UNIVERSITY OF HYDERABD

ACADEMIC ORDINANCES

Under the University of Hyderabad Act
(Act No. 39 of 1974)

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The first Ordinances were approved by the Govt. of India vide letter no (s):

F 14-17/75-Leg. Unit, dated 17.9.1975 (Chapter – I)
F 15-16/76 Unit.2, dated 5.10.1977 (Chapter II to XIII)
F 7-19/78 Desk (U), dated 21.2.1979 (Chapter – XVII)

Amended upto :

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NOTE : CHAPTER (S) XIV, XV, XVI, XVIII – XXV are Ordinances on TEACHERS/ESTABLISHMENT MATTERS.

CHAPTER - I

SCHOOLS OF STUDIES & DEPARTMENTS / CENTRES
[STATUTE 17]

I. School of Studies:

The University shall have the following Schools of Studies :

i) The School of Mathematics & Computer/Information Sciences
ii) The School of Physics
iii) The School of Chemistry
iv) The School of Life Sciences
v) The School of Humanities
vi) The School of Social Sciences
vii)*** The Sarojini Naidu School of Performing Arts, Fine Arts and Communication; and
viii)**** The School of Management Studies

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II. DEPARTMENTS/CENTRES OF STUDIES AND THEIR ASSIGNMENT
[(STATUTE 17 (5) (a)]

1)## The following Departments of Studies shall be assigned to the School of Mathematics & Computer/Information Sciences :

i) Department of Mathematics & Statistics; and
ii) Department of Computer Science

2)## The following Departments of Studies shall be assigned to the School of Life Sciences :

i) Department of Biochemistry
ii) Department of Plant Sciences; and
iii) Department of Animal Sciences

3) The following Departments of Studies shall be assigned to the School of Humanities :

i) Department of English
ii) Department of Philosophy
iii)+ Department of Hindi
iv)@ Department of Telugu;
v)@ Department of Urdu
vi) Centre for Applied Linguistics and Translation Studies; and
vii)@@ Centre for Comparative Literature

4) The following Department of Studies shall be assigned to the School of Social Sciences :

i) Department of Economics
ii) Department of History
iii) Department of Political Science
iv)*** Department of Sociology; and
v)*** Department of Anthropology
vi)@@ Centre for Regional Studies
vii) Centre for Folkculture Studies

Amendments / Additions approved by :
+ AC on 7.8.1978 and EC on 19.8.1978 @ AC on 29.10.1979 and EC on 30.10.1979
@@ AC on 15.5.1985 and EC on 13.6.1985 *** AC on 25.3.1988 and EC on 2.4.1988
AC on 19.4.1993 and EC on 11.6.1993 **** AC on 26.3.1994 and EC on 23.6.1994

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CHAPTER - II

BOARDS OF SCHOOLS OF STUDIES
[(Statute 17 (2) (3) (4)]

1. Powers and Functions :

The powers and functions of a Board of School of Studies shall be :

a)* To consider applications for admission to the courses of research leading to Ph.D degree;

b)* To consider and recommend to the School the M.Phil programmes of candidates in the School;

c)* To appoint Supervisors or Advisers for students enrolled for Ph.D courses on the recommendation of the Department/Centre concerned;

d)* To recommend to the Executive Council the names of examiners for the evaluation of thesis submitted by the candidates for research degrees and make suitable recommendations;

e)* To consider the reports of the examiners appointed for the research work submitted by the candidates for research degrees and make suitable recommendations;

f)* To recommend 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;

g)* To consider schemes for the advancement of the standards of teaching and research, and to submit such proposals to the Academic Council;

h)* To consider applications for grant of exemption from residence at Hyderabad, and for permission to reside outside Hyderabad for the purpose of collecting materials for thesis;

i) To consider and recommend applications for any kind of admissible leave for academic purpose;

j) To co-ordinate the teaching and research work in the Departments and Centres assigned to the Schools;

k) 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 spheres 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 the regulations;

l) To approve the courses of study;

m) To recommend to the Executive Council names of examiners and moderators;

n) 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 (k) above;

o) To frame general rules for the evaluation of sessional work;

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p) To promote research within the School and to submit reports on research to the Academic Council;

q) To co-ordinate the time-tables of the Departments/Centres of the School;

r) To consider proposals regarding the welfare of the students of the School;

s) To consider and to make such recommendation to the Academic Council on any question pertaining to its sphere of work as may appear to it necessary;

t) To delegate to the Dean, or to 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; and

u) 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, Standing Committee of the Academic Council or the Vice-Chancellor.

2. Meetins of the Board :

a) Meetings of a 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 of the School 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. No item other than those notified earlier shall be discussed at the special meeting.

d) Notice for a meeting of the Board, other than a special meeting shall ordinarily be issued at least 1- days before the day fixed for the meeting.

e) The quorum for a meeting of the Board shall be one third of its members.

f) The rules for the conduct of meetings of the Board shall be prescribed by the regulations.

- Powers of the Committee for Advanced Studies and Research (CASR) were transferred to the School Board on merger of CASR with the School Board. (AC : 30.9.1989/31.3.1990 and E.C. on 14.10.1989/30.6.1990)

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CHAPTER - III

DEANS OF THE SCHOOLS OF STUDIES
(Statute 6)

1. The Dean of a School shall be the Head of the School and shall be responsible for the conduct and maintenance of standards of teaching and research in the School. He shall be the Chairman and Convenor of the Board of the School.

2. The Dean shall have the following powers and functions :

a) To co-ordinate and generally supervise the teaching and research work in the School through the Heads of Departments/Centres;

b) To take steps to promote inter-disciplinary teaching and research, wherever necessary;

c) To maintain discipline in the School through the Heads of Departments/Centres;

d) To keep a record of the evaluation of sessional work and of the attendance of the students at lectures, tutorials, seminars or practicals when these are prescribed;

e) To 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 Board of Schools of Studies or to the Academic Council;

f) To take steps to give effect to the decisions and recommendations of the School; and

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

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CHAPTER IV

DEPARTMENT OF STUDIES/CENTRES OF STUDIES

[(Statutes 17 (5) & 18 (1)]

1. Members of a Department/Centre:

In addition to the members specified under tatute 17 (5)© I, ii and iii the following shall also be members of a Department of Studies/Centre.

1) Two teachers of the University who are experts in allied or cognate subjects dealt with in the Department or Centre to be nominated by the Academic Council for a period of two years.

Provided that no such teachers shall be nominated a s member of more than two Departments or Centres.

2) Two persons, not engaged in teaching in the University and having expert knowledge of the subject or subjects dealt with in the Department or Centre, to be nominated by the Board of the School concerned for a period of two years.

2. Functions of a Department / Centre

The functions of a Department/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 School Board applications of candidates for admission to a research degree along with details of the subjects to be assigned to the candidates and the names of teachers in the Department or Centre to be appointed as Supervisors;

c) To approve the subjects for dissertations for the M.A., M.Sc and M.Phil courses, if prescribed;

d) To approve the pattern an 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 School Board 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;

h) To recommend to the Board of School concerned courses of studies;

i) To approve syllabus and prescribe text books for the courses of study;

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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 Board of the School concerned or the Academic Council or the Executive Council.

3. Meeting of a Department/Centre:

a) The quorum for a meeting of the Department of Studies or Centre shall be one-third of its members of the Department or Centre, as the case may be ;

b) The rules for the conduct of meetings of the Department/Centre shall be prescribed by the Regulations.

4. Appointment of Heads of Departments/Centres ((Statute 7 (1) & (5) :

1. The Head of a Department/Centre shall be appointed by the Vice-Chancellor from amongst the Professors of the Department. Such appointments shall be reported to the Executive Council.

2. The Head of a Department/Centre shall hold office for a period of three years and he shall be eligible for reappointment.

3. Pending the appointment of a Head of the Department/Centre or when the office of the Head of the Department/Centre is vacant or when the Head of the Department/Centre is, be reason of illness or absence or 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.

4. A Head of the Department/Centre shall, on attaining the age of sixty years, cease to hold office as such.

5. Functions and Powers of a Head

a) organise the teaching and research work in the department/center;

b) frame the time table in conformity with the allocation of the teaching work made by the Department/Centre;

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

d) assign to the teachers in the Department/Centre such duties as may be necessary for the proper functioning of the Department or Centre; and assign work to an exercise control over the non-teaching staff in the Department/Centre; and

e) perform such other functions 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.

CHAPTER V

COMMITTEE FOR ADVANCED STUDIES AND RESEARCH

[(Act S.26 (J)]

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(DELETED)

Since merged with the School Board

Deletion as approved by Academic Council dt 30.9.1989 and 31.3.1990, & EC dt 14.10.1989 and 30.6.1990.

CHAPTER VI

ADMISSION OF STUDENTS TO THE UNIVERSITY

[(Act S.5(17), 26 (1) (a)]

1. Application form for admission to the various courses offered by University shall be as prescribed by Academic Council / or any other body, from time to time.

2. The last date for the receipt of applications for admission to various Schools of the University shall be fixed each year by the Academic Council.

3. The last date for admission to the Schools of the University shall be fixed each year by the Academic Council.

4. The number of students to be admitted in the Schools of the University in the coming session shall be prescribed each year by the Academic Council.

5. Admissions to the Post-graduate and M.Phil courses shall be made by the Admission Committee as constituted by the School or Department/Centre. The Committee will consist of the Dean/Head of the Department/Centre and two senior most members of the staff of the department.

6. Admission to the course leading to the Degree of Doctor of Philosophy shall be considered by the School Board of the School concerned.

7. Minimum qualifications for admission to the courses in various departments shall be prescribed by the Dean of the School in consultation with the Heads of the Departments/Centres each year, subject to the concessions provided for by the Regulations. Candidates shall be admitted to the various courses in order of merit.

8. Such candidates who satisfy the requisite qualifications may be considered for admission on the basis of the academic record, and / or performance of the applicant at any entrance tet/viva voce as may be prescribed in respect of each course.

9. Only such candidates who have passed an examination of an Indian University incorporated by any law for the time being in force, or such other examination as has been recognized equivalent, shall be considered for admission.

10. In the case of seats reserved by the Government of India for students from backward states and foreign students who approach the University for admission through the Ministry of Education, the candidates may be admitted if they fulfill the minimum qualifications of the admission prescribed by the University in various Schools if necessary, over and above the quota fixed. In special cases where such candidates do not fulfill the minimum qualifications or where they submit applications after the last date prescribed for the receipt of applications but not later than 10 days of the commencement of the first semester, admissions may be made under the orders of the Vice-Chancellor in each individual case.

11. Notwithstanding anything contained in the provisions relating to admission, the University may make special provision for the admission of students of the weaker sections of the people and in particular, of the Scheduled Caste and Scheduled Tribe, and such special provisions may be as prescribed by regulations from time to time.

12. No student shall ordinarily be admitted to more than one course at a time.

Note : *However, students admitted to evening P.G. diploma course are permitted To pursue any regular course in other institutions. Students admitted to a Regular course in the University are also permitted to pursue part-time Evening Certificate / Diploma courses of professional nature in other Institutions.*

13. If a student who has been admitted is found medically unfit, his admission shall be cancelled.

14. A candidate shall be admitted to the course in a School on his enrolment as a student of the University after paying the enrollment fee prescribed by the Ordinances.

15. A student admitted to the University shall be a member either of a Hall of Residence/Hostel or Non-Resident Students Centre of the University.

16. if at any time it is discovered that a candidate has made a false or incorrect statement or other fraudulent means have been used for securing admission his name shall be removed from the rolls of the University.

Amendments/additions incorporated (in view of the merger of the CASR with the School Board) as approved by :

AC - 30.9.1989 and 31.3.1990 EC - 14.10.1989 and 30.6.1990

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CHAPTER VII

M.A., M.SC., M.P.A., M.F.A. DEGREE COURSES AND P.G. DIPLOMA COURSES
[Act S.5 (1) & (2)]

1. All the courses of study leading to award of respective Degrees / Diplomas shall be conducted by the School / Departments / Centres established by and functioning in the University.

2. Duration of the course :

I) The duration of the course shall be two years for all Post Graduate courses, spread over four semesters and one year for P.G. diploma courses, spread over two semesters.

II) A student shall be deemed to have pursued a regular course of study in a subject provided that he has attended atleast 75% of the class actually held in each subject and do to the satisfaction of the School/Department/Centre, such seminars, sessionals and practicals as may be prescribed.

Provided that the Dean of the School concerned on the recommendation of the Head of the Department/Centre may condone the shortage in attendance not exceeding 5 per cent for valid and convincing reasons.

++ Provided further that students deputed by the University to take part in the extra co-curricular events be given a concession of upto 5% attendance, if necessary, in addition to the relaxations in the attendance requirement as provided above. Such concession would be available for the days of actual participation in the event, including journey time with the prior approval of the Dean of the Students' Welfare.

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3. Eligibility for admission

The eligibility criteria for admission to various courses offered by the University in each year shall be as approved by the Academic Council or any other body authorized for the purpose from time to time.

4. Courses of study and framing of the syllabi:

i) The course in a subject of study shall be those approved by the Board of the School, on the recommendations of the Department/Centre concerned;

ii) The syllabi for the courses shall be those approved by the School/Department/Centre concerned; and

iii) Text books for each course shall be prescribed by the School/Department/Centre concerned.

5. EVALUATION

EVALUATION REGULATIONS GIVEN AT APPENDIX - I

6. Removal of students from the courses :

The Dean of a School on a reference from a Department or Centre may recommend to the Vice-Chancellor the removal of a student from a course on the basis of unsatisfactory performance.

Amendments/additions incorporated as approved by :

++ AC on 15.2.1986 and EC on 21.2.1986.

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CHAPTER VIII
M.PHIL DEGREE COURSE
[Act S.5 (1) & (2)]

Courses of Study:

The School/Department/Centre concerned shall prescribe the courses and syllabi and shall specify the methodology and instructional devices to be adopted.

Duration of the course:

1. The duration of the M.Phil course shall be one academic year spread over two semesters.

2. A student shall be deemed to have pursued a regular course of study in a subject provided that he has attended atleast 75% of the classes actually held in each subject and do to the satisfaction of the School/Department/Centre, such seminars, sessionals and practicals as may be prescribed.

   Provided that the Dean of the School concerned on the recommendation of the Head of the Department/Centre may condone the shortage in attendance not exceeding 5 per cent for valid and convincing reasons.

++ Provided further that students deputed by the University to take part in the extra co-curricular events be given a concession of upto 5% attendance, if necessary, in addition to the relaxations in the attendance requirement as provided above. Such concession would be available for the days of actual participation in the event, including journey time with the prior approval of D.S.W.

Eligibility for admission:

The eligibility criteria for admission to various M.Phil courses offered by the University in each year shall be as approved by the Academic Council/or any other body authorized for the purpose from time to time.

Procedure of admission:

1) All applications for admission shall be considered by the Admission Committee of the School/Department/Centre, and forward them, with its recommendations on the matters specified below :

2) The admission committee shall determine :

   i) whether the candidate should be admitted only to the M.Phil course, or

   ii) whether the candidate should be admitted to the M.Phil course and also provisionally enrolled for Ph.D degree as provided in the Ordinances relating to the award of Ph.D degree.

Provided that if a candidate is found fit for admission to the M.Phil course, his admission shall be made to that course by the Admission Committee/Dean/Head of the Department/Centre.

Provided further that if a candidate is found fit for provisional admission for Ph.D course his admission shall be made subject to confirmation by the Board of the School concerned.

5. Appointment of Advisers for the M.Phil course

There shall be an adviser for every student of the M.Phil course who shall be appointed by the School/Department/Centre concerned.

6. Topic of dissertation

The topic of dissertation, monograph or research paper to be offered by a student shall be approved by the School/Department/Centre on a proposal submitted by the candidate through the Adviser concerned.

7. Evaluation

EVALUATION REGULATIONS GIVEN AT APPENDIX - I

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Amendments/additions incorporated as approved by :

++ AC on 15.2.1986 and EC on 21.2.1986
AC on 30.9.1989 & 31.3.1990 and EC on 14.10.1989 & 30.6.1990

CHAPTER IX

DOCTOR OF PHILOSOPHY
[Act S.5 (1) & (2)]

1. The qualifications and other conditions for admission to a course of research leading to the Degree of Doctor of Philosophy (Ph.D) shall be as approved by the Academic Council/or any other body authorized for the purpose from time to time.

2. The procedure for receiving applications for admission to the course shall be laid down from time to time by the University.

3. The application shall, in the first instance, be considered by the School/Department/Centre concerned which shall then forward the application along with its opinion to the School Board and recommend the name of an Adviser or Supervisor (s) at the appropriate time.

4. a) T**he School Board shall satisfy itself :**

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

   b) If the School Board is so satisfied, it may admit the candidate provisionally to the course leading to the Ph.D degree, and at the appropriate time, appoint on the recommendation of the School/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 School Board may, on the recommendation of the School/Department/Centre concerned, appoint joint supervisors in any particular case.

5. a) Immediately after the provisional admission of the candidate/s for Ph.D course the School Board will constitute a 'Doctoral Committee' for each of the candidate admitted. The Committee shall consist of three members with the Supervisor of the student as Convenor, the other two members to be nominated by the School Board.

   b) The Doctoral Committee will be responsible (i) to endure periodically that the candidate's work is progressing satisfactorily, and (ii) to prescribe necessary course work that the candidate may have to take.

6. The admission of the candidate shall be confirmed on the basis of either of the following requirements, to be prescribed in each case by the School Board namely;

   i) the completion of and the satisfactory performance in the course leading to the Degree of Master of Philosophy (M.Phil); or

   ii) the completion of and the satisfactory performance in course or courses prescribed by the School/Department/Centre :

Provided that in special cases admission to the course leading to the Ph.D degree may be confirmed on the recommendation of the School/Department/Centre by the School Board concerned, on the basis of written test(s) and/or practical examination(s) comparable in standard to the examinations in the courses specified in 6 (i) above; the test (s) and/or practical examination(s) being in each case prescribed and conducted by the School/Department/Centre concerned.

iii) In the case of candidates admitted to the Ph.D course by virtue of the relaxation provided in Clause 10 below, admission shall be confirmed on the completion of and the satisfactory performance in the courses prescribed by the School/Department/Centre extending over a period of at least the first two consecutive semesters.

7. Consequent on the confirmation of admission of the candidate, the School Board shall on the recommendation of the School/Department/Centre concerned approve the topic of the proposed thesis leading to the award of the Ph.D degree.

8. No candidate shall be permitted to submit his thesis for the Ph.D degree unless he has pursued a course of research at the University for not less than two years after his admission has been confirmed.

Provided that as a special case if a candidate has already pursued for not less than one year, a course of research leading to the degree of Doctor of Philosophy in another University, he may be permitted, subject to the provisions of Clause 6 above, by the School Board on the recommendation of the School/Department/Centre concerned to submit his thesis for the degree of Ph.D after pursuing a course of research at the University for two years.

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Explanation:

Pursuing a course of research at the University may also include research work done at the instance of School/Department/Centre concerned, at an institution of higher learning outside the University, provided that the institution has been so approved by the Academic Council :

9. a) The name of a candidate shall be removed from the rolls of the University, if he fails to submit his thesis within five years of the date of his admission to the course of research leading to the award of the Ph.D degree.

b) The School Board on the recommendation of the concerned School/Department/Centre, may, however, subsequently accept the request of a candidate whose name has been removed from the rolls of the University under sub-clause (a) above, to get re-enrolled and become eligible for submission of his thesis, provided that he submits his thesis not later than the expiry of one year from the date of his re-enrollment.

NOTE : The period of re-enrollment as provided above shall be in continuation of the original registration of five years without any break or interval.

10. Before completing the minimum period prescribed in Clause 8, no candidate admitted to a course of research for the Ph.D degree :

a) shall undertake any employment, provided that the following may be exempted from the limitation of this sub-clause:

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; and provided that in no center should this category of students exceed $1/8^{th}$ of the total number of candidates enrolled for the Ph.D.

b) shall join any course of study; or

c) shall appear in any examination other than those prescribed by the School/Department/Centre without prior permission of the School Board.

11. The School Board may cancel the admission of a candidate for a breach of the provisions of clause 9 and 10 or on account of his unsatisfactory progress, in the manner prescribed by regulations.

12. A candidate shall submit his 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 for the Master of Philosophy degree may be submitted as subsidiary or supporting material in favour of his candidature for the award of Ph.D degree.

13. The thesis submitted by the candidate for the award of the Ph.D degree shall be examined by three examiners consisting of the Supervisor of the candidate and two external examiners not in the service of the University, to be appointed by the Academic Council and the Executive Council on the recommendation of the School Board of the School.

14. Each examiner after examining the thesis submitted by the candidate for the award of the Ph.D degree, shall submit a report containing a clear recommendation whether, in his 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 certifies that the thesis constitutes a contribution to knowledge characterized either by the discovery of new facts or by re-interpretation 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 concerned is satisfied that the examiners have unanimously recommended that the VIVA VOCE examination of the candidate be held, he 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 he 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 examiners' otherwise positive recommendation then the Dean shall place the reports of the examiners before the School Board for consideration and further action.

c) The School Board may at its discretion, and shall if the recommendation of one examiner is positive and of the other negative, recommend to the Academic Council to appoint a third examiner, not in the service of the University, to examine the thesis and act according to the recommendation of the third examiner.

16. 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.

Note: 1 A thesis may be referred to a third examiner only in the event of a negative report from one of the original examiners.

2 A student whose thesis has been sent back by one of the examiners for revision is required to revise the thesis in the light of the concerned examiner's report. Such revision is to be carried out by the student in consultation with his/her supervisor/s.

17. A thesis which has been re-submitted shall normally be examined by the original examiners 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.

18. No candidate shall be permitted to re-submit his thesis for the award of the Ph.D degree for more than once.

19. The VIVA VOCE examination of the candidate shall be conducted by a Board comprising of the following members :

i The Head of the Department/Centre or the Dean of the School (if there is no Head of the Department/Centre).

ii Supervisor of the student

Note: In case the supervisor is the Head of the Department/Centre or the Dean of the School, there will be onemember less in the viva voce board.

iii Two external examiners – atleast one of them should be present for the Viva Voce.

Note: a) In case neither of the external examiners is able to conduct the Viva Voce, another examiner shall be appointed in his place.

b) In view of the existing financial constraints only one fo the Indian external examiners (where both examiners are from India) may be invited for conducting the Viva voce examination. The Vice-Chancellor was authorized to approve the name of the examiner for conducting the Viva-Voce from the approved panel of examiners at the time of fixing the examiners for evaluation of thesis. (AC: date 19.4.1993 item 5.9)

20. a. At the VIVA VOCE examination, the Viva Voce Board shall satisfy itself :

i that the thesis submitted by the candidate is his own work; and

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ii that the grasp of the candidate of the broad field of his study is satisfactory

b The VIVA VOCE Board may on the basis of the unanimous opinion recommend either:

i that the candidate be awarded the Ph.D degree OR
ii that the candidate may appear for the VIVA VOCE examination again after a stipulated time.

21. The manner in which the VIVA VOCE examination is to be conducted shall be prescribed by the VIVA VOCE Board itself.

22. a) In case the School Board is satisfied that the VIVA VOCE Board recommend that the candidate be awarded the Ph. D degree it shall recommend to the Academic Council that the Ph.D degree may be awarded to the candidate.

b) In case the Viva Voce Board's recommendation is for re appearing of the candidate for the Viva Voce examination after a stipulated period, the School Board may consider this recommendation and advise the candidate accordingly.

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23. A member of the teaching staff of the University may submit his thesis for the award of the Ph.D degree of the University in the following manner :

i) he shall intimate to the School/Department/Centre the topic of his research work leading to the award of the Ph.D degree;
ii) If the School/Departemtn/Centre concerned is satisfied that :

a. research on one proposed topic can be profitably pursued, and
b. research work can be suitably undertaken at the University it shall:
c. recommend to the School Board that he may be permitted to submit his thesis for the award of the Ph.D degree of the University.
d. prescribe for him course or courses, if necessary, as a partial requirement for the award of the Ph.D degree, and
e. appoint an Adviser to generally guide him/her in the completion of his thesis.

iii) The School Board if so satisfied, shall permit him to submit his thesis in not less than two years form the date of his 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 19, shall in the case of those submitting their thesis for the award of the Ph.D degree under this clause, include his Adviser in lieu of the Supervisor who has been appointed for him.

Explanation:

For purposes of this Clause, Research Assistants shall be deemed to be members of the teaching staff.

The Academic Council, may in a special case on the recommendation of the School Board, allow the VIVA VOCE examination of a candidate for the Doctor of Philosophy to be held at a Centre of higher learning outside Hyderabad.

24. **EXTERNAL REGISTRATION**

1) A candidate shall be eligible for admission to a course of research leading to Degree of Doctor of Philosophy (Ph.D) under external category if he had taken the Master's Degree of the University or a degree recognized by the University for this purpose as its equivalent.

2) The procedure for receiving applications for admission to the course shall be laid down from time to time by the University.

3) The external candidate shall work under a recognized external supervisor belonging to a recognized institution.

4) For the purpose of identifying the recognized institutions which receives grants for research works from Central Government, State Government and agencies like UGC, CSIR, ICSSR, DST etc. be identified as recognized institutions for guiding research work of the students.

5) The procedure for processing of the thesis, conduct of Viva Voce examination and fees payable would be the same as in the case of regular Ph.D students.

6) The candidates registered under external category should submit a Progress report on the work carried out by him/her twice in a year (at the end of every six months).

7) The candidates have to submit their thesis within 7 years from the date of his registration/admission to the course of research leading to the award of the Ph.D degree.

8) a. The Doctoral Committee in each School shall consist of Five members including Supervisor/Dean of the School/Head of the Department/Centre and two co-opted faculty from School/Department/Centre in the related specialization of the students research area.

b. The functions of Doctoral Committee will be :

i. to ensure that the candidates work is progressing satisfactorily.

ii. to recommend cancellation of the registration of a candidate whose performance is not satisfactory.

Amendments/additions incorporated as approved by :

AC on 31.3.1990 and EC on 30.11.1990

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(**ANNEXURE – I)**

REGULATIONS

REGULATIONS CONCERNING SUBMISSION AND EVALUATION OF PH.D THESIS (CHAPTER IX OF ORDINANCES (ACADEMIC)

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1. When the candidate, after having pursued the research work for the minimum length of period as stipulated in the Ordinances, satisfies himself that he has carried out sufficient research work and therefore can submit results in the form a thesis, he/she shall inform this to the Dean of the School through his supervisor and Head of the Department/Centre. Alongwith this intimation, he/she shall also submit 4 copies of the summary/synopsis of the research work done by him/her.

2. Consequent upon receiving such intimation, the supervisor of the student will convene a meeting of the Doctoral Committee' which will go through the summary and satisfy itself, through procedure to be decided by the Committee itself, that the candidate has carried out research work of sufficient quality and quantity. The manner in which this assessment is carried out may vary from one School to the other but in general it may include an 'Open seminar' by the candidate explaining the research work carried out by him/her.

3. After getting the clearance from the 'Doctoral Committee' the candidate prepares for the submission of the thesis. The thesis shall contain an account of the research work carried out by the candidate and should constitute a significant contribution to knowledge characterized either by the discovery of new facts or by re-interpretation of known facts or development of new techniques.

4. The first page of the thesis shall contain, in print the title of the thesis on top and a mention below that it is being submitted to the University of Hyderabad for the degree of Ph.D with the name of the applicant at the bottom of the page (**Annexure - I).**

5. The thesis shall also contain a certificate (**Annexure – II)** to the effect that the thesis incorporates the results of investigations carried out by the candidate himself/herself and that the results are not submitted earlier to any other institution/university for the award of any degree. This certificate shall be signed by the candidate and the supervisor. The candidate shall acknowledge the collaborative work, if any, being included in the thesis.

6. Four copies of the thesis shall be submitted to the Controller of Examinations through the supervisor, the Head of the Department/Centre and the Dean of the School, together with the fees prescribed. The thesis can be submitted any time during the stipulated period.

7. The thesis shall be written in English. However, when the subject matter relates to or is based on a language other than English, it may be written in the relevant language.

8. While the candidate is preparing for the submission of the thesis, the Dean of the School in consultation with the Head of the Department/Centre and the Supervisor of the candidate may prepare a panel of external examiners to evaluate the thesis and submit the panel for consideration of the School Board of the School concerned. The panel may contain at least 6 names out of which at least 3 shall be from India.

9. The time available between the submission of the summary/synopsis of the thesis and the actual submission of thesis will be utilized by the University to complete the process of the appointment of examiners and obtaining their acceptance to evaluate the thesis.

10. After receiving the reports of the examiners, the Controller of Examination's office shall send copies of the Reports to the Dean of the School/Head of the Department/Centre concerned who shall communicate the same to the Supervisor.

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ANNEXURE - I

(Title of the thesis)

A thesis submitted to the University of Hyderabad for the Degree of DOCTOR OF PHILSOPHY
in the School of ----------

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EMBLEM

(by)

(Name of the candidate)

Month & year

ANNEXURE - II

_____ (Department)

_____ (School)

University of Hyderabad
HYDERABAD 500 134

Dated:

This is certify that I, _____ have carried out the research embodied in the present thesis for the full period prescribed under Ph.D ordinances of the University.

I declare to the best of my knowledge that no part of this thesis was earlier submitted for the award of research degree of any University.

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(Signature of the candidate)

Name:

Enrollment No:

Signature of the Supervisor

Head of the Department

Dean of the School

CHAPTER X

EXAMINATIONS
[Act S 26 (f)]

1. All examinations of the University shall be held at Hyderabad on such dates as may be fixed by the Deans of the Schools concerned.

2. Examinations of the University, other than the Doctorate examination shall be open to regular students i.e. candidates who have undergone a regular course of study in the University or an institution maintained by the University for a period specified for that course of study.

3. A candidate shall be deemed to have undergone a regular course of study for the period specified for the course to be eligible to appear at the examination, if has fulfilled the requirements as prescribed for the purpose.

4. Application for permission to appear at any examination together with the fees prescribed for that examination shall be submitted to the Controller of Exams through the Dean of the School, concerned not later than the date specified for the purpose from time to time.

5. A candidate whose application is found in order and accepted shall be given a hall ticket which shall be produced for admissions at the examination hall.

6. A candidate who fails to appear at an examination shall not be entitled to a refund of the examination fees paid by him.

   Provided that the Controller of Exams may, for sufficient cause permit such candidate to appear at the next examination without further payment of fees.

7. Question papers for all examinations shall be set and answered in the English language subject to the condition that question papers for all examinations in the languages shall be set and answered in the respective languages.

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CHAPTER XI

FEES PAYABLE BY STUDENTS OF THE UNIVERSITY
(Statute 26 (d)

1. The Executive Council on the recommendation of the Academic Council shall, from time to time prescribe the fees payable by students of the University.

2.++ Students admitted to various courses of studies shall pay the fees as specified in Appendix-II.

3. **Due date and mode of payment:**

1) Students shall deposit tuition fee :

i) for July, August and September at the time of admission;
ii) for October, November and December on or before the 10th October;
iii) for January, February and March on or before the 10th January; and
iv) for April, May and June on or before the 5th April

2) Fee shall be remitted in the Bank or any other authorized place as may be notified by the University from time to time.

4. **Delay or default in payment:**

1) If a student does not pay fee on time, a fine shall be levied as follows :

i) 50 paise for the first 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.

2) The Vice-Chancellor, 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 submit a written application setting for 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.

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) A student whose name has been struck off from rolls of the University may be readmitted on the recommendation of the Dean of the School concerned and on payment of arrears of fees in full and other dues, together with a readmission fee of Rs.10/-.

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 Department/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 the fees. He shall also be required to pay all fees/charges that may fall due during this period.

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5. **Blind students exempted :**

Blind students shall be exempted from payment of all the tuition fees.

Concession in fee:

1) The Dean of the School, on the recommendation of a Committee consisting of the following shall grant freeships upto the percentage which may be prescribed by the University Grants Commission in this regard :

   i) Dean - Chairman
   ii) Three Heads of Departments/Centres nominated by the Executive Council
   ii) Three students of the Department/Centre concerned nominated by the Vice-Chancellor.

2) If the number of applicants for freeships is more than the number of freeships available, the committee referred to in sub-clause (i) may recommend half freeships to some of the applicants so that the total of freeships does not exceed the prescribed percentage.

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 Department/Centre by 31st August or by such other date as may be specified by the Dean. Applications received after that date shall not ordinarily be entertained.

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
   iii) Any other factor which shall also be recorded. The list of students to whom concessions have been awarded ordinarily shall be notified by 30th September.

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 new applications received in that year.

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.

Refund of fees, security deposit, etc. :

1. Security deposits or caution money are refundable, on an application from the student on his/her leaving the University, after deducting all dues, fines and other claims against him.

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 or the date from which his name is struck off from the rolls of the University.

3. If, after having paid the fees, a candidate desires his admission to be cancelled, he shall be refunded all fees and deposits except Tuition fee for one month, Admission Fee and Enrollment fee, provided his application for withdrawal is received by the Registrar at least five clear days before the commencement of the academic session concerned or within five clear days after the completion of admission.

4. If, after having paid his fees a candidate does not join the University, only the sports fee and Security Deposit shall be refunded to him, provided his application for withdrawal is received by the Registrar not later than 15 clear days after the commencement of the academic session concerned.

5. Applications for withdrawal received after the expiry of 15 days from the commencement of the academic session would entitle a student for the refund of Ssecurity Deposit/Caution Money only.

6. 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 along with outstanding tuition fee and fines, if any deducted from the Security Deposit due to him.

8. **The fees for the various University Examinations shall be as follows :**

P.G./P.G. Dipolma courses	**…**	**Rs. 25/- per semester**
M.Phil/M.Tech	**…**	**Rs. 50/- per semester**
Ph.D	**…**	**Rs 100/-**

9. Students shall not be issued Hall Tickets or allowed to appear at the Examination unless they have cleared their dues and paid the examination fee.

10. **Fee for re-checking Examination results**

A fee of Rs.5/- shall be payable by a candidate who wants to get his results re-checked in any subject/paper of an examination, subject to a maximum of Rs.20/- for all such subjects/papers on one examination.
Provided that the fee shall be refunded to the candidate if, on re-checking the results, any error or omission is discovered in the results notified by the University.

11. **Fees for the supply of statement of marks**

1. Every candidate shall pay along with the examination fee, a fee of Rs. 2 for the supply of statement of marks for each examination.

2. The statement of marks shall be sent to the candidates through the Dean of the School or Head of the Department/Centre concerned.

3. Duplicate copies of statement of marks shall be supplied on payment of a fee of Rs.20/- for each statement of marks.

12. **Fees for issuing transfer, provisional and other certificates:**

1. The following shall be the fees for issuing Transfer/Provisional and other certificates and for duplicate copies thereof.

a.	Transfer Certificate	Rs. 5.00
	Duplicate copy of the Transfer certificate	Rs. 20.00
b.	Provisional certificate of having passed an examination of the University. Duplicate copy of the above	Rs. 10.00
c.	Degree Certificate (In person)	Rs. 20.00
	Degree Certificate (In absentia)	Rs. 40.00
	Duplicate copy of degree	Rs.100.00
d.	Certificate of age as recorded in the University Register	Rs. 10.00
e.	Bonafide Certificate	Rs. 2.00
f.	Any other certificate	Rs. 5.00
	Duplicate copy of any other certificate	Rs. 2.00

2. A fee of Rs.10/- shall be payable by a student or candidate, who wishes to add or to alter his name as originally recorded in the University Registers and such addition or alteration shall be made to his original name as alias in the University Enrollment Register after he has fulfilled the necessary formalities.

3. A fee of Rs.10/- shall be payable by a student who applies for alteration of the record of his date of birth as entered in the University Registers. No change in the date of birth shall be made unless approved by the competent University.

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Amendments incorporated as approved by :

++ AC on 5.3.1979, 12.8.1987, 25.3.1988 and EC on 11.6.1979, 22.8.1987 and 2.4.1988

+++ AC on 10.10.1988 and EC on 2.12.1988

CHAPTER XII
APPOINTMENT OF EXAMINERS AND MODERATORS
[Statute 13 (2) (xiii)]

1. The list of the examiners and Moderators for all examinations, except for Ph.D degree shall be drawn up by the Departments of Studies/Centres and submitted to the School of Studies concerned. The School of Studies shall scrutinize the list and forward the same to the Executive Council for approval in consultation with the Academic Council.

2. The Examiners for Ph.D degree shall be appointed by the Executive Council in consultation with Academic Council on the recommendation of the School Board of the School concerned.

3. The question papers for examination in each subject of studies offered by the University shall be moderated by a committee consisting of :

   a. Head of the Department concerned; and
   b. Not less that one and not more than two other persons appointed by the Vice-Chancellor for the purpose.

   Provided that one of the Moderators may be an Examiner in the concerned examination not engaged in teaching in the University.

4. The question papers shall be moderated in accordance with the regulations :

5. a. The external Examiners shall be paid the fees at the rates and conditions specified below :

Name of the Examination	For setting a paper	For making and answer book	For examining a thesis	For Viva-Voce	
				Per candidate	Minimum
P.G./P.G. Diploma	100.00	2.50	25.00	2.50	50.00
M.Phil/M.Tech	125.00	2.50	++ 150.00	---	---
Ph.D	---	---	++ 350.00	++ 150.00	---

   b. If a Board of Examiners sets a question paper and evaluates the answer books, each external examiner shall be paid full remuneration specified in Column (II) above.

   c. When an answer book is examined by two external examiners jointly, each examiner shall be paid the full remuneration as specified in Column (II) above.

   d. 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.

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e. If an external examiner examines answer books in respect of the question paper not set by him, he shall be paid for examining answer books at the rates as specified in column (II) subject to a minimum fee equivalent to half the fee specified therein for setting a question paper for the examination concerned.

f. 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.

g. If two or more external examiners conduct Viva-Voce, the remuneration shall be divided equally among them.

h. 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.

i. If the external examiners do not send in their complete documents referred to in sub-clause (7) by the appointed date, the remuneration payable to them may be reduced by an amount calculated at Rs.5/- per day for the first seven days of delay and Rs. 10/- per day thereafter, unless the Vice-Chancellor is satisfied that the delay was due to cause beyond the control of Examiners.

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Amendments/additions incorporated (in view of the merger of CASR with the School Board) as approved by :

AC - 30.9.1989 and 31.3.1990 EC - 14.10.1989 and 30.6.1990
AC - 15.10.1992 and ++ EC - 1.8.1992

CHAPTER XIII

CONVOCATION FOR CONFERRING DEGREES

(Statute 32)

1. Convocation for the purpose of conferring degrees shall be held annually at Hyderabad on such date as the Chancellor may fix.

+++ ***Provided that in case the Convocation is not held in a particular year, the Vice-Chancellor shall be competent to authorize admission of successful candidates in the year to their respective degrees in-absentia and authorize the Registrar to issue the degrees on payment of the prescribed fee.***

2. Special Convocation for conferring degrees may be held on such date as may be fixed by the Chancellor, on the recommendation of the Vice-Chancellor.

3. At the Annual Convocation the Vice-Chancellor shall present a report of the year's work in the University.

4. The procedure to be followed at the Convocation shall be laid down by the Regulations.

Amendment/addition incorporated as approved by :

+++ EC on 13.6.1985

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CHAPTER XVII

LIBRARY COMMITTEE

[Statute 24]

There shall be a standing committee of the Academic Council called the Library Committee.

The Library Committee shall consist of the following :

a. Vice-Chancellor or Pro-Vice-Chancellor - Chairman

b. Deans of Schools

c. Dean, Students' Welfare

d. One Person from each of the Schools, nominated by the Academic Council, but not necessarily members of the Council.

e. Two Research scholars, including M.Phil students and two Post-Graduate students, to be nominated by the Vice-Chancellor.

f. Librarian (Ex-officio member and Secretary)

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The nominated members under (d) and (e) shall hold office for two years and one year respectively, and shall be eligible for reappointment.

One third of the members shall form a quorum.

Subject to the general control of the Academic Council, the duties and functions of the Library Committee shall be :

a. To frame general rules for the management of the Library;

b. To advise the Librarian regarding general library development;

c. To prepare the annual budget estimates of the library for submission to the Executive Council.

d. To allocate funds, from the sanctioned annual budget of the library, to the Schools, Departments and Centres of Studies for the purchase of books, journals and periodicals;

e. To arrange for the stock taking of the library;

f. To prepare and submit to the Academic Council, an Annual Report summarizing the activities and achievements of the library;

g. To perform such other duties as may be assigned to it by the Academic Council.

CHAPTER XXVI

M.C.A., D.C.A. & M.TECH COURSES

[Act S.5 (1) & (2)]

1. Courses and duration :

The following courses in Computer Science shall be conducted by the School of Mathematics and Computer/Information Sciences. The duration of the courses is indicated against each course :

1.	Master of Computer Applications (MCA)	…	6 semesters
2.	Post-graduate Diploma Course in Computer	…	2 semesters
3.	Master of Technology (M.Tech) in Computer Science	…	3 semesters
4.	Master of Technology (M.Tech) in Artificial Intelligence and Robotics	…	3 semesters

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2. Eligibility for admission:

Minimum qualifications for admission to these courses shall be prescribed by the Dean of the School of Mathematics and Computer/Information Sciences subject to the concessions provided for by the Regulations.

3. Courses of study and syllabi

The courses of study, syllabi and text books for each course shall be prescribed by the School Board.

4. Attendance

A student shall be deemed to have pursued a regular course of study in a subject provided that he has attended at least 75% of classes actually held in each subject and do to the satisfaction of the School such Seminars, Sessionals and Practicals as may be prescribed.

Provided that the Dean of the School concerned may condone the shortage in attendance not exceeding 5% for valid and convincing reasons.

+++ Provided further that students deputed by the University to take part in the extra-cocurricular events be given a concession of upto 5% attendance, if necessary, in addition to the relaxations in the attendance requirement as provided above. Such concession would be available for the days of actual participation in the event, including journey time with the prior approval of D.S.W.

5. Fees payable by the students:

i. The tuition fees, examination fees and other fees payable by the students of M.C.A., D.C.A., courses will be the same as prescribed by the University for the M.Sc courses.

ii. The tuition fees, examination fees and other fees payable by the students of M.Tech Course will be the same as prescribed by the University for M.Phil courses in Science School.

6. Evaluation :

The system of evaluation for MCA/DCA courses shall be the same as prescribed by the University for M.Sc courses and for the M.Tech courses corresponding to the Evaluation Regulations prescribed for M.Phil courses, provided that :

i. no student shall be allowed to maintain his/her enrollment for more than 2 semesters beyond the prescribed duration of the course as provided in Clause – 1 of this Chapter.

ii. no student shall be permitted to move to next semester, if he/she ahs a backlog of more than 50% of the courses at any stage including the previous semester subject to a maximum of two courses where the number of courses in a semester are found and a maximum of three courses where the number of courses in a semester are more than four.

7. Removal of students from the courses :

The Dean of the School may recommend to the Vice-Chancellor the removal of a student from a course on the basis of unsatisfactory performance and conduct.

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Amendments/additions incorporated as approved by :

++	AC on 28.9.1991	EC on 6.12.1991
+++	AC on 15.2.1986	EC on 21.2.1986

CHAPTER XXVII

ORDINANCE ON TERMS AND CONDITIONS OF APPOINTMENT OF HONORARY PROFESSORS AND EMERITUS PROFESSORS

HONORARY PROFESSOR :

1. A distinguished scholar who is either in active service or on superannuation may be considered for appointment as Honorary Professor by the Executive Council on the recommendation of the Dean of the School or Vice-Chancellor.

2. The duration of appointment shall be 3 years.

3. Honorary Professor will not be paid any salary or remuneration. However, he/she will be provided local hospitality and travel expenses from the place of his/her residence to the University and back whenever he/she visits the University for delivering lectures and for participating in any other academic activity of the School.

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EMERITUS PROFESSOR

1. A Professor who has retired from the University of Hyderabad may be invited by the Executive Council to continue his/her research/teaching activities in the University as an Emeritus Professor after his/her superannuation.

2. The duration of appointment shall be 3 years with a provision for renewal.

3. The Emeritus Professor will not be paid any salary or remuneration.

4. He/she will be provided office space and other facilities to carry out his/her research/teaching activities during his/her tenure.

Approved by AC on 6.11.1993 & EC on 29.11.1993

REGULATIONS FOR THE CONDUCT OF THE BUSINESS OF THE ACADEIC COUNCIL

1. **CHAIRMAN**

The Vice-Chancellor shall preside over the meetings of the Academic Council. In his absence the Pro-Vice-Chancellor and in the absence of the both the senior most Professor appointed to perform the duties of the Vice-Chancellor shall preside. In the absence of all the above, the senior most members of the Academic Council present shall preside over the meeting.

2. **MEETINGS**

The Academic Council shall meet as often as necessary but not less than twice during the academic year. The meeting shall ordinarily be held on the 1st Saturdays of the month in which the meeting is held. In extraordinary circumstances the Vice-Chancellor, in his discretion, may change the date of a meeting. The Vice-Chancellor may also convene an emergency , special or adjourned meeting on a date fixed by him.

3. **NOTICE OF MEETINGS**

A written notice of every meeting of the Academic Council shall be circulated by the Registrar to the members of the Academic Council at least fourteen days before the meeting. The Vice-Chancellor may authorize the convening of an emergency meeting of the Academic Council at short notice to consider issues of special importance or urgency or on a written requisition signed by atleast 20 members of the Academic Council. For the special or emergency meeting seven days notice shall be sufficient.

4. **AGENDA**

Items of the Agenda shall be circulated to the members of the Academic Council at least 10 days in advance of the date of the meeting.

5. Items from the members of the Academic Council for being considered for inclusion in the Agenda, may be forwarded to the Registrar at least 14 days in advance of the date of the meeting.

6. Notes on the Agenda items shall be circulated at least 4 days in advance of the date of the meeting.

7. The supplementary Agenda of the meeting shall be circulated as decided by the Chairman.

8. The Chairman of the Academic Council may, however, permit inclusion of any item for which notice could not be given.

9. **QUORUM**

Sixteen members o the Academic Council shall form quorum for a meeting of the Academic Council.

10. **HOW DECISION SHOULD BE TAKEN**

All questions at any meeting of the Academic Council shall be decided by a majority of votes of the members present and voting, and in the case of equality of votes, the Vice-Chancellor or the member presiding as the case may be, shall have and exercise a second or a casting vote.

11. **RULING OF THE CHAIRMAN**

The ruling of the Chairman of the meeting in regard to all question shall be final.

12. **INVITING AN OUTSIDER**

The Academic Council may for the purpose of consultation invite any person having special knowledge or practical experience, to the meeting when the relevant matter is being considered. Such person may speak and otherwise take part in the proceedings of the meeting, but shall not be entitled to vote.

13. **MINUTES**

The minutes of the proceedings of the meetings of the Academic Council shall be circulated to the members within 15 days from the date of the meeting.

Approved by AC on 21.7.1986 and EC on 18.10.1986

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STANDING COMMITTEE OF THE ACADEMIC COUNCIL

There shall be a Standing Committee to the Academic Council which consists of the Vice-Chancellor (Chairman), Deans of the various Schools and **8** members of the Academic Council nominated by it.

The nominated members of the Standing Committee shall hold office for a period of 3 years or so long as they continue as the members of the Academic Council which ever is earlier.

The Standing Committee has the following powers of the Academic Council :

i) To prescribe qualifications for admission to various courses, to determine the intake of students in each course and to fix various external examination Centres and other matters relating to the admission of the students;

ii) To recognize examinations, degrees, diplomas of other Universities and educational bodies for the purpose of admission to various programmes of the University.

iii) To consider the special cases of relaxation and deviation from the rules framed by the Council and to make suitable recommendations;

iv) To consider the minutes of the School Boards and to make suitable recommendations to the Council.

v) To consider any other matter referred to it by the Vice-Chancellor or the Council.

vi) To approve the Academic Calendar of the University.

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The Standing Committee shall meet atleast twice in a year preferably 2 days before the meeting of the Academic Council.

At least 3 days notice should be given for the meeting of the Standing Committee and the quorum for the meeting may be half of the number of total members of the Standing Committee.

The Vice-Chancellor, when present, shall preside over the meeting of the Standing Committee and in his absence, the Pro-Vice-Chancellor or the Senior-most Professor available on duty shall act as the Chairman.

The Registrar shall be the non-member Secretary of the Standing Committee. He will communicate the proceedings of the Standing Committee to the Academic Council and other Officers/Authorities concerned.

Constitution of STAC Approved by AC on 30.9.1989 and EC on 14.10.1989

Addition approved by AC on 19.4.1993 and EC on 11.6.1993

APPENDIX - I

EVALUATION REGULATIONS

1. The performance of each student enrolled in a course will be assessed at the end of each semester.

2. The final result in each course will be determined on the basis of continuous assessment and performance in the end-of-semester examination which will be in the ratio of 40:60 in case of theory papers and 60:40 in laboratory courses (practicals).

3. The mode of continuous assessment will be decided by the School Board concerned., The students will be given a minimum of three units of assessment per semester in each course from which the best two performances will be considered for the purpose of calculating the result of continuous assessment. The record of the continuous assessment in such a form as the School Board may decide will be maintained by the School.

4. At the end-of-semester examination, the answer scripts will be evaluated and the marks obtained by each student in each course taken by him/her will be communicated to the Head of the Department for onward transmission to the Office of the Controlleer of Examinations through the Dean concerned. Wherever required, the Dean and/or the Head of the Department along with the teacher concerned may moderate the evaluation.

5.(a) Students must obtain a minimum of 40% marks in each course in order to pass **M.A., M.Sc., M.P.A., M.F.A., M.C.A., P.G. Diploma in Acting, Advanced Diploma in Telugu, P.G. Certificate/Diploma/Advance Diploma in Chinese and Japanese,** examination provided that the student, who obtains less than 40% marks in any course taken by him/her, may be permitted to take the supplementary examination in the course/s concerned within four weeks after the commencement of the next semester. Appearance at such examinations shall be allowed only once. Those students who get less than 40% in the supplementary examination shall have to repeat the course concerned or take an equivalent available course with the approval of Head of the Department/Centre and the Dean of the School concerned.

5.(b) In the case of **M.Phil** and **M.Tech** courses, a student must obtain a minimum of 50% marks in each course in order to pass in that course provided that the student who obtains less than 50% marks in any course taken by him/her, may be permitted to take a supplementary examination in the course/s concerned within four weeks after the commencement of the next semester. Appearance at such examinations shall be allowed only once. Those students who secure less than 50% in the supplementary examination shall have to repeat that course or taken an equivalent available course with the approval of the Head of the Department/Centre and the Dean of the School concerned.

5.© For the purpose of award of medals/prizes and ranks etc. the marks obtained by the student in the supplementary examinations/repeat exams/improvement examinations shall not be taken into account. Further, for the purpose of award of M.Phil and M.Tech medals, prizes and ranks, the student should have completed the course, examination and submission of dissertation etc., within a maximum period of 3 and 4 semesters respectively from the date of the admission to the course.

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6. No student shall be permitted to move to the next semester, if he/she has a backlog of more than 50% of the courses at any stage including the previous semesters subject to a maximum of 2 courses where the number of courses in a semester are 4 and a maximum of 3 courses where the number of courses in a semester are more than 4.

7. The qualifying marks for the dissertation/monograph/research paper in the **M.Phil/M.Tech** course shall be 50%. Students who obtain less than 50% in the dissertation/monograph/research paper will be required to rewrite it within such extra time as they may be allowed by the School Board concerned on the recommendation of the Supervisor(s).

8. Students who are permitted to appear in supplementary examinations in course/s or rewrite the dissertation/monograph/research paper I accordance with clauses 5 and 7 above will be required to apply for admission to the examination concerned in the prescribed form and pay the prescribed examination fee by the date prescribed for the purpose by the University.

9. A student in order to be eligible for the award of **M.A./M.Sc/M.P.A./M.F.A./M.C.A./PG Dip. In Acting/Advanced Diploma in Telugu/P.G. Certificate/Diploma/Advanced in Chinese/Japanese** must obtain a minimum of 40% marks in each course.

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The results of successful candidates will be classified as indicated below on the basis of the aggregate marks:

First Division with Distinction	**75% and above**
First Division	**60% and above but less than 75%**
Second Division	**50% and above but less than 60%**
Third Division	**40% and above but less than 50%**

The division obtained by a student will be entered in his/her provisional-cum-consolidated marks-sheet and in the degree/diploma certificate.

10. A student in order to be eligible for the award of the M.Phil/M.Tech degree must obtain a minimum of 50% marks in each of the courses he/she takes as well as in the dissertation/project/monograph.

The results of the successful candidates will be classified as below :

First Division with Distinction	**75% and above**
First Division	**60% and above but less than 75%**
Second Division	**50% and above but less than 60%**

The Division obtained by a student will be entered in his/her provisional-cum-consolidated marks sheet and the degree certificate.

11. No student will be permitted to take a supplementary examination a second time in the same course except in the case of one repeating the entire course.

12 (a) No student of **M.A./M.Sc./M.P.A./MFA/MCA/PG dip. In Acting /Advanced diploma in Telugu/P.G. Certificate/Diploma/Advanced Diploma in Chinese/Japanese** courses shall be allowed

to continue his/her enrollment for more than two semesters beyond the prescribed duration of the course. While counting the maximum permissible number of semesters before which a student has to complete his programme the "idle semester" (i.e. the semester he/she has to forego for want of instructional facility) will not be counted and it should be limited to one semester only. However, such students have to pay the tuition and other fees for the idle semester. A student may be permitted to discontinue his/her studies for reasons certified as valid by the Head and/or Dean of the School concerned for a period not exceeding two semesters.

12 (b) No student of the **M.Phil/M.Tech** course shall be allowed to continue his/her enrollment for more than Four/Five semesters respectively. Also, no **M.Phil/M.Tech** student will be permitted to work on the dissertation/project unless he/she has completed the course work.

13. The students who are not found eligible to take semester examination and also those who are not promoted to the next semester of the course may be considered for readmission to the concerned semester of the immediate following academic year. Such students should seek readmission before the commencement of the classes for the concerned semester or within four weeks of the commencement of the concerned semester if they are appearing in the supplementary examinations. Such students are given option either to undergo instruction for all the courses of the concerned semester or to undergo instruction in only such courses in which they have failed on the condition that option once exercised will be binding on the student concerned.

14. The answer scripts of the semester examinations shall not be returned to the candidates but may be shown by the instructor at the specific request of the student concerned. The result of the continuous assessment of the students will, however, be communicated to the students immediately after the assessment.

15. No request for re-evaluation of the result declared in any course may be entertained. However, every School shall constitute a Grievance Committee consisting of 3 or 4 teachers to examine the complaints received from the students of the School regarding his/her assessment. Such requests for reconsideration from the student concerned should reach the Dean of the School concerned through the Head of the Department within 15 days of the announcement of the results of that assessment.

Note: If a student is not satisfied after consideration of his grievance concerning evaluation by the Departmental/School level Committees, the Dean of the School on a request from the student may refer the matter to the Controller of Examinations for getting the paper evaluated by an external examiner, whose evaluation will be final. The fees for external evaluation in all such cases shall be Rs.50/- per paper.

16. Students absenting themselves after payment of fees from a regular semester examination may be permitted by the University to appear in a supplementary examination of the semester to be arranged by the School concerned. The application for permission to appear in a supplementary examination shall be made by the student concerned in the prescribed form. The application should reach the office of the Controller of Examinations through the Department/School concerned by the date prescribed for this purpose.

Improvement examination :

i) Students securing 'Pass' marks in the course of a semester may be allowed to improve their marks in one course in a semester. Appearance at such as examination in the course will be allowed only once. No further chance will be given in any circumstances.

ii) The appearance at an examination for improvement should take place soon after completion of the examinations for the semester concerned along with the supplementary examinations within four weeks of the commencement of the next semester.

iii) For the purpose of determining the Division, the better of the two performances in the examinations will be taken into consideration.

iv) The facility for improvement shall be open to all those who want to improve their marks irrespective of the percentage of marks obtained by them in the examination concerned. However a student is require to clear all courses of a particular semester in which the student intends to take improvement examination.

v) For the purpose of award of medals, prizes, and rank, etc., the marks obtained by a student in the examination taken for improvement shall not be taken into account.

vi) The mark-sheet of a student will indicate full information of the examinations taken by him/her. Marks obtained in the 1st and 2nd attempts will both be shown in the Mark-sheets.

vii) Application for improvement examination shall be made by the students concerned to the Controller of Examinations in the prescribed form along with the prescribed Examination Fee within four weeks of the commencement of the next semester.

viii) Students who could not avail the improvement facility in the earlier semesters may be permitted to improve any two courses at the end of the second semester and any four courses at the end of the fourth semester after taking in to account the improvement chances already availed. The request for such improvement should reach the office of the Controller of Examinations within four weeks of the notification of the final semester results.

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APPENDIX - II

RULES FOR PRESERVATION OF VARIOUS RECORDS CONCERNING ACADEMIC & EXAMINATIONS MATTERS

S.No.	Name of the record	Period of preservation in the Section	Period of preservation in the record office	Whether to preserve the records in a computer media / floopy
A.	**MATTERS CONCERNING ADMISSIONS AND STUDENTS :**			
1	Files containing the approval of admissions to various courses	2 years	3 years	Yes
2	i) Personal files of students alongwith their applications for admission :			
	a) Who are awarded degrees by the University	1 year after the Convocation in which the degree is awarded to the concerned student	10 years	---
	b) Who discontinue without completing their studies	2 years after withdrawal of admission	3 years	
		1 year after closure of admission		---
	ii) Application of rejected candidates		---	
3	Legal cases concerning admissions	3 years	Permanent	---
4	Prospectus	6 months after inspection of the balance stock by the Internal Audit and after keeping in record the following number of copies permanently : 10 copies with DR(Acad) 5 copies with Library 2 copies with CE/Registrar 2 copies with the archival cell	Permanent (2 copies for each year)	---

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5	Application forms for admissions (unused)	6 months after inspection of the balance stock by the Internal Audit and after keeping one set of application form in the Academic Section permanently	1 set 1 et in the Archival cell	---
6	Enrolment Register	Permanent	---	Yes
7	Counter foils of : a) Transfer Certificate b) Migration Certificate	 3 years after issue 3 years after issue	 --- ---	Yes (only Cert.No. to be stored in a floppy)
8	Evaluated answer books of the candidates for the Entrance Examination	To be destroyed after 1 year of date of the entrance examination	---	---
9	Question papers for the Entrance Examinations	To be destroyed after 1 year of the date of the entrance exam after keeping permanently : 2 sets of question paper in the Library 2 sets with the DR (A&E) 2 sets with CE 2 sets in the respective Schools/Depts./Centres 2 sets in the Archival Cell	Permanent (2 sets)	
10	Attendance records of students	To be preserved by the respective Schools / Department/Centres/ Academic Section and destroyed after one year of completion of the prescribed period of studies by the concerned students		
11	Year Book concerning students admissions, enrolment, award of scholarship etc.	1. Permanent two bound copies to be preserved by the Dy. Registrar (A&E) 2. 2 copies in the Library 3. 2 copies in the archival cell	Permanent (2 sets)	
12	Disciplinary cases	3 years after completion of the course by the concerned student	Permanent	

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B.	MATTERS CONCERNING EXAMINATIONS :			
1	Examinations applications forms	One year after completion of the semester examination	---	---
2	Tabulation Register	Permanent	---	Yes
3	Result files	Permanent	---	Yes
4	Result Notification (Final Examinations)	Permanent *- One bound set for each year to be kept with DR(A&E) *- One set concerning the School/Dept./Centre to be maintained permanently by the respective School /Dept./Centre	---	Yes
5	Counterfoils / Computerised Record of : i) Marks Sheets ii) Provisional Certificate iii) Consolidated Marksheet	 Permanent Permanent Permanent		
6	Printed Mark Sheets/Degrees (Unused)	Permanent	If become old, 1 or 2 copies to be kept for sample and the remaining to be shred for sale	---
7	Degrees/Medals received back undelivered	Until they are delivered	---	---
8	Cancelled degrees	1 year after the Convocation and thereafter to be counted and destroyed by the CE in the presence of atleast 3 Officers	---	---
9	General correspondence regarding marks sheets, provisional certificates, degrees, award of degree in absentia	1 year after the Convocation	---	---
10	Order of presentation degrees at the Convocation duly signed by the Vice-Chancellor/Chancellor	Permanent (with CE)	---	---
11	General correspondence regarding manufacture and award of medals	Permanent	---	---
12	Answer books of semester examinations	To be destroyed after one year of the semester exam under direct supervision of the Head of the Dept./Dean of the School concerned		

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13	Examiner's reports on M.Phil/M.Tech/Ph.D dissertation/project report/ thesis	Permanent (Only reports in bound volume/s subject wise	---	---
14	File concerning University emblem, motto, etc.	Permanent	---	---
15	File concerning award of honorary degrees	Permanent	---	---
16	Question papers of the semester examinations	One set of question papers for each academic year to be preserved by the School/ Department/Cetnre/Library	---	---
17	Printing of question papers for the entrance examination	All records to be destroyed after completion of the concerned examinations under the direct supervision of the Controller of Exams, in the presence of atleast 3 Offices	---	---
18	Thesis/Dissertation copies of Ph.D/M.Phil/M.Tech	1 copy in the respective School/Departrment and 1 copy in the Library	---	---
Note :	**Examination records will be preserved in the Section itself.**			
C.	**MINUTES AND SUPPORTING PAPERS OF ACADEMIC BODIES:**			
1	Academic Council/Standing Committee of the AC	Permanent	Two sets with copies of notice of meeting and Agenda to be kept in the custody of the DR (A&E)	---
2	School Boards	Permanent	- As above - Also, two sets to be kept in custody of the Dean of the School concerned	---
3	Departmental Committees	Permanent	Two copies with copies of notice of Meeting and Agenda to be kept in the custody of the Head of the Department/Cetnre concerned.	

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Approved by AC on 6.11.1993 and EC on 29.11.1993

APPENDIX - III

RULES APPROVED BY ACADEMIC COUNCIL FROM TIME TO TIME IN COMPLIANCE WITH THE ORDINANCES

Chapter	Subject	Date of AC	Gist of Rule approved by the Academic council
II	BOARDS OF SCHOOLS STUDIES	25.01.1982	University teachers may act as co-guides to the research scholars of other Universities. Any such proposal may be considered on the recommendation of the School Board.
		25.03.1988	School Board meetings may be held 6 weeks before the Academic Council meeting to facilitate for preparation of Agenda in time.
		28.03.1992 & 08.01.1996	Approved the procedure for processing the School Board minutes.
		29.10.1994	The entire minutes/annexures of the School Boards need not be circulated to the members of the STAC/AC. Only such items which require specific approval of the STAC/AC will form part of the Agenda. The minutes copies will be made available to the members on request.
IV	DEPARTMENT OF STUDIES/ CENTRE OF STUDIES	15.02.1986	Vice-Chancellor is authorized to nominate members as per Ordinances on the Departmental Committees on the recommendation of the Deans of Schools concerned.
		19.04.1991	Professor-in-charge of various Centres will be designated as Heads of respective Centres. The appointment will be made as in the case of Heads of Departments.
		19.04.1993	The provision for nomination of two external members on the Departmental Committees be kept in abeyance. However, external members from twin cities may be invited.

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Chapter	Subject	Date of AC	Gist of Rule approved by the Academic council
		06.11.1993	Approved the procedure to be followed for inviting Student Observers on the Departmental Committees. Heads of Depts./Centres are authorized to convene a meeting of students of their respective Departments to choose observers one each from research scholars and PG students of one academic year.
VI	ADMISSION OF STUDENTS TO THE UNIVERSITY	21.02.1993	Approved for reservation of 2 seats in each School for admission of students belonging to the North-Eastern Region and Union Territories. These seats will be treated as over and above the normal intake.
		15.02.1986	Cut-off date for admission of qualifying degree certificate/marks memos in original for confirmation of provisional admission in the University is **31st August** of the year. Otherwise, the provisional admission would be automatically cancelled.
		06.03.1987	i) Admission to nominated candidates from North-Eastern and UTs be continued. This category candidates need not appear for written test. ii) Approved the concessions for blind students.
		12.08.1987	Clarified to the Ministry that the medium of writing the entrance examination for all courses is English. For language courses it is concerned language.
		10.10.1988	The minimum eligibility requirement my be relaxed for admission to PH candidates also as in the case of candidates belonging to SC/ST provided the disability does not come in the way of pursuing the course.
		03.03.1989	Five per cent of seats be reserved for foreign students. These seats will be over and above the approved intake. Also resolved that hostel accommodation may be provided to them.

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Chapter	Subject	Date of AC	Gist of Rule approved by the Academic council
		06.10.1990	Reservation of at least one seat to Physically Handicapped candidates where students intake is 10 and above subject to a maximum of total seats be made.
VII	MA/M.Sc/MPA/MFA/DEGREE COURSES AND DIPLOMA COURSES	28.03.1992	i) Students who have been admitted to evening P.G. Diploma courses in the University be permitted to pursue any other regular course in the University/elsewhere or vice-versa. ii) The shortage of attendance cases in respect of students appearing to the semester exams be referred to the Cetnral Discipline-cum-Grievance Committee.
		15.10.1992	Attendance requirement for a repeat course may be reduced to 60% on the condition that student fulfil the requirement of 75% attendance originally.
VIII	M.PHIL DEGREE COURSE	06.03.1987	The M.Phil students who have submitted their dissertation may seek admission to Ph.D, if they are otherwise eligible within two weeks of such submission, without having to wait till Jan/July sessions. NET/JRF qualified candidates may be considered for provisional admission to Ph.D provided the application for admission is received within 15 days of announcement of results of the test concerned.
		12.08.1987	M.Phil students are not allowed to accept any employment during the 1st two semesters of the courses. However, students given extension of time beyond 2 semesters may be allowed to accept an employment during the extended period with prior permission of the University.

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Chapter	Subject	Date of AC	Gist of Rule approved by the Academic council
		25.03.1988	M.Phil students who have failed to submit their dissertation within four semesters be permitted to seek readmission to the course after paying necessary fees and submit their dissertation within one year after such re-registration.
		28.09.1991	The number of candidates to be called for oral test of M.Phil/M.Tech admission should be double the number of seats available.
		15.10.1992	i) While accepting the proposal for enhancement of remuneration payable for evaluation of M.Phil/M.Tech dissertation/project reports to the external examiners decided to abandon the existing practice of conducting the viva-voce at M.Phil/M.Tech level. The Council also decided that henceforth, the marks for dissertation/project report be arrived at by calculating the average of 100 marks each to be awarded by the external examiner and the supervisor. ii) Deans of Schools are empowered to grant extension of time for submission of M.Phil/M.Tech dissertation/project report upto two semesters after the initial study of two semesters in case of M.Phil and 3 semesters in case of M.Tech students. The cases of extensions beyond 2 years (2 ½ years in case of M.Tech students) shall be referred by the Dean of the School concerned to the CE for obtaining VCs approval. However, the practice of issuing extension orders from Academic Branch will continue. **Note :** In all such cases as referred above, the students who are residing in the hostel, are required to submit a certificate of having vacated the hostel from the Warden concerned. iii) An M.Phil student who has completed one year of study in the University would not be admitted to Ph.D unless he/she completes his/her M.Phil studies.

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Chapter	Subject	Date of AC	Gist of Rule approved by the Academic council
		19.04.1993	i) While agreeing to retain the existing pracatice of award of marks for M.Phil/m.Tech dissertation/project report (without viva-voce) it was also decided that in the case of disparity of more than 25% of marks between the evaluation of supervisor and that the external examiner, a third examiner may be appointed and the marks awarded by him/her be added to the marks of the examiner whose evaluation is closer to the evaluation of the third examiner) and then average marks be arrived at. ii) Approved the uniformity in the no. of courses offered in the M.Phil programme, weightage between the course work and the dissertation in respect of all the Schools of Studies.
		06.10.1990 & 26.03.1994	Students pursuing M.Phil programme in Regional Studies/Comparative Literature be awarded Degrees in their basic disciplines eg: M.Phil - English (comparative Litt.) M.Phil – Sociology (Regional Studies) as the case may be. However, candidates possessing M.A. Reg. Stud./Comp.Litt. degrees may be given M.Phil degree in Reg. Stud./Comp.Litt.
		26.03.1994	M.Phil/Ph.D students be not allowed to work on a research topic concerning the works of their parents, close relatives and existing faculty members of the concerned School/Department/Cetnre.
IX	DOCTOR OF PHILOSOPHY	25.03.1988	Ph.D panel of examiners may be kept confidential and need not be included as part of Agenda.
		30.09.1989	Information in the prescribed proforma should be obtained from institutions seeking for recognition as external registration centers to Ph.D programme.

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Chapter	Subject	Date of AC	Gist of Rule approved by the Academic council
		06.10.1990	i) Recommendations of the visiting committees shall be considered by the School Boads at first instance. The recommendations of the School Board be placed before the AC for consideration. ii) Vice-Chancellor is authorized to approve for conversion of a regular Ph.D registration into a part-time one.
		19.04.1991	Approved the criteria for recognition of external guides.
		28.09.1991	Maximum period allowed for submission of Ph.D thesis by University teachers who are doing it on part-time basis should be **Six** years.
		15.10.1992	Approved the proforma for recognition of external guides from the institutions recognized by the University as external centers.
		06.11.1993	i) Approved the guidelines concerning supervision of the Ph.D students in the event of their supervisors leaving the University service on superannuation/resignation etc. ii) Approved that the percentage of SC/ST students admitted in July each year be calculated on the basis of the approved intake to the Ph.D programme in each subject and not merely on the basis of the number of candidates actually offered admission in July.
		26.03.1994	i) Approved the recommendations of the committee constituted by the VC on matters concerning enrolment, backlog/ceiling on the maximum students for each teacher in the Ph.D progrmame. ii) Approved the recommendations of the committee to frame guidelines for admission of non-teaching employees to M.Phil/Ph.D programme.

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Chapter	Subject	Date of AC	Gist of Rule approved by the Academic council
X	EXAMINATIONS	19.04.1991	Students who have participated in Literacy effort continuously for 3 months in a semester be given weightage of 1% on aggregate marks. (Note : The above scheme has been dispensed with in view of poor response by the AC on 8.11.1996)
XI	FEES PAYABLE BY THE STUDENTS	10.10.1988	Approved the recommendation of the SC/St Standing Committee that SC/ST students may be exempted from payment of tuition fee and other fee at the time of admission.
		15.10.1992	Approved that tuition fee @ 100 $ per semester be collected from foreign students. From 1995-96 it is revised @ 200 $ per semester.
		19.04.1993	From the academic year of 1993-94 onwards the Offices of the Heads of Departments/Centres and the Deans of Schools would monitor the realization of fee dues etc. from their respective Schools/Departments/Cetnres.
		08.11.1996	While revising the existing fee structure to be effective form 1996-97 also decided to revise the procedure for collection "Student Medical and Relief Fund" @ Rs. 50/- per year.
XVII	LIBRARY COMMITTEE	15.02.1986	Vice-Chancellor is authorized to nominate one member from each School, after obtaining recommendation of the Deans of the School concerned on the LIBRARY COMMITTEE.
XXVI	MCA/DCA/M.TECH	10.10.1988	Reservation of seats in M.Tech (CS) for the sponsored candidates from Industries and Teachers deputed by Educational Institutes to the extent of 10% of approved intake. The seats filled under this category may be treated as over and above the normal intake.
		30.03.1990	Readmission facility provided for M.Phil students after expiry of four semesters be extended to M.Tech students.

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Date of A.C.	Gist of Rule approved by the Academic Council
OTHER IMPORTANAT RULES :	
08.11.1996	i) Noted the UGC's regulations on the minimum standard of education through formal and non formal education for implementation. ii) Schools/Departments/Centres authorized to accept the donations of books and equipment upto a limit of Rs.50,000/- in value from the donors.
18.11.1995 & 08.11.1996	Decided to Etablish an "Internal quality Assurance Cell" for assessment and accreditation of the University by NAAC, Bangalore.
30.03.1996	i) Accepted the recommendation of the STAC for dispensing with the system of giving weightage for previous academic record in the Entrance Examination. ii) Accepted the recommendation of the STAC for giving sports weightage marks in the Entrance Exam for PG category only. iii) Approved the procedure/composition for constitution of Admission/Interview Committees for the purpose of Admissions.
09.01.1996	Recommended that the University may follow uniform criteria with regard to the format size weight and alloy for all the medals i.e. University Medals as well as donor medals.
18.11.1995	i) Noted/Agreed with some of the recommendations of the sub-committee constituted for the purpose of simplification of existing Convocation procedure. ii) Rank Certificate may be issued on payment of Rs. 50/- in the prescribed form. iii) On the proposal of the School Board of S.N. School for starting new courses in Print Making/Sculpture the Council suggested that instead of starting these new courses specializations of these subjects may be offered without any additional grant during III/IV semesters and degrees may be awarded in MFA (Painting), MFA (Print Making), MFA (Sculpture).
25.03.1995	Accepted the recommendation of the STAC for discontinuation of PGDCA programme from 1995-96.
29.10.1994	i) Approved the format for "Student Opinion questionnaire". ii) Approved the rates of remuneration for preparation of course material/assignment paper setting and evaluation etc. under Distance Education Programme.
19.11.1993	i) Approved the teacher student ratio in the University as **1 : 8 to 10.** ii) Accepted the endowment from the President of India for institution of Gold Medal. iii) Approved the proposal for institution of Gold Medals in respect of SC/ST students who are toppers in the PG Examination.
15.10.1992	Approved the recommendations of the dialogue committee on various matters concerning students.
06.10.1990	Reservation of at least one seat to PH category students in the admissions may be made where students intake is 10 and above subject to a maximum of 3%.
31.03.1990	Endowment for Gold Medals be increased from Rs.10,000/- to Rs. 25,000/- for all future donors.
06.03.1987	University may conduct its Entrance Examinations from 1987-88 at various external centers to maintain all India character.

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