution.

***12. Relaxation :**

Notwithstanding what is contained in the Ordinance, the Academic Council may, in exceptional circumstances and on the recommendations of the Board of the School as well was on the merits of each individual case consider, at its discretion and for reasons to be recorded relaxation of any of the provisions except those prescribing CGPA/FGPA requirements.

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* Amended vide Resolution No. 6.2/E.C/6.7.2000
** Amended vide Resolution No. 6.1/EC/20.11.2012

20. * ORDINANCE RELATING TO THE AWARD OF POST GRADUATE DIPLOMA IN BIOINFORMATICS.

1. Definitions :

1.1 "Course" means a Semester Course

1.2 "Credit" (C) is the weightage assigned to a course in terms of Contact hours.

1.3 "Grade" means a letter grade assigned to a student on the basis of evaluation of a course on a ten point scale.

1.4 "Grade point" (g) means the numerical equivalent of a letter grade assigned to a student in the ten point scale.

1.5 "Semester Grade Point Average" (SGPA) means a semester index of a student at the end of a semester in respect of courses for which he/she had registered during the semester, calculated as per the following formula :

$$SGPA = \frac{\sum_{i=1}^{2} gi \times ci}{\sum_{i=1}^{2} ci}$$

Where gi = the grade point secured by the student in the ith course

ci = the credit of the ith course

1 = the total number of courses for which the student had registered during the semester.

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* Vide Resolution No. 1/EC/30.10.2000

1.6 "Cummulative Grade Point Average" (CGPA) means a cumulative index of a student at the end of a semester in respect of courses for which he/she had registered till then including those in all the previous semesters, calculated as per the following formula :

$$CGPA = \frac{\sum_{i=1}^{m} gi \times ci}{\sum_{i=1}^{m} ci}$$

Where m = The total number of courses for which the student had registered till then including those in all the previous semesters.

1.7 "Final Grade Point Average" (FGPA) means the final index of a student at the end of a programme for the award of the diploma/degree in respect of all the courses for which he/she had registered during the entire programme, calculated as per the following formula :

$$FGPA = \frac{\sum_{i=1}^{n} gi \times ci}{\sum_{i=1}^{n} ci}$$

Where n = The total number of courses for which the student had registered during the entire programme.

1.8 "Final Grade" is the letter equivalent assigned to a student on the basis of his/her Final Grade Point Average at the time of the award of the degree.

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2. Eligibility for Admission :

2.1 A candidate shall be eligible for admission if he/she possesses recognized Master's degree in any branch of Natural Sciences including Mathematics or B.Tech./B.E./MCA in any branch of Engineering or MBBS/MVSC, M.Pharm. Candidate must have competence in mathematics at the 10+2 level.

2.2 There shall be an Academic Committee as may be constituted by the University to guide and supervise the programme.

3. Admission Procedure :

The admission procedure may be laid down by Academic Committee from time to time.

4. Courses of Study :

4.1 There shall be an Advisory Committee to advise students about the remedial courses and project to be taken.

The Advisory Committee shall prescribe the course(s) and specify the methodology and instructional devices to be used. Every such course shall carry such credits as may be approved by the Academic Committee. In any course where an end semester examination is prescribed, a student clears the course only if he/she has participated in the sessional work and appeared in the end semester examination and secured a weighted grade higher than `F'. In no case shall a student be allowed to repeat a course either in the event of failure or for improving the performance.

4.2 All the courses, except remedial courses, shall be compulsory for the students.

5. Duration of Programme :

5.1 The curricular work leading to the award of Post-Graduate Diploma in Bioinformatics shall be spread over a period of 2 semesters – one Monsoon Semester and one Winter Semester with a provision of a project report to be submitted by student latest by July 21 at the end of the Winter Semester.

6. Credit Requirements :

6.1 Unless otherwise specified by the Academic Committee a student shall have to earn a minimum of 32 credits including 6 credits for project at the end of one year in order to be eligible for the award of Post-Graduate Diploma in Bioinformatics.

6.2 The actual credit requirement, in excess of those provided under Clause 6.1 above in case of a student or a group of students for Post Graduate Diploma in Bioinformatics, may be prescribed by the Advisory Committee.

6.3 The Advisory Committee may prescribe pre-requisite course(s) to a student when necessary.

6.4 A student shall not be permitted to register for a course if he/she has not previously cleared a course(s) prescribed as a pre-requisite for the former.

7. Evaluation :

7.1 The System of evaluation for each course shall be laid down by the Academic Committee and will consist of examinations at the middle and at the end of each term, term papers, assignments, performance in seminar or any combination of the above.

7.2 The end-semester examination shall be conducted by Bioinformatic Centre under the overall guidance of the Advisory Committee within the schedule specified by the University.

7.3 The student shall be graded in each course on a ten-point scale, that is:

Grade	Grade Point
A+	9
A	8
A-	7
B+	6
B	5
B-	4
C+	3
C	2
C-	1
F	0

Note 1: There shall be no rounding off of SGPA/CGPA/FGPA.

2: The SGPA/CGPA/FGPA obtained by a student is out of a maximum possible 9 points

IndiaCode

7.4 The Final Grade Point Average obtained by the student shall be classified into following divisions.:

FGPA	Class/Division
8.5 and above	High First Class
7.5 and above but less than 8.5	Middle First Class
6.5 and above but less than 7.5	Lower First Class
5.5 and above but less than 6.5	High Second C lass
4.5 and above but less than 5.5	Middle Second Class
3.5 and above but less than 4.5	Lower Second Class
3.0 and above but less than 3.5	Pass

8. Grade Point Requirements/Minimum standard :

8.1 A student will be required to maintain a minimum SGPA of 4.00 in the courses at the end of the first semester. For SC/ST candidates the minimum SGPA requirement shall be 3.5.

8.2 A student in order to be eligible for the award of Post-Graduate Diploma in Bioinformatics in the University must have fulfilled the following requirements:

(i) He/she passed all the prescribed courses as laid down by Academic Committee;

(ii) He/she fulfils the credit requirements including project work as prescribed under the Ordinance.

(iii) He/she obtained a minimum FGPA of 4.00 at the end of the programme.

8.3 The final results at the end of the year for the award of Post-Graduate Diploma in Bioinformatics would be approved by the Vice-Chancellor on the recommendation of the Academic Committee.

9. Removal of Name :

The name of the student who fails to secure the minimum CGPA requirement as prescribed in Clause 8 shall automatically stand removed.

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10. Registration for only one full time Programme :

No candidate shall be eligible to register for the programme if he/she is already registered for any full-time programme of study in this University or in any other University/Institution.

11. Relaxation :

Notwithstanding what is contained in the Ordinance, the Academic Council may, in exceptional circumstances and on the recommendations of the Academic Committee as well as on the merits of each individual case, consider relaxation of any of the provisions (except those of Clause 8) at its discretion and for reasons to be recorded.

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21. *ORDINANCE RELATING TO THE AWARD OF ADVANCED DIPLOMA IN LANGUAGES MASS MEDIA (PART-TIME PROGRAMME)

Commencement of Ordinance

The Ordinance shall come into force from 1.12.1977

1. **Eligibility for Admission :

No candidate shall be eligible for admission to the course leading to the award of Advanced Diploma (hereinafter to be referred to as course) specified in column (I) of the table below, unless he/she has passed the examination as specified in column (2).

Name of the courses	Minimum Qualifications
Advanced Diploma in Languages Mass-Media	(a) A University Degree equivalent to BA under the 10+2+3 pattern of any University or any examination recognised by the University as its equivalent. (b) Proficiency in Language concerned equivalent to that of BA standard

India Code

2. Courses of Study Syllabi etc. :

The course of study shall be approved by the Board of the School of Languages on the recommendation of the Centre concerned.. The Centre concerned shall approve syllabus and prescribe text books for the courses.

3. Admission Procedure :

The procedure for admission to the courses shall be laid down from time to time, by the centre concerned in accordance with the Admission policy laid down by the Academic Council under clause (viii) of Statute 16.

4. Duration of the Course :

1. The curricular work leading to the course shall be spread over two semesters, Monsoon Semester and Winter Semester.

2. A student can take part in curricular programme of each of the courses mentioned in Article 2 to a maximum of 4 consecutive semesters.

3. The Monsoon and the Winter Semesters shall Ordinarily commence from and end on the dates to be fixed by the Academic Council from time to time.

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* Approved vide Resolution 5.5/E.C/3.5.1978

** Amended vide Resolution No. 6.4/E.C/16.10.1982 and vide Resolution No.6.12/E.C 28.1.1986

5. Registration of Courses :

1. Registration of courses is the responsibility of the student. No student will be allowed to attend a course without registration and he/she will not be entitled to any credit in the course unless he/she has been formally registered for the course on the scheduled date.

2. Late registration will be allowed upto a maximum of two weeks after the beginning of a semester with payment of late registration fee.

6. Credit Requirements :

1. The Diploma shall have two B level courses in each semester.

2. Ordinarily a course shall be given in three contact hours a week and the credits of each course shall be as follows: B level 6 Credits.

   Provided that the Board may on the recommendation of the Centre concerned allot more or less credits to a particular course.

3. The actual credit requirements for the award of Advanced Diploma shall be 12 credits.

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7. Grade Point Requirements/Minimum Standard :

A student will be required to maintain a minimum cumulative grade point average of 2.0 during the 1st semester of the concerned course failing which the Board of the School may, on the recommendation of the Centre concerned decide that his/her name be deleted from the Register.

At the end of the second semester a student is required to have a minimum cumulative grade point average of 4.0 to enable him/her to be eligible for the award of Advanced Diploma.

8. Scheme of Examination :

The subjects for the examination (both written papers and Oral papers) the credits assigned to each and the time allowed shall be prescribed by the Board of the School on the recommendation of the Centre concerned and shall be announced at the commencement of the courses.

9. Evaluation

9.1 The system of evaluation for each course shall be laid down by the Board of the School on the recommendation of the Centre concerned.

9.2 For courses having a semester examination, sessional work shall carry the same weight as the semester examination.

9.3 The pattern and schedule of sessional work for each course of a semester shall be prescribed by the Board of the School, on the recommendation of the Centre concerned and shall be made known to the students at the commencement of each semester.

*9.4 Students shall be graded in each course on a 10 point scale that is:

Grade	Grade Point
A+	9
A	8
A-	7
B+	6
B	5
B-	4
C+	3
C	2
C-	1
F	0

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Note: 1. There shall be no rounding off of SGPA/CGPA/FGPA
2. The SGPA/CGPA/FGPA obtained by a student is out of maximum possible 9 points

*9.5 A student clears a course only if he/she has cleared both the components, namely, sessional work and end semester examination (for courses having end semester examination) by securing a grade higher than 'F' in both of them , or only if he/she secures an overall grade higher then 'F' (for courses having no end semester examination). A student who fails in a course either by not clearing the sessionals and consequently being not eligible to appear in the end semester examination, or by failing in the end semester examination, or by absenting from appearing in the end semester examination (for courses having end semester examination) or by failing to secure an overall grade higher than 'F'(for courses having no end semester examination), shall be required to repeat that course within next two semesters when offered by the Centre subject to a maximum time limit as specified in Clause 6.2.

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* This Amended vide Resolution No. 6.2/E.C/6.7.2000

9.6 A student who secures a grade higher then 'F' in a course may be permitted by the Centre to improve his grade by repeating that course once, within the next two semesters when it is offered.

9.7 The final grade of student will be worked out on the basis of the formula indicated below

$$FGPA = \frac{\sum_{i=1}^{n} c1 \times g1}{\sum_{i=1}^{n} ci}$$

c1 = Credit of the ith course
g1 = Grade point secured by the student in the ith course
n = Total number of courses prescribed for the student
FGPA = Final Grade point Average of the student concerned.

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10. Admission to Examination :

An application for admission to the semester end examination shall be made in the prescribed form and forwarded through the Head of the Centre concerned alongwith a certificate from the Head indicating the student's clearance in sessional evaluation. In addition, the student shall be required to produce a certificate from the Finance Office indicating the clearance of his dues.

11. Conducting of Examination :

11.1 Examination shall be conducted under the direction of the Dean of the School.

11.2 Examiner or Board of Examiners shall be appointed for each course by the Board of the School on the recommendation of the Centre concerned.

11.3 It shall be the duty of the examiners, Board of Examiners, as the case may be, to set question papers for examinations and to evaluate scripts and to conduct the viva-voce.

11.4 The semester end results would be placed before the Dean of the School for approval after they have been screened by the Committee consisting of Head of the Centre and not more than three faculty members appointed by the Dean on the recommendation of the Head of the Centre concerned.

11.5 The result shall be announced after they have been approved by the Dean of the School and the Vice-Chancellor.

IndiaCode

22. *ORDINANCE RELATING TO THE AWARD OF CERTIFICATE OF PROFICIENCY, DIPLOMA OF ADVANCED PROFICIENCY AND PRE-DEGREE DIPLOMA IN LANGUAGES (UPTO 24.7.1978)

1. Commencement of Ordinance :

The Ordinance shall come into force on the 1st July, 1971.

2. Eligibility for admission :

No candidate shall be eligible for admission to the courses leading to the award of Certificate/Diploma (hereinafter to be referred to as courses) specified in column(1) of the table below, unless he has passed the examinations and has the requisite age wherever required as specified in the corresponding entry in column (2) of the said table:

Name of the Course	Qualifications
Certificate of Proficiency	Higher Secondary Examinations of the Board of Secondary Education, Delhi or an Examination recognized by the University as its equivalent
Diploma of Advanced Proficiency	(i) Higher Secondary Examination of the Board of Secondary Education Delhi, or an Examination recognized by the University as its equivalent, and (ii) Certificate of Proficiency Examination held by the Jawaharlal Nehru University or an examination recognized by the University as its equivalent.

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* Approved vide Resolution, No. 19/EC/12.6.1971. The provisions of this Ordinance beyond 25.7.1978 are applicable only to full-time-pre-Degrees, Diploma course Languages as a new Ordinance in respect of other courses has been framed w.e.f this date.

*Pre-Degree Diploma	(i)	Senior School Certificate Examination (10+2) of a recognized Board of Secondary Education or an Examination recognized by the University as its equivalent; and
	(ii)	17 years of age but not exceeding 21 years as 1st October of the year in which admission is sought.

**Provided that no candidate shall be eligible to register for the programme/course if he is already registered for any full-time programme of study in this University or any other University/Institution.

***Note: The age limit may be relaxed by the Vice-Chancellor on the recommendation of the Admission Committee of the School concerned on the merits of the case and in case of candidates belonging to Scheduled Caste/Scheduled Tribe.

3 Subjects for the Courses :

Candidates may seek admission to Programmes of Study leading to the award of (i) Certificate of Proficiency (ii) Diploma of Proficiency (iii) Advanced Diploma of Proficiency (iv) Pre-Degree Diploma in any of the following languages:

01	Russian	02	French
03	Spanish	04	German
05	Arabic	06	Persian
07	Chinese	08	Japanese
09	Korean	10	Nepali
11	Pushtu	12	Swahili
13	Uzbek	14	English
15	Portuguese	16	Bhasa Indonesia

and in such other languages as may be decided by the Vice-Chancellor on the recommendation of the Board of the School of Languages.

Provided, however, that no student shall be enrolled for pre-Degree Diploma in a language for which a programme leading to the award of M.A in Language and Literature or Specialized Translation and Interpretation has been instituted.

4. Admission Procedure :

The procedure for admission to the courses shall be laid down from time to time, by the Admission Committee appointed by the Academic Council under clause (viii) of Statute 16.

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* Amended vide Resolution No. 6.4/EC/16.10.1982

** Added vide Resolution No.6.4/EC/16.10.1982.This provision is applicable only to Pre-Degree Diploma Course in Languages w.e.f 16.10.1982, the date of addition.

*** Amended vide Resolution No. 6.4/EC/16.10.1982

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5. Duration of Courses :

5.1 The curricular work leading to the award of (i)Certificate of Proficiency (ii) Diploma of Advanced Proficiency and (iii) Pre-Degree Diploma, shall be spread over two semesters, Monsoon Semester and Winter Semester.

5.2 The Monsoon and the Winter Semesters shall ordinarily commence from and end on dates to be fixed by the Academic Council.

6. Scheme of Examination :

The subject for the examination (both written papers, and oral tests), the marks assigned to each and the time allowed shall be prescribed by the Board of the School on the recommendation of the Centre concerned and shall be announced at the commencement of the Courses.

7. Removal of Name from the University Rolls :

On the basis of the continued unsatisfactory performance of a student, the Board of the School may, on the recommendation of the Centre concerned, decide that his name be struck off from the rolls of the University.

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8. Attendance Requirements :

In order to become eligible to appear in the examination, a student shall put in not less than 80% attendance of total contact hours. In exceptional circumstances, the Vice-Chancellor may condone shortage of attendance upto 5% of the total contact hours.

9. Admission to Examination :

An application for admission to the examination shall be made in the presctribed form and forwarded to the Registrar through the Head of the Centre concerned and the Dean of the School not later than 10 days before the date fixed for the commencement of the examination. Each application form shall be accompanied with a certificate that:

i. the conduct and character of the student have been satisfactory;
ii. the student has put in the prescribed attendance; and
iii. the student has paid all the dues including the prescribed examination fees.

10. Courses of Study, Syllabi etc :

The courses of study shall be approved by the Board of the School of Studies on the recommendation of the Centre. The Centre concerned shall approve syllabi and prescribe text books for the courses.

11. Examiners :

11.1 Examiners or Board or Boards of Examiners shall be appointed by the Executive Council on the recommendation of the Centre, the Board of the School and the Academic Council.

11.2 Each Board shall consist of note more than four persons of whom at least one shall be an external examiner. The Head of the Centre concerned shall be the Convener of the Board/Boards.

11.3 It shall be the duty of the examiners or the Board/Boards of Examiners, as the case may be, to set question papers for the examinations and to evaluate scripts and to conduct viva-voce.

11.4 Question papers set by external examiners individuals shall be moderated by a committee consisting of the Head of Centre concerned, the Paper Setter and a teacher of the Centre concerned appointed by the Vice-Chancellor.

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12. Tabulation of Marks :

The Vice-Chancellor shall appoint two Tabulators to tabulate the results of the examination. The tabulators shall compare the Tabulation Sheets in the presence of a person appointed for the purpose by the Vice-Chancellor.

13. Examination Committee :

13.1 The results, after comparison, shall be placed before the Examination Committee consisting of the Dean of the School, the Head of the Centre concerned and two persons to be nominated by the Vice-Chancellor, of whom one shall be an external member. The Head of the Centre concerned shall be the Convener of the Committee.

13.2 The examination committee may consider and recommend to the Vice-Chancellor such modification in the results as it deems necessary

13.3 The results shall be announced after they have been approved by the Vice-Chancellor.

14. Grace Marks :

Grace marks upto 3, may be awarded by the Examination Committee to a candidate, in order to enable him to pass the Examination or to improve his class.

15. Final Results :

15.1 A candidate shall be declared successful if he obtains not less than 50% marks in each of the written papers and oral tests separately.

15.2 The successful candidates in the examination shall be classified in the following classes:

i.	Distinction	–	80% marks or above in the aggregate;
ii.	First Class	–	65% marks or above but below 80% in the aggregate;
iii.	Second Class	-	50% marks or above but below 65% in the aggregate.

16. Transitory Provisions :

Notwithstanding anything contained in these Ordinance, the Academic Council shall take decision without the recommendations of the Centre and the Board of the School until these are formally constituted.

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17. Repeal of Certain Ordinances :

The Ordinances for the award of Certificate of Proficiency, Diploma of Advanced Proficiency and Pre-Degree Diploma in Russian shall cease to be in force from the 1st July 1971.

23. * ORDINANCE RELATING TO THE AWARD OF CERTIFICATE OF PROFICIENCY, DIPLOMA OF PROFICIENCY AND ADVANCED DIPLOMA OF PROFICIENCY IN LANGUAGES.

1. Definitions :

1.1 "Course" means a Semester Course

1.2 "Credit" (c) is the weightage assigned to a course in terms of Contact hours.

1.3 "Grade" means a letter grade assigned to a student on the basis of evaluation of a course on the ten point scale.

1.4 "Grade Point" (g) means the numerical equivalent of a letter grade assigned to a student on the ten point scale.

1.5 "Cumulative Grade Point Average" (CGPA) means a cumulative index grade point average of a student calculated in the following manner:

$$CGPA = \frac{(g1 \times c1)+(g2 \times c2)}{\text{Total number of credits offered by the student upto and including the semester for which cumulative index is required.}}$$

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1.6 "Final Grade Point Average" FGPA is the final index of a student at the time of award of a degree.

2. Eligibility for Admission :

No candidate shall be eligible for admission to the programmes of study leading to the award if Certificate of Proficiency, Diploma of Proficiency/Advanced Diploma of Proficiency hereinafter to be referred to as Programmes of study specified in column (I) of the table below, unless he/she has passed the examination as specified in column (2).

Name of the courses	Minimum Qualifications
A **Certificate of Proficiency	Senior School Certificate (10+2) or an examination recognized by the University as its equivalent.

* Approved vide Resolution No. 5.28/E.C/25.7.1978

** Amended vide Resolution No. 6.4/EC/16.10.1982

Name of the courses	Minimum Qualifications
B *Diploma of Proficiency	i. Senior School Certificate (10+2) or an examination recognized by the University at its equivalent.
	ii. Certificate of Proficiency Examination held by Jawaharlal Nehru University or an examination recognized by the University as its equivalent.
C *Advanced Diploma of Proficiency	i. Senior School Certificate (10+2) or an examination recognized by the University as its equivalent.
	ii. Diploma of Proficiency Examination held by Jawaharlal Nehru University or an examination recognized by the University as its equivalent.

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3. Subjects for Programmes of Study :

Candidate may seek admission to the programmes of study leading to the award of :

i. Certificate of Proficiency in any of the following Languages:

Arabic, Bahasa Indonesia, Chinese, English, French, German, German for Scientific Work, Italina, Japanese, Korean, Nepali, Persian, Portuguese, Pushtu, Russian, Spanish, Swahili, Uzbek.

ii. Diploma of Proficiency in any of the following Languages:

Arabic, Chinese, English, French, German, Italian, Portuguese, Russian, Spanish, Persian and Japanese.

iii. Advanced Diploma of Proficiency

"Languages shall be determined by the Vice-Chancellor on the recommendation of the Board of the School from time to time.

Candidates may seek admission in other Languages for (i), (ii), and (iii) as may be decided by the Board of the School from time to time.

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* Amended vide Resolution No. 6.4/E.C/16.10.1982

4. Courses of Study, Syllabi etc. :

The courses of study shall be approved by the Board of the School of Languages (hereinafter referred to as Board of the School) on the recommendation of the Centre concerned . The Centre concerned shall approve Syllabi and prescribe text books for the course intimation about which will be forwarded to the Dean's office.

5. Admission Procedure :

The Procedure for admission to the courses shall be laid down, from time to time, by the Centre concerned in accordance with the admission policy laid down by the Academic Council under Clause (viii) of Statute 16 of the Statutes of the University.

6. Duration of the Programmes of study :

6.1 The curricular work leading to the award of each of the (i) Certificate of Proficiency ; (ii) Diploma of Proficiency; and (iii) Advanced Diploma of Proficiency shall be spread over two semesters. Monsoon Semester and Winter Semester.

6.2 A student can take part in the curricular work of each of the programmes mentioned in Clause 2 upto a maximum period of four consecutive semesters from the date of initial admission subject to his/her eligibility for registration as mentioned in Clause 9.

6.3 The Monsoon and the Winter semesters shall ordinarily commence from and on the dates to be fixed by the Academic Council, from time to time.

7. Registration of Courses :

7.1 Registration of courses is the responsibility of the student . No student will be allowed to attend a course without registration and he/she will not be entitled to any credit in the course unless he/she has been formally registered for the course on the scheduled date.

7.2 Late registration will be allowed upto a maximum of two weeks after the beginning of a semester with payment of late registration fee.

8. Credit Requirement :

8.1 There shall be two levels of courses:

i, 'C' level courses shall be ordinarily offered in the first two semesters of certificate programmes of study.

ii. 'B' level courses shall be ordinarily offered during the two semesters of Diploma of Proficiency

8.2 Ordinarily a course shall be given in three contact hours a week and the credits of these courses shall be as follows:

'C' level courses – 2 credits
'B' level courses – 3 credits

Provided that the Board may, on the recommendation of the Centre concerned, allot more or less credits to a particular course.

8.3 The actual credit requirement for the award of concerned Certificate of Proficiency/Diploma of Proficiency/Advanced Diploma of Proficiency shall be as follows:

(a) Certificate of Proficiency – 8 credits
(b) Diploma of Proficiency – 12 credits
(c) Advanced Diploma of Proficiency – 12 credits.

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9. Grade Point Requirement/Minimum Standard :

A student will be required to maintain a minimum Cumulative Grade Point Average of 2.0 at the end of the 1st semester of the concerned programme, failing which the Dean of the School may, on the recommendation of the Centre concerned, decide that his/her name be deleted from the register.

At the end of the second semester a student is required to have a minimum Cumulative Grade Point Average of 4.0 to enable him/her to be eligible for award of Certificate of Proficiency/Diploma of Proficicency/Advanced Diploma of Proficiency.

10. Scheme of Examination :

The subjects for the examination (both written papers and oral tests), the credits assigned to each and the time allowed shall be prescribed by the Board of the School on the recommendation of the Centre concerned and shall be announced at the commencement of the courses.

11. Evaluation :

11.1 The system of evaluation for each course shall be laid down by the Board of the School on the recommendation of the Centre concerned..

11.2 For courses having a semester examination, sessional work shall carry the same weight as the semester examination.

11.3 The pattern and schedule of sessional work for each course of a semester shall be prescribed by the Board of the School, on the recommendation of the Centre concerned, and shall be made known to the students at the commencement of each semester.

11.4 * Students shall be graded in each course on a 10- Point scale, that is :

Grade	Grade Point
A+	9
A	8
A-	7
B+	6
B	5
B-	4
C+	3
C	2
C-	1
F	0

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Note 1: There shall be no rounding off of SGPA/CGPA/FGPA.

2: The SGPA/CGPA/FGPA obtained by a cadet is out of a maximum possible 9 points.

11.5 * A student clears a course only if he /she has cleared both the components, namely, sessional work and end semester examination (for courses having end semester examination) by securing a grade higher than 'F' in both of them, or only if he/she secures an overall grade higher than 'F' (for courses having no end semester examination). A student who fails in a course either by not clearing the sessionals and consequently being not eligible to appear in the end semester examination, or by failing in the end semester examination or by absenting from appearing in the end semester examination (for courses having end semester examination) or by failing to secure an overall grade higher than 'F'(for courses having no end semester examination), shall be required to repeat that course within the next two semesters when offered by the Centre subject to the maximum time limit as specified in Clause 6.2

11.6 A student who secures a grade higher than 'F' in a course may be permitted by the Centre to improve his grade by repeating that course once within the next two semesters, when it is offered subject to the maximum time limit as specified in clause 6.2.

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* Amended vide Resolution No. 6.2/E.C/6.7.2000

11.7 The final grade point average of student in the courses be worked out on the basis of the formula indicated below:

$$FGPA = \frac{\sum_{i=1}^{n} c1 \times g1}{\sum_{i=1}^{n} ci}$$

c1	=	Credit of the ith course
g1	=	Grade point secured by the student in the ith course
n	=	Total number of courses prescribed for the student
FGPA	=	Final Grade point Average of the student concerned.

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12. Admission to Examination :

An application for admission to the end-semester examination shall be made in the prescribed form and forwarded to the Dean of the School through the Head of the Centre concerned alongwith a certificate from the Head indicating the student clearance in sessional evaluation. In addition, the student shall be required to produce a certificate from the Finance Office indicating the clearance of his dues.

13. Conducting of Examination :

13.1 Examination shall be conducted under the direction of the Dean of the School.

Provided that in the case of institution of the University situated outside Delhi Campus, the Board may delegate this power to another authority.

13.2 Examiners or Board of Examiners shall be appointed for each course by the Board of the School on the recommendation of the Centre concerned.

13.3 It shall be the duty of the examiners/Board (s) of examiners, as the case may be, to set question papers for examination and to evaluate scripts and to conduct the viva-voce examination.

13.4 The end semester results would be placed before the Dean of the School for approval after they have been screened by the Committee consisting of the Head of the Centre and not more than three faculty members appointed by the Dean on the recommendation of the Head of the Centre concerned. In case of institutions outside Delhi Campus, the end-semester results would be screened and approved by the Evaluation Committee consisting of the Director or the Head of the Institution as Chairman and the Heads of the concerned Divisions as members.

13.5 The results shall be announced after they have been approved by the Vice-Chancellor.

14. Repeal of Certain Ordinances :

The Ordinance relating to the award of Certificate of Proficiency and Diploma of Advanced Proficiency, Pre-Degree Diploma in Languages of 1st July, 1971 shall barring pre-Degree Diploma, cease to be in force from the date the present Ordinance come into force.

In the case of pre-Degree Diploma the old Ordinance shall remain in force till a new Ordinance is framed and approved by the Executive Council.

15. *No candidate shall be eligible to register for the programme/course if he is already registered for any full-time programme of study in this University or any other University/Institution".

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* Added vide Resolution No. 6.4/E.C/16.10.1982

24. *ORDINANCE GOVERNING THE AWARD OF MERIT-CUM-MEANS SCHOLARSHIPS.

1. ** Eligibility :

Merit-cum-Means Scholarships (hereinafter referred to as scholarship) shall be open for award to full time regular students of the University registered for B.A./M.A./M.Sc./ MCA programmes of study.

2. Tenure :

A scholarship shall be tenable for the minimum prescribed duration of the programme of study concerned for which a student has been registered.

3. @ Value :

3.1 The value of the scholarship shall be as follows or as may be determined by the Executive Council from time to time. .

Programme of Study	Resident Students	Non-resident students
B.A./M.A./M.Sc./MCA	#Rs.2000/= pm. w.e.f 01.08.2013	#Rs.800/=pm. w.e.f. 01.08.2013

3.2@@ The students who are recipient of MCM Scholarships are exempted from payment of tution fee for the duration of award of MCM scholarship to them. The tution fee paid by such student, if any, is refundable.

4. Award of Scholarships :

4.1 The scholarships shall be awarded strictly on Merit-cum-Means basis and on the recommendations of the Scholarship Committee of the School concerned (hereinafter referred to as the Committee).

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* Approved vide Resolution No. 6.7/EC/13.4.1977

** Amended vide Resolution Nos. 6.1/EC/2.6.2005, 6.2/EC/29.11.2006 & 6.1/EC/4.1.2008

@ Amended vide Resolution Nos. 5.3/EC/29.3.1990, 6.3/EC/29.11.1999, 6.17/EC/11.11.2004, 6.2/EC/29.11.2006 and 6.1/EC/4.1.2008

@@ Added vide Resolution No. 6.7/EC/3.10.1996

Enhanced vide Resolution No. 4.30/EC/18.11.2014

4.2 *The Merit-cum-Means Scholarships ordinarily be awarded to students for one year (two semesters) in the first instance on the basis of the merit list prepared at the time of admissions, and shall be renewed for each successive semester subject to the students maintaining Cummulative Grade Point Average of not less than 4.00 at the end of each semester.

Provided that in the case of students belonging to Scheduled Castes/Scheduled Tribes and Physically Handicapped students the CGPA shall not be less than 3.00 for the first two semesters for those joining in the seventh semester and for the first four semesters for those joining in the First Semester of the B.A./M.A./M.Sc. programmes of study.

Provided further

(i) In case of MCA students the award of MCM Scholarship will be on basis of merit in the list prepared at the time of admissions and extension of MCM will be as per their academic eligibility determined in accordance with the provisions of the MCA Ordinances.

(ii) The Scholarship Committee may, in exceptional cases/circumstances and for special reasons to be recorded, and especially in the case of Centres where all the assigned scholarships are not utilized, recommend to the Vice-Chancellor for his consideration the relaxation of any of the conditions.

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5. Conditions of Award:

5.1 **Unless otherwise specified in the case of students of B.A(Pass), B.A.(Hons.), M.A., M.Sc.,MCA, degrees and whose parents'/ guardians' income is #Rs. 2.5 lakhs per annum or less or as may be laid down from time to time shall be eligible for being considered for the award of Merit-Cum-Means scholarship and shall be required to submit income certificate every year.

5.2 ***A student who is awarded Merit-cum-Means Scholarship shall have to produce the following income certificate from a Revenue Officer, not below the rank of a Tehsildar (or from the employer of his parents/guardians if they are in service or an income certificate as per the procedure prescribed by the State Government to which the student belongs) ordinarily within fifteen days of the commencement of the award failing which the scholarship may be awarded to the next eligible student:

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* Amended vide Resolution No. 5.11(i)//EC/7.12.1987, 6.1/EC/2.6.2005, 6.2/EC/29.11.2006 and 6.1/EC/4.1.2008

** Amended vide Resolution Nos. 9.1/EC/30.12.1982, 5.8/EC/18.4.1988, 6.3/EC/29.11.1999, 6.2/EC/15.1.2001, 6.2/EC/29.11.2006 and 6.1/EC/4.1.2008

*** Amended vide Resolution No. 6.1/EC/10.05.2013

\# Amended vide Resolution No. 6.5/EC/09.05.2014

Certified that _____ son/daughter/wife of _____ is known to me and his/her parents/guardian's annual income from all source is Rs._____.

Note: The term income shall mean basic pay, DA, CCA, all allowances, honorarium, bonus, special pay etc. excluding HRA after allowing standard deduction in the case of salaried persons and entire gross income in the case of non-salaried class without any standard deduction. **Income from all sources of family i.e. agriculture, property etc. Any other additional information like PAN, Certificate from parents etc. also to be included in application form. In case anybody is found misusing the opportunity, the University may recover the complete MCM fellowship with penalty.

5.3 *During the tenure of the Scholarship, the scholarship holder shall not ordinarily receive any other regular scholarship, stipend, financial assistance or remuneration etc., for any work except with the prior permission of the competent authority. In case, a scholarship holder is already in receipt of a regular assistance from any source, he shall not be considered for the award of a scholarship.

Provided, however, that in exceptional circumstances, the student may be permitted to undertake a part-time assignment in the University but the total amount of the scholarship and the remuneration for the assignment shall not exceed Rs.2,400/- per annum.

6. Payment :

6.1 Each student shall put in his claim in the prescribed form through the Head of the Centre concerned who shall certify that the eligibility conditions have been satisfied and forward the bill to the Finance and Accounts Branch for payment.

6.2 The scholarship shall be paid after deducting such dues as may be outstanding in the name of the student including hostel dues.

7. Leave :

7.1 In addition to general holidays, winter break and summer vacation, leave for a maximum period of seven days in each semester with scholarship may be granted to a student, provided that he makes a written request/application and has sought the prior approval of the Head of the Centre concerned.

7.2 A record of leave taken by a student shall be maintained in the Office of the Dean of the School.

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* Amended vide Resolution No. 9.1/EC/30.12.1982

** Added vide Resolution No. 6.5/EC/09.05.2014

25. *ORDINANCE RELATING TO THE USE OF UNFAIR MEANS BY STUDENTS IN EVALUATION.

1. Definitions :

For the purposes of this Ordinance :

(a) Evaluation means and includes all learning processes followed by evaluation such as quizzes, term papers, assigned readings, laboratory tests, seminars mid-semester examinations and end-semester examinations and research papers including dissertations and theses.

(b) Student means a student on active rolls of the University.

(c) Semester implies Monsoon or Winter semester of an Academic year.

(d) The use of unfair means implies any dishonest or unfair means or indulging in disorderly conduct including plagiarism during the course of study in a programme at the University.

(e) Committee means the Standing Committee of the Academic Council for looking into the cases of use of unfair means by the students.

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2. Constition of the Standing Committee :

(a) On the recommendations of the Vice-Chancellor, the Academic Council shall constitute a Standing Committee consisting of the following :

(i) Two Deans; and

(ii) The Dean of the School from where the case of use of unfair means by student(s) reported (to be co-opted);

Provided that if the reported case of the student(s) happens to be from the School whose Dean is already represented in the Committee, then the Vice-Chancellor shall nominate another Dean to be a member of the Committee.

(b) An Officer of the University nominated by the Vice-Chancellor will function as non-member Secretary of the Committee.

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* Approved vide Resolution No. 5.11/E.C/7.12.1987

3. A student of the University who is reported to have indulged in use of unfair means in any aspect of evaluation inclusive of quizzes, term papers, assigned readings, laboratory tests, seminars, mid-semester or end-semester examinations and or have indulged in plagiarism while writing research publications/articles including dissertations and theses would made himself/herself liable for disciplinary action as may be determined by the committee of the Academic Council dealing with cases of use of unfair means.

4.(a) Any faculty member finding a student of the University indulging in the use of unfair means will report in writing to the Chairperson of the Centre with copies to the Dean of the School concerned and the Co-ordinator(Evaluation) for placing before the Committee dealing with cases of use of unfair means for its appropriate consideration and directions.

(b) The concerned Centre/School shall forward their views to the Committee within 15 days of the receipt of the said communication from the faculty member. In case no views are received from the concerned Centre/School, the Committee will proceed suo moto.

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5. The Committee will provide a student alleged to have been involved in the use of unfair means, fair and reasonable opportunity to prove his/her innocence before pronouncing him/her as guilty.

6. The Committee shall be entitled to exercise all or any of the powers relating to discipline and disciplinary action in relation to any student as contained in the Statute 32 of the Statutes of the University as may be delegated to it by the Vice-Chancellor.

7. A student awarded punishment by the Committee dealing with the cases of use of unfair means shall be entitled to make an appeal to the Vice-Chancellor within 30 days of the award of punishment.

8. In all matters relating to discipline and disciplinary action against students for use of unfair means, the decision of the Vice-Chancellor shall be final and no further appeal shall be against it.

26. *ORDINANCE RELATING TO FEES PAYABLE BY STUDENTS.

1. Commencement :

This Ordinance shall –

1.1 In respect of M. Phil and Ph.D courses, Master's degree courses in Languages and Certificate of Proficiency, Diploma of Advanced Proficiency and Pre-Degree Diploma courses in Languages, be deemed to have come into force on the Ist day of July 1971.

1.2 In respect of Bachelor of Arts/Honours Degree in Russian, come into force on 24.6.1972.

1.3 In respect of Master's Degree Courses instituted in the University other than the Master's Degree in Languages, come into force on a date to be specified by the Vice-Chancellor.

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2. Fees Payable by Students :

2.1 Students admitted to Courses of Studies in M. Phil/Ph.D. Master of Arts, or Bachelor of Arts/Honours and Diploma/Certificate, shall pay the fees specified in columns (1), (2), (3) and (4) respectively of the table below:

	M.Phil / Ph.D	**M.A**	**B.A (Hons.)**	**Diploma/ Certificate**
Tution fee (Monthly)	20	18	15	10
**Sports Fee (Annual)	16.50	16.50	16.50	16.50
**Literary Culture Fee (Annual)	16.50	16.50.	16.50	16.50
@Students' Union Fee (Annual)	15	15	15	15
Library Fee (Annual)	6	6	6	6
**Medical Fee (Annual)	9	9	9	9
** Students' Aid Fund (Annual)	4.50	4.50	4.50	4.50
@@Admission fee	5	5	5	5
@@Enrolment fee	5	5	5	5
@@Security Deposit (Refundable)	40	40	40	40
#Examination fee	**(Ph.D.)** Rs.100/-			
	(M.Phil.) Rs. 25/-	-	-	-

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* Approved vide Resolution No. 16.2/EC/24.6.1972
** Amended vide Resolution No. 5.11/EC/25.3.1992
@ Amended vide Resolution No. 6.7/E.C/3.10.1996
@@ To be paid at the time of enrolment in the University
# Amended vide Resolution No. 5.10/E.C/28.3.1983

*Provided that students registered only for M.Phil programme will be charged fee for the period till the submission of the M.Phil dissertation or four semesters whichever is earlier. In case of students seeking registeration for one semester for submission of the dissertation within a period of nine semesters in terms of clause 7 of the M.Phil,Ordinance the fees will be charged for quarter/semester during which such registration is sought.

**Provided further that the students registered for Ph.D programme will be charged fees upto the quarter in which the thesis is submitted or upto a maximum of five years period as provided in clause 9 (a) of the Ordinance relating to Ph.D Degree.

Provided further that students who are re-enrolled for submission of Ph.D, thesis within one year from the date of re-enrolment under Clause 9(b) will be required to pay fees upto the quarter in which the thesis is submitted.

***2.2 The students of the following categories shall be exempted from payment of fees as noted below:

(a) Student enrolled for part-time programme.

1. Medical Fee
2. Student's Aid Fund Fee

(b) Students who are Employees of the University

1. Tution Fee
2. Students' Union Fee
3. Library Fee
4. Medical Fee
5. Students' Aid Fund Fee
6. Security Deposit

(c) Students who are Employee's Wards.

1. Medical Fee
2. Security Deposit (if a suitable surety/undertaking is furnished)

2.3 The M.Phil /Ph.D students of the University may be enrolled for part–time courses in the School of Languages without payment of fees except prescribed examination fee provided the Head of the Centre concerned certifies that learning of the languages is necessary for the curricular programme of the students.

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* Added vide Resolution No. 7.1(a)/EC /15.7.1980
** Amended vide Resolution No. 5.10/EC/28.3.1983
*** Amended vide Resolution No. 5.27/EC/25.7.1978

2.4 Candidates desirous of attending lectures/classes be admitted as casual students on payment of following fees/deposit:

1. Tuition Fee
2. Library Fee
3. Security Deposit

3. Due date and mode of payment :

3.1 Students shall deposit tuition fee:

i. for June, July and August at the time of admission:
ii. for September, October and November on or before the 10th September:
iii. for December, January and Februay on or before 10th December; and
iv. for March, April and May on or before the 10th March.

3.2 Annual fees shall be paid at the commencement of each academic year.

3.3 Fees shall be payable in cash or through Money Order or by a Crossed Bank Draft drawn in favour of the Finance Officer of the University.

3.4 In case a student is enrolled for one full-time or one part-time course, he will pay tuition fee for the additional part-time courses.

Interaction

4. Delay or Default in Payment :

4.1 If a student does not pay fee on time, a fine shall be levied as follows:

i. 50 Paise for the first 10 days
ii. One Rupee for the next 10 days
iii. Two Rupees thereafter upto the last day of the month in which the fee is due.

4.2 The Vice-Chancellor, or on his behalf, any other officer to whom this power has been delegated, may, on the recommendation of the Dean of the School concerned, relax any of the conditions for payment of fees in special cases provided the student concerned submits a written application setting forth the reasons for late payment of fees, such applications should be submitted well ahead of the due dates, so that a decision may be taken and communicated to the student concerned on time.

4.3 Names of the defaulters which shall be put up on the Notice Board shall be removed from the rolls of the University with effect from the first day of the following month.

4.4 A student whose name has been struck off the rolls of the University, may be re-admitted on the recommendation of the Dean of the School concerned and on payment of arrears of fees in full and other dues. He shall in addition pay a fresh Admission Fee.

4.5 Whenever a student proposes to withdraw from the University, he shall submit an application to the Dean of the School concerned through the Head of the Centre intimating the date of his withdrawal. If he fails to do so, his name shall continue to be kept on the rolls of the University for a maximum period of one month following the month upto which he has paid fees. He shall also be required to pay all fees/charges that may fall due during this period.

5. *Fees payable by the University Employees :

5.1 Employees of the University who join either a full-time or part-time Course in the University shall pay admission and enrolment fee (if not already enrolled).

5.2 University employees joining a course of research for the Ph.D degree shall not be required to pay any fees except admission fee and enrolment fee (if not already enrolled).

Note: The provision of this clause shall not apply to those employed by the University on an ad-hoc basis or on daily wages.

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6. Blind Students Exempted :

6.1 Blind students shall be exempted from payment of all fees except the Security Deposit.

7. Concession in fee :

7.1 The Dean of the School on the recommendation of a Committee consisting of the following, shall grant freeship upto a percentage which may be prescribed by the University Grants Commission in this regard:

i. Dean – Chairman
ii. Three Heads of Centres (by rotation according to seniority for two years).
iii. Three students elected from amongst an electoral College consisting of one representative from each Centre of the School concerned elected by the students in that Centre.

7.2 If the number of applicants for freeships is more than the number of freeships available, the Committee referred to in Clause 7.1 may recommend half freeships to some of the applicants so that the total of freeships does not exceed the prescribed percentage.

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* Amended vide Resolution No. 5.27/EC/25.7.1978

7.3 Applications for concession in fees shall be submitted on the prescribed form to the Dean of the School concerned through the Head of the Centre by the 31st August or by such other date as may be specified by the Dean. Applications received after that date shall not ordinarily be entertained.

7.4 The following factors shall be taken into account while making recommendations on the applications of students for grant of freeships;

i. Academic record of the student;
ii. His Progress in studies in the case of renewal of freeships;
iii. His financial position; and
iv. Any other factor which shall also be recorded.

The list of students to whom concessions have been awarded ordinarily shall be notified by the 30th September.

7.5 Freeships granted during the academic year shall not be renewed automatically in the following year. The students in need of such concession shall submit fresh applications every year which shall be considered alongwith the new applications in that year.

7.6 A freeship granted to a student may be cancelled if his conduct or progress in studies is found to be unsatisfactory or if his financial condition improves and he is no longer in need of fee concession.

8. Refund of Fees, Security Deposit etc. :

8.1 Security deposits are refundable, on an application from the student on his leaving the University, after deducting all dues, fines and other claims against him.

8.2 If any student does not claim the refund of any amount lying to his credit within one calendar year of his leaving the University, it shall be considered to have been donated by him to the Students Aid Fund.

Explanation: The period of one year shall be reckoned from the date of announcement of the result of the examination taken by the student for the date from which his name is struck off the rolls of the University.

*****8.3 If, after having paid fees, a candidate withdraws from the programme, he/she shall be refunded all fees and deposits, except tuition fee for one month, admission fee and enrolment fee, provided his/her application for withdrawal is received within 15 days of the last date of registration.

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* Amended vide Resolution No. 5.3/EC/ 9.6.1989

*8.4 Applications for withdrawal received beyond 15 days of the last date of registration would entitle a student for the refund of security deposit only.

*8.5 If a student owes any money to the University on account of any damage he may have caused to the University property, it shall be, alongwith outstanding tuition fee and fines, if any, deducted from the Security Deposit due to him.

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* Renumbered and amended vide Resolution No. 5.3/E.C/9.6.1989

27. *ORDINANCE RELATING TO FEES PAYABLE TO THE EXAMINERS AND CONDITIONS GOVERNING THE PAYMENT OF FEES.

1. Commencement

This Ordinance shall

1.1 In respect of M.Phil and Ph.D Courses, Master's Degree Courses in Languages, and Certificate of Proficiency, Diploma of Advanced Proficiency and Pre-Degree Diploma Courses in Languages, be deemed to have come into force on the first day of July 1971:

1.2 In respect of Bachelor or Arts/Honours Degree course in Russian, come into force on 24.6.1972

1.3 In respect of Master's Degree Courses instituted in the University other than the Master's Degree in Languages come into force on a date to be specified by the Vice-Chancellor.

2. **The External Examiners shall be paid the fees at the rates specified below :

Sr. No.	Name of the Examination	For Setting a paper	For marking an answer book	For Examining a thesis	For viva-Voce per candidate
		Rupees	Rupees	Rupees	Rupees
(1)	Certificate of Proficiency	@Rs.1,000/-	@Rs.25/- per answer book subject to a minimum of Rs. 500/-	-	@Rs.1,000/- per sitting
(2)	Diploma of Advanced Proficiency	@Rs.1,000/-	@Rs.25/- per answer book subject to a minimum of Rs. 500/-	-	@Rs.1,000/- per sitting
(3)	Pre-Degree Diploma	@Rs.1,000/-	@Rs.25/- per answer book subject to a minimum of Rs. 500/-	-	@Rs.1,000/- per sitting
(4)	M.Phil	-	-	@Rs.1,000/-	@Rs.1,000/-
(5)	Ph.D	-	-	@Rs.2,000/-	@Rs.1,500/-

(6) @ In respect of B.A., M.A., M.Sc., M.C.A. Programmes the external examiners will be paid Rs. 1000/- per sitting for paper setting, evaluating answer books, assignments, dissertation etc.

@In addition to above rates the external examiners may be reimbursed TA/DA and actual conveyance charges.

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* Approved vide Resolution No. 16/EC/24.6.1972

** Approved vide Resolution No. 6.1/EC/20.11.2012

3.1 If a Board of Examiners sets a question paper and evaluates the answer books, each External Examiner shall be paid full remuneration as specified in clause 2.

3.2 When an answer book is examined by the External Examiners Jointly, each Examiner shall be paid the full remuneration as specified in Clause 2

3.3 In respect of a subject in which a question paper is set in two parts separately by two External Examiners and the answer books thereof are also evaluated by them independently of each other, the remuneration payable to each examiner for setting the question paper and for evaluation of answer books shall be three-fifths of the rates specified in clause 2 for the paper and evaluation of answer books.

3.4 If an External Examiner examines answer books in respect of the question paper not set by him, he shall be paid for examining answer book as specified in clause 2 at the rates subject to a minimum fee equivalent to half the fee specified therein for setting a question paper for the examiner concerned .

3.5 If more than half of a question paper is changed by the Committee of Moderators, the Vice-Chancellor may on the recommendation of the Convenor of the Committee, direct that no remuneration be paid for setting the question paper.

3.6 If two or more External Examiners conduct the viva-voce, the remuneration shall be divided equally among them.

3.7 The remuneration shall not be paid to External Examiners until the Registrar has received the Award Sheets, the Answer Books, the Report of the Examiners, and such other statements as they may be required to prepare.

3.8 If the External Examiners do not send in their complete documents referred to in sub-clause 3.7 by the appointed date, the remuneration payable to them may be reduced by an amount calculated at Rs. 5.00 per day for the first seven days of delay and Rs. 10.00 per day thereafter, unless the Vice-Chancellor is satisfied that the delay was due to cause beyond the control of the Examiners.

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Omission of Clause 18 in the Ordinance relating to BA (Hons.) Degree in Russian

Clause 18 in the Ordinance relating to B.A (Hons.) Degree in Russian shall be omitted with effect from,24.6.1972.

28. *ORDINANCE RELATING TO FEES TO BE CHARGED FOR RE-CHECKING EXAMINATION RESULTS, ISSUING MARKS-SHEETS AND OTHER MATTERS.

1. For Re-checking Examination Results :

A fee of Rs. 20/- shall be payable by a candidate who wants to get his/her results re-checked in any subject/paper of an examination.

2. For the supply of Semester Grade Report :

2.1*** Every candidate shall be supplied Semester Grade Report for which no fees shall be charged.

2.2*** The statement of marks shall be sent to the candidates through the Dean of the School or Head of the Centre concerned.

2.3*** Duplicate copies of the statement of marks shall be supplied on payment of a fee of Rs. 100/-.

2.4 **A consolidated Final Grade Report showing the academic performance of candidate in all courses taken by him/her in all the semesters of a programme of study shall be issued to him/her on payment of Rs.20/-.

3. * For Issuing Transfer, Provisional and Other Certificates :**

3.1 The following shall be the fees for issuing Transfer, Provisional and other certificate and for duplicate copies thereof :

(a) Transfer Certificate

1.	Migration/Transfer Certificate	Rs. 50.00
2.	Duplicate copy of above	Rs.200.00

(b) Provisional Certificate

Provisional Certificate of having passed an examination of the University:

1.	For degree examinations	Rs. 50.00
2.	Duplicate copy of above	Rs. 50.00
3.	For other Examination	Rs. 50.00
4.	Duplicate copy of above	Rs.100.00

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* Approved vide Resolution No. 16/EC/24.6.1972

** Added vide Resolution No.5.10/EC/21.1.1987 and amended vie Resolution No. 6.1/EC/16.12.2008

*** Amended/added vide Resolution No.6.1/EC/16.12.2008

(c)	Duplicate copies of Degree/Diploma/Certificate:		
	1.	Degree	Rs.200.00
	2.	Certificate/Diplomas	Rs.100.00
(d)	Certificate of age as recorded in-		
	1.	The University Register	Rs. 10.00
	2.	Duplicate copy of above	Rs. 2.00
(e)	Consolidated Mark Sheet:		
	1.	For BA/MA	Rs. 20.00
	2.	For M.Phil	Rs. 20.00
(f)	Original Degree		Nil
(g)	Semester Grade Report		Nil
(h)	Duplicate copy of Consolidated Mark Sheet/Semester Mark Sheet		Rs.100.00
(i)	Issue of Official Transcripts		Nil, if the copies have to be attested. Rs.50/- to be charged per copy if transcript to be issued.
(j)	Re-evaluation of answer scripts		Rs.20 per course

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3.2 A fee of Rs. 10.00 shall be payable by a student or candidate, who wishes to add or to alter his/her name as originally recorded in the University Register and such addition or alternation shall be made to his/her original name as alias in the University Enrolment Register after he/she has fulfilled the necessary formalities.

3.3 A fee of Rs. 10.00 shall be payable by a student who applies for alteration of the record of his/her date of birth as entered in the University Register.

3.4 A candidate who has been declared eligible for award of a degree for the programme to which he/she has been admitted by the University shall pay the requisite fee as prescribed under Clause 3(e) for issue of a Final Grade Report at the end of final examination.

29. *ORDINANCE RELATING TO NATIONAL DEFENCE ACADEMY (1973).

1. Short Title:

(1) This Ordinance may be called the Jawaharlal Nehru University (National Defence Academy) Ordinance, 1973.

(2) It shall come into force on and from 31.8.1973.

2. Definitions:

(1) "Academy" means the National Defence Academy which has become a recognized institution of the University by virtue of the resolution of the Executive Council dated 31.8.1973, in terms of Section 5 (15) of the University Act.

(2) "Committee" means Academic Committee constituted under Clause 3.

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3. Constition of the Academic Committee:

(1) There shall be an Academic Committee consisting of the following:

(a) Head of the Academic Committee - Chairman

(b) Two teachers of the University and two outside experts in the field of study of the Academic Programmes of the Academy, nominated by the Academic Council of the University on the recommendations of the Vice-Chancellor.

(c) All Heads of Departments of Study of the Academy.

(d) The Principal of the Academy – Member-Secretary

(2) The teachers and experts nominated by the Academic Council shall hold office for a period of two years.

4. Powers and Functions of the Academic Committee :

The powers and functions of the Academic Committee shall be:

(a) To coordinate the teaching in the Departments of the Academy;

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* Approved vide Resolution No. 58.2/EC/31.8.1973

(b) To appoint Committees to organize the teaching in subjects or areas which are of interest to more than one Department of the Academy or which do not fall within the sphere of any Department and to supervise the work of such Committees, the composition, powers and functions of such committees shall be prescribed by Regulations.

(c) To recommend the courses of study to the Academic Council and approve syllabi and prescribe text books;

(d) To recommend to the Academic Council rules of eligibility for the award of degrees and names of examiners and moderators;

(e) To frame general rules for the evaluation of sessional work;

(f) To maintain standards of teaching and to submit to the Academic Council any proposal in this regard;

(g) To frame the general time-table of the Academy;

(h) To consider any proposal regarding the welfare of the students of the Academy.

(i) To delegate to the Head of the Academy or to any other member of the Academic Committee or to a Committee such general or specific powers as may be decided upon by the Academic Committee from time to time.

(j) To perform all other functions which may be prescribed by the Act, the Statutes or the Ordinances, and to consider all such matters as may be referred to it by the Executive Council or the Academic Council or the Vice-Chancellor.

5. Meetings :

(a) Meetings of the Academic Committee shall be either ordinary or special

(b) Ordinary meetings shall be normally held twice in each semester

(c) Special meetings may be called by the Head of the Academy on his own initiative or shall be called at the suggestion of the Vice-Chancellor or on a written request from atleast one-fifth of the members of the Committee.

6. Quorum :

The quorum for the meeting of the Committee shall be one-third of its total members.

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7. Notice of Meetings :

The notice of meetings of the Committee, other than a special meeting, shall ordinarily be issued atleast 10 days before the day fixed for the meeting. The special meetings shall ordinarily be fixed atleast on 5 days notice.

8. Rules for the conduct of Meetings :

The rules for the conduct of the meetings of the Committee shall be prescribed by Regulations.

9. Departments of Study :

All teachers in a particular discipline or in related disciplines shall constitute a Department. Each Department shall have a Head, nominated by the Head of the Academy. All recommendations from the Head of a Department shall be discussed in the Department before they are submitted to the Academic Committee.

10 ** Appointment of Teachers :

(a) Civil Teachers of the Academy shall be appointed by the selection process laid down by the Academy provided, however, that the qualifications will be laid down as per UGC guidelines. The appointments will be communicated to the University for information.

(b) Any appointment from Army Education Corps and other Service Officers on the teaching staff of the Academy for more than three months shall be informed to the University.

11. Admission to the Academy:

The Admission to the Academy shall be on the basis of a written test conducted by the UPSC and selection by the Service Selection Board. The University shall lay down the criteria, syllabus, etc., for the written test.

**12. *The Executive Council on the recommendation of the Academic Council shall have the right to cause an inspection after every three years to be made by such person or persons as may be decided by the Executive Council in respect of its buildings, laboratories and equipments and also of the examination, teaching and evaluation with a view to ensuring of Academic standards.

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* Amended vide Resolution No. 5.21/E.C/30. 4. 1986

** Amended vide Resolution No. 6.1/E.C/18.11.2013

30. *ORDINANCE RELATING TO ARMY CADET COLLEGE (1974).

1. **Short Title :**

(1) Ordinance relating to the Army Cadet College (1974).
(2) They shall come into force on and from 8.10.1974

2. Definitions :

(1) "College" means the Army Cadet College which has become a recognized institution of the University by virtue of the resolution of the Executive Council dated 8th October 1974 in terms of section 5(13) of the University Act.

(2) "Committee" means Academic Committee constituted under Clause 3.

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3. Constitution of the Academic Committee :

(1) There shall be an Academic Committee consisting of the following :

(a) Head of the College – Chairman;

(b) Two teachers of the University and two outside experts in the fields of study of the academic programmes of the College nominated by the Academic Council of the University on the recommendation of the Vice-Chancellor:

(c) All Heads of Departments of Study of the College;

(d) The Principal of the College – Member-Secretary

(e) The teachers and experts nominated by the Academic Council shall hold office for a period of two years.

4. Powers and Functions of the Academic Committee :

The powers and functions of the Academic Committee shall be;

(a) To coordinate the teaching in the Department of the College;

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* Approval vide Resolution No. 26/E.C/ 8.10.1974

(b) To appoint committees to organise the teaching in subjects or areas which are of interest to more than one Department or the College or which do not fall within the sphere of any Department and to supervise the work of such committee; the composition, powers and functions of such Committee shall be prescribed by regulations;

(c) To recommend the courses of study to the Academic Council and approve syllabi and prescribe text-books;

(d) To recommend to the Academic Council rules of eligibility for the award of degrees and names of examiners and moderators;

(e) To frame general rules for the evaluation of sessional work;

(f) To maintain standards of teaching and to submit to the Academic Council proposals in this regard from time to time.

(g) To frame the general time-table of the College;

(h) To consider any proposals regarding the welfare of the students of the College;

(i) To delegate to the Head of the College or to any other member of the Academic Committee or to a Committee such general or specific powers as may be decided upon by the Academic Committee from time to time; and

(j) To perform all other functions which may be prescribed by the Act, the Statute; or the Ordinances, and to consider all such matters as may be referred to it by the Executive Council or the Academic Council or the Vice-Chancellor .

5. Meetings :

(a) Meetings of the Academic Committee shall be either ordinary or special.

(b) Ordinary meetings shall be normally held twice in each semester.

(c) Special meetings may be called by the Head of the College on his own initiative or shall be called at the suggestion of the Vice-Chancellor or on a written request from atleast one-fifth of the members of the Committee.

6. Quorum :

The quorum for the meetings of the Committee shall be one-third of its total members.

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7. Notice of Meetings :

The notice of meetings of the Committee other than a special meeting, shall ordinarily be issued atlest ten days before the day fixed for the meeting. The special meetings shall ordinarily be fixed atleast on five days notice.

8. Rules for the Conduct of meetings :

The rules for the conduct of the meetings of the Committee shall be prescribed by the Regulations.

9. Departments of Study :

All teachers in a particular discipline or in related disciplines shall constitute a Department. Each Department shall have a Head, nominated by the Head of the College. All recommendations from the Head of a Department shall be discussed in the Department before they are submitted to the Academic Committee.

10. ***Appointment of Teachers :

(c) Civil Teachers of the College shall be appointed by the selection process laid down by the College provided, however, that the qualifications will be laid down as per UGC guidelines. The appointments will be communicated to the University for information.

(d) Any appointment from Army Education Corps and other Service Officers on the teaching staff of the College for more than three months shall be informed to the University.

11. *Admission to the College:

The Admission to the Army Cadet College shall be on the basis of a written test conducted by Army HQ followed by selection by the Service Selection Board.

**12. ****The Executive Council on the recommendation of the Academic Council shall have the right to cause an inspection after every three years to be made by such person or persons as may be decided by the Executive Council in respect of its buildings, laboratories and equipments and also of the examinations, teaching and evaluation with a view to ensuring of Academic standards.

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* Amended vide Resolution No. 5.9/E.C/6.10.1989

** Amended vide Resolution No. 5.21/E.C/30.4.1986

*** Amended vide Resolution No. 6.1/EC/18.11.2013

31 *ORDINANCE RELATING TO DEFENCE (MILITARY) ENGINEERING INSTITUTIONS (1984).

1. Short Title :

(i) This ordinance may be called the Jawaharlal Nehru University, Defence (Military) Engineering Institutions Ordinances, 1984 and shall relate to the following Military Colleges of Engineering:

(a) The Military College of Electronics and Mechanical Engineering (MCEME), Secunderabad.

(b) The College of Military Engineering (CME), Pune.

(c) The Naval College of Engineering (NCE), INS Shivaji, Lonavala. B.Tech. Prog. shifted to Indian Naval Academy, Ezhimala, Kerala after passing out of last batch from Lonavala in May, 2014.

(d) The Military College of Telecommunications Engineering (MCTE), Mhow.

**(e) The Air Force Engineering College, Jalahalli, Bangalore.

(ii) It shall come into force on the date to be specified by the University.

2. Definitions :

(i) The Defence (Military) Engineering Institutions mean the following :

(a) The Military College of Electronics and Mechanical Engineering (MCEME), Secunderabad.

(b) The College of Military Engineering (CME), Pune.

(c) The Naval College of Engineering (NCE), INS Shivaji, Lonavala. B.Tech. Prog. shifted to Indian Naval Academy, Ezhimala, Kerala after passing out of last batch from Lonavala in May, 2014.

(d) The Military College of Telecommunications Engineering (MCTE), Mhow.

**(e) The Air Force Engineering College, Jalahalli, Bangalore.

(ii) "Committee" means the Academic Committee constituted under clause 4 in respect of each of the Institute mentioned above.

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* Approved vide Resolution No. 6.2/EC/16.10.1984

** Approved vide Resolution No. 6.1/EC/20.11.2015.

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3. Objectives :

(i) Having become recognized institutions of the University by virtue of the resolution of the Executive Council dated 12 March 1984 in terms of section 5(13) of the University Act for the purpose of offering programmes of study leading to the award of B.Tech. degree in the following disciplines noted against each of the five colleges :

The Military College of Electronics and Mechanical Engineering (MCEME), Secunderabad.

(a) B.Tech. in Electronics.
(b) B.Tech. in Mechanical Engineering.

The College of Military Engineering (CME), Pune.

(a) B.Tech. in Mechanical Engineering
(b) B.Tech. in Electrical Engineering
(c) B. Tech. in Civil Engineering
******(d) M.Tech. in Structural Engineering & Energy System.

The Naval College of Engineering (NCE), INS Shivaji, Lonavala. B.Tech. Prog. shifted to Indian Naval Academy, Ezhimala, Kerala after passing out of last batch from Lonavala in May, 2014.

(a) B.Tech. in Electrical Engineering
(b) B.Tech. in Mechanical Engineering

The Military College of Telecommunications Engineering (MCTE), Mhow.

*****(a) B.Tech. in Telecommunications Engineering and Information Technology.

*****The Air Force Engineering College, Jalahalli, Bangalore.**

(a) B.Tech. in Aeronautical Engineering.
(b) B.Tech. in Electronics and Communication Engineering.

4. Constitution of the Academic Committee :

(1) There shall be an Academic Committee consisting of the following in respect of each of the Institute mentioned above :

(a) Head of the Institution - Chairman

(b) Two faculty members of the University and as many number of outside experts, subject to a minimum of two, as are the programmes of study leading to the award of B.Tech. degree in various disciplines offered at the concerned Institution nominated by the Academic Council of the University on the recommendation of the Vice-Chancellor for a period of two years.

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* Amended vide Resolution No. 6.2/EC/22.1.2003
** Added vide Resolution No. 6.1/EC/11.05.2015.
*** Approved vide Resolution No. 6.1/EC/20.11.2015.

(c) All Heads of disciplines of study/departments of the Institution concerned.

(d) Two teachers of the Institution other than Heads of disciplines of study/department by rotation in order of seniority for a period of two years.

5. Powers and functions of the Academic Committee :

The powers and functions of the Academic Committee shall be :

(a) To coordinate the teaching in the Department of their respective Institution;

(b) To appoint Committees to organize the teaching in subjects or areas which are of interest to more than one Department of the Institution or which do not fall within the sphere of any Department and to supervise the work of such Committee. The composition, powers and functions of such Committees shall be prescribed by Regulations;

(c) To recommend the courses of study including detailed syllabi to the Academic Council for its approval;

(d) To recommend to the Academic Council names of examiners and moderators;

(e) To frame general norms and rules for the evaluation of sessional work;

(f) To maintain standards of teaching and to submit to the Academic Council any proposal in this regard;

(g) To frame the general time-table of the concerned Institution;

(h) To consider any proposals regarding the welfare of the students of the Institution;

(i) To delegate to the Head of the Institution or to any other members of the Academic Committee or to a Committee such general or specific powers as may be decided upon by the Academic Committee from time to time;

(j) To perform all other functions which may be prescribed by the Act, the Statutes or the Ordinances, and to consider all such matters as may be referred to it by the Executive Council or the Academic Council or the Vice-Chancellor;

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6. Meetings :

(a) Meetings of the Academic Committee shall be either ordinary or special

(b) Ordinary meetings shall be normally held at least once in each semester

(c) Special meetings may be called by the Head of the Institution on his own initiative or shall be called at the suggestion of the Vice-Chancellor or on a written request from atleast one-fifth of the members of the Committee.

7. Quorum :

The quorum for the meeting of the Committee shall be one-third of its total members.

8. Notice of Meetings :

The notice of meetings of the Committee, other than a special meeting, shall ordinarily be issued atleast 15 days before the day fixed for the meeting. The special meetings shall ordinarily be fixed atleast 5 days notice.

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9. Rules for the conduct of Meetings :

The rules for the conduct of the meetings of the Committee shall be prescribed by Regulations.

10. Departments of Study :

All teachers in a particular discipline or in related disciplines shall constitute a Department. Each Department shall have a Head, nominated by the Head of the Institution. All recommendations from the Head of the Department shall be discussed in the Department before they are submitted to the Academic Committee.

11 ***Appointment of Teachers :

(a) Civil Teachers of the Institution shall be appointed by the selection process laid down by the Institution provided, however, that the qualifications will be laid down as per UGC guidelines. The appointments will be communicated to the University for information.

(b) Any appointment from Army Education Corps and other Service Officers on the teaching staff of the Institution for more than three months shall be informed to the University.

12. *Admission to the Institution(s) :

12.1 A candidate shall be eligible for admission to first year (Ist semester) of the four years (8 semesters) B.Tech. degree programme if one has passed Senior School Certificate (10+2) examination of a recognized Board of Secondary Education or an examination recognized by the University as its equivalent with Mathematics, Physics and Chemistry as elective subjects.

12.2 Those holding Bachelor's degree in Science with Mathematics and Physics as major subjects and in addition have Chemistry or Statistics or Computer Science or any other allied discipline as subsidiary/minor subject will be eligible for admission to the second year (3rd semester) of the four year (8 semester) programme leading to the award of Bachelor's degree in technology.

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13 ** Inspection :

The Executive Council on the recommendation of the Academic Council shall have the right to cause an inspection after every three years to be made by such person or persons as may be decided by the Executive Council in respect of its buildings, laboratories and equipments and also of the examination, teaching and evaluation with a view to ensuring of Academic standards.

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* Amended vide Resolution No. 5.8/E.C/28.10.1986 and 5.10/EC/21.1.1987

** Amended vide Resolution No. 5.21/E.C/30.4.1986

*** Amended vide Resolution No. 6.1/E.C/18.11.2013

32 * ORDINANCE RELATING TO DEFENCE (MILITARY) ENGINEERING INSTITUTIONS (TRANSITORY), 1984.

1. Short Title, Commencement and Application :

This ordinance may be called the Defence (Military) Engineering institution (Transitory) Ordinances, 1984.

(a) It shall come into force on a date to be specified by the University.

(b) It shall apply to candidates who have been enrolled in any of the following military Institutions on or after 1982 and those belonging to the earlier batches who will complete their programme of study not before May 1984.

(i) The Military College of Electronics and Mechanical Engineering (MCEME), Secunderabad.

(ii) The College of Military Engineering (CME), Pune.

(iii) The Naval College of Engineering (NCE), INS Shivaji, Lonavala shifted to Indian Naval Academy, Ezhimala, Kerala in 2014.

(iv) The Military College of Telecommunication Engineering (MCTE), Mhow.

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2. Continuance of the Rules Relating to the Academic Matters :

All rules by whatever name they are called and framed by the Military Engineering Institutions as referred to in Clause 1(b) above and were in-force immediately before the commencement of this Ordinance relating :

(a) To the admission of students, the course of studies and the fees therefor, the qualifications pertaining to diplomas, certificates and other academic distinctions, and the like, and

(b) To the conduct of examination, including the terms of office and appointment of examiners and the condition of residence of students and their general discipline; in so far as they are not inconsistent with the provisions of the Jawaharlal Nehru University Act, 1966 (53 of 1966) and the Statutes of the University, shall be deemed to be the Rules made by the Executive Council subject to such adaptations and modifications as the Vice-Chancellor may make for the purpose of bringing them into accord with the provisions of the Act and the Statutes of the University.

3. Cessare of Ordinance :

This Ordinance shall cease to be in force on the date to be specified by the Academic Council, which shall not be earlier than 31st December 1986.

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* Approved vide Resolution No. 6.2/E.C/16.10.1984

33. *ORDINANCE RELATING TO THE AWARD OF B.A/B.Sc. (PASS) AND HONS. DEGREE TO THE CADETS REGISTERED IN THE NATIONAL DEFENCE ACADEMY, KHADAKWASLA AND ARMY CADET COLLEGE, DEHRADUN.

1. Definitions :

1.1 "Course" means a unit of study offered in a Semester.

1.2 "Credit" (C) reflects the weightage assigned to a course.

1.3 "Grade" means a letter grade assigned to a student on the basis of evaluation of a course on the ten point scale.

1.4 "Grade Point" (g) means the numerical equivalent of a letter grade assigned to a cadet in the ten point scale.

1.5 "Cumulative Grade Point" (Cg) means a cumulative index grade point average of a cadet calculated in the following manner:

$$CGPA = \frac{(g1 \times c1)+(g2 \times c2)}{\text{Total number of credits offered by the student upto and including the semester for which cumulative index is required.}}$$

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1.6 "Final Grade Point" (Fg) in the final index of a cadet at the time of the award of the degree.

1.7 "Final Grade" is the letter equivalent assigned to a Cadet on the basis of his Final Grade point at the time of the award of the degree.

1.8 **Academic Committee means Academic Committee in relation both to the National Defence Academy and the Army Cadet College.

2. *** Eligibility of Admission :

2.1 A candidate shall be eligible for admission if he has passed Senior School Certificate Examination (10+2) of a recognized Board of Secondary Education in India OR any examination recognized by the University as its equivalent.

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* Approved vide Resolution No. 22/EC/26.4.1974. The title of the Ordinance was amended vide Resolution No. 5.9/E.C/15.3.1991

** Amended vide Resolution No. 6.13/E.C/3.9.1976

*** Added vide Resolution No. 5.15/EC/12.1.1989

2.2 *Cadet shall be eligible for taking Honours Course in the 3rd Semester if he has obtained a CGPA of atleast 5.0 and above at the end of 2nd Semester and also obtained atleast 'A'grade in the discipline in which the Cadet seeks admission to Honours Course.

3. Faculty Adviser :

3.1 The Academic Committee shall appoint an adviser from amongst the faculty members for each cadet. The office shall advise the cadet about his progress with the course and entries to this effect will be made on the course card as may be specified by regulations as laid down by the Academic Committee.

3.2 **Registration of Cadets: The Cadets on joining the Academy/College shall formally register themselves for the programme of study allotted to them by paying the prescribed fees.

3.3 * The Academy shall forward the names of Cadets to the University for registration and allotment of enrolment numbers soon after the commencement of First Semester. The Cadets will be allowed to register their names for the respective Honours Programmes of Study in the 3rd Semester.

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4. Duration of the Programme :

4.1 *The Curricular Work leading to the award of B.A./B.Sc.(Pass) and B.A/B.Sc(Hons.). Degree shall be spread-over a minimum of six Semesters- three Spring and three Autumn Semesters.

4.2 The Spring and the Autumn Semester shall commence from and end on a date to be fixed by the Academic Committee:

Provided that each semester shall ordinarily have not less than 90 working days excluding examination days.

4.3 *A Cadet who has participated in required Curricular Programme for a period of six semesters shall become eligible, subject to regulation made in this regard, for the award of B.A./B.Sc.(Pass) and B.A./B.Sc.(Hons.) degree of the University provided he fulfils Credit requirements as referred to in Clause 5.3 and grade requirement as referred in Clause 8.2 of the Ordinance.

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* Amended/Added vide Resolution No. 5.9/E.C/15.3.1991

** Amended vide Resolution No. 5.15/E.C/12.1.1989 and 5.9/EC/3.9.1991

5. Credit Requirements :

5.1 There shall be two levels of courses:

(a) 'C' level courses which shall be given ordinarily in the first two semesters; and

(b) 'B' level courses which shall ordinarily be given in the 3rd, 4th, 5th and 6th semesters.

5.2 Ordinarily a course of 2 contact hours a week shall be given the credits as follows:

"C" level : 2 credits
"B" level : 3 credits

Provided that the Academic Committee being satisfied can allot less or more credits to a particular course.

5.3 *The actual credit requirement in the case of a cadet for the award of Bachelor's degree shall be prescribed by the Academic Committee of the Academy/College provided that it shall not be less than 80 credits for B.A (Pass), 95 credits for B.Sc. (Pass) and 100 credits for B.A/B.Sc (Hons.) degree.

5.4 ** The courses on the basis of which a Cadet earns C & B level credits in a semester shall be from all degree linked disciplines prescribed for the semester.

5.5 ***A cadet shall not be allowed to offer courses of studies of the succeeding semesters if he has not previously cleared the course of Study/Studies which is /are prescribed as a pre-requisite(s).

6. Evaluation :

6.1 The system of evaluation for each course shall be laid down by the Academic Committee.

6.2 The pattern and schedule of sessional work for each course of a semester shall be prescribed by the Academic Committee and shall be made known to the cadets at the commencement of each semester.

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* Amended vide Resolution No. 5.15/EC/13.12.1989 and 5.9/EC/15.3.1991
** Amended vide Resolution No. 5.15/EC/12.1.1989
*** Added vide Resolution No.7/EC/13.12.1974

6.3 *The cadets shall be graded in each course on ten-point scale that is

GRADE	GRADE POINT
A+	9
A	8
A-	7
B+	6
B	5
B-	4
C+	3
C	2
C-	1
F	0

Note 1: There shall be no rounding off of SGPA/CGPA/FGPA.

2: The SGPA/CGPA/FGPA obtained by a cadet is out of a maximum possible 9 points.

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6.4 The final grade of cadet will be worked out on the basis of the formula indicated below :

$$FGPA = \frac{\sum_{i=1}^{n} c1 \times g1}{\sum_{i=1}^{n} ci}$$

c1 = Credit of the ith course

g1 = Grade point secured by the cadet in the ith course

n = Total number of courses prescribed for the cadet

FGPA = Final Grade point Average of the student concerned.

6.5 ** Unless otherwise specified the weightage of internal assessment and semester examination shall be 50:50.

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* Amended vide Resolution No. 6.2/E.C/6.7.2000

** Added vide Resolution No. 5.15/E.C/12.1.1989

7. Examinations :

7.1 Examinations shall be conducted under the direction of the Principal of the Academy/College.

7.2 *A Cadet can take part in the Curricular programme for the B.A/B.Sc(Pass) and B.A/B.Sc.(Hons.) degree of the University upto a maximum of 8 semesters which could be extended on medical grounds by a maximum of 3 more semesters.

7.3 Examiners or Board of Examiners shall be appointed for each course by the Academic Committee.

8. Grade Point Requirements/Minimum Standard :

8.1 **A Cadet shall be required to maintain a minimum cumulative grade point average of 3.0 during each of the six semester.

8.2 * To be eligible for the award of Bachelor's degree, a cadet must have a final cumulative index (grade point average) equal to or greater than 3.0 for B.A./B.Sc.(Pass) degree and 4.0 for B.A./B.Sc.(Hons.) degree.

8.3(a)**The end-semester results shall be approved by the Academic Committee after these have been duly screened by a sub-committee including a representative from the University.

(b) The final results at the end of the six semesters for the award of the Bachelor's degree shall be forwarded to the University for seeking approval of the Academic Council.

9. Removal of the Cadets from the Academy :

The Academic Committee may recommend the withdrawal of Cadet from the Academy/College on the basis of unsatisfactory performance.

Note: The word "Academy" wherever occurs in this Ordinance are to be substituted by "Academy/College". **(EC Resolution No. 6.13/EC/3.9.1978)**

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* Amended vide Resolution No. 5.9/E.C/12.1.1991

** Amended vide Resolution No.5.15/E.C/12.1.1989

10. *Power of Relaxation :

Notwithstanding what is contained in the Ordinance, the Academic Council , may in exceptional circumstances and on the recommendations of the Academic Committee of the concerned Academy/College, as well as on the merits of each individual case, consider at its discretion and for the reasons to be recorded, relaxation of any of the provisions except those prescribing CGPA/FGPA requirements.

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* Added vide Resolution No. 5.15/E.C/12.1.1989 & Amended vide Resolution No. 6.2/EC/6.7.2000

34. *ORDINANCE RELATING TO THE AWARD OF DEGREE OF BACHELOR OF TECHNOLOGY (B.TECH.) IN THE DEFENCE (MILITARY) ENGINEERING INSTITUTIONS.

1. Definitions :

1.1 "Course" means a unit of study offered in a semester.

1.2 "Credit" (C) is the weightage assigned to a course in terms of contact hours.

1.3 "Grade" means a letter grade assigned to a student on the basis of evaluation of a course on the ten point scale.

1.4 "Grade Point" (g) means the numerical equivalent of a letter grade assigned to a student in the ten point scale.

1.5 "Semester Grade Point Average" (SGPA) means index grade point average of a student in a semester calculated in the following manner :

$$SGPA = \frac{(g1 \times c1)+(g2 \times c2)}{\text{Total number of credits offered by the student in a semester for which index is required.}}$$

Cumulative Grade Point Average (CGPA) would imply sum total of the credits offered by a student during all the semesters, inclusive of the semester for which the cumulative index is required.

1.6 "Final Grade Point Average" (FGPA) is the final index of a student at the time of the award of the degree.

1.7 Academic Committee means Academic Committee in relation to the Defence (Military) Engineering Institutions as detailed below :

(a) Military College of Electronics and Mechanical Engineering, Secunderabad

(b) College of Military Engineering, Pune

(c) Naval College of Engineering, INS Shivaji, Lonavala
(Now Indian Naval Academy, Ezhimala, Kerala).

(d) Military College of Telecommunication Engineering, Mhow.

**(e) Air Force Engineering College, Jalahalli, Bangalore.

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* Approved vide Resolution No. 5.10/E.C/28.3.1985.

** Approved vide Resolution No. 6.1/EC/20.11.2015.

2. *Eligibility for Admission :

2.1 A candidate shall be eligible for admission to first year (1st semester) of the four year (8 semesters) B.Tech. degree programme if one has passed Senior School Certificate (10+2) examination of a recognized Board of Secondary Examination or an examination recognized by the University as its equivalent with Mathematics, Physics and Chemistry as elective subjects.

2.2 Those holding Bachelor's degree in Science with Mathematics and Physics as major subjects and in addition have Chemistry or Statistics or Computer Science or any other allied discipline as subsidiary/minor subject will be eligible for admission to the second year (3rd semester of the four year (8 semester) programme leading to the award of Bachelor's degree in Technology.

Note: Clause 12 of the Ordinance relating to Defence (Military) Engineering Institutions (1984) will also stand amended accordingly.

3. Disciplines :

The successful candidates will be eligible for award of B.Tech. Degree of the University in the following disciplines as noted against each college :

1. Military College of Electronics and Mechanical Engineering, Secunderabad :

(a) B.Tech in Electronics
(b) B.Tech. in Mechanical Engineering

2. College of Military Engineering, Pune :

(a) B.Tech. in Mechanical Engineering
(b) B.Tech. in Electrical Engineering
(c) B.Tech. in Civil Engineering

3. ***The Naval College of Engineering (NCE), INS Shivaji, Lonavala till #2014
(Now Indian Naval Academy, Ezhimala, Kerala).

(a) B.Tech. in Electrical and Electronics Engineering
(b) B.Tech. in Mechanical Engineering

The Indian Naval Academy, Ezhimala from 2009

(a) B.Tech. in Electronics and Communication Engineering
(b) B.Tech. in Mechanical Engineering

4. Military College of Telecommunication Engineering, Mhow

(a) ** B.Tech. in Telecommunication Engineering and Information Technology

5. ****Air Force Engineering College, Jalahalli, Bangalore.

(a) B.Tech. in Aeronautical Engineering.
(b) B.Tech. in Electronics and Communication Engineering.

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* Amended vide Resolution No. 5.10/E.C/21.1.1987
** Amended vide Resolution No. 6.2/E.C/22.1.2003 (This amendment will be effective from course serial No. 83 passing out in May, 2002)
*** Amended vide Resolution No. 4.22/E.C/10.7.2009
# Amended vide AC(A) Resolution No. 4(B) dated 25.10.2013.
**** Added vide Resolution No. 6.1/EC/20.11.2015.

4. Faculty Advisor :

4.1 The Academic Committee shall appoint an adviser from amongst the faculty members for each student who shall advise the student about his progress in the course and entries to this effect will be made on the course card as may be specified by the regulations as laid down by the Academic Committee.

4.2 The students on joining the Colleges would be entitled to the credits earned by them only if they have formally registered for the courses allotted to them by the College during a semester on or before the scheduled date.

4.3 Late registeration shall be allowed upto specified date by the College after the beginning of the semester.

5. *Duration of the Programme :

5.1 The curricular work leading to the award of B.Tech. degree shall be spread over a minimum of eight semesters; 4 spring and 4 autumn semesters for candidates admitted under clause 2.1.

Provided that curricular work leading to the award of B.Tech. degree in case of candidates admitted under clause 2.2 shall be spread over a minimum of 6 semesters 3 spring semesters and 3 autumn semesters.

5.2 The Spring and the Autumn semesters shall commence from and end on a date to be fixed by the Academic Committee.

Provided that each semester shall ordinarily have not less than 90 working days excluding examination days.

5.3 * A student who has participated in the required curricula programme for a period of 8 semesters in case of those admitted to the first year under Clause 2.1 and for a period of six semesters in case of those admitted to second year (3^{rd} semester) of the 8 semester (4 year programme) under clause 2.2 shall become eligible subject to satisfying other conditions as laid down in the Ordinance for the award of Bachelor's degree in Technology of this University.

In order to be eligible for the award of Bachelor's degree a student must have cleared all the prescribed courses earning a minimum of 120 credits in case of those admitted to first year and 96 credits in case of those admitted to second year (3^{rd} semester of the 4 year programme) and have second a CGPA of 4.00 and above. Provided that the Academic Committee with the prior approval of the Academic Council may prescribe additional credits in excess of those provided above under clause 5.3 as a requirement for award of the B.Tech. degree in any of the disciplines offered in these institutions.

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* Amended vide Resolution No. 5.10/E.C/21.1.1987

6. Credit Requirement :

6.1 Unless otherwise specified by the Academic Committee candidates pursuing curricular programme for the Award of Bachelor's degree in Technology shall ordinarily pursue `B' level courses carrying 3 credits each during 1st and 2nd semester, and 'A' level courses carrying 4 credits each during 3rd to 8th semester and a student shall have to earn a minimum of 120 credits in case of those admitted to first year and 96 credits in case of those admitted to second year in order to be eligible for the award of B.Tech. degree.

6.2 The scheme of instructions of specifying the contact hours inclusive of lectures, tutorials and laboratory work etc. shall be laid down by the Academic Council on the recommendations of the Academic Committee.

6.3 Ordinarily a student will be allowed to register for courses carrying 16 credits for each of the semester provided a student may register for additional credits not exceeding one third of the normal load.

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6.4 A student shall not be permitted to offer a course if he/she has not previously cleared a course(s) prescribed as a pre-requisite for the former.

7. Evaluation :

7.1 The System of evaluation for each course shall be laid down by the Academic Committee on the recommendation of the faculty concerned.

7.2 For courses having a semester examination, sessional work shall carry the same weight as the semester examination. No student shall be permitted to sit in the end semester examination unless and until he has cleared the sessionals.

7.3 The pattern and schedule of sessional work for each course of a semester shall be prescribed by the Academic Committee, on the recommendation of the faculty concerned and shall be made known to the students at the commencement of each semester.

7.4 * The students shall be graded in each course on a 10-point scale, that is:

Grade	Grade Point
A+	9
A	8
A-	7
B+	6
B	5
B-	4
C+	3
C	2
C-	1
F	0

Note 1: There shall be no rounding off of SGPA/CGPA/FGPA.

2: The SGPA/CGPA/FGPA obtained by a student is out of a maximum possible 9 points

The final Grade Point Average obtained by the student shall be classified into following divisions:

FGPA	Class/Division
8.5 and above	High First Class
7.5 and above but less than 8.5	Middle First Class
6.5 and above but less than 7.5	Lower First Class
5.5 and above but less than 6.5	High Second Class
4.5 and above but less than 5.5	Middle Second Class
3.5 and above but less than 4.5	Lower Second Class

7.5 * A student clears a course only if he/she has cleared both the components, namely, sessional work and end semester examination (for courses having end semester examination) by securing a grade higher than `F' in both of them, or only if he/she secure an overall grade higher than `F' (for courses having no end semester examination). A student who fails in a course either by not clearing the sessionals and consequently being not eligible to appear in the end semester examination, or by failing in the end semester examination, or by absenting from appearing in the end semester examination (for courses having end semester examination) or by failing to secure an overall grade higher than `F' (for courses having no end semester examination), shall be required to repeat that course or clear another similar (core, optional or tool, as the case may be) course in lieu thereof irrespective of his/her performance in the sessional work.

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* Amended vide Resolution No. 6.2/EC/6.7.2000

7.6 The final grade point average of a student will be worked out on the basis of the formula indicated below:

$$FGPA = \frac{\sum_{i=1}^{n} c1 \times g1}{\sum_{i=1}^{n} ci}$$

c1 = Credit of the ith course
g1 = Grade point secured by the student in the ith course
n = Total number of courses prescribed for the student
FGPA = Final Grade point Average of the student concerned.

7.7 Examination shall be conducted under the direction of the Head of the Institution concerned.

7.8 * A student can take part in the curricular programme for the B.Tech. degree of the University upto a maximum of 10 semesters.

7.9 Examiners or Board of Examinations shall be appointed for each course by the Academic Council on the recommendation of the Academic Committee.

8. * Grade Point Requirement/Minimum Standard :

8.1 * A student will be required to maintain a minimum CGPA of 3.00 in the 1st and 2nd semesters of 8 semesters programme and 3.50 in the 3rd and 4th semester and thereafter 4.00 throughout the programme.

8.2 B.Tech. degrees may be awarded to all those students who complete the credit requirements for these degrees prescribed in Clause 6.1 and who possess the required CGPA of 4.0 and above.

8.3 * A student with a cumulative index of less than 4.0 at the end of eight semesters, will be given a maximum of two more semesters to bring up his/her cumulative index to the prescribed requirement of the B.Tech. degree or for continuing in the eight semester programme of study leading to B.Tech. degree.

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* Amended vide Resolution No. 5.10/EC/21.1.1987

8.4 A student in order to be eligible for the award of B.Tech. degree of the University must have fulfilled the following requirements :

(i) He/she has taken and passed all the prescribed courses as laid down;

(ii) He/she has obtained a minimum CGPA of 4.0 at the end of the programme.

8.5 The end-semester examinations shall be conducted by the college under the overall guidance of the Head of the Institution within the dates specified by the Academic Committee. The Head of the Institution shall report the award list in respect of all courses to the Deputy Registrar (Acad. & Eval.) Office.

8.6*(a) The end-semester results shall be approved by the Academic Committee after these have been duly screened by sub-committee including a representative from the University.

(b) The final results at the end of the 8th semester for the award of the B.Tech. degree shall be forwarded to the University for seeking approval of the Academic Council.

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8.7 ** Powers of Relaxation

Notwithstanding what is contained in the Ordinance, the Academic Council may, in exceptional circumstances and on the recommendation of the Academic Committee of the concerned Engineering Institution as well as on the merits of each individual case, consider, at its discretion and for reasons to be recorded, relaxation of any of the provisions except those prescribing CGPA/FGPA requirements.

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* Amended vide Resolution No. 5.10/EC/21.1.1987

** Amended vide Resolution No. 6.2/EC/6.7.2000

35. * ORDINANCE GOVERNING THE AWARD OF MASTER OF TECHNOLOGY (M.TECH.) IN THE DEFENCE ENGINEERING INSTITUTIONS, VIZ., COLLEGE OF MILITARY ENGINEERING, PUNE; MILITARY COLLEGE OF TELECOMMUNICATION ENGINEERING, MHOW; INDIAN NAVAL ACADEMY, EZHIMALA, KERALA; AND MILITARY COLLEGE OF ELECTRONICS AND MECHANICAL ENGINEERING, SECUNDERABAD.

1. ** Short Title, Commencement and Application:

The Programme of study leading to the award of Master of Technology Degree in Civil Engineering/Mechanical Engineering/Electrical Engineering/Structural Engineering and Energy System shall be called M.Tech. (Civil Engineering) / M.Tech. (Mechanical Engineering) / M.Tech.(Electronics Engineering)/M.Tech (Structural Engineering & Energy System)*******.

(a) It shall come into force on a date to be specified by the University.

(b) It shall apply to candidates who have been enrolled in the programme at the Institutions concerned on or after 1.1.1994.

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2. Definitions:

2.1 "Course" means a Semester Course.

2.2 "Credit" (C) is the weightage assigned to a course in terms of contact hours

2.3 "Grade" means a letter grade assigned to a student on the basis of evaluation of course on the ten point scale.

2.4 "Grade Point" (g) means the numerical equivalent of a letter grade assigned to a student in the ten point scale.

2.5 "Cumulative Grade Point Average" (CGPA) means a cumulative index grade point average of a student calculated in the following manner.

$$CGPA = \frac{(g_1 \times c_1) + (g_2 \times c_2)}{\text{Total number of Credits offered by the Student upto and including the semester for which cumulative index is required.}}$$

2.6 "Final Grade Point Average" (FGPA) is the final index of a student at the time of the award of degree.

2.7 "Final Grade" is the letter equivalent assigned to a student on the basis of his/her final grade point at the time of the award of the degree.

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* Approved vide Resolution No. 5.4/EC/10.5.1995

** Amended vide Resolution No. 6.2/EC/5.11.1998

*** Added vide Resolution No. 6.1/EC/11.05.2015.

2.8 The final grade point average of a student will be worked out on the basis of the formula indicated below.

$$FGPA = \frac{\sum_{i=1}^{n} c1 \times g1}{\sum_{i=1}^{n} ci}$$

c1 = Credit of the ith course
g1 = Grade point secured by the student in the ith course
n = Total number of courses prescribed for the student
FGPA = Final Grade point Average of the student concerned.

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2.9 "Academic Committee" means Academic Committee of the Military Engineering Institutions concerned.

3. Eligibility for Admission :

A candidate shall be eligible for admission to first year (1st semester) of the one and half year (3 semesters) M.Tech. degree programme if one has passed B.Tech. or equivalent in any of the related disciplines of Engineering from a recognized University.

4. Procedure for Admission :

4.1 The procedure for admission to the course shall be as laid down from time to time by the Academic Committee.

4.2 After having been admitted to the programme the candidate shall be assigned to a supervisor(s) appointed by the Academic Committee.

5. Courses of Study :

5.1 The respective institution shall prescribe the course (s) and specify the methodology and instructional devices to be used. Provided that any modification in the syllabi of the M.Tech. programme shall be carried out only with the approval of the Academic Council of the University. Each course

shall carry such credits as may be approved by the Academic Committee. In no case shall a student be allowed to repeat a course either in the event of failure or for improving the performance.

5.2 A Student may with the permission of the Institution concerned be allowed to add, drop or substitute course(s) within a period of three weeks from the commencement of the semester.

6. Duration of the Course :

i) The course work shall be completed within the first two consecutive semesters and the dissertation in the subsequent third semester. In exceptional cases, a student who has satisfactorily completed the course requirements but could not submit his/her dissertation within the three semester period may be allowed to register for one more consecutive semester only within a period of four semesters from the date of his/her initial admission to the programme with the approval of the Academic Committee for reasons to be recorded on the merit of each individual case.

*****ii) The duration of the proposed M.Tech. programme in Civil & Electrical Engineering will be of two years i.e. four consecutive semesters with full residency at CME, Pune.

7. Removal of name of a student from the Rolls :

The Academic Committee may remove the name of a student from the rolls who fails in any course or fails to clear atleast one third of the credit requirements for the entire course work of the programme or fails to secure a CGPA of 5.50 in the course work or for unsatisfactory progress at any time during the duration of the programme.

8. Credit Requirement :

No student admitted to the programme shall be eligible for the award of M.Tech. degree unless he/she secures 24 credits in all out which at least 14 credits shall be for course work and at least 6 credits for the dissertation.

9. Topic of Dissertation :

The topic of dissertation shall be approved by the Academic Committee on a proposal submitted by the student through his/her Adviser.

10. Evaluation :

10.1 Subject to confirmation by the Academic Committee, the method of evaluation in the courses leading to the award of M.Tech. degree shall be prescribed and assessment conducted by the Institution concerned.

10.2 The dissertation shall be examined by two examiners at least one of whom shall be a person not on the faculty of the Institution concerned to be appointed by the Executive Council on the recommendations of the Academic Council as well as Academic Committee of the Institution concerned.

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* Approved in AC(A) vide Resolution No. 4(iii) /30/10/2012.

Provided that in case of difference of opinion between the two examiners with regard to the evaluation of dissertation, the Chairman of the Academic Committee shall arrange to have placed before the Committee, the evaluation reports of both the examiners for its consideration.

Provided further that after due consideration of the reports, the Committee may recommend the appointment of a third examiner (not connected with the Institution concerned) in the manner as laid down under clause 10.2 above for the evaluation of the dissertation.

Provided further that if the recommendation of the third examiner is in the negative, the student concerned shall not be awarded the M. Tech. degree.

10.3 The courses and dissertation of the student shall be graded on a 10 point scale, that is :

Grade	Grade Point
A+	9
A	8
A-	7
B+	6
B	5
B-	4
C+	3
C	2
C-	1
F	Fail

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Note : There shall be no rounding off of SGPA/CGPA/FGPA The Final Grade Point Average obtained by the student shall be classified into following divisions.:

CGPA	Grade	Class/Division
8.5 and above	A+	High First Class
7.5 and above but less than 8.5	A	Middle First Class
6.5 and above but less than 7.5	A-	Lower First Class
5.5 and above but less than 6.5	B+	High Second Class
4.5 and above but less than 5.5	B	Middle Second Class
3.5 and above but less than 4.5	B-	Lower Second Class

10.4 A viva-voce examination in respect of M.Tech. dissertation shall be conducted by the examiners as appointed vide para 10.2 above. The grade for dissertation shall be jointly awarded by the two examiners at the time of viva-voce examination.

10.5 A student in order to be eligible for the award of M. Tech. Degree of the University must have a minimum FGPA of 6.00 (in the course work inclusive of dissertation).

11. Notwithstanding what is contained in the Ordinance, the Academic Council may, in exceptional circumstances and on the recommendation of the Academic Committee as well as on the merits of each individual case, consider relaxation of any of the provisions at its discretion and for the reasons to be recorded.

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36. * ORDINANCE RELATING TO THE CENTRE FOR DEVELOPMENT STUDIES, THIRUVANANTHAPURAM.

1. Short Title:

(a) This Ordinance may be called the Centre for Development Studies, Thiruvananthapuram Ordinances, 1974.

(b) It shall come into force on a date to be specified by the authorities of the University.

Constitution of the Governing Body

The Governing Body of the Centre shall include the Vice-Chancellor or his nominee and a senior faculty member of the Jawaharlal Nehru University to be nominated by the Vice-Chancellor.

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3. Definition:

(a) "Centre" means the "Centre for Development Studies, Thiruvananthapuram" which has been named as a recognized Centre of the University in terms of Section 5(13) of the Jawaharlal Nehru University Act of 1966 for the purpose of instruction and research leading to the award of M.A/ M.Phil/Ph.D degrees of the University.

(b) "Committee" means the "JNU-CDS Committee of Direction on the MA/M.Phil/Ph.D".

4. Constitution of the JNU-CDS Committee of Direction:

i. The JNU-CDS Committee of Direction on the MA/M.Phil/Ph.D shall consist of the following:
ii. Director of the Centre who will be the Chairman of the Committee.
iii. At least two senior members of the research staff of the Institute recognized by the University as teachers of the University for instructional and research guidance of students registered for the doctoral programmes.
iv. At least two outside experts nominated by the Academic Council of the Jawaharlal Nehru University representing areas of research pursued by the Centre.
v. At least two senior faculty members of the University nominated by the Vice-Chancellor.
vi. Coordinator (Evaluation), JNU or his nominee (special invitee).

*Approved vide Resolution No.12.2/EC/26.04.1974 & revised vide Resol.No.4.30/EC/27.03.2012

5. Terms of Office:

Barring Director all other members of the Committee shall hold office for a period of two years.

6. Quorum:

Quorum of the meeting of the Committee shall be 1/3 of its total members inclusive of one outside member. While the Committee may meet as often as necessary it shall however meet at least once in each semester.

7. The JNU-CDS Committee of Direction:

The JNU-CDS Committee of Direction shall exercise the powers and duties of the Centre of Studies in the School, the Committee for Advanced Studies and Research as well as Board of the School of the University in relation to MA, M.Phil and Ph.D programmes except that the courses of study alongwith detailed syllabi will be submitted to the Academic Council of JNU for its consideration and approval.

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8. Participation in Instructional and Research Guidance:

Such of the Scientists on the strength of the Centre will be recognized as teachers of the University to participate in the Instructional and Research Guidance of the student registered for the doctoral programme and may be designated appropriately Professor, Associate Professor and Assistant Professor on the basis of their qualifications and experience as laid down by the University from time to time and comparable to corresponding faculty positions in the University. Each of such scientists shall seek prior recognition of the University for performing such functions.

Admission/Examination/Evaluation to the Centre:

The Admission/Examination/Evaluation to the MA, M.Phil and Ph.D programme of the Centre shall be in accordance with the provisions contained in the M.A, M.Phil and Ph.D Ordinances of the University as amended from time to time.

9. Inspection:

The Executive Council on the recommendation of the Academic Council shall have the right to cause an inspection after every three years to be made by such person or persons as may be decided by the Executive Council in respect of its buildings, laboratories and equipments and also of the examinations, teaching and evaluation with a view to ensuring of academic standards.

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37. * ORDINANCE RELATING TO THE AWARD OF "POST-GRADUATE DIPLOMA IN POPULATION AND SUSTAINABLE DEVELOPMENT" AT THE CENTRE FOR DEVELOPMENT STUDIES, THIRUVANANTHAPUAM.

1. Definitions :

1.1 "Course" means a course, taught during a term of 10 weeks duration. Each term in thus equivalent to half a semester.

1.2 "Credit" (C) is the weightage assigned to a course in terms of contact hours.

1.3 "Grade" means a letter grade assigned to a student on the basis of evaluation of a course on the ten point scale.

1.4 "Grade point" (g) means the numerical equivalent of a letter grade assigned to a student in the ten point scale.

1.5 "Cumulative Grade Point Average" (CGPA) means a cumulative index grade point average of a student calculated in the following manner:

$$CGPA = \frac{(g1 \times c1)+(g2 \times c2)}{\text{Total number of credits offered by the student upto and including the semester for which cumulative index is required.}}$$

1.6 "Final Grade Point average" (FGPA) is the final index of a student at the time of the award of a degree.

1.7 "Final Grade" is the letter equivalent assigned to a student on the basis of his/her Final Grade Point Average at the time of the award of the Degree.

1.8 The final grade point average of a student will be worked out on the basis of the formula indicated below:

$$FGPA = \frac{\sum_{i=1}^{n} c1 \times g1}{\sum_{i=1}^{n} ci}$$

c1 = Credit of the ith course
g1 = Grde point secured by the student in the ith course
n = Total number of courses prescribed for the student
FGPA = Final Grade point Average of the student concerned.

* Approved vide Resolution No. 5.3/E.C/20.6.1988 and name of the title amended vide Resolution No. 5.2/E.C/18.3.1998

2. Eligibility for admission to the programme :

A candidate shall be eligible for admission to the course leading to the Post-graduation Diploma in Population and Development if he/she holds a Master's Degree or equivalent of any University. Provided, however, that the cases of students who have passed examination outside the Indian Universities system and who may not have obtained a Master's Degree may be considered for Admission to the course subject to the condition that each case shall be examined on its own merit by the Admission Committee and in accordance with the recommendation of the Committee of Direction for the Training Programme on Population and Development. In case of doubt, the matter will be referred to the Equivalence Committee of JNU.

3. Procedure for Applying for Admission :

The procedure for receiving the applications to the course shall be that laid down from time to time by the Committee of Direction for Training Programme on Population and Development of the Centre for Development Studies.

4. Procedure for Admission :

4.1 The applications are forwarded to the Centre by the International Coordinator, UNFPA Global Programme of Training in Population and Development. Belgium who received them from individual governments.

4.2 The Admission Committee, comprising of the faculty of the Centre, shall consider the applications and forward them with its recommendations to the Committee of Direction for Training Programme in Population and Development of the Centre for Development Studies.

4.3 The Committee of Direction for Training Programme on Population and Development of CDS shall, on the basis of recommendation of the Admission Committee, offer admission to the candidates.

5. * Courses of Study :

The School shall prescribe the course(s) and specify the methodology and instructional devices to be used. Every such course shall carry such credits as may be approved by the Board of the School of Social Sciences, Jawaharlal Nehru University on the recommendations of the Centre. In any course where an end semester examination is prescribed, a student clears the course only if he/she has participated in the sessional work and appeared in the end semester examination and secured a weighted grade higher than `F'. In no case shall a student be allowed to repeat a course either in the event of failure or for improving the performance.

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* Amended vide Resolution No. 6.2/EC/6.7.2000

6. Duration of the Programme :

The courses shall ordinarily be completed within 4 consecutive terms of 10 weeks each. A student who has satisfactorily completed the course work but could not submit his/her project report within the 4 terms shall be permitted to register for one more consecutive term. No registration shall be permissible beyond a period of five terms from the date of admission.

7. * Removal of name of a student from the Rolls of the University :

7.1 The name of a student shall stand automatically removed from the rolls of the University if he/she fails in any course.

7.2 The Committee of Direction for the Training Programme on Population and Development of CDS may recommend to the University the removal from the rolls of the University the name of any student who fails to clear atleast one third of the credit requirements of the entire work of the programme or fails to secure a cumulative grade point average (CGPA) of 4.00 in the course work or for unsatisfactory progress at any time during the programme after completion of course work.

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8. Credit Requirements :

No student admitted to the course shall be eligible for the award of Post-Graduate Diploma in Population and Development unless he/she secures credits in all and obtain a Final Grade Point Average of B minus.

9. Topic of Project Report :

The topic of Project Report shall be approved by the Centre on a proposal submitted by the student through his/her Adviser.

10. Evaluation :

10.1 Subject to confirmation by the Committee, the method of evaluation adopted will be based on examinations at the middle or end of each term, term papers, the assignments, performance in seminars, or any combination of the above. This essentially depends on the nature of the subjects handled in a course. Assessment will be conducted by the Faculty Committee of the Centre for Development Studies.

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* Amended vide Resolution No. 6.2/EC/6.7.2000

10.2 The Project Report shall be examined internally by two examiners, one of whom shall be the adviser, appointed by the Committee of Direction in the Training Programme of Population and Development of the Centre and the final grade for the Project Report shall be determined after the viva-voce examination by taking the average of the grades awarded by two examiners.

Provided that in case of difference of opinion between the two examiners with regard to evaluation of the Project Report, the Director of the Centre shall arrange to have placed before the Committee of Direction in the Training Programme in Population and Development of the Centre, the Evaluation reports of both examiners for its consideration.

Provided further that after due consideration of the reports the Committee may recommend the appointment of a third examiner for the evaluation of the Project Report.

Provided further that if the recommendations of the third examiner is in the negative, the student concerned shall not be awarded the Diploma.

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10.3 *The course(s) and project report of the student shall be graded on a 10 point scale, that is

Grade	Grade Point
A+	9
A	8
A-	7
B+	6
B	5
B-	4
C+	3
C	2
C-	1
F	0

Note 1: There shall be no rounding off of SGPA/CGPA/FGPA.

2: The SGPA/CGPA/FGPA obtained by a student is out of a maximum possible 9 points

* Amended vide Resolution No. 6.2/EC/6.7.2000

The Final Grade Point Average obtained by the student shall be classified into the following divisions.:

FGPA	Class/Division
8.5 and above	High First Class
7.5 and above but less than 8.5	Middle First Class
6.5 and above but less than 7.5	Lower First Class
5.5 and above but less than 6.5	High Second Class
4.5 and above but less than 5.5	Middle Second Class
3.5 and above but less than 4.5	Lower Second Class

11. ***** Notwithstanding what is contained in the Ordinance, the Academic Council may, in exceptional circumstances and on the recommendations of the Committee of Direction for the Training Programme on Population and Development of CDS as well as on the merits of each individual case, consider at its discretion and for reasons to be recorded relaxation of any of the provisions except those prescribing CGPA/FGPA requirements.

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* Amended vide Resolution No. 6.2/EC/6.7.2000

38. *ORDINANCE RELATING TO BHABHA ATOMIC RESEARCH CENTRE (TROMBAY), MUMBAI.

1. Short Title :

This Ordinance may be called The "Bhabha Atomic Research Centre (Trombay), Bombay Ordinance 1976".

It shall come into force on and from the date these are approved by the Executive Council.

2. Objective :

To accord recognition to the Bhabha Atomic Research Centre (Trombay), Bombay under clause 3 of section 5 of the Jawaharlal Nehru University Act 1966 (53 of 1966) for undertaking post-Graduate programmes of studies and research leading to the award of doctoral and other post-Graduate degree of JNU in accordance with the relevant Ordinances of the University governing the concerned programme of study and for enabling the students/scholars from the JNU to work at the Centre and vice versa.

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3. Constitution of the Academic Board :

The Academic Board of the Bhabha Atomic Research Centre shall consist of the following :

(a) Director, BARC –Chairman.

(b) All the Heads of Divisions and Heads of such Groups as may be nominated by the Director.

(c) Two teachers of the University who are experts in allied or cognate disciplines dealt with in the BARC to be nominated by the Academic Council for a period of two years.

(d) Member-Secretary – to be nominated by the Chairman from among the Heads of Divisions/Groups.

* Approved vide Resolution No. 6.9//EC/3.9.1976

4. Powers and Functions of the Academic Board :

The Academic Board shall exercise the powers and duties of the Centre of Studies, the Committee for Advanced Studies and Research and Boards of the Schools of the University in respect of M.Phil/Ph.D. programmes except that the courses of study will be submitted to the Academic Council for approval.

5. ***The Executive Council on the recommendation of the Academic Council shall have the right to cause an inspection after every three years to be made by such person or persons as may be decided by the Executive Council in respect of its buildings, laboratories and equipments and also of the examinations, teaching and evaluation with a view to ensuring of Academic standards.

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* Amended vide Resolution No. 5.2//EC/30.4.1986

39 *ORDINANCE RELATING TO THE CENTRE FOR CELLULAR AND MOLECULAR BIOLOGY, HYDERABAD.

1. Short Title :

(a) This ordinance may be called the Centre For Cellular and Molecular Biology, Hyderabad Ordinances, 1984.

(b) It shall come into force on a date to be specified by the authorities of the University.

2. Definition :

(a) "Centre" means the "Centre for Cellular and Molecular Biology, Hyderabad" which has been named as a recognized institution of the University by virtue of the resolution of the Executive Council dated March 12, 1984 in terms of Section 5(13) of the Jawaharlal Nehru University Act of 1966 for the purpose of instruction and research leading to the award of M.Phil./Ph.D. degrees of the University.

(b) "Committee" means the "Academic Committee of the Centre".

3. Constitution of the Academic Committee :

The Academic Committee of the Centre shall consist of the following ;

(i) Director of the Centre who will be Chairman of the Committee;

(ii) Two senior members of the research staff of the Centre recognized by the University as teachers of the University for instructional and research guidance of students registered for the doctoral programmes;

(iii) Two outside experts nominated by the Academic Council of the Jawaharlal Nehru University representing areas of research pursued by the Centre.

(iv) Two senior faculty members of the University nominated by the Vice-Chancellor.

* Approved vide Resolution No. 5.10/E.C/28.3.1985

4. Term of Office :

Barring the Director all other members of the Committee shall hold office for a period of two years.

5. Quorum :

Quorum of the meeting of the Committee shall be 1/3 of its total members inclusive of one outside member. While the Committee may meet as often as necessary, it shall however meet atleast once in each semester.

6. The Academic Committee :

The Academic Committee of the Centre shall exercise the powers and duties of the Centres of Studies in the School, the Committee for Advanced Studies and Research as well as Board of the School of the University in relation to M.Phil./Ph.D. programmes except that the courses of study alongwith detailed syllabi will be submitted to the Academic Council of JNU for its consideration and approval.

7. Participation in Instructional and Research Guidance :

Such of the scientists on the strength of the Centre will be recognized as teachers of the University to participate in the Instructional and Research Guidance of the student registered for the doctoral programme and may be designated appropriately as Professor, Associate Professor and Assistant Professor on the basis of their qualifications and experience as laid down by the University from time to time and comparable to corresponding faculty positions in the University. Each of such scientists shall seek prior recognition of the University for performing such functions.

8. Admission to the Centre :

The Admission to the M.Phil./Ph.D. programme of the Centre shall be in accordance with the provisions contained in the M.Phil./Ph.D. Ordinances of the University. Among other things, a candidate to be eligible for admission to the M.Phil./Ph.D. programme of the Centre shall hold Master's degree of a recognized University besides fulfilling such other conditions as prescribed by the University from time to time.

9. *Inspection :

The Executive Council on the recommendation of the Academic Council shall have the right to cause an inspection after every three years to be made by such person or persons as may be decided by the Executive Council in respect of its buildings, laboratories and equipments and also of the examinations, teaching and evaluation with a view to ensuring of academic standards.

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* Amended vide Resolution No. 5.21/E.C/30.4.1986

40. * ORDINANCE RELATING TO THE NATIONAL INSTITUTE OF IMMUNOLOGY, NEW DELHI.

1. Short Title :

(a) This Ordinance may be called the National Institute of Immunology, New Delhi Ordinance, 1985.

(b) It shall come into force on a date to be specified by the authorities of the University.

2. Definitions :

(a) "Institute" means the "National Institute of Immunology, New Delhi" which has been named as a recognized Institute of the University in terms of Section 5(13) of the Jawaharlal Nehru University Act of 1966 for the purpose of instruction and research leading to the Award of M.Phil/Ph.D. degrees of the University.

(b) "Committee" means the "Academic Committee of the Institute".

3. Constition of the Academic Committee :

(1) The Academic Committee of the Institute shall consist of the following :

(i) Director of the Institute who will be Chairman of the Committee.

(ii) Two senior members of the research staff of the Institute recognized by the University as teachers of the University for instructional and research guidance of students registered for the doctoral programmes.

(iii) Two outside experts nominated by the Academic Council of the JNU representing areas of research pursued by the Institute.

(iv) Two senior faculty members of the University nominated by the Vice-Chancellor.

4. Term of Office :

Barring the Director all other members of the Committee shall hold office for a period of two years

* Approved vide Resolution No. 5.7/EC/30.10.1985

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5. Quorum :

Quorum of the meeting of the Committee shall be 1/3 of its total members inclusive of one outside member. While the Committee may meet as often as necessary, it shall however meet atleast once in each semester.

6. The Academic Committee :

The Academic Committee of the Institute shall exercise the powers and duties of the Centres of Studies in the School, the Committee for Advanced Studies and Research as well as Board of the School of the University in relation to M.Phil./Ph.D. programmes except that the courses of study alongwith detailed syllabi will be submitted to the Academic Council of JNU for its consideration and approval.

7. Participation in Instructional and Research Guidance :

Such of the scientists on the strength of the Institute will be recognized as teachers of the University to participate in the Instructional and Research Guidance of the student registered for the doctoral programme and may be designated appropriately as Professor, Associate Professor and Assistant Professor on the basis of their qualifications and experience as laid down by the University from time to time and comparable to corresponding faculty positions in the University. Each of such scientists shall seek prior recognition of the University for performing such functions.

8. Admission to the Institute :

The Admission to the M.Phil./Ph.D. programme of the Institute shall be in accordance with the provisions contained in the M.Phil./Ph.D. Ordinances of the University. Among other things, a candidate to be eligible for admission to the M.Phil./Ph.D. programme of the Institute shall hold Master's degree of a recognized University besides fulfilling such other conditions as prescribed by the University from time to time.

9. * Inspection :

The Executive Council on the recommendation of the Academic Council shall have the right to cause an inspection after every three years to be made by such person or persons as may be decided by the Executive Council in respect of its buildings, laboratories and equipments and also of the examinations, teaching and evaluation with a view to ensuring of academic standards.

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* Amended vide Resolution No. 5.21/E.C/30.4.1986

41. * ORDINANCE RELATING TO THE RAMAN RESEARCH INSTITUTE, BANGALORE.

1. Short Title :

(a) This Ordinance may be called the "Raman Research Institute, Bangalore Ordinance 1992".

(b) It shall come into force on a date to be specified by the authorities of the University.

2. Definitions :

(a) Institute means the "Raman Research Institute, Bangalore" which is named as a recognized Institution of the University in terms of Section 5(13) of the Jawaharlal Nehru University Act of 1966 for the purpose of instruction and research leading to the award of M.Phil/Ph.D. degrees of the University.

(b) "Committee" means the "Academic Committee of the Institute".

(c) Constitution of the Academic Committee.

The Academic Committee of the Institute shall consist of the following:

(i) Director of the Institute who will be the Chairman of the Committee;

(ii) Two senior members of research staff of the Institute recognized by the University as teachers of the University for instructional and research guidance of students registered for the programme;

(iii) Two outside experts nominated by the Academic Council of the Jawaharlal Nehru University representing areas of research pursued by the Institute;

(iv) Two senior faculty members of the University nominated by the Vice-Chancellor.

3. Term of Office :

Barring the Director all other members of the Committee shall hold office for a period of two years.

* Approved vide Resolution No. 5.11/EC/25.3.1992

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4. Quorum :

Quorum of the meeting of the Committee shall be 1/3 of its total members inclusive of an outside member. While the Committee may meet as often as necessary, it shall however, meet atleast once in each semester.

5. Powers of the Academic Committee :

The Academic Committee of the Institute shall exercise the powers and duties as exercised by the Centres of Studies in the School, the Committee for Advanced Studies and Research as well as Board of the School of the University in relation to M.Phil./Ph.D. programmes except that the courses of study alongwith detailed syllabi will be submitted to the Academic Council of JNU for its consideration and approval.

6. Participation in Instructional and Research Guidance :

Such of the scientists on the strength of the Institute will be recognized as teachers of the University to participate in the Instructional and Research Guidance of the student registered for the said programme and may be designated appropriately as Professor, Associate Professor and Assistant Professor on the basis of their qualifications and experience as laid down by the University from time to time and comparable to corresponding faculty positions in the University. Each of such scientists shall seek prior recognition of the University for performing such functions.

7. Admission to the Institute :

The Admission to the M.Phil./Ph.D. programme of the Institute shall be in accordance with the provisions contained in the M.Phil./Ph.D. Ordinances of the University. Among other things, a candidate to be eligible for admission to the M.Phil./Ph.D. programme of the Institute shall hold Master's degree of a recognized University besides fulfilling such other conditions as prescribed by the University from time to time.

8. Inspection :

The Executive Council on the recommendation of the Academic Council shall have the right to cause an inspection after every three years to be made by such person or persons as may be decided by the Executive Council in respect of its buildings, laboratories and equipments and also of the examinations, teaching and evaluation with a view to ensuing of academic standards.

42 * ORDINANCE RELATING TO THE INTERNATIONAL CENTRE FOR GENETIC ENGINEERING AND BIOTECHNOLOGY, NEW DELHI.

1. Short Title :

(a) This Ordinance may be called the "International Centre for Genetic Engineering and Biotechnology, New Delhi Ordinance 1994".

(b) It shall come into force on a date to be specified by the authorities of the University.

2. Definitions :

(a) Centre means the "International Centre for Genetic Engineering and Biotechnology, New Delhi" which is named as a recognized Centre of the University in terms of Section 5(13) of the Jawaharlal Nehru University Act of 1966 for the purpose of instruction and research leading to the award of Ph.D. degree of the University.

(b) "Committee" means the "Academic Committee of the Centre".

3. Constitution of the Academic Committee :

The Academic Committee of the Centre shall consist of the following:

(i) Director of the Centre who will be the Chairman of the Committee;

(ii) Two senior members of research staff of the Centre recognized by the University as teachers of the University for instructional and research guidance of students registered for the programme;

(iii) Two outside experts nominated by the Academic Council of the Jawaharlal Nehru University representing areas of research pursued by the Centre;

(iv) Two senior faculty members of the University nominated by the Vice-Chancellor.

4. Terms of Office :

Barring the Director all other members of the Committee shall hold office for a period of two years.

* Approved vide Resolution No. 5.2/EC/12.9.1994

5. Quorum :

Quorum of the meeting of the Committee shall be 1/3 of its total members inclusive of an outside member. While the Committee may meet as often as necessary, it shall however, meet atleast once in each semester.

6. Powers and Duties of the Academic Committee :

The Academic Committee of the Centre shall exercise the powers and duties as exercised by the Committee for Advanced Studies and Research as well as Board of Study of a School in relation to Ph.D. programmes except that the courses of study alongwith detailed syllabi will be submitted to the Academic Council of JNU for its consideration and approval.

7. Participation in Instructional and Research Guidance :

Such of the scientists on the strength of the Centre will be recognized as teachers of the University to participate in the Instructional and Research Guidance of the student registered for the said programme and may be designated appropriately as Professor, Associate Professor and Assistant Professor on the basis of their qualifications and experience as laid down by the University from time to time and comparable to corresponding faculty positions in the University. Each of such scientists shall seek prior recognition of the University for performing such functions.

8. Admission to the Centre :

The Admission to the Ph.D. programme of the Centre shall be in accordance with the provisions contained in the Ph.D. Ordinance of the University. Among other things, a candidate to be eligible for admission to the Ph.D. programme of the Centre shall hold Master's degree of a recognized University or equivalent besides fulfilling such other conditions as prescribed by the University from time to time.

9. Inspection :

The Executive Council on the recommendation of the Academic Council shall have the right to cause an inspection after every three years to be made by such person or persons as may be decided by the Executive Council in respect of its buildings, laboratories and equipments and also of the examinations, teaching and evaluation with a view to ensuring of academic standards.

43 * ORDINANCE RELATING TO THE INTER UNIVERSITY ACCELERATOR CENTRE, NEW DELHI.

1. Short Title :

(a) This Ordinance may be called the "Inter University Accelerator Centre, New Delhi Ordinance 1995".

(b) It shall come into force on a date to be specified by the authorities of the University.

2. Definition :

(a) "Centre" means the "Inter University Accelerator Centre, New Delhi" which has been named as a recognized Centre of the University in terms of Section 5(13) of the Jawaharlal Nehru University Act of 1966 for the purpose of instruction and research leading to the award of Ph.D. degree of the University.

(b) "Committee" means the "Academic Committee of the Centre".

3. Constitution of the Academic Committee :

The Academic Committee of the Centre shall consist of the following:

(i) Director of the Centre who will be the Chairman of the Committee;

(ii) Two senior members of research staff of the Centre recognized by the University as teachers of the University for instructional and research guidance of students registered for the programme;

(iii) Two outside experts nominated by the Academic Council of the Jawaharlal Nehru University representing areas of research pursued by the Centre;

(iv) Two senior faculty members of the University nominated by the Vice-Chancellor.

4. Term of Office :

Barring the Director all other members of the Committee shall hold office for a period of two years.

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* Approved Vide Resolution No. 5.4/EC/10.5.1995
(The Institute earlier name was Nuclear Science Centre, New Delhi.)

5. Quorum :

Quorum of the meeting of the Committee shall be 1/3 of its total members inclusive of one outside member. While the Committee may meet as often as necessary, it shall however, meet atleast once in each semester.

6. Powers and Duties of the Academic Committee :

The Academic Committee of the Centre shall exercise the powers and duties as exercised by the Committee for Advanced Studies and Research of the School as well as Board of Study of the School of the University in relation to Ph.D. programme except that the courses of study alongwith detailed syllabi will be submitted to the Academic Council of JNU for its consideration and approval.

7. Participation in Research Guidance :

Such of the scientists on the strength of the Centre will be recognized as teachers of the University to participate in the Research Guidance of the student registered for the doctoral programme and may be designated appropriately as Professor, Associate Professor and Assistant Professor on the basis of their qualifications and experience as laid down by the University from time to time and comparable to corresponding faculty positions in the University.

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8. Admission to the Centre :

The Admission to the Ph.D. programme of the Centre shall be in accordance with the provisions contained in the Ph.D. Ordinance of the University as amended from time to time.

9. Review :

The Executive Council on the recommendation of the Academic Council shall have the right to cause a review after every three years to be made by such person or persons as may be decided by the Executive Council in respect of the buildings, laboratories and equipments and also of the examinations, teaching and evaluation of such institutions with a view to ensuring of academic standards.

44 *ORDINANCE RELATING TO THE INSTITUTE OF MICROBIAL TECHNOLOGY, CHANDIGARH.

1. Short Title :

(a) This Ordinance may be called the "Institute of Microbial Technology, Chandigarh Ordinance 1995".

(b) It shall come into force on a date to be specified by the authorities of the University.

2. Definitions :

(a) Institute means the "Institute of Microbial Technology, Chandigarh" which is named as a recognized Institution of the University in terms of Section 5(13) of the Jawaharlal Nehru University Act of 1966 for the purpose of instruction and research leading to the award of Ph.D. degrees of the University.

(b) "Committee" means the "Academic Committee of the Institute".

3. Constitution of the Academic Committee :

The Academic Committee of the Institute shall consist of the following:

(i) Director of the Institute who will be the Chairman of the Committee;

(ii) Two senior members of research staff of the Institute recognized by the University as teachers of the University for instructional and research guidance of students registered for the programme;

(iii) **Three outside experts nominated by the Academic Council of the Jawaharlal Nehru University representing areas of research pursued by the Institute; and

(iv) Two senior faculty members of the University nominated by the Vice-Chancellor.

4. Term of Office :

Barring the Director all other members of the Committee shall hold office for a period of two years.

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* Approved vide Resolution No. 7.11/EC/5.2.1996

** Amended vide Resolution No. 6.2/EC/22.1.2003

5. Quorum :

Quorum of the meeting of the Committee shall be 1/3 of its total members inclusive of an outside member. While the Committee may meet as often as necessary, it shall however, meet atleast once in each semester.

6. Powers and Duties of the Academic Committee :

The Academic Committee of the Institute shall exercise the powers and duties as exercised by the Committee for Advanced Studies and Research of the School as well as Board of the School of the University in relation to Ph.D. programme except that the courses of study alongwith detailed syllabi will be submitted to the Academic Council of JNU for its consideration and approval.

7. Participation in Research Guidance :

Such of the scientists on the strength of the Institute will be recognized as teachers of the University to participate in the Research Guidance of the student registered for the doctoral programme and may be designated appropriately as Professor, Associate Professor and Assistant Professor on the basis of their qualifications and experience as laid down by the University from time to time and comparable to corresponding faculty positions in the University.

8. Admission to the Institute :

The Admission to the Ph.D. programme of the Institute shall be in accordance with the provisions contained in the Ph.D. Ordinances of the University as amended from time to time.

9. Review :

The Executive Council on the recommendation of the Academic Council shall have the right to cause an inspection after every three years to be made by such person or persons as may be decided by the Executive Council in respect of its buildings, laboratories and equipments and also of the examinations, teaching and evaluation with a view to ensuing of academic standards.

45 *ORDINANCE RELATING TO THE NATIONAL INSTITUTE OF PLANT GENOME RESEARCH (NIPGR), NEW DELHI.

1. Short Title :

(a) This Ordinance may be called the "National Institute of Plant Genome Research (NIPGR), New Delhi, Ordinance 2001".

(b) It shall come into force on a date to be specified by the authorities of the University.

2. Definitions :

(a) Institute means the "National Institute of Plant Genome Research (NCPGR), New Delhi," which has been named as a recognized Institute of the University in terms of Section 5(13) of the Jawaharlal Nehru University Act of 1966 for the purpose of instruction and research leading to the award of M.Phil./Ph.D. degrees of the University.

(b) "Committee" means the "Academic Committee of the Institute".

3. Constitution of the Academic Committee :

The Academic Committee of the Institute shall consist of the following:

(i) Director of the Institute who will be the Chairman of the Committee.

(ii) Two senior members of research staff of the Institute recognized by the University as teachers of the University for instructional and research guidance of students registered for the doctoral programmes.

(iii) Two outside experts nominated by the Academic Council of the Jawaharlal Nehru University representing areas of research pursued by the Institute.

(iv) Two senior faculty members of the University nominated by the Vice-Chancellor.

(v) Coordinator (Evaluation), JNU or his nominee (special invitee).

4. Term of Office :

Barring the Director all other members of the Committee shall hold office for a period of two years.

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* Approved vide Resolution No. 4/EC/19.7.2001

The name of the National Centre for Plant Genome Research, New Delhi has been changed as National Institute of Plant Genome and Research vide their notification dated April 5, 2007.

5. Quorum :

Quorum of the meeting of the Committee shall be 1/3 of the total members inclusive of one outside member. While the Committee may meet as often as necessary, it shall however, meet atleast once in each semester.

6. The Academic Committee :

The Academic Committee of the Institute shall exercise the powers and duties of the Board of Studies in the School, the Committee for Advanced Studies and Research as well as Board of the School of the University in relation to M.Phil./Ph.D. programme except that the courses of study alongwith detailed syllabi will be submitted to the Academic Council of JNU for its consideration and approval.

7. Participation in Instructional and Research Guidance :

Such of the scientists on the strength of the Institute will be recognized as teachers of the University to participate in the Instructional and Research Guidance of the student registered for the doctoral programme and may be designated appropriately as Professor, Associate Professor and Assistant Professor on the basis of their qualifications and experience as laid down by the University from time to time and comparable to corresponding faculty positions in the University. Each of such scientists shall seek prior recognition of the University for performing such functions.

8. Admission to the Institute :

The Admission to the M.Phil./Ph.D. programme of the Institute shall be in accordance with the provisions contained in the M.Phil./Ph.D. Ordinances of the University. Among other things, a candidate to become eligible for admission to the M.Phil./Ph.D. programme of the Institute shall hold Master's degree of a recognized University besides fulfilling such other conditions as prescribed by the University from time to time.

9. Inspection :

The Executive Council on the recommendation of the Academic Council shall have the right to cause an inspection after every three years to be made by such person or persons as may be decided by the Executive Council in respect of its buildings, laboratories and equipments and also of the examinations, teaching and evaluation with a view to ensure the academic standards.

46 *ORDINANCE RELATING TO THE CENTRAL DRUG RESEARCH INSTITUTE (CDRI), LUCKNOW.

1. Short Title :

(a) This Ordinance may be called the "Central Drug Research Institute, Lucknow, Ordinance 1999".

(b) It shall come into force on a date to be specified by the authorities of the University.

2. Definitions :

(a) Institute means the "Central Drug Research Institute (CDDRI), Lucknow" which has been named as a recognized Institute of the University in terms of Section 5(13) of the Jawaharlal Nehru University Act of 1966 for the purpose of instruction and research leading to the award of M.Phil./Ph.D. degree of the University.

(b) "Committee" means the "Academic Committee of the Institute".

3. Constitution of the Academic Committee :

The Academic Committee of the Institute shall consist of the following:

(i) Director of the Institute who will be the Chairman of the Committee.

(ii) Three senior members of research staff of the Institute recognized by the University as teachers of the University for instructional and research guidance of students registered for the doctoral programmes.

(iii) Three outside experts nominated by the Academic Council of the Jawaharlal Nehru University representing areas of research pursued by the Institute.

(iv) Three senior faculty members of the University nominated by the Vice-Chancellor.

(v) Coordinator (Evaluation), JNU or his nominee (special invitee).

4. Term of Office :

Barring the Director all other members of the Committee shall hold office for a period of two years.

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* Approved vide Resolution No. 6.4/EC/16.4.1999

5. Quorum :

Quorum of the meeting of the Committee shall be 1/3 of its total members inclusive of an outside member. While the Committee may meet as often as necessary, it shall however, meet atleast once in each semester.

6. The Academic Committee :

The Academic Committee of the Institute shall exercise the powers and duties of the Centre of Studies in the School, the Committee for Advanced Studies and Research as well as Board of the School of the University in relation to M.Phil./Ph.D. programme except that the courses of study alongwith detailed syllabi will be submitted to the Academic Council of JNU for its consideration and approval.

7. Participation in Instructional and Research Guidance :

Such of the scientists on the strength of the Institute will be recognized as teachers of the University to participate in the Instructional and Research Guidance of the student registered for the doctoral programme and may be designated appropriately as Professor, Associate Professor and Assistant Professor on the basis of their qualifications and experience as laid down by the University from time to time and comparable to corresponding faculty positions in the University. Each of such scientists shall seek prior recognition of the University for performing such functions.

8. Admission to the Institute :

The Admission to the M.Phil./Ph.D. programme of the Institute shall be in accordance with the provisions contained in the M.Phil./Ph.D. Ordinances of the University. Among other things, a candidate to be eligible for admission to the M.Phil./Ph.D. programme of the Institute shall hold Master's degree of a recognized University besides fulfilling such other conditions as prescribed by the University from time to time.

9. Inspection :

The Executive Council on the recommendation of the Academic Council shall have the right to cause an inspection after every three years to be made by such person or persons as may be decided by the Executive Council in respect of its buildings, laboratories and equipments and also of the examinations, teaching and evaluation with a view to ensuing of the academic standards.

47 *ORDINANCE RELATING TO THE CENTRAL INSTITUTE OF MEDICINAL AND AROMATIC PLANTS, LUCKNOW.

1. Short Title :

(a) This Ordinance may be called the "Central Institute of Medicinal and Aromatic Plants, Lucknow, Ordinance 1996".

(b) It shall come into force on a date to be specified by the authorities of the University.

2. Definitions :

(a) "Institute" means the "Central Institute of Medicinal and Aromatic Plants, Lucknow" which has been named as a recognized Institution of the University in terms of Section 5(13) of the Jawaharlal Nehru University Act of 1966 for the purpose of instruction and research leading to the award of Ph.D. degrees of the University.

(b) "Committee" means the "Academic Committee of the Institute".

3. Constitution of the Academic Committee :

The Academic Committee of the Institute shall consist of the following:

(i) Director of the Institute who will be the Chairman of the Committee.

(ii) Two senior members of research staff of the Institute recognized by the University as teachers of the University for instructional and research guidance of students registered for the doctoral programmes; to be nominated by the Vice-Chancellor on the recommendation of the Director of the Institute.

(iii) Two outside experts nominated by the Academic Council of the Jawaharlal Nehru University representing areas of research pursued by the Institute.

(iv) Two senior faculty members of the University nominated by the Vice-Chancellor.

4. Term of Office :

Barring the Director, all other members of the Committee shall hold office for a period of two years.

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* Approved vide Resolution No. 7.8/EC/6.5.1996

5. Quorum :

Quorum of the meeting of the Committee shall be 1/3 of its total members inclusive of one outside member. While the Committee may meet as often as necessary, it shall however, meet atleast once in each semester.

6. Powers and Duties of the Academic Committee :

The Academic Committee of the Institute shall exercise the powers and duties as exercised by the Committee for Advanced Studies and Research of the School as well as Board of the School of the University in relation to Ph.D. programme except that the courses of study alongwith detailed syllabi will be submitted to the Academic Council of JNU for its consideration and approval.

7. Participation in Research Guidance :

Such of the scientists on the strength of the Institute will be recognized as teachers of the University to participate in the Research Guidance of the students registered for the doctoral programme and may be designated appropriately as Professor, Associate Professor and Assistant Professor on the basis of their qualifications and experience as laid down by the University from time to time and comparable to corresponding faculty positions in the University.

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8. Admission to the Institute :

The Admission to the Ph.D. programme of the Institute shall be in accordance with the provisions contained in the M.Phil./Ph.D. Ordinances of the University as amended from time to time.

9. Review :

The Executive Council on the recommendation of the Academic Council shall have the right to cause a review after every three years to be made by such person or persons as may be decided by the Executive Council in respect of its buildings, laboratories and equipments and also of the examinations, teaching and evaluation of the Institute with a view to ensuring the academic standards.

48. *ORDINANCE RELATING TO FEE PAYABLE BY STUDENTS OF DEFENCE AND OTHER RECOGNISED INSTITUTIONS.

1. Commencement :

This ordinance shall in respect of M.Phil. and Ph.D. courses, B.A., B.Sc. and B.Tech degrees of the University be deemed to have come into force on the first day of April, 1985 or the date of the recognition of the concerned institutions whichever is later.

2. Fees payable by students :

Students admitted to courses of studies in M.Phil. and Ph.D., B.A., B.Sc., and B.Tech. degrees of the University shall pay fees as given below :

S.No.	Particulars	Programme of Study		Remarks
		M.Phil./ Ph.D.	B.A./B.Sc./ B.Tech.	
01	Admission fee	10	10	Payable at the time of enrolment in the University
02	Enrolment fee	5	5	Payable annually
03	Registration fee	100	100	Payable at the time of final passing out

*The amount of Registration fee so realized shall be used for meeting partly expenditure incurred by the University on computerization of evaluation records, maintenance of enrolment records, issuance of transcripts, degree certificates, transfer certificates and salaries of the staff of the cell created for the defence and recognized institution.

* Approved vide Resolution No. 5.8/EC/28.10.1986

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49. *ORDINANCE RELATING TO THE INTER UNIVERSITY CENTRE FOR ASTRONOMY AND ASTROPHYSICS (IUCAA) PUNE.

1. Short Title:

(a) This Ordinance may be called the Inter University Centre for Astronomy and Astrophysics, Pune Ordinances, 2009.

(b) It shall come into force on a date to be specified by the authorities of the University.

2. Definition:

(a) "Centre" means the "Inter University Centre For Astronomy and Astrophysics, Pune" which has been named as a recognized Centre of the University in terms of Section 5(13) of the Jawaharlal Nehru University Act of 1966 for the purpose of instruction and research leading to the Award of Ph.D. degrees of the University.

(b) "Committee" means the "Academic Committee of the Centre"

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3. Constitution of the Academic Committee:

The Academic Committee of the Centre shall consist of the following:

(i) Director of the Centre who will be the Chairman of the Committee.

(ii) At least two senior members of the research staff of the Institute recognized by the University as teachers of the University for instructional and research guidance of students registered for the doctoral programmes.

(iii) At least two outside experts nominated by the Academic Council of the Jawaharlal Nehru University representing areas of research pursued by the Centre.

(iv) At least two senior faculty members of the University nominated by the Vice-Chancellor.

(v) Coordinator (Evaluation), JNU or his nominee (special invitee).

* Approved vide Resolution No. 6.2/EC/10.7.2009

4. Term of Office:

Barring Director all other members of the Committee shall hold office for a period of two years.

5. Quorum:

Quorum of the meeting of the Committee shall be 1/3 of its total members inclusive of one outside member. While the Committee may meet as often as necessary it shall however meet at least once in each semester.

6. The Academic Committee:

The Academic Committee of the Centre shall exercise the powers and duties of the Centre of Studies in the School, the Committee for Advanced Studies and Research as well as Board of the School of the University in relation to Ph.D programmes except that the courses of study alongwith detailed syllabi will be submitted to the Academic Council of JNU for its consideration and approval.

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7. Participation in Instructional and Research Guidance:

Such of the Scientists on the strength of the Centre will be recognized as teachers of the University to participate in the Instructional and Research Guidance of the student registered for the doctoral programme and may be designated appropriately Professor, Associate Professor and Assistant Professor on the basis of their qualifications and experience as laid down by the University from time to time and comparable to corresponding faculty positions in the University. Each of such scientists shall seek prior recognition of the University for performing such functions.

8. Admission to the Centre:

The Admission to the Ph.D programme of the Centre shall be in accordance with the provisions contained in the Ph.D Ordinances of the University as amended from time to time.

9. Inspection:

The Executive Council on the recommendation of the Academic Council shall have the right to cause an inspection after every three years to be made by such person or persons as may be decided by the Executive Council in respect of its buildings, laboratories and equipments and also of the examinations, teaching and evaluation with a view to ensuring of academic standards.

50 *ORDINANCE RELATING TO THE AWARD OF M.Sc. DEGREE IN APPLIED ELECTRONICS AND COMMUNICATION TO THE CADETS/OFFICERS REGISTERED IN THE INDIAN NAVAL ACADEMY, EZHIMALA.

The Executive Council at its meeting held on 13.07.2011 resolved to approve the Ordinance relating to the award of M.Sc. degree in Applied Electronics and Communication to the Cadets/Officers registered in the Indian Naval Academy, Ezhimala as per details given below:

1. Definitions:

1.1 "Course" means a unit of study offered in a semester.

1.2 "Credit" (C) reflects the weightage assigned to a course.

1.3 "Grade" means a letter grade assigned to the officer on the basis of evaluation of a course on the ten point scale.

1.4 "Grade Point" (g) means the numerical equivalent of a letter grade assigned to the officer in the ten point scale.

1.5 "Cumulative Grade Point Average" (Cg) means a cumulative index grade point average of the officer calculated in the following manner :

$$CGPA = \frac{(g1 \times c1)+(g2 \times c2)}{\text{Total number of credits offered by the officer upto and including the semester for which cumulative index is required.}}$$

1.6 "Final Grade Point" (Fg) is the final index of a cadet at the time of the award of the degree.

1.7 "Final Grade" is the letter equivalent assigned to the officer on the basis of his Final Grade Point at the time of the award of the degree.

1.8 Academic Committee means Academic Committee in relation to Indian Naval Academy, Ezhimala.

2. Eligibility of Admission:

A Cadet/Officer shall be eligible for admission to the M.Sc. progamme if one has passed Bachelor's degree in Science from National Defence Academy, Pune.

* Approved vide Resol. No. 6.5/EC/13.7.2011

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3. Faculty Advisor:

3.1 The Academic Committee shall appoint an advisor from amongst the faculty members for each officer. The office shall advise the Cadet/Officer about his progress with the course and entries to this effect will be made on the course card as may be specified by regulations as laid down by the Academic Committee.

3.2 Registration of cadets/officers: The cadets/officers joining the Academy/College shall formally register themselves for the programme of study allotted to them by paying the prescribed fee.
Provided that cadets/officers shall be allowed late registration up to a specified date as decided by the Academy after the beginning of the Semester.

3.3 The Academy shall forward the names of cadets/officers to the University for registration/allotment of enrolment numbers soon after the commencement of first semester.

4. Duration of the programme:

4.1 The curricular work leading to award of M.Sc. Degree shall be spread over a minimum of four semesters two Spring and two Autumn Semesters.

4.2 The Spring and the Autumn Semester shall commence from and end on a date to be fixed by the Academic Committee.
Provided that each semester shall ordinarily have not less than 90 working days excluding examination days.

5. Relegation

A Cadet/Officer admitted to the M.Sc. programme may be relegated, with the approval of the Academic Committee of the Academy, upto a maximum of two semesters on academic, medical or disciplinary grounds.

6. Credit requirements:

6.1 The cadets/officers pursuing curricular programme leading to award of M.Sc. degree in Applied Electronics & Communication shall ordinarily pursue courses carrying the credits as allotted to each course by the Academic Committee of the Academy.

6.2 The scheme of instruction specifying the contact hours inclusive of lectures, tutorials and laboratory work etc. shall be laid down by the Academic Council on the recommendations of the Academy Committee.

6.3 The cadet/officer shall be allowed to register for the courses in a semester as specified by the Academic Committee from time to time.

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6.4 The cadet/officer shall not be permitted to offer a course if he has not previously cleared a course(s) prescribed as a pre-requisite for the former.

6.5 Unless otherwise specified by the Academic Committee, cadets/officers pursuing curricular programme for the award of M.Sc. degree shall earn a minimum of 64 credits.

7. Evaluation:

7.1 The system of evaluation for each course shall be laid down by the Academic Committee on the recommendations of the faculty concerned.

7.2 The courses having a semester examination, sessional work shall carry the same weight as the semester examination. No officer shall be permitted to sit in the end semester examination unless and until he has cleared the sessionals.

7.3 The pattern and schedule of sessional work for each course of a semester shall be prescribed by the Academic Committee, on the recommendations of the faculty concerned, and shall be made known to the officers at the commencement of each semester.

7.4. The officers shall be graded in each course on a ten point scale, that is

Grade	Grade Point
A+	9
A	8
A-	7
B+	6
B	5
B-	4
C+	3
C	2
C-	1
F	0

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Note:

1. There shall be no rounding off of SGPA/CGPA/FGPA
2. The SGPA/CGPA/FGPA obtained by a student is out of a maximum Possible 9 points.

The Final Grade Point Average obtained by a officer shall be classified into following divisions:

FGPA	**Class/Division**
8.5 and above	High First Class
7.5 and above but less than 8.5	Middle First Class
6.5 and above but less than 7.5	Lower First Class
5.5 and above but less than 6.5	High Second Class
4.5 and above but less than 5.5	Middle Second Class
4.0 and above but less than 4.5	Lower Second Class

7.5 A cadet/officer clears a course only if he has cleared both the components, namely, sessional work and end semester examination (for courses having end semester examination) by securing a grade higher than "F" in both of them, or only if he secure an overall grade higher than "F" (for courses having no end semester examination).

7.6 The final grade point average of an officer will be worked out on the basis of the formula indicated below:

7.7 The final grade point average of a student will be worked out on the basis of the formula indicated below:

$$EGPA = \frac{\sum_{i=1}^{n} c1 \times g1}{\sum_{i=1}^{n} ci}$$

c1 = Credit of the ith course
g1 = Grade Point secured by the student in the ith course
n = Total number of courses prescribed for the student
FGPA = Final Grade Point Average of the student concerned

7.8 Unless otherwise specified the weightage of internal assessment and semester examination shall be 50:50.

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8. Examination:

8.1 Examinations shall be conducted under the directions of the Principal of the Academy.

8.2 A cadet/officer can take part in the curricular programme for the M.Sc. degree of the University upto a maximum of 06 semesters including relegation period.

8.3 Examiners or Board of Examiners shall be appointed for each course by the Academic Committee.

9. Grade Point Requirements/Minimum Standard:

9.1 A cadet/officer will be required to maintain a minimum CGPA of 4.00 at the end of 1st semester and thereafter.

9.2 M.Sc. degree may be awarded to all those cadets/officers who complete the credit requirements as prescribed under Clause 5.5 and who possess the minimum CGPA of 4.00 and above.

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10. The final results at the end of 4th semester for the award of M.Sc. degree shall be approved by the Academic Committee after these have been duly screened by a sub-committee including a representative from the University and the same be forwarded to the University for seeking approval of the competent authority.

11. Powers of Relaxation:

Notwithstanding what is contained in the Ordinance, the Academic Council may, in exceptional circumstances and on the recommendations of the Academic Committee of the Academy as well as on the merits of each individual case, consider, at its discretion and for the reasons to be recorded, relaxation of any of the provisions except those prescribing CGPA/FGPA requirements.

51. * ORDINANCE RELATING TO THE TRANSLATIONAL HEALTH SCIENCE AND TECHNOLOGY INSTITUTE (THSTI), FARIDABAD.

1. Short Title:

(a) This Ordinance may be called the Translational Health Science and Technology Institute (THSTI), Gurgaon Ordinances, 2013.

(b) It shall come into force on a date to be specified by the authorities of the University.

2. Definition:

(a) "Institute" means the Translational Health Science and Technology Institute (THSTI), Gurgaon which has been named as a recognized Institute of the University in terms of Section 5(13) of the Jawaharlal Nehru University Act of 1966 for the purpose of instruction and research leading to the award of Ph.D degrees of the University.

(b) "Committee" means the "Academic Committee of the Institute".

3. Constitution of the Academic Committee:

The Academic Committee of the Institute shall consist of the following:

(i) Director of the Institute who will be the Chairman of the Committee.

(ii) At least two senior members of the research staff of the Institute recognized by the University as teachers of the University for instructional and research guidance of students registered for the doctoral programmes.

(iii) At least two outside experts nominated by the Academic Council of the Jawaharlal Nehru University representing areas of research pursued by the Centre.

(iv) At least two senior faculty members of the University nominated by the Vice-Chancellor.

(v) Coordinator (Evaluation), JNU or his nominee (special invitee).

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* Approved vide Resol. No. 6.1/EC/10.05.2013

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4. Terms of Office:

Barring Director all other members of the Committee shall hold office for a period of two years.

5. Quorum:

Quorum of the meeting of the Committee shall be 1/3 of its total members inclusive of one outside member. While the Committee may meet as often as necessary it shall however meet at least once in each semester.

6. The Academic Committee:

The Academic Committee of the Institute shall exercise the powers and duties of the Centre of Studies in the School, the Committee for Advanced Studies and Research as well as Board of the School of the University in relation to Ph.D programmes except that the courses of study alongwith detailed syllabi will be submitted to the Academic Council of JNU for its consideration and approval.

7. Participation in Instructional and Research Guidance:

Such of the Scientists on the strength of the Institute will be recognized as teachers of the University to participate in the Instructional and Research Guidance of the student registered for the doctoral programme and may be designated appropriately Professor, Associate Professor and Assistant Professor on the basis of their qualifications and experience as laid down by the University from time to time and comparable to corresponding faculty positions in the University. Each of such scientists shall seek prior recognition of the University for performing such functions.

8. Admission to the Centre:

The Admission to the Ph.D programme of the Institute shall be in accordance with the provisions contained in the Ph.D Ordinances of the University as amended from time to time.

9. Inspection:

The Executive Council on the recommendation of the Academic Council shall have the right to cause an inspection after every five years to be made by such person or persons as may be decided by the Executive Council in respect of its buildings, laboratories and equipments and also of the examinations, teaching and evaluation with a view to ensuring of academic standards and to decide on continuation of recognition granted.

52 *ORDINANCE RELATING TO TERMS AND CONDITIONS OF SERVICE OF THE REGISTRAR.

1. The tenure of Registrar shall be of 5 years which can be renewed for similar tenures by the Executive Council.

2. The Registrar shall retire on attaining the age of 62 years.

1. The Registrar shall be entitled to unfurnished residential accommodation for which he/she shall pay prescribed license fee and entitlement to mobile phone and telephone service (with STD/ISD facility) at his/her residence as per ceiling fixed from time to time.

2. The Registrar shall be entitled to such leave, allowances, PF and other terminal benefits as prescribed by the University from time to time for its non-vacational staff.

3. The Registrar shall be entitled to the facility of car between the office and his/her residence.

4. The other facilities and amenities shall be as per the University norms prescribed from time to time.

5. Other terms and conditions of service of the Registrar shall be such as prescribed for other non-vacational employees of the University.

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*Approved vide Resolution No. 6.5/EC/18.11.2013

53 *ORDINANCE RELATING TO TERMS AND CONDITIONS OF SERVICE OF THE FINANCE OFFICER.

1. The tenure of Finance Officer shall be of 5 years which can be renewed for similar tenures by the Executive Council.

2. The Finance Officer shall retire on attaining the age of 62 years.

3. The Finance Officer shall be entitled to unfurnished residential accommodation for which he/she shall pay prescribed license fee and entitlement to mobile phone and telephone service (with STD/ISD facility) at his/her residence as per ceiling fixed from time to time.

4. The Finance Officer shall be entitled to such leave, allowances, PF and other terminal benefits as prescribed by the University from time to time for its non-vacational staff.

5. The Finance Officer shall be entitled to the facility of car between the office and his/her residence.

6. The other facilities and amenities shall be as per the University norms prescribed from time to time.

7. Other terms and conditions of service of the Finance Officer shall be such as prescribed for other non-vacational employees of the University.

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*Approved vide Resolution No. 6.5/EC/18.11.2013

54 *ORDINANCE RELATING TO TERMS AND CONDITIONS OF SERVICE OF THE CONTROLLER OF EXAMINATIONS.

1. The Controller of Examinations shall be appointed by the Executive Council and shall be a whole-time salaried officer of the University.

2. When the office of the Controller of Examinations is vacant or when the Controller of Examinations is, by reason of illness or absence for any other cause, unable to perform the duties of his office, the duties of the office shall be performed by such person as the Vice-Chancellor may appoint for the purpose.

3. The Controller of Examinations shall perform duties like admissions of students, evaluation of performance of students and such other duties specified in the Ordinances or the Regulations or as may be required, from time to time, by the Executive Council or the Vice-Chancellor.

4. The tenure of the Controller of Examinations shall be of 5 years which can be renewed for similar tenures by the Executive Council.

5. The Controller of Examinations shall retire on attaining the age of 62 years.

6. The Controller of Examinations shall be entitled to unfurnished residential accommodation for which he/she shall pay prescribed licence fee and also mobile phone and telephone service (with STD/ISD facility) at his/her residence as per ceiling fixed from time to time.

7. The Controller of Examinations shall be entitled to such leave, allowances, PF and other terminal benefits as prescribed by the University from time to time for its non vocational staff.

8. The Controller of Examinations shall be entitled to the facility of car between the office and his/her residence.

9. The other facilities and amenities shall be as per the University norms prescribed from time to time.

10. Other terms and conditions of service of the Controller of Examinations shall be such as prescribed for other non-vacational employees of the University.

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*Approved vide Resolution No. 6.5/EC/18.11.2013

55 *ORDINANCE RELATING TO TERMS AND CONDITIONS OF SERVICE OF THE LIBRARIAN.

1. The Librarian shall be appointed by the Executive Council and shall be a whole-time salaried officer of the University.

2. When the office of the Librarian is vacant or when the Librarian is, by reason of illness or absence for any other cause, unable to perform the duties of his office, the duties of the office shall be performed by such person as the Vice-Chancellor may appoint for the purpose.

3. The Librarian shall perform duties as may be specified in the Ordinances or the Regulations or as may be required, from time to time, by the Executive Council or the Vice-Chancellor.

4. The tenure of the Librarian shall be of 5 years which can be renewed for similar tenures by the Executive Council.

5. The Librarian shall retire on attaining the age of 62 years.

6. The Librarian shall be entitled to unfurnished residential accommodation for which he/she shall pay prescribed licence fee and also mobile phone and telephone service (with STD/ISD facility) at his/her residence as per ceiling fixed from time to time.

7. The Librarian shall be entitled to such leave, allowances, PF and other terminal benefits as prescribed by the University from time to time for its non vocational staff.

8. The Librarian shall be entitled to the facility of car between the office and his/her residence.

9. The other facilities and amenities shall be as per the University norms prescribed from time to time.

10. Other terms and conditions of service of the Librarian shall be such as prescribed for other non-vacational employees of the University.

*Approved vide Resolution No. 6.5/EC/18.11.2013

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