

Naya Raipur, the 6th September 2017

NOTIFICATION

No. F 3-6/2017/38-2 (Part) . – Chhattisgarh Private Universities Regulatory Commission, Raipur vide its Letter No. 836/PU/ISBM & O/2017/7136, Dated 10-08-2017 has approved the First Ordinances No. 01 to 53 of ISBM University, Village-Nawapara (Kosmi), Black & Tehsil-Chhura, District- Gariyaband Under Section 28(4) of Chhattisgarh Private Universities (Establishment) & Operation) Act, 2005.

2. The State Government hereby gives its approval for notification of these Ordinances in Official Gazette.
3. The above ordinances shall come into force from the date of its publication in the Official Gazette.

By order and in the name of the Governor of Chhattisgarh,
BHUVNESH YADAV, Joint Secretary.

| S. No | Name of the Ordinances | Page No. |
|-------|--|----------|
| 1 | 2 | 3 |
| 1 | Admission of student to the University and their Enrollment | |
| 2 | The University Examination | |
| 3 | Master of Arts (M.A.) | |
| 4 | Bachelor of Arts (B.A.) | |
| 5 | Master of Social work (M.S.W.) | |
| 6 | Bachelor of Social Work (B.S.W.) | |
| 7 | Master of Library & Information science (M.Lib.I.Sc.) | |
| 8 | Bachelor of Library & Information science (B.Lib.I.Sc.) | |
| 9 | Master of Commerce (M.Com.) | |
| 10 | Bachelor of Commerce (B.Com.) | |
| 11 | Master of Business Administration (MBA) | |
| 12 | Bachelor in Business Administration (BBA) | |
| 13 | Master of Education (M.Ed.) | |
| 14 | Bachelor of Education (B.Ed.) | |
| 15 | Diploma in Education (D.Ed.) | |
| 16 | Master of Physical Education (M.P.Ed.) | |
| 17 | Bachelor of Physical Education (B.P.Ed.) | |
| 18 | Diploma in Physical Education (D.P.Ed.) | |
| 19 | Junior Basic Training (J.B.T.) | |
| 20 | Diploma in Early Childhood Education | |
| 21 | Diploma in Elementary Education | |
| 22 | Nursery Teacher Training (NTT) | |
| 23 | Master of Science (M.Sc.) | |
| 24 | Bachelor of Science (B.Sc.) | |
| 25 | Bachelor of Science (Fashion Designing & Technology) | |
| 26 | Bachelor of Science (Interior Design) | |
| 27 | Master of Computer Application (MCA) | |
| 28 | Bachelor of Computer Application (BCA) | |
| 29 | Post Graduate Diploma in Computer Application (PGDCA) | |
| 30 | Advance Diploma in Computer Application(ADCA) | |
| 31 | Diploma in Computer Application (DCA) | |
| 32 | Bachelor in Law (LLB) | |
| 33 | Master of Philosophy (M.Phil.) | |
| 34 | Doctor in Philosophy (Ph.D.) | |
| 35 | Bachelor of Vocational Courses (BVC) | |
| 36 | Integrated Program in Bachelors in Business Administration + Bachelor of Law (BBA+LLB) | |
| 37 | Integrated Program in Bachelor of Arts + Bachelor of Law (B.A. +LL.B) | |
| 38 | Integrated Program in Bachelor of Science + Bachelor of Education (B.Sc. + B.Ed.) | |
| 39 | Integrated Program in Bachelor of Commerce + Bachelor of Education (B.Com. + B.Ed.) | |
| 40 | Integrated Program in Bachelor of Arts + Bachelor of Education (B.A. + B.Ed.) | |
| 41 | Diploma In Business Administration (DBA) | |

| 1 | 2 | 3 |
|----|---|---|
| 42 | Post Graduate Diploma In Business Administration (PGDBA) | |
| 43 | Executive Master In Business Administration (EMBA) | |
| 44 | Diploma In Journalism And Mass Communication (DJMC) | |
| 45 | Diploma In Interior Design | |
| 46 | Diploma in Fashion Design | |
| 47 | Award of Degrees, Diplomas, Certificates and Other Academic Distinctions | |
| 48 | Norms for the Award of Fellowships and Scholarships, Stipends, Medals and Prizes | |
| 49 | Examination fees to be charged for various courses of the University | |
| 50 | Norms for the Residence of the Students of the University | |
| 51 | Provisions Regarding Disciplinary Actions against the Students | |
| 52 | Creation of other Bodies for Improvement of Academic Life of the University | |
| 53 | Manner of Co-operation and Collaboration with other Universities and Institutions of the Higher Education | |

ORDINANCE – 1
Admission of Students to the University and their Enrollment

Admission and Enrollment of students in the ISBM University shall be regulated in the manner hereinafter provided

Definitions

- (i) "Equivalent Examination" means an equivalent examination conducted by
 - (a) Any recognized Board of Secondary Education or
 - (b) Any Indian or Foreign University or organization recognized by the concerned statutory authority.
 - (c) Any Indian University incorporated by any law in force for the time being and recognized by the University as equivalent to its corresponding examination.
- (ii) "Gap period" means the period between the last dates attended at an educational institution, excluding coaching Institutes, as a regular student and the date of taking admission in the University.
- (iii) "Qualifying examination" means an examination the passing of which makes a candidate eligible for admission to a particular course of study as the case may be leading to the award of Bachelors or Masters or M. Phil or Doctorate or Diplomas or Certificate conferrable by the University.
- (iv) "Supplementary/Compartment" means a result in which a student has been declared 'failed' in ONE subject in the annual examination/end semester examination.

1. Eligibility for Admission

- (i) Unless otherwise provided, no person shall be eligible for admission to the under-graduate Courses in the University unless he/she has passed the Senior School Certificate Examination of an Indian University or Board or an Examination recognized and considered equivalent to either of these Examinations by the Academic Council of the University, from time to time.
- (ii) Age limit for admission in any particular course shall be such as such as may be prescribed by Government in this regard.
- (iii) No person shall be admitted to any post-graduate course, unless he/she has passed a UG degree examination from a recognized University or an examination recognized as equivalent to a degree by the Academic Council from time to time and possesses such further qualifications as may be prescribed by the Ordinances.
- (iv) The candidates seeking admission to a course of study in the University must fulfill the conditions prescribed for it by the Academic Council and published in the prospectus from time to time.
- (v) The maximum number of Seats in each course shall be determined by the Academic Council from time to time as per the availability of adequate physical facilities and approval from various statutory bodies viz. AICTE, NCTE, BCI, MCI etc as and when necessary.

2. Provision for Admission

- (i) No candidate shall be entitled to claim admission as a matter of right.
- (ii) The procedure of admission shall be approved by the Academic Council from time to time and shall be published in the prospectus.
- (iii) Save otherwise provided, all admissions to under-graduate and post-graduate courses shall be made on the basis of merit and/or marks obtained in the entrance test held by the Admission Committee or by appropriate Government Body if applicable.
- (iv) Admission shall be offered at the beginning of each semester/academic year or as prescribed by the Academic Council from time to time.
- (v) The application for admission shall among others be accompanied by (i) the School or College Leaving Certificate signed by the Head of the Institution last attended by the student as a regular student. (ii) Duly attested photocopies of the statement of marks accompanied by the original copies which shall be returned after the verification, showing that the applicant has passed the qualifying examination and in case of a student who passed the examination as a private candidate, a certificate signed by two responsible persons certifying to the good

character of the applicant. If the applicant for admission, as aforesaid, has passed the qualifying examination from Board other than the Chhattisgarh Board of Secondary Education, or a University other than this University, then he/she shall submit in addition to the school or college Leaving certificate an Eligibility and/or a Migration Certificate from the Secretary or Registrar of such board or University, as the case may be, together with migration fee or as decided by the University from time to time. If any of these are found to be forged, tampered or false, the student's admission will automatically stand cancelled and necessary legal action may be initiated.

- (vi) The mode of sending application for admission of students can be direct / through post / Online. Any student from India or abroad seeking admission in the University can interact online with the University.
- (vii) The Admission Committee will process the applications and selected candidates shall be awarded provisional admission.
- (viii) Save for admission in first semester / 1st year, a student with 'compartment' or supplementary result may be granted 'provisional' admission to any course if the courses of study to which he / she would have otherwise normally been admitted if he/she shall have secured clear pass grades.
- (ix) At the time of admission, every student and his/her parent or legal guardian shall be required to sign a declaration to the effect that the student submits himself to the disciplinary & pecuniary jurisdiction of the Vice- Chancellor and other authorities of the University.
- (x) A student who has passed a part of any degree or diploma from another recognized University / recognized awarding body shall be admitted to subsequent higher class for such examination after its equivalence has been determined by the Dean of the Faculty in consultation with the Head of the Department.
- (xi) The admission of the students to different programs shall be completed within a month of commencement of each semester every session or the date decided by the Vice-Chancellor.
- (xii) Provided further that the Vice-Chancellor shall have the powers to grant admission in case of genuine hardship beyond the last date of admission as given above on the clear understanding that the attendance of all such students shall be counted from the date of commencement of the course.
- (xiii) Admission of a student to any course shall subject to the availability of vacant seat in that particular course in which admission is sought.
- (xiv) Lateral Entry shall be allowed as per the norms of concerned regulatory bodies.

3. Restrictions for Admission on Certain Grounds

- (i) No student shall be admitted in two regular degree courses simultaneously.
- (ii) Unless otherwise provided, a student may join part-time or distance education course provided he/she fulfills the eligibility requirements as per procedure laid down for the purpose, by Rules.
- (iii) No student shall be admitted to course after passing the same course of the University. However he/she may be admitted to a higher course of the same faculty or for an additional diploma/degree in a different field at the same level provided he/she fulfills the eligibility requirements.
- (iv) Anyone who has been suspended, rusticated, debarred, expelled etc. by a competent authority of the University shall be prohibited from claiming admission in any course whatsoever.
- (v) Admission to any course of the University can be cancelled at any time, if any information furnished by the candidate is found to be false/ incorrect.
- (vi) A candidate who has taken admission in a wrongful manner by concealing his/her identity to any course as a full time regular student will forfeit his/her right as an ex-student in the University and will not be allowed to appear at any Examination of the University as an ex-student.
- (vii) A person who is under sentence of rustication or has been disqualified from appearing in an examination by any other University / Institution shall not be admitted to any course of study in this University during the period of rustication or disqualification.

- (viii) No student migrating from any other university shall be admitted to any class in an institution unless he / she has passed the examination which has been declared by the university as equivalent to the qualifying examination for a Student of the university.
- (ix) Without prejudice to the provision contained in the sub clause 2 (v) above, no student migrating from any other University shall be admitted to any class in a department without the prior permission of the Registrar where by any general or special direction such permission is necessary.
- (x) An application for admission to a course leading to a Bachelor's Degree / Honours course shall not be accepted unless the applicant is prepared to appear in all the subjects prescribed for the particular Degree/Honours Examination.
- (xi) No student who has passed a part of a Degree or Post Graduate Examination from any other University shall be admitted to subsequent higher class for such an Examination in the University without producing eligibility certificate from the competent authority.
- (xii) Candidates coming on transfer from other Universities because of the transfer of their parents / guardians or any other genuine hardship may be given admission beyond the last date of admission.

4. Enrollment of Students

- (i) Head of Department / School shall submit the details of admitted students in a prescribed form- within 45 days from the last date of admission, along with all the relevant original documents and enrollment fee as specified by the Academic Council from time to time to the Registrar.
- (ii) No person shall be admitted to any Examination of the University unless he/she has been duly enrolled as a student of the University.
- (iii) The Transfer and Migration Certificates submitted by students at the time of admission shall become the property of the University.
- (iv) Enrolled students will be issued Transfer Certificate and Migration Certificate under the seal and signature of University at the time of leaving the University.
- (v) If a student takes a Migration Certificate to join another educational institution, his/her enrollment to the University shall lapse until such time as he/she may subsequently return with a Migration Certificate from that educational institution to take admission to some course in ISBM University. Fresh Enrollment and Enrollment Fee in such cases shall be necessary.
- (vi) The Registrar shall maintain a Register of all enrolled students studying in the various Faculties of ISBM University. In the said register, the Registrar shall be required to incorporate all the material details regarding the student including the date of birth, date of admission and leaving the institution and details about various examinations of degree/ diploma/ certificate awarded to him/her.
- (vii) The student shall be informed on enrollment, the enrolled number under which his/her name has been entered in the Enrollment Register of University and that number shall be quoted by the student in all communications with the University and in subsequent applications for admission to an examination of the ISBM University.
- (viii) Any enrolled student may obtain a certified copy of the entries relating to him in the Enrollment Register on payment of the prescribed fee.

5. Change of Name

- (i) A student applying for the change of his name in the Register of enrollment department shall submit his application to the Registrar through the Head of the Department accompanied by
 - (a) The prescribed fee
 - (b) An Affidavit relating to his present and proposed name, duly sworn in the presence of a Magistrate or a Notary by his parent or guardian, in case he is minor, or by himself, in case he is major;
 - (c) A publication from a newspaper in which the proposed change of name has been advertised. However the provision relating to publication shall not be applicable in case where a woman candidate wants to change her name following her marriage.

The Registrar shall take a decision on such applications after obtaining approval of the Vice-Chancellor.

6. Change of Subject(s)

- (i) A student shall not ordinarily be allowed to change the optional/subsidiary/ specialization subject(s) of a course, unless the same is applied for and permitted within four weeks from the date of admission. Such applications should be submitted to the Head of the Institute of the Faculty with the consent of the Head(s) of the Department(s) concerned.

7. Reservations

- (i) The State reservation policy shall prevail in respect of admission to all courses of the University.

Note: In case of any ambiguity regarding provisions relating to admission in various courses, the decision taken by the Vice-Chancellor shall be final.

8. Admission Committee

- (i) There shall be an Admission Committee constituted by Vice-Chancellor for M.Phil, Post graduate, Graduate, Diploma and Certificate Courses in each Faculty/Department for regulating the admissions in the University.

- (ii) The Committee shall:

- (a) Scrutinize the Application Forms for admission of the candidate; in accordance with the conditions of admission prescribed by the Academic Council from time to time;
- (b) Conduct the Admission Test(s) and/or Interview; or as otherwise provided.
- (c) Prepare the merit list on the basis of marks obtained in the qualifying examination or marks scored in the entrance test, as the case may be.
- (d) Prepare a list of the candidates, selected for provisional admission by the Chairperson of the Committee or the Head of the Institute of the Faculty concerned;
- (e) Suggest methods to improve reliability and standard of the admission/entrance test(s).
- (f) Recommend to Vice-Chancellor terms, conditions and provision for admission of students belonging to SC/ST/OBC/Handicapped/Girl Student Category and shall also ensure that the State reservation policy is followed.

- (iii) The members of the Committee other than ex-officio members shall hold the office for the term of one academic year

- (iv) Not less than three-fourth of total number of members of the Committee shall form the quorum.

9. Admission of International Students

- (i) Introduction: These rules shall be framed to lay down the procedure to be followed for determining the eligibility and admission of International students to various courses of the University.

- (ii) Office: An International Students' Cell shall be set up to deal with admission of international students. This cell will not only control the admission of the students but shall also provide necessary guidance and counseling for securing admission.

All letters regarding the international students shall be addressed to the International Students' Adviser of the University.

- (iii) International Students: International Students shall include the following:

- (a) Foreign students: Students holding valid passports issued by their countries including people of Indian origin who have acquired the nationality of foreign countries shall be treated as foreign students.
- (b) Non Resident Indians (NRI): Only those Non Resident Indian students who have studied and passed the qualifying examinations from schools or colleges in foreign countries will be treated as international students. This will also include the students

studying in schools/colleges situated in foreign countries even if affiliated to the Boards of Secondary Education/Universities located in India. However, it will not include students studying in these schools or colleges situated in India and affiliated to the Boards of Secondary Education or Universities of the foreign countries. Student passing the qualifying examinations from boards or universities located in foreign countries as external students and dependents of NRI studying in India will not be included as international students. Entry level status of International students on entry to the country will be maintained.

- (iv) Documents required for admission of International Students:
- (a) Visa: All the international students will require a student visa endorsed to this Institution for joining full time courses. No other endorsement is acceptable. Students wishing to join a research program will require a research visa endorsed to this Institution. The visa should be valid for the prescribed duration of the course. A visa is not required for NRI students. Students who are doing full time courses, in some other institutions, do not require a separate visa for joining part time courses provided that their current visa is valid for the entire duration of the course.
- (b) No Objection Certificate: All international students wishing to undertake any research work or join any University programme will have to obtain prior security clearance from the Ministry of Home or External Affairs and the approval of Department of Secondary & Higher Education, Ministry of Human Resource Development Government of India and this must be on the research visa endorsed to this Institution.
- (c) Any other document as required from time to time.
- (v) Eligibility Qualifications: The eligibility criteria for admission to different courses shall be in accordance with the provisions given in the prospectus. Only those students who have qualified from foreign Universities or Boards of Higher Education recognized as equivalent by the Association of Indian Universities (AIU) shall be eligible for admission. Student qualifying in any course or in the equivalence of any course shall be referred to AIU, whose decision in the matter shall be final and binding.
- (vi) Admission of International Students: Admission of the international students will be done through the international students' cell of the University. The students will generally be admitted prior to the commencement of the course. However students can also be admitted as transfer cases after the commencement of the course from other institutes, subject to the eligibility.
- The admission of international students is done in two stages. First a student to join the institute gets the application form and the information on the eligibility requirements, courses available and admission procedure from the prospectus or the website of the Institution. The application for provisional admission is then submitted to the International Student's Cell. The Cell will then check the eligibility and issue the provisional admission letter. This is required to get the visa and to complete other formalities.
- After getting provisional admission, the student should get student visa and complete all other formalities. The student should then report for final admission in the institute where he/she wants to join the course. The next step is to fill up the admission form from the concerned institute and pay the required fees. After this, the student should undergo the medical examination. The students may have to appear for the English proficiency test conducted by the University or some other agency authorized/recognized by the University. Once this is done, the final admission is given.
- The international students will have to pay the fees in US dollars. In special cases, permission will be given for payment of fees in the equivalent Indian Rupees. Following fees are normally payable to secure provisional admission. Form Fees (included in the cost of bulletin, if purchased); Eligibility Fee and Administrative Fee (could be different for direct admissions and for transfer cases).
- (vii) Remedial Course in English: Students who are required to take the proficiency test in English or undergo the foundation course will have to pay the prescribed fees as applicable. This will have to be paid when the students are finally admitted. The fee differs from Course to course from time to time.

In case, the student does not get/ take the admission to the course after obtaining Provisional admission then the administrative fees will be refunded deducting the bank Commission and postage as applicable.

An international student who has been granted admission to any of the courses after passing the qualifying examination from a statutory Board or University outside India may have to appear at the Proficiency Test in English conducted by the Institution or any other organization. International student who have passed the qualifying examination in the English medium are exempted from this test.

An international student, who either fails in the Proficiency Test in English or fails to appear at this test, shall be required to join the Remedial English Course for International Students (RECIS) or the foundation course conducted by the institute.

The students will continue the course and they will have to successfully complete the RECIS or foundation course, at the earliest.

IELTS has especially been designed an English Language Course to cater to the needs of students who want to improve their proficiency in the English language. This course can be done simultaneously with the other regular courses or independently.

- (viii) **Transfers & Change of Course:** An international student who has been granted to a particular course shall not be allowed to change the course. Transfer from one institution in India to another is also not allowed, ordinarily. In exceptional cases, the International Students' Cell may permit this - based on the availability of the course, eligibility rules and permission of the Competent Authority of the Institution.
- (ix) **Government of India Scholars:** International students who are awarded scholarships by national agencies such as ICCR, UGC, New Delhi etc. shall be given preferential treatment while granting admission and for hostel accommodation. Sponsored candidates from different foreign Governments for training, studies and research are also given preference for the same.
- (x) **Discipline:** The international students will abide by the rules of The University and the code of conduct as applicable to Indian students doing same courses.
- (xi) **Examination and Award of Degree, Diplomas & Certificates:**
The procedure of examination, payment of examination fees, issue of mark list, issue of passing certificate and award of degree will be same as for the Indian Students doing the same courses. For completing the graduation a candidate is required to pass the paper of Environmental Studies once in the duration of degree course. The marks of Environmental Studies will not affect the division in any case.
- (xii) **Conclusion:** In Case, there are any differences on the interpretation of rules then the opinion of the admission committee Cell will be final. The fees are liable to revision and students will have to pay the revised fees when applicable. On the points not specifically covered, the decision of the Vice-Chancellor will be final.

10. Medium of Instruction : The medium of Instruction in ISBM University shall be English and/or Hindi except for the subjects related to the specific languages.

ORDINANCE - 2
The University Examinations

1. Definitions :

- (i) "Academic Program" means a program of courses and/or, any other component leading to a Bachelor's degree, Master's degree, Post-graduate and Graduate diplomas, M. Phil, Ph.D. Degrees and certificates.
- (ii) "Academic Year" means a period of nearly 12 months devoted to the completion of requirements specified in the Scheme of Teaching and the related examinations.
- (iii) "ATKT Candidate" means a candidate who has failed in not more than 35% of the total number of papers in the Semester Examination where the calculation of 35% shall always be rounded off, and is appearing in the Examination of the same semester again which is conducted with the next Semester Examination.
- (iv) Attested means attested by the Forwarding Officer.
- (v) "Co-Examiner" means a co-examiner in a written paper other than the paper setter.
- (vi) "Course" means a component of the academic program, carrying a distinctive code no. and specific credits/Marks assigned to it.
- (vii) "Ex-student" means a candidate who was admitted to an examination as a regular candidate and was not declared successful then or was not able to appear in the examination though admission card was correctly issued to him by the University and seeks admission again to the said examination.
- (viii) "External examiner" means an examiner who is not in the employment of the University.
- (ix) "Forwarding Officer" means the forwarding officer designated by the University.
- (x) "Internal Examiner" means an examiner who is in the employment of the University and :
 - (a) In case of theory paper, an examiner including a paper setter who is a teacher of the University.
 - (b) In case of practical and viva-voce examination, an examiner who is a teacher in the University.
- (xi) "Regular Candidate" means a person who has prosecuted regular course of study in the University Teaching Department and seeks admission to an examination of the University as such.
- (xii) "Regular course of study" means a regular course of study in University Teaching Department, in each subject in which a candidate intends to offer for an examination and where a student is required to fulfill the requirements of attendance of at least 75% of lectures and practicals separately.
- (xiii) "Second ATKT Candidate" means a candidate who has failed in not more than 35% of the total number of papers in the Semester End Examination; and failed again to pass those paper(s) in that Examination organized with the next Semester End Examination and now is appearing for the second and final time to clear those paper(s) with the regular Semester End Examination of the same semester organized for the students of the next batch i.e. junior batch (batch junior to him / her immediately).
- (xiv) "Semester System" means a program wherein each academic year is apportioned into two semesters each of six months.
- (xv) "Student" means a person admitted to any Department of the University for any of the academic programs to which this Ordinance is applicable.
- (xvi) "Supplementary/Compartment" means a result in which a student has been declared 'failed' in ONE subject in the annual examination/end semester examination.
- (xvii) "University" means, unless and otherwise specified, ISBM University.

2. University Examination

- (i) The University shall hold examinations for all such academic programs as approved by the Academic Council and as may be notified from time to time for awarding Bachelor's/Master's degrees, Under-graduate/Post-graduate diploma and certificates, as the case may be, as per the prescribed Schemes of Teaching & Examinations and Syllabi as are approved by the Academic Council.

- (ii) Examinations of the University shall be held for regular students, ex-students of the University and students who have got supplementary in the year end examination.

Provided that the Academic Council may allow any other category of candidates to take the University Examination for any specified academic program subject to the fulfillment of such conditions as may be laid down by the Academic Council from time to time.

- (iii) No person who has been expelled or rusticated from the University or has been debarred from appearing at the University Examination shall be admitted to any Examination during the period for which the sentence is in operation.

Provided further that, a student may be debarred from appearing in the semester/Year end examination due to shortage of attendance and other reasons as provided in any other Ordinance of the University.

3. PROGRAMMES CONTENT & DURATION

- (i) A Bachelor's/Master's degree, M. Phil Degree and Under-graduate/Post-graduate diploma and certificate program shall comprise of a number of courses and/or, other components as specified in the Scheme of Teaching & Examination and Syllabi of the concerned program, as are approved by the Academic Council. Each course shall be assigned a weightage in terms of specified Credits/Marks from time to time.
- (ii) The minimum period required for completion of a program shall be the program duration as specified in the Scheme of Teaching & Examination and Syllabi for the concerned program.
- (iii) The maximum permissible period for completing a program under semester system shall be (n+4) semesters where "n" is the total number of semesters prescribed for the program. All the program requirements shall have to be completed in (n+4) semesters.
- (iv) The maximum permissible period for completing a program under annual system shall be (n+2) years where "n" is the total number of years prescribed for the program. All the program requirements shall have to be completed in (n+2) years.

4. SEMESTER

- (i) An academic year shall be apportioned into two semesters, each of the two semesters shall be of a working duration of about 23 weeks.
- (ii) The Academic Calendar shall be notified by the University each year, before the start of Academic session.
- (iii) The academic break-up of the semesters devoted to instructional work shall be as hereunder:-
- | | | | |
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| (a) | Imparting of instructions and/or, laboratory work (Including Class Tests) | - | 19 Weeks |
| (b) | Preparation Leave | - | 01 Week |
| (c) | Semester end Examination, including Practical/ Laboratory Examination | - | 03 Weeks |

5. Submission of Internal Marks

The results of assignments, Class tests and attendance shall be submitted to the Controller of Examinations at least ten days before the commencement of Semester End examination. The internal marks shall carry prescribed weightage of Class test and Assignments etc.

6. Admission to the University Examination

- (i) All the students, for permission to appear at any of the Examination of the University, shall have to fill up the prescribed examination form and forward it to the Controller of Examinations through the Forwarding officer.
- (ii) The Controller of Examination shall scrutinize all applications for admission to University Examinations with reference to Enrollment Register. Such of those applications that are incomplete in any respect, are liable to be rejected. The Controller of Examination may seek additional information and depending upon the genuineness of the case, may permit a candidate to appear for the examination applied.

- (iii) In forwarding the applications of the Regular Students, the Forwarding officer shall certify :
- That the candidate is eligible for admission to the next Examination.
 - That the candidate has studied a regular course of study for the period prescribed and that he/she fulfills attendance requirements.
 - That his/her conduct is satisfactory.
- (iv) An application along with the Receipt for the payment of the prescribed Examination fee as set in these Ordinances submitted by a Regular Student, Ex-Student, for permission to appear in the Examination shall be submitted to the office of the Controller of Examinations on or before the last date announced for this purpose.
- (v) A candidate may be permitted by the Controller of Examinations / Registrar to submit his/her Application form for semester Examination along with the Examination Fee with the prescribed late fee within 7 days of the specified last date.
- (vi) Application for ATKT Examinations, wherever applicable, shall reach the office of the Controller of Examinations/Registrar within 30 days of the announcement of the result through the forwarding officer.
- (vii) Application for appearing in Second ATKT Examination shall be submitted so as to reach to the Office of the Controller of the Examination 30 days before the commencement of the regular Semester End Examination through the Forwarding Officer in the prescribed form and specify therein :-
- The subject or subjects in which he/she desires to present himself/herself for the Examination.
 - Submit with the application evidence of having been admitted to the Examination earlier.
 - An ex-student shall offer the subjects or optional papers which he/she had previously offered as a regular candidate unless, on account of a change in the scheme of Examination, the subject / paper offered by him earlier ceases to be a part of the scheme of Examination or syllabus for the Examination and he/she is permitted by the University to offer a different subject or paper.
 - An Ex-Student shall be required to appear in the Examination in accordance with the syllabus specifying the scope of studies in the concerned subject.
An ex-student shall appear from the Examination center specified by the University.
- (viii) No regular candidate shall be admitted to an examination of the University unless he / she:
- Has been enrolled as a student in the University in accordance with the provisions of the Ordinances.
 - Possesses minimum academic qualification for admission to the examination to which he/she seeks admission and has pursued a regular course of study for that examination.
 - Satisfies all other provisions, applicable to him/her, of this ordinance and any other ordinances governing admission to the examination to which he/she seeks admission.
- (ix) Where a candidate offers an additional subject for an examination in accordance with the provisions of the Ordinance, the minimum attendance requirement shall apply equally in case of such additional subject.
- (x) In computing the attendance for fulfillment of the condition regarding persuasions of a regular course of study.
- Attendance of lectures delivered and practical/clinical/sessional, if any, held during the academic session shall be counted.
 - Attendance of a regular candidate in a higher class shall be counted towards percentage of attendance for the examination of the lower class to which he/she has been reverted due to his/her failure to pass in the second ATKT examination/Supplementary examination.
- (xi) A candidate shall not be admitted into the Examination Hall unless he/she produces the Admission Card before the Superintendent of the Examination center or the Invigilator. A candidate shall produce his Admission Card whenever required by the Superintendent or the Invigilator.

7. Attendance

- (i) A candidate shall be deemed to have undergone a regular course of study in the University, if he/she has attended at least 75% of the lectures, tutorials and practicals. Provided that the Academic Council may, in special circumstances, condone any shortage in such attendance except otherwise provided by the Academic Council.
- (ii) A relaxation in the maximum extent of 15% of the total attendance can be accorded to student by the Vice Chancellor on account of sickness, attendance at N.C.C./N.S.S. camp and parades participation as a member of the University team in any inter or intra University competition, participation on the University functions and the prescribed educational tours / field trips / field work, and any other reason provided that the information about the same, duly counter signed by the Teacher-in-charge, is sent to the Head of the Institute concerned within two weeks of the function / activity etc.
- (iii) Provided further in case of sickness / medical disability, an application for the condonation shall be supported by a medical certificate issued by a registered medical practitioner/public hospital and duly authenticated by either the Chief Medical Officer (Civil Surgeon) or the University Health center or Official doctor of ISBM University/Institute/Department/Study center. Such applications must be submitted either during the period of treatment /hospitalization or within two months following recovery.

8. Evaluation & Examination

- (i) The overall weightage of a course in the Syllabi and Scheme of Teaching & Examination shall be determined in terms of credits/Marks assigned to the course.
- (ii) The evaluation of students in a course shall have two components unless specifically stated otherwise in the Scheme of Teaching & Examination and Syllabi:
 - (a) Evaluation through a semester-end examination
 - (b) Continuous evaluation by the teacher(s) of the course.
- (iii) Continuous Evaluation :
In courses where continuous evaluation is prescribed, it shall be based on class test, quiz, assignments, group discussions, etc. The concerned Board of Studies shall decide the details and modalities in this matter, with the approval of the Vice Chancellor.
- (iv) ASSIGNMENT
 - (a) The submission and evaluation of assignments shall be the responsibility of the Heads of the concerned Departments. A complete transparency shall be maintained in preparation and evaluation of the assignments.
 - (b) The entire class shall be divided in groups. Each group will be given a separate assignment with minimum commonality.
 - (c) A minimum of two assignments per subject per semester will be given to the students, or as decided by the faculty.
 - (d) Each student will be required to defend his, assignment after submission through a process of presentation / vjva-voce.
 - (e) Assignments will be prepared as per a standard format, approved by the Academic Council from time to time, specific to different departments.
 - (f) Students will be required to submit the assignments within two weeks from the date of issue.
- (v) Dissertation/Thesis
The evaluation of dissertation/thesis for Master's degree programs, wherever specified in the syllabus, shall be done. The marks awarded by the internal examiner shall carry a weightage of 40% and the marks awarded by the external examiner shall carry a weightage of 60%. The examiners shall be appointed by the Vice-Chancellor, out of a panel of three or more names suggested as specified in this Ordinance. The University shall have the right to call for all the records of teacher's continuous evaluation and moderate the teacher's evaluation, if it deems fit in any specific case(s).

| | | | |
|------|---|---|--|
| (vi) | Evaluation through a semester-end examination | | |
| | | Bachelor's degree/ Under-graduate Diploma | Master's degree/ Post-graduate diploma |
| A. | THEORY COURSES | | |
| (i) | Semester end examination | 70% | 70% |
| (ii) | Continuous evaluation by the teachers | 30% | 30% |
| B. | PRACTICAL/LABORATORY COURSES | | |
| (i) | Semester end examination | 70% | 70% |
| (ii) | Continuous evaluation by the teachers | 30% | 30% |
| C. | Dissertation/thesis | | |
| (i) | Assessment by External Examiner | 60% | 60% |
| (ii) | Assessment by Internal Examiner | 40% | 40% |
| D. | For any other component of a program not covered by the above, the weightage shall be prescribed by the Board of Studies ratified by Governing Body | | |

9. Appointment OF Amanuensis

- (i) An amanuensis shall be allowed in case of :
 - (a) Blind Candidates; and
 - (b) The candidates, who are disabled due to an accident or disease and due to any other reason are unable to write with their own hands.

Candidates under 9.1 above shall have to produce a valid medical certificate from the Medical Officer/Medical Board of the District.
- (ii) The Controller of Examinations, on receiving an Application from the candidate one week before commencement of Examination, will arrange for the appointment of an amanuensis and shall inform the Superintendent of Examination concerned.
- (iii) The amanuensis shall be a person of a lower qualification than the candidate concerned
- (iv) The Superintendent of Examination shall arrange for a suitable room for the disabled candidate and appoint a Special Invigilator from the list supplied by the office of the Controller of Examinations.
- (v) One extra hour shall be given to the blind candidates for exams of 3 hrs. duration.
- (vi) The remuneration to the amanuensis shall be given by the Office of the Controller of Examination at the existing approved rate.

10. Eligibility Criteria for ATKT candidate.

- (i)
 - (a) A Candidate who has failed at any Semester/Year End Examination in not more than 35% of the total number of papers of that particular semester/year including practical examinations shall be eligible to appear at subsequent ATKT Exams.
 - (b) Provided that if a candidate is unable to clear the examination in any of the papers in the first attempt of ATKT, he shall be eligible to appear at the second ATKT examination
- (ii) In the case of ATKT examination in any subject which has a practical component, a candidate shall be required to appear in the written papers only if he has passed at the main examination in practical and in practical only if he has passed in the written paper. A candidate who has failed both in written paper and practical shall be examined in both. Failing in practical and theory papers will be taken as failure to pass in two different papers.

- (iii) Except when otherwise provided in this Ordinance, a candidate who has been declared eligible for ATKKT examination may appear as ATKKT examination candidate in the next examination immediately following the examination in which he was declared to be so eligible and thereafter he shall be required to appear in all the papers at the next examination.
- (iv) A candidate appearing in the ATKKT Examination shall be declared to have passed the examination if he/she secured the minimum pass marks in the subject or group as the case may be except when provided otherwise in this examination Ordinance. The marks obtained by the candidate in the ATKKT / Semester End Examination shall be taken into account in determining the final division Obtained by the candidate at the examination.
- (v) In case a candidate fails to pass ATKKT examination in first attempt, he/she shall be provided one more attempt as second ATKKT Examination. He/She has to pass those papers along with the regular Examination of that particular semester, whenever it is conducted by the University.
- (vi) If such a candidate fails to pass his papers even in the second attempt known as Second ATKKT then he/she shall cease to be a student of the University.

11. Conduct of University Examinations

- (i) All University examinations shall be conducted by the Controller of Examinations under the direct control and supervision of the Registrar.
- (ii) The schedule of examination shall be notified by the Controller of Examinations at least 10 days prior to the first day of the commencement of the University examinations.
- (iii) For theory as well as practical examinations and dissertation / thesis / project report / training report all examiners shall be appointed by the Controller of Examinations with the approval of the Vice-Chancellor.
- (iv) (a) The Superintendent of the Examination shall be personally responsible for the safe custody of question papers and the answer-books sent to him and shall render to the University office a complete account of used, unused papers and answer books.
(b) The Superintendent shall supervise the work of invigilators working under him and shall conduct the examination strictly according to the instructions issued to him by the University.
- (v) The Vice-Chancellor may from time to time appoint Board of Quality Auditors to see that the examinations are conducted strictly in accordance with rules and procedures laid down. In the event of the Quality Inspector pointing out a breach of rule or procedure, the Vice-Chancellor may take such action as may be deemed necessary including postponement or cancellation, wholly or in part of the examination at the center, and if any such action is taken report of the action taken shall be made to the Board Of Management at its next meeting.
- (vi) It shall be the duty of the superintendent to ensure that an examinee is the same person who has filled in the form of application for appearing at the examination, by way of checking the photograph pasted on the form and by any means deemed suitable for this purpose.
- (vii) The Superintendent of the Examination shall whenever necessary send a confidential report to the Controller of the Examination about the conduct of the Examination, mentioning therein the performance of the invigilators and the general behavior of the examinees. He shall send a daily report on the number of the examinees appearing in each of the examinations, absentees roll numbers and such other information relating to the Examinations being held at the center as may be considered necessary, along with any other matter which he thinks fit to be brought to the notice of the University. He shall also be responsible for the maintenance and submission to the Controller of the examination, of the account of advance money received and expenditure incurred in connection with the conduct of the Examinations.
- (viii) The Superintendent shall have the power to expel an examinee from examinations on subsequent examination days on any of the following grounds:
 - (a) That the examinee has adopted unfair means in the examination.
 - (b) That the examinee created a nuisance or serious disturbance at the examination center.
 - (c) That the examinee showed a seriously aggressive attitude towards an invigilator or a member of the staff entrusted with the examination work.

- (d) If necessary, the Superintendent may get police assistance. Where a candidate is expelled, the Controller of the Examination shall be informed immediately.
- (e) Unless otherwise directed, only teachers of University Teaching Departments shall be appointed as Invigilators by the Superintendents. Invigilators can also be drawn from other educational institutions if so required
- (f) No Examinee shall leave the Examination Hall within half an hour of the start of the Examination for any purpose whatever and no late comer shall be permitted in the Examination Hall after half an hour of the commencement of the examination.
- (g) Examinee desirous of leaving the Examination Hall temporarily shall be permitted to do so for a maximum period of 15 minutes, but in no case the examinee shall be allowed to leave the premises.
- (h) Discrepancy, if any, in the question paper may be brought to the notice of examination superintendent through the invigilator for an appropriate action by the examiner. However, under no circumstances, the examinee shall be allowed to leave the examination hall without the prior permission of the Superintendent of examination.
- (ix) The Vice Chancellor may cancel an examination at all centers if it is found that there has been leakage of question papers. In case of such an eventuality or any other irregularity which in his opinion warrants such a step, the matter shall be reported along with the action taken at the next meeting of the Board of Management.
- (x) The Vice-Chancellor may issue such general notices for the smooth conduct of examination as he may feel required.
- (xi) Discrepancy, if any, in the question paper may be brought to the notice of examination superintendent through the invigilator for an appropriate action by the examiner. However, under no circumstances the examinee shall be allowed to leave the examination hall without the prior permission of superintendent of examination.
- (xii) Recommendations for names of examiners shall be obtained from the concerned Boards of Studies for programmes being run in the University Departments. In case of an exigency, the Chairman Board of Studies may recommend the names stating clearly the reasons for the non-conduct of the meeting of the Board of Studies.
- (xiii) After the receipt of the question paper(s) from the paper setter, the same shall be moderated by the moderator (s) who shall be appointed subject wise by the Registrar/Controller of Examination with the approval of Vice Chancellor. Controller of Examination shall ensure that minimum of three question papers, duly moderated in each subject, are available in the question paper bank.
- (xiv) The Examiner appointed by the Controller of Examination, out of the approved panel for setting the Question paper shall set the Question paper, using the last year question papers wherever applicable, as a guide for the format of the question paper only if the pattern of the question paper or syllabus is not changed by the Academic Council. The question paper shall be set out of the entire syllabus of a course.
- (xv) In case of any attempt made by or relating to a candidate to secure some preferential treatment in the matter of his / her examination, the matter shall be reported to the Controller of Examination who shall place the matter before the Vice-Chancellor for further necessary action.
- (xvi) Except as otherwise decided by the Examination committee, the examination answer books and the foil and counter foil of the marks obtained by the examinees except the tabulated results shall be destroyed or otherwise disposed off after 36 months from the date of declaration of the results of the examination provided that the evaluated answer books of revaluation shall be destroyed/disposed off only after 6 months of the declaration of the revaluation result.
- (xvii) The Controller of Examination shall publish the combined results of the University examination on the notice board of the office of the University in addition to the website of the University.
- (xviii) The remuneration of the question paper setters, moderators, answer scripts, evaluators, examiners, Superintendents, Assistant Superintendents, Invigilators, Tabulators and Collators

etc. along with the deductions to be made in the remuneration for errors noticed shall be such as may be prescribed from time to time by the Examination committee.

- (xix) Where a student applies for revaluation, the answer books of the subjects in which the revaluation is sought will be sent to an examiner other than the one who evaluated it initially. He will also check the total. The marks of the student will be changed only if the difference in the marks of previous evaluation and the marks after re-evaluation is more than 10%.
- (xx) Provided that such an examiner shall receive remuneration as prescribed by the Board of Management.
- (xxi) No candidate shall appear, in more than one-degree examination or in more than one subject for the Master's degree in the same year.
- (xxii) No person who has been expelled or rusticated from any college or University or has been, debarred from appearing at a University examination shall be admitted to any examination during the period for which the sentence is in operation.
- (xxiii) Notwithstanding anything contained in the Ordinances relating to admission of candidates to an examination of the University, the Vice-Chancellor may, in special cases in which he is satisfied that the reason for delay in submitting the application for admission to an examination is bonafide, may allow an application which is otherwise complete in all respects to be entertained with the late fee as prescribed by the Board of Management from time to time even though the same is received after the expiry of the period of fifteen days mentioned in the foregoing paragraph.
- (xxiv) A Candidate shall not be admitted into the Examination hall unless he/she produces a valid admission card duly issued to him / her by the Controller of Examination. The Controller of Examination shall issue an admission card in favor of a candidate if:-
- The application of the candidate is complete in all respects.
 - The fee as prescribed has been paid by the candidate.
 - The attendance criteria is fulfilled.
- (xxv) Where the practical examination is held earlier than the examination in theory papers, a candidate shall not be deemed to have been admitted to the theory examination unless and until he is issued an admission card for appearing in the examination.
- (xxvi) The admission card issued in favour of a candidate to appear at an examination may be withdrawn if it is found that:
- The admission card was issued by mistake, or the candidate was not eligible to appear in the examination.
 - Any of the particulars given or documents submitted by the candidate in or with the application for enrolment, admission to the institute, college or school is false, fake or incorrect.
- (xxvii) The Controller of Examination may, if he is satisfied that an admission card has been lost or destroyed, issue a duplicate admission card on the Payment of a fee prescribed for this purpose.
- (xxviii) Any candidate who has appeared at an Examination conducted by the University may apply to the Controller of the Examination for re-totaling of marks or revaluation of answer books within two weeks of the declaration of the results.
- (xxix) The result of revaluation or re-totaling of marks as the case may be, shall be communicated to the candidate.
- (xxx) Duplicate copy of the certificate issued by the University shall be provided on payment of the fee and for the reasons as mentioned in the other ordinance of the University.
- (xxxi) Provided further, the duplicate copy of the Migration Certificate, Degree, Diploma shall not be granted except in cases in which the Vice-Chancellor is satisfied by the production of an affidavit on a stamped paper of proper value as laid down, mentioning therein that the applicant has not utilized the original documents for appearing at an examination and has lost the same or that the same has been destroyed and that the applicant really need a duplicate copy.

- (xxxii) The names of the first ten successful candidates in each final Degree Examination other than ATKT examination/supplementary who obtain first division shall be placed in Merit List.
- (xxxiii) (a) Notwithstanding anything contained in the concerned ordinance of examination, a candidate who has appeared in all the theory papers, practical, viva, internal assessment, field work, project work at the end-semester/year end examination as a regular candidate and fails by a total of not more than five marks in not more than three subjects, in any of the Graduate/Post Graduate examinations, a maximum of five grace marks may be given to enable him to pass the examination. These marks shall not be counted towards the total. The grace consideration shall not be a matter of right of a candidate and is the prerogative of the Vice Chancellor. This facility shall be available only to those candidates who clear that particular Semester / Year End Examination in full (i.e. in all theory, practical and sessional in first attempt) by availing five Grace Marks.
- (b) Likewise, if a candidate misses his first or Second Division by five marks, he/she shall be given a maximum grace of five marks to enable him/her to improve his class.
- (c) No grace marks shall be awarded in other than theory papers and to ATKT/Supplementary student.
- (xxxiv) Semester-end practical examinations shall be conducted by a Board of Examiners for each course. The Board shall consist of one or more examiners. One of the examiners in that case may be designated as Head Examiner. The Head Examiner shall draw the guidelines for the conduct of examinations to be followed by various Boards to ensure uniformity of evaluation.
- (xxxv) For any other type of examination, not covered above, the mode of conduct of examination shall be as specifically provided in the syllabus/scheme of examination and in the absence of such a provision shall be decided by the Controller of Examinations on the recommendation of the Board of Studies/Coordination Committee concerned, with the approval of the Vice-Chancellor.
- (xxxvi) The results of a semester (including both the semester-end examinations and teacher's continuous evaluation) shall be declared by the Controller of Examination. The Vice Chancellor shall have the power to take necessary action deemed suitable in case of matters relating to complaints received about the result.
- (xxxvii) The award list containing the marks obtained by a student in various courses shall be issued by the Controller of Examinations, at the end of each semester/year, after the declaration of the result.

12. Criteria for Passing Courses, Marks and Divisions

- (i) Generally, for Under Graduate students, obtaining a minimum of 35% marks in each paper in the semester-end/year end examination shall be essential for the passing the examination. Refer to ordinance of specific programme for criteria of passing. A candidate who secures less than 35% of aggregate marks in a paper in a semester/year shall be deemed to have failed in that subject. A post graduate student has to secure 40% marks in each paper and 45% marks in aggregate of all papers for passing the examination. A candidate securing less than 40% marks in a paper shall be deemed to have failed in that subject and a candidate securing less than 45% marks in aggregate shall be deemed to have failed in that examination.
- (ii) A student may apply, within two weeks from the date of the declaration of the result, for re-totaling of the examination script(s) of a specific course(s) on the payment of prescribed fees. Re-totaling shall mean verifying whether all the questions and their parts have been duly marked as per the question paper, and the totaling of marks. In the event of a discrepancy being found the same shall be rectified through appropriate changes in both the result as well as marks-sheet of the concerned semester end examination.
- (iii) For completing the graduation a candidate is required to pass the paper of Environmental Studies once in the duration of degree course. The marks of Environmental Studies will not affect the division in any case.
- (iv) Credit Transfer shall be applicable to all relevant courses as per UGC and other Regulatory Authorities norms, if any, in this regard

13. Declaration of Result

- (i) The Examination Committee shall be responsible for the declaration of the result.

- (ii) The functions and duties of the Examination Committee shall be as follows :
- (a) To scrutinize and approve the results of the examinations conducted by the University after satisfying itself that the results on the whole and in various subjects are in conformity with the usual standards and to recommend to the Vice Chancellor the action to be taken in any case where the result suffers from certain lacuna(e).
 - (b) To take an action on the report submitted by subject expert on a complaint against the question paper.
 - (c) To decide cases of candidates whose answer books were lost in transit.
 - (d) To exercise such other powers as the Academic Council may delegate to it from time to time.
 - (e) If any action is to be taken against any Examiner, center Superintendent or Invigilator the matter shall be referred to the Academic Council with the recommendation of the Examination Committee.

14. Use of Unfair Means & Misbehavior :

- (i) No candidate shall bring with him/her in the Examination Hall any book, paper, notes electronic gadgets or other Materials which may be used by him/her in connection with the Examination, nor shall he/she communicate to or receive from any other candidate or person any information in the Examination Hall unless specifically allowed by the Superintendent.
- (ii) No candidate shall note or write anything on the blotting paper or Question Paper or on any other object/Material, except the answer book supplied to him/her.
- (iii) No candidate shall assist or receive assistance from any other candidate or person at an Examination or make use of any dishonest or unfair means in connection with the Examination.
- (iv) Any candidate detected cheating or making use of any dishonest or unfair means in connection with an Examination shall be reported to the Controller of Examinations by the Superintendent of Examinations or through him by an invigilator or an Official of the University, as the case may be. The Controller of Examinations shall place the aforesaid matter before the Examination Committee for consideration which may, if satisfied that the facts alleged are true and disclose premeditation on the part of the candidate, disqualify the candidate from passing that Examination and debar him/her from appearing at any University Examination for a period not exceeding three years.
- (v) Any candidate, who in the opinion of the Superintendent of Examinations is guilty of misconduct in the Examination Hall, other than the misconduct within the meaning of the aforesaid Sub-Paras 14 (i) to (iv) of this Ordinance, may be expelled by the Superintendent of Examinations for that Paper and shall be reported to the Examination Committee by the Controller of Examination. The said Committee may, if satisfied that the allegations are true, shall disqualify him/her from passing the Examination for the year.
- (vi) In case any Examinee attempts to influence the Examiner or Officials related to Examination then it would be treated as an offence and shall attract punishment. Such a case shall be reported to the Examination Committee by the person concerned through the Controller of Examinations. The Examination Committee may, if satisfied that the facts alleged are true, disqualify the candidate from passing that Examination and debar him/her from appearing at any Examination for a period not less than one year.
- (vii) Any candidate found guilty of seeking ways and means or harassing or pressurizing or using or threatening to use force to make any Superintendent of Examinations or Invigilator Or any Official of the University desist from his duties relating to the conduct of Examination shall be deemed to have used unfair, means and indulged in gross misconduct. Such a case shall be reported to the Examination Committee by the person concerned through the Controller of Examinations. The Examination Committee may, if satisfied that the facts alleged are true, disqualify the candidate from passing that Examination and/or expel her from the University and declare him /her to be not a fit and proper person to be admitted to any future Examination of the University.
- (viii) Any candidate who has been punished under Sub Paras 14(v) to (vii) above, shall not be admitted to any Course as a Regular Student. Such a student may be allowed to appear at the next year's Examination only, in which he/she is entitled to appear as an Ex-Student after the expiry of the period of punishment.

- (ix) If a candidate acts in a violent manner or uses force or makes a display of force towards the superintendent or any invigilator at the center or in its precincts endangering the personal safety of either of them or acts in a manner likely to prevent the authorities in the proper discharge of their duties, the superintendent may expel the candidate from the center and he may take police help.
- (x) If a candidate brings any dangerous weapon within the precincts of the examination center, he may be expelled from the center and or handed over to the police by the superintendent.
- (xi) A candidate expelled on any of the grounds mentioned in 14 (viii) & (ix) & (x) above will not be allowed to appear in the subsequent papers.
- (xii) In every case where action is taken by the superintendent under 14 (x), (xi), (xii), (xiii), (xiv) above, a full report shall be sent to the University and the Executive Council may according to the gravity of the offence further punish a candidate by canceling his examination and/or debaring him from appearing at any of the Examinations of the university for one or more years after giving the candidate an opportunity to show the cause and considering any explanation submitted by the candidate.
- (xiii) In case, a person, who is not a bona-fide candidate, is found to be taking an Examination on behalf of a bona-fide candidate, it will be assumed that this impersonation is being done at the instance and with the connivance of the bona-fide candidate and action against such person and such bona-fide candidate would be taken as under:
- (a) The bona-fide candidate, who did not take the Examination himself/herself shall be debarred from pursuing any course of studies or from appearing at any Examination of the University in future and he/she may be handed over to the Police for appropriate action.
- (b) In case, the person, who has impersonated the bona-fide candidate, is a student of the university, he/she shall be debarred from taking any Examination of the University in future and he/she may be handed over to the Police for appropriate action.
- (c) If the person, who has impersonated the bona-fide candidate, is not a student of the University, he/she may be handed over to the Police for appropriate action.
- (xiv) In case, a candidate is appearing at the Examination for the improvement of Division Percentage of Marks and is found to be using unfair means, the result of his/her Examination in the Paper(s) in which he/she has already appeared, would also be cancelled in addition to the action that might be taken against him/her for using unfair means, while reappearing for improvement of his/her Division/ Percentage of Marks.
- (xv) Any punishment imparted on the erring student shall be after following due consideration of the defence presented by him/her.
- (xvi) The Superintendent of the examination shall take action against an examinee who is found using or attempting to use unfair means in the examination hall or within the premises of the examination center during the hour of examination in the following manner:
- (a) The examinee shall be called upon to surrender all the objectionable materials found in his or her possession including the answer book and a memorandum shall be prepared with date and time.
- (b) The Statement of the examinee and the Invigilator shall be recorded.
- (c) The examinee shall be issued a fresh answer book marked '2nd answer book' to attempt answer within the remaining time prescribed for the examination.
- (d) All the Materials so collected and the entire evidence along with a statement of the examinee and both the answer books duly signed shall be forwarded to the Registrar by name in a separate confidential sealed packet marked Unfair means along with the observation of the Superintendent.
- (e) The Material so collected from the examinee together with both the answer books, viz. the answer book collected while using unfair means and the other supplied afterward will be sent to the Examiner by the Registrar for assessing both the answer books separately and to report if the examinee has actually used unfair means in view of the Material collected.
- (f) The cases of the use of unfair means at the examination as reported by the center Superintendent along with the report of the Examiner shall be examined by the

Examination Committee. The committee shall after examining the cases, decide the action to be taken in each case and report it to the Board of Management through competent authority.

- (g) A candidate found talking during the examination hours shall be warned not to do so. If the candidate does not heed to the warning, then the same shall be construed as an attempt to use unfair means and the candidate shall attract action under unfair means. The first answer book shall be confiscated and the second answer book shall be issued. Both the answer books shall be forwarded to the Registrar in separate sealed envelopes at the end of the examination. The first book shall be cancelled and sent to the Controller of the Examination. In case the student is required to be warned again no second copy shall be given and the examinee may be expelled by the Superintendent from that particular paper.
- (xvii) If a candidate is found guilty of using or attempting to use or having used unfair means at an examination such as copying from some book or notes or from the answer of some other candidate or helping or receiving help from any other candidate or keeping with him in the Examination hall material connected with the examination or in any other manner whatsoever, the Examination Committee or the Committee appointed for the proposed by the Examination Committee may cancel his examination and also debar him from appearing at any of the examination of the University for one year or more years according to the nature of the offence.
- (xviii) The Examination Committee may cancel the examination of a candidate and/or debar him from appearing at any examination of the university for one or more years. If it is discovered afterwards that the candidate was in any manner guilty of misconduct in connection with his examination and/or was instrumental and/or has abetted the tempering of university records including the answer book, mark sheet, rule charts, diplomas and the like.
- (xix) The Examination Committee may cancel the examination of a candidate and / or debar him from appearing at any exam of the university for in or more years, if it is discovered afterwards that the candidate had obtained admission to the examination by misrepresenting the facts or by submitting forged certificates/documents.
- (xx) All the records of Examination and results except the written answer books shall be retained by the University for a maximum period of three years from the date of declaration of results of the concerned examination.

15. Students' Grievances Committee

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

16. Appointment of Examiners

- (i) The examination committee consisting of the concerned Dean, Chairman Board of Studies and one faculty member nominated by Vice-Chancellor shall prepare panel of examiners for different papers, practicals, viva, dissertation etc. The controller of examination shall send the panel of examiners to the Vice-Chancellor for finally appointing the examiners for different examinations.
- (ii) The Vice-Chancellor shall appoint paper-setters, co-examiners, practical/vive-voce examiners ordinarily from amongst persons recommended by the examination committee. He may however, appoint a person, by stating reasons in writing, whose name is not included in the list of names recommended by the examination committee if he is satisfied that the person in question possesses minimum qualification and his appointment will not be contrary to the provisions of the following paragraphs.
- (iii) The qualification of the paper - setter and Co - Examiners shall be as follows namely.

(A) Paper-setter :

| Examination | Qualification |
|--|---|
| (a) Post-Graduate examination in All the Faculties other than Law | (a) Experience of teaching the subject at post graduate level for the at least Five Years. OR Experience of teaching the subject at the postgraduate level for at least two years and total teaching experience of not less than seven years, which may include experience of teaching at under graduate level. |
| (b) LLM | (b) Master's degree or higher degree in law and teaching experience at LL.M. level for at least five years. OR Experience as High Court Judge. OR Standing of at least ten years at the Bar. |
| (c) Degree examination in all Technology, Law Faculties Other than Engg. Technology, Law | (c) Teaching the subject at Undergraduate and/or Postgraduate for at least five years. |
| (d) Degree examinations in Engineering and Technology | (d) Teaching Experience at Under Faculties of graduate / Post graduate level and/ Professional experience of at least three years. OR Five years of professional experience. |
| (e) Degree examination other than law | (e) Teaching experience in the subject at the degree and/post graduate level for at least three years |
| (f) LLB | (f) Teaching experience of LLB and/or LLM classes for at least three years. OR Judicial experience as District Judge. OR Standing of at least ten years at Bar. |
| (g) Post-Graduate Diploma in Business Administration | (g) At least five years teaching experience at the degree level or Post-Graduate Classes in the subject. |
| (h) Degree in Pharmacy | (h) At least master Degree in Pharmacy with 3 Years teaching experience |

(iv) Co-Examiners

Any person, having an experience of two years less than the experience set out for the paper setters, can be a co-examiner in the corresponding subject. Provided that in case of degree examination where sufficient number of internal co-examiners, in a subject with the aforesaid qualification is not available, teacher in the University Colleges, Departments and Institutions of the university with at least three years teaching Experience at the degree/Post-graduate level in the subject shall be eligible for appointment as Co-examiners.

- (v) (a) In case of practical and viva-voce examinations at the Post-Graduate level, external examiner shall be a person not below the rank of an Associate Professor.
- (b) In case of practical and viva-voce examination at the degree level the external examiners shall be a teacher of the subject with not less than three years' experience of teaching the subject at the degree and/or post graduate level.

- (c) The internal examiner in case of practical examination both at the degree and the post-graduate and diploma level shall be appointed from amongst the teachers of the University.
- (d) The external examiner at the post-graduate level in case of Practical/Viva-Voce examination shall not ordinarily be a teacher of the University Department.
17. Ordinarily 50% of the paper setter at the post graduate and first degree examination in any subject shall be external.
18. Where in for any paper, if more than one examiner is appointed the paper setter shall be the Head Examiner. Examiners other than the paper setter shall be the Co-examiners.
19. For appointment as Paper-setter and Co-Examiners, the teachers in the University Department shall ordinarily be considered on the basis of seniority in subject to fulfillment of laid down conditions for paper setters and co-examiners.
20. The number of external examiners in practical examination shall be such as may be determined by the University on the basis of students' strength and other requirements of the subject.
21. In case of under graduate practical examinations one external examiner shall not ordinarily examine more than 120 candidates.
22. In case of written examination an examiner shall not ordinarily evaluate more than 240 scripts and a Co-examiner shall be appointed if the number of candidates appearing in the paper is more than 300.
23. While recommending name for examiner-ship in courses where English is not the sole medium of examination, the Examination - Committee shall ensure that the examiners recommended can evaluate the scripts written in Hindi also.
24. The provision of sub-paragraphs (2) above shall not apply in case of Examination in the faculties of Engineering, Technology, Education, Pharmacy, etc.
25. Examiner shall be appointed for the examination of duration of one year only but they shall be eligible for re-appointment.
26. Any person who has acted as an examiner, paper-setter Co-examiners or external Viva-Voce examiner for three consecutive years shall ordinarily not be eligible for re-appointment until a period of one year elapses between the year in which he/she last acted as an examiner and the year in which he is re-appointed.
- Provided that such a gap will not be necessary in case of internal examiners if the number of available eligible examiners in the subject concerned is less than the number of internal examiners required.
- Provided also that on the recommendation of the Examination Committee justifying the reason, a specialist or expert may be continued for two more years after the expiry of the three years period, without a gap.
27. An examiner may be discontinued any time before the expiry of the three year period if in the opinion of the Examination Committee, his work is found-to be unsatisfactory.
28. An examiner's work shall be deemed to be unsatisfactory if
- (a) Mistakes of such nature are found in his work in the course of checking and scrutiny which affect the result or
- (b) He / She is found by the Examination Committee to have delayed the work without good cause or
- (c) There is an adverse report from the Head Examiner, or
- (d) In the opinion of the Examination Committee, there are reasonable doubts about his/her integrity or suspicion that he/she is accessible to examinees or their relations and
- (e) If there are serious complaints against his/her paper e.g. that this paper was much above or below the standard or contained questions outside the prescribed course or the branch or any such condition prescribed by the Examination Committee.
29. The paper-setter shall lay down a memorandum of instructions for the guidance of the co-examiners so that it may be in conformity with the standard of the evaluation of the answer-books.
30. If for any reason an examiner is unable to evaluate the answer-books or to perform the duties of the Head Examiner after setting the question paper, he shall be entitled to receive only one-half of the

amount of fees for paper setting and the balance shall be payable to the examiner who performs, the duties of the Head Examiner subsequently.

Provided that if the paper-setter dies before he is able to take up or complete the evaluation of the answer books, full fee prescribed for paper setting shall be paid to his heirs.

31. There shall be a board of two examiners to conduct the examination; one shall be an external examiner and the other the internal examiner in a subject in which viva-voce examination is prescribed.
32. In the case of examinations like MBA, M.Com, M. Phil., MA etc. where a thesis is permissible in lieu of a paper or a project there shall be a Board of two examiners for evaluating the thesis. The maximum number of marks for the thesis shall be equally divided between the two examiners each of whom shall mark the thesis independently. If the evaluations of these two examiners differ by 20%, the thesis shall be referred to the third examiner, (other than a teacher of the University) who shall award mark out of half of the maximum marks for the thesis. The aggregate of two (of the three) awards nearest to each other and to the best advantage of the candidate shall be taken as the correct evaluation.
33. No person shall act as a paper-setter or examiner either in theory, viva-voce or practical examination, if any of his relations is taking the examination provided that this provision shall not debar from acting as an examiner for practical of a separate batch at a center other than that at which his relation is appearing.
34. No person shall act as moderator or tabulator for any examination if any of his relations is appearing or has appeared at that examination.
35. Notwithstanding the provisions contained in these ordinances, the Vice-Chancellor in consultation with the Academic Council and the Examination Committee may in so far as that particular examination is concerned modify all or some of the rules to meet the constraints.

ORDINANCE – 3
Master of Arts (M.A.)

- (i) Title : Master of Arts
- (ii) Faculty : Arts, Humanities & Social Science
- (iii) Duration : Two years (four semesters)
- (iv) Eligibility : Graduate in any discipline from a recognised University
- (iv) Seats : The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- (vi) Admission Procedure: As specified in Ordinance No. 1
- (vii) Academic Year : There will be one academic year from July to June
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards and website of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.
- The list of candidates selected shall be displayed on the website, on the notice board and the students will be informed directly about their admission.
- The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted may be cancelled.
- The admission may be rejected due to any of the following reasons :
- (a) The fee is not paid by the due date.
- (b) The application form is not signed by the candidate and his/her parents/ guardians.
- (c) The supporting documents required for admission are not enclosed.
- Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fees.
- (ix) Fees : The Course fees will be as decided by the Board of Management from time to time with the prior approval of Chhattisgarh PURC.
- (x) Eligibility to Pass : A student shall require to obtain 40 % Marks in each paper, in theory and practical Examination separately and 45 % in aggregate to pass the Semester End/ Year End Examination and will be given an option to select any two papers/marks of the concerned Semester/annual exam to make up the shortfall of 45%.
- Division shall be awarded on the basis of total marks obtained by the examinee in all the four semesters at the end of fourth semester. Those obtaining 60% and above will be awarded First Division. Those obtaining less than 60% but not less than 45% shall be placed in Second Division.
- (xi) Course Structure and Examination scheme : Course structure and examination shall be framed by the concerned Board of Studies in various subjects mentioned in column (2) under Departments/Subjects and Faculty mentioned in column (1) of the Faculty of Arts Humanities and Social Sciences in Statute 14.
- A candidate may offer any one subject and the basis of the faculties and availability of the subject in the University.
1. English 2. Hindi 3. Marathi 4. Comparative Religion & Philosophy
5. History and Archaeology 6. Political Science and Public Administration
7. Economics 8. Sociology 9. Sanskrit 10. Geography 11. Psychology
12. Defense Studies 13. Home Science 14. Chhattisgarhi
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE – 4
Bachelor of Arts (B.A.)

| | | | |
|--------|---|---|--|
| (i) | Title | : | Bachelor of Arts |
| (ii) | Faculty | : | Arts, Humanities & Social Sciences |
| (iii) | Duration | : | Three years (or six semesters) |
| (iv) | Eligibility | : | Must have passed 10+2/Higher Secondary of Chhattisgarh Board of Secondary Education or any Board of Secondary Education as equivalent thereto in any discipline. |
| (v) | Seats | : | The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management. |
| (vi) | Admission Procedure | : | As specified in Ordinance No. 1 |
| (vii) | Academic Year | : | There will be one academic year from July to June. |
| (viii) | Selection Procedure | : | The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. and Radio before the start of every academic cycle. The list of candidates selected shall be displayed on the Website, on the notice board and the selected candidates shall be informed about their admission in the website. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted shall be cancelled. The admission may be rejected due to any of the following reasons : |
| | | | (a) The Fees is not paid by the due date |
| | | | (b) The application form is not signed by the candidate and his/her parents/guardians. |
| | | | (c) The supporting documents required for admission are not enclosed Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fee |
| (ix) | Fees | : | The Course fees shall be as decided by the Board of Management from time to time with the prior approval of CGPURC. |
| (x) | Eligibility to Pass | : | A student shall require to obtain 35% Marks in each subject to pass the semester End/Year end Examination. Division shall be awarded on the basis of total marks obtained by the examinee in all the Six Semesters at the end of sixth Semester in case of Semester System. In case of annual examination system, division shall be awarded on the basis of total marks obtained in all the three years, at the end of the third year. A student securing 60% and above shall be awarded First Division A student securing 50% and above but less than 60% shall be awarded Second Division. Other qualifying students will be awarded Third Division. |
| (xi) | Course Structure and Examination Scheme | : | Mandatory Foundation Course 1. Environment Studies 2. English Language 3. Hindi Language A candidate may offer any three subjects on the basis of the faculties and availability of the subject in the University. 1. English 2. Hindi 3. Marathi 4. Comparative Religion & Philosophy 5. History and Archaeology 6. Political Science and Public Administration 7. Economics 8. Sociology 9. Sanskrit 10. Geography 11. Psychology 12. Defence Studies 13. Home Science 14. Chhattisgarhi |
| (xii) | Evaluation and Examination | : | As per Ordinance No. 2 of the University |
| (xiii) | Eligibility Criteria for ATKT | : | As per Ordinance No. 2 of the University |
| (xiv) | General | : | In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time. |

ORDINANCE – 5
Master of Social Works (M.S.W.)

| | | | |
|--------|---|---|---|
| (i) | Title | : | Master of Social Work |
| (ii) | Faculty | : | Arts, Humanities & Social Science |
| (iii) | Duration | : | Two years (or four semesters) |
| (iv) | Eligibility | : | Graduate in any discipline from a recognised University |
| (v) | Seats | : | The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management. |
| (vi) | Admission Procedure | : | As specified in Ordinance No. 1 |
| (vii) | Academic Year | : | There will be one academic year from July to June |
| (viii) | Selection Procedure | : | The University will issue admission notification in newspapers, on the notice boards and website of the University and in other publicity media like T.V. and Radio before the start of every academic cycle. The list of candidates selected shall be displayed on the website, on the notice board and the students will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted may be cancelled. The admission may be rejected due to any of the following reasons: (a) The fee is not paid by the due date. (b) The application form is not signed by the candidate and his/her parents/ guardians. (c) The supporting documents required for admission are not enclosed. Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fees. |
| (ix) | Fees | : | The Course fees will be as decided by the Board of Management from time to time with the prior approval of Chhattisgarh PUR |
| (x) | Eligibility to Pass | : | A student shall require to obtain 40 % Marks in each paper, in theory and practical Examination separately and 45 % in aggregate to pass the Semester End/ Year End Examination and will be given an option to select any two papers/marks of the concerned Semester/annual exam to make up the shortfall of 45%. Division shall be awarded on the basis of total marks obtained by the examinee in all the four semesters at the end of fourth semester. Those obtaining 60% and above will be awarded First Division. Those obtaining less than 60% but not less than 45% shall be placed in Second Division. |
| (xi) | Course Structure and Examination Scheme | : | As prescribed by the Board of Studies and approved by the Academic Council. |
| (xii) | Evaluation and Examination | : | As per Ordinance No. 2 of the University |
| (xiii) | Eligibility Criteria for ATKT | : | As per Ordinance No. 2 of the University |
| (xiv) | General | : | In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time. |

ORDINANCE – 6

Bachelor of Social Work (B.S.W.)

- (i) Title : Bachelor of Social Work
- (ii) Faculty : Arts, Humanities & Social Sciences
- (iii) Duration : Three years (or six semesters)
- (iv) Eligibility : Must have passed 10+2/Higher Secondary of Chhattisgarh Board of Secondary Education or any Board of Secondary Education as equivalent there to in any discipline.
- (v) Seats : The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- (vi) Admission Procedure : As specified in Ordinance No. 1
- (vii) Academic Year : There will be one academic year from July to June.
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.
- The list of candidates selected shall be displayed on the Website, on the notice board and the selected candidate shall be informed about their admission in the website.
- The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted shall be cancelled.
- The admission may be rejected due to any of the following reasons:
- (a) The Fees is not paid by the due date
- (b) The application form is not signed by the candidate and his/her parents/guardians.
- (c) The supporting documents required for admission are not enclosed Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fee.
- (ix) Fees : The Course fees shall be as decided by the Board of Management from time to time with the prior approval of CGPURC.
- (x) Eligibility to Pass : A student shall require to obtain 35% Marks in each subject to pass the semester End/Year end Examination.
- Division shall be awarded on the basis of totalmarks obtained by the examinee in all the Six Semesters at the end of sixth Semester in case of Semester System. In case of annual examination system, division shall be awarded on the basis of total marks obtained in all the three years, at the end of the third year. A student securing 60% and above shall be awarded First Division. A student securing 50% and above but less than 60% shall be awarded Second Division. Other qualifying students shall be awarded Third Division.
- (xi) Course Structure and Examination Scheme : As prescribed by the Board of Studies and approved by the Academic Council.
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE - 7

Master of Library & Information Science (M. Lib. I. Sc.)

- (i) Title : Master of Library & Information Science (M.Lib.I.Sc.)
- (ii) Faculty : Library & Information Science
- (iii) Duration : One year (or two semesters) 828 (109)
- (iv) Eligibility : Bachelor in Library Science from a recognised University
- (v) Seats : The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management
- (vi) Admission Procedure : As specified in Ordinance No. 1
- (vii) Academic Year : There will be one academic Year from July to June.
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards and website of the University and in other publicity media like T.V. and / or Radio before the start of every academic cycle.
- The list of candidates selected shall be displayed on the website, on the notice board and the students may be informed directly about their admission.
- The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/ Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which the provisional admission granted will be cancelled.
- The admission may be rejected due to any of the following reasons:
- (a) The Fee is not paid by the due date
- (b) The application form is not signed by the candidate and his / her parent; /guardians, if required.
- (c) The supporting documents required for admission are not enclosed.
- Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fees.
- (ix) Fees : The Course fees shall be as decided by the Board of Management from time to time with the prior approval of Chhattisgarh PURC.
- (x) Eligibility to Pass : A student shall require to obtain 40 % Marks in
- Each paper, in theory and practical Examination separately and 45 % in aggregate to pass the Semester End/ Year End Examination.
- Division shall be awarded on the basis of total marks obtained by the examinee in all the four semesters at the end of fourth semester. Those obtaining 60% and above will be awarded First Division. Those obtaining less than 60% but not less than 45% shall be placed in Second Division.
- (xi) Course Structure and Examination Scheme : As prescribed by the Board of Studies and approved by the Academic Council.
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE – 8
Bachelor of Library & Information Science (B. Lib. I. Sc.)

- (i) Title : Bachelor of Library & Information Science (B. Lib. I.Sc.)
- (ii) Faculty : Library & Information Science
- (iii) Duration : One year (or two semesters)
- (iv) Eligibility : Graduation in any discipline from a recognized University
- (v) Seats : The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- (vi) Admission Procedure : As specified in Ordinance No. 1
- (vii) Academic Year : There will be one academic year from July to June.
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. and / or Radio before the start of every academic cycle.
- The list of candidates selected shall be displayed on the Website, on the notice board and the selected candidate shall be informed about their admission in the website.
- The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/ Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which the provisional admission granted shall be cancelled.
- The admission may be rejected due to any of the following reasons:
- (a) The Fee is not paid by the due date
- (b) The application form is not signed by the candidate and his / her parent; /guardians, if required.
- (c) The supporting documents required for admission are not enclosed.
- (ix) Fees : The Course fees shall be as decided by the Board of Management from time to time with the prior approval of CGPURC.
- (x) Eligibility to Pass : A student shall require to obtain 35% Marks in each subject to pass the semester End/Year end Examination.
- Division shall be awarded on the basis of total marks obtained by the examinee in all the Six Semesters at the end of sixth Semester in case of Semester System. In case of annual examination system, division shall be awarded on the basis of total marks obtained in all the three years, at the end of the third year. A student securing 60% and above shall be awarded First Division. A student securing 50% and above but less than 60% shall be awarded Second Division. Other qualifying students shall be awarded Third Division.
- (xi) Course Structure and Examination Scheme : As prescribed by the Board of Studies and approved by the Academic Council.
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE - 9
Master of Commerce (M.Com.)

- (i) Title : Master of Commerce (M.Com.)
- (ii) Faculty : Business Management / Commerce /Administration /Finance
- (iii) Duration : Two year (or four Semesters)
- (iv) Eligibility : Graduation with Commerce from a recognised University
- (v) Seats : The basic unit will be that of 60 seats. Multiple of this unit can also be set up.
- (vi) Admission Procedure : As specified in the Ordinance no. 1
- (vii) Academic Year : There will be one academic Year from July to June.
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards and website of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.
- The list of candidates selected shall be displayed on the website, on the notice board and the students will be informed directly about their admission.
- The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted may be cancelled.
- The admission may be rejected due to any of the following reasons:
- (a) The fee is not paid by the due date.
- (b) The application form is not signed by the candidate and his/her parents/ guardians.
- (c) The supporting documents required for admission are not enclosed.
- Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fees.
- (ix) Fees : The course fees will be as decided by the Board of Management from time to time with the prior approval of Chhattisgarh PURC.
- (x) Eligibility to Pass : A student shall require to obtain 40 % Marks in each paper, in theory and practical Examination separately and 45 % in aggregate to pass the Semester End/ Year End Examination.
- Division shall be awarded on the basis of total marks obtained by the examinee in all the four semesters at the end of fourth semester. Those obtaining 60% and above will be awarded First Division. Those obtaining less than 60% but not less than 45% shall be placed in Second Division.
- (xi) Course Structure and Examination Scheme : As prescribed by the Board of Studies and approved by the Academic Council.
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE - 10
Bachelor of Commerce (B.Com.)

- (i) Title : Bachelor of Commerce (B.Com.)
- (ii) Faculty : Business Management/Commerce /Administration /Finance
- (iii) Duration : Three years (or six semesters)
- (iv) Eligibility : Must have passed 10+2/Higher Secondary of Chhattisgarh Board of Secondary Education or any Board of Secondary Education as equivalent there to in any discipline
- (v) Seats : The basic unit will be that of 60 seats. Multiple of this unit can also be set up.
- (vi) Admission Procedure : As Specified in the Ordinance no. 1.
- (vii) Academic year : There will be one academic year from July to June.
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards of the university and in other publicity like T.V. And Radio before the start of every academic cycle.
- The list of candidates selected shall be displayed on the website on the notice board and the selected candidate shall be informed about their admission in the website.
- The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheets / Degree certificates, as a proof of required eligibility criteria before the cutoff date failing which, the provisional admission granted shall be cancelled.
- The admission may be rejected due to the following reasons:
- (a) The fee is not paid by the due date.
- (b) The application form is not signed by candidate and his or her parent guardians.
- (c) The supporting documents required for admission are not enclosed.
- Registration number will be assigned to the student by the University after verification and submission of all the necessary documents and fees.
- (ix) Fees : The Course fees will be as decided by the Board of Management from time to time with the prior approval of CG PURC.
- (x) Course Structure and Examination Scheme : As prescribed by the Board of Studies and approved by the Academic Council.
- (x) Eligibility to Pass : A student shall require to obtain 35% Marks in each subject to pass the semester End/Year end Examination.
- Division shall be awarded on the basis of total marks obtained by the examinee in all the Six Semesters at the end of sixth Semester in case of Semester System. In case of annual examination system, division shall be awarded on the basis of total marks obtained in all the three years, at the end of the third year. A student securing 60% and above shall be awarded First Division. A student securing 50% and above but less than 60% shall be awarded Second Division. Other qualifying students shall be awarded Third Division.
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE – 11
Master of Business-Administration (MBA)

| | | | |
|--------|---|---|---|
| (i) | Title | : | Master of Business Administration (MBA) |
| (ii) | Faculty | : | Business Management/Commerce /Administration/Finance |
| (iii) | Duration | : | Two years (or four semesters) |
| (iv) | Eligibility | : | (i) Graduate in any/relevant discipline from a recognised University with minimum 50% marks (ii) Minimum 50% Score in MBA Entrance Examination of the University or an equivalent score obtained in National Tests conducted and approved by the various agencies. |
| (v) | Seats | : | The basic unit will be that of 60 seats. Multiple of this unit can also be set up. |
| (vi) | Admission Procedure | : | As Specified in the Ordinance no. 1 and GD/PI (Group Discussions and Personal Interview) |
| (vii) | Lateral Entry | : | Under this course credits earned by the students through a post graduate diploma in management from the university or any other institution recognized by AIU shall be considered equivalent against the MBA curriculum and the students will not have to earn them again. |
| (viii) | Academic year | : | There would be one academic Years from July to June. |
| (ix) | Selection Procedure | : | The University will issue admission notification in newspapers, on the notice boards and website of the University and in other publicity media like T.V. and Radio before the start of every academic cycle. The list of candidates selected shall be displayed on the website, on the notice board and the students will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted may be cancelled. The admission may be rejected due to any of the following reasons: (a) The fee is not paid by the due date. (b) The application form is not signed by the candidate and his/her parents/ guardians. (c) The supporting documents required for admission are not enclosed. Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fees. |
| (x) | Fees | : | The Course fees shall be as decided by the Board of Management from time to time with the prior approval of Chhattisgarh PURC. |
| (xi) | Course Structure and Examination Scheme | : | As prescribed by the Board of Studies and approved by the Academic Council. |
| (x) | Eligibility to Pass | : | A student shall require to obtain 40 % Marks in each paper, in theory and practical Examination separately and 45 % in aggregate to pass the Semester End/Year End Examination. Division shall be awarded on the basis of total marks obtained by the examinee in all the four semesters at the end of fourth semester. Those obtaining 60% and above will be awarded First Division. Those obtaining less than 60% but not less than 45% shall be placed in Second Division. |
| (xii) | Evaluation and Examination | : | As per Ordinance No. 2 of the University |
| (xiii) | Eligibility Criteria for ATKT | : | As per Ordinance No. 2 of the University |
| (xiv) | General | : | In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time. |

ORDINANCE – 12
Bachelor in Business Administration (BBA)

- (i) Title : Bachelor in Business Administration (BBA)
- (ii) Faculty : Business Management /Commerce/Administration /Finance
- (iii) Duration : Three years (or six semesters)
- (iv) Eligibility : Must have passed 10+2/Higher Secondary of Chhattisgarh Board of Secondary Education or any Board of Secondary Education as equivalent there to in any discipline
- (v) Seats : The basic unit will be that of 60 seats. Multiple of this unit can also be set up.
- (vi) Admission Procedure : As Specified in the Ordinance No. 1
- (vii) Academic Year : There will be one academic from July to June.
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.
- The list of candidates selected shall be displayed on the Website, on the notice board and the selected candidates shall be informed about their admission in the website.
- The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted shall be cancelled.
- The admission may be rejected due to any of the following reasons:
- (a) The Fees is not paid by the due date
- (b) The application form is not signed by the candidate and his/her parents/guardians.
- (c) The supporting documents required for admission are not enclosed
- Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fee.
- (ix) Fees : The Course fees shall be as decided by the Board of Management from time to time with the prior approval of CGPURC.
- (x) Course Structure and Examination Scheme : As prescribed by the Board of Studies and approved by the Academic Council.
- (x) Eligibility to Pass : A student shall require to obtain 35% Marks in each subject to pass the semester End/Year end Examination.
- Division shall be awarded on the basis of total marks obtained by the examinee in all the Six Semesters at the end of sixth Semester in case of Semester System. In case of annual examination system, division shall be awarded on the basis of total marks obtained in all the three years, at the end of the third year. A student securing 60% and above shall be awarded First Division. A student securing 50% and above but less than 60% shall be awarded Second Division. Other qualifying students shall be awarded Third Division.
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE - 13
Master of Education - M. Ed.

- (i) Title : Master of Education (M. Ed.)
- (ii) Faculty : Education / Teachers Training
- (iii) Duration : Two years (or four semesters)
- (iv) Eligibility : B.Ed. with minimum 50% marks from a recognised University
- (v) Seats : The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- (vi) Admission Procedure : As specified in Ordinance No. 1
- (vii) Academic Year : There will be one academic year from July to June.
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards and website of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.
- The list of candidates selected shall be displayed on the website, on the notice board and the students will be informed directly about their admission.
- The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted may be cancelled.
- The admission may be rejected due to any of the following reasons:
- (a) The fee is not paid by the due date.
- (b) The application form is not signed by the candidate and his/her parents/ guardians.
- (c) The supporting documents required for admission are not enclosed.
- Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fees.
- (ix) Fees : The Course fees will be as decided by the Board of Management from time to time with the prior approval of Chhattisgarh PURC.
- (x) Eligibility to Pass : A student shall require to obtain 40 % Marks in each paper, in theory and practical Examination separately and 45 % in aggregate to pass the Semester End/ Year End Examination and will be given an option to select any two papers/marks of the concerned Semester/annual exam to make up the shortfall of 45%.
- Division shall be awarded on the basis of total marks obtained by the examinee in all the four semesters at the end of fourth semester. Those obtaining 60% and above will be awarded First Division. Those obtaining less than 60% but not less than 45% shall be placed in Second Division.
- (xi) Course Structure and: Examination Scheme : The guideline provided by the National Council for Teacher Education (NCTE) from time to time shall be followed and course structure and scheme of the examination shall be designed accordingly.
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE-14
Bachelor of Education (B. Ed.)

- (i) Title : Bachelor of Education (B. Ed.)
- (ii) Faculty : Education/Teacher's training
- (iii) Duration : Two Years (or Four Semesters)
- (iv) Eligibility : Graduate in any discipline from a recognised University
- (v) Seats : The basic unit shall be of 100 seats. Multiples of this unit can also be set up by the Board of Management after the approval of the concerned statutory/regulatory body.
- (vi) Admission Procedure : As specified in Ordinance No. 1.
- (vii) Academic Year : There will be one academic year from July to June
- (viii) Selection Procedure : The University shall issue Admission notification in Newspapers, on the Notice Boards of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.
- The list of candidates selected shall be displayed on the website, on the Notice Board and the selected candidate shall be informed about their admission in the website.
- The candidates whose results are awaited can also apply. Such candidates, however, must produce the Marks Sheet/Degree Certificate as a proof of required eligibility criteria before the cutoff date failing which, the provisional admission granted shall be cancelled.
- The admission may be rejected due to any of the following reasons:
- (a) The Fees is not paid by the due date
- (b) The application form is not signed by the candidate and his/her parents/guardians.
- (c) The supporting documents required for admission are not enclosed
- Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fee.
- (ix) Fees : The course fee shall be as decided by the Board of Management from time to time with the prior approval of CGPURC
- (x) Eligibility to Pass : A student shall require to obtain 35% Marks in each subject to pass the semester End/Year end Examination.
- Division shall be awarded on the basis of total marks obtained by the examinee in all the Six Semesters at the end of sixth Semester in case of Semester System. In case of annual examination system, division shall be awarded on the basis of total marks obtained in all the three years, at the end of the third year. A student securing 60% and above shall be awarded First Division. A student securing 50% and above but less than 60% shall be awarded Second Division. Other qualifying students shall be awarded Third Division.
- (xi) Course Structure Examination Scheme : The guideline provided by the National Council for Teacher and Education (NCTE) From time to time shall be followed and course structure and scheme of the examination shall be designed accordingly.
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE-15
Diploma in Education (D.Ed)

- (i) Title : Diploma in Education
- (ii) Faculty : Education/Teacher's training
- (iii) Duration : Two Years
- (iv) Eligibility : Must have passed 10+2/Higher Secondary of Chhattisgarh Board of Secondary Education or any Board of Secondary Education as equivalent thereto in any discipline.
- (v) Seats : The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- (vi) Admission Procedure : As specified in Ordinance No. 1
- (vii) Academic Year : There will be one academic year from July to June.
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.
The list of candidates selected shall be displayed on the Website, on the notice board and the selected candidates shall be informed about their admission in the website.
The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted shall be cancelled.
The admission may be rejected due to any of the following reasons:
- (a) The Fees is not paid by the due date
- (b) The application form is not signed by the candidate and his/her parents/guardians.
- (c) The supporting documents required for admission are not enclosed Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fee.
- (ix) Fees : The Course fees will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
- (x) Eligibility to Pass : A student shall require to obtain 35% Marks in each subject to pass the semester End/Year end Examination.
Division shall be awarded on the basis of total marks obtained by the examinee in all the Six Semesters at the end of sixth Semester in case of Semester System. In case of annual examination system, division shall be awarded on the basis of total marks obtained in all the three years, at the end of the third year. A student securing 60% and above shall be awarded First Division. A student securing 50% and above but less than 60% shall be awarded Second Division. Other qualifying students shall be awarded Third Division.
- (xi) Course Structure and Examination Scheme : The guideline provided by the National Council for Teacher Education (NCTE) from time to time shall be followed and course structure and scheme of the examination shall be designed accordingly.
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE-16

Master of Physical Education - M.P.Ed.

- (i) Title : Master of Physical Education (M.P.Ed.)
- (ii) Faculty : Education Teachers Training
- (iii) Duration : Two year (or four semesters)
- (iv) Eligibility : B.P.Ed. with minimum 50% marks from a recognised University
- (v) Seats : The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- (vi) Admission Procedure : As specified in Ordinance No. 1
- (vii) Academic Year : There will be one academic year from July to June.
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards and website of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.
- The list of candidates selected shall be displayed on the website, on the notice board and the students will be informed directly about their admission.
- The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted may be cancelled.
- The admission may be rejected due to any of the following reasons:
- (a) The fee is not paid by the due date.
- (b) The application form is not signed by the candidate and his/her parents/ guardians.
- (c) The supporting documents required for admission are not enclosed.
- Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fees.
- (ix) Fees : The Course fees will be as decided by the Board of Management from time to time with the prior approval of Chhattisgarh PURC.
- (x) Eligibility to Pass : A student shall require to obtain 40 % Marks in each paper, in theory and practical Examination separately and 45 % in aggregate to pass the End/Year End Examination.
- Division shall be awarded on the basis of total marks obtained by the examinee in all the four semesters at the end of fourth semester. Those obtaining 60% and above will be awarded First Division. Those obtaining less than 60% but not less than 45% shall be placed in Second Division.
- (xi) Course Structure and Examination Scheme : The guideline provided by the National Council for Teacher Education (NCTE) from time to time shall be followed and course structure and scheme of the examination shall be designed accordingly.
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE-17

Bachelor of Physical Education (B. P. Ed.)

- (i) Title : Bachelor of Physical Education (B. P. Ed.)
- (ii) Faculty : Education Teachers Training
- (iii) Duration : Two years (or four semesters)
- (iv) Eligibility : Graduate in any discipline from a recognised University
- (v) Seats : The basic unit shall be of 60 seats. Multiples of this unit can also be set up by the Board of Management after the approval of the concerned statutory/regulatory body.
- (vi) Admission Procedure : As specified in Ordinance No. 1.
- (vii) Academic Year : There will be one academic year from July to June.
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.
The list of candidates selected shall be displayed on the Website, on the notice board and the selected candidates shall be informed about their admission in the website.
The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted shall be cancelled.
The admission may be rejected due to any of the following reasons:
(a) The Fees is not paid by the due date
(b) The application form is not signed by the candidate and his/her parents/guardians.
(c) The supporting documents required for admission are not enclosed Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fee.
- (viii) Fees : The course fee shall be as decided by the Board of Management from time to time with the prior approval of CGPURC.
- (ix) Course Structure and Examination Scheme : The guideline provided by the National Council for Teacher Education (NCTE) from time to time shall be followed and course structure and scheme of the examination shall be designed accordingly.
- (x) Eligibility to Pass : A student shall require to obtain 35% Marks in each subject to pass the semester End/Year end Examination.
Division shall be awarded on the basis of total marks obtained by the examinee in all the Six Semesters at the end of sixth Semester in case of Semester System. In case of annual examination system, division shall be awarded on the basis of total marks obtained in all the three years, at the end of the third year. A student securing 60% and above shall be awarded First Division. A student securing 50% and above but less than 60% shall be awarded Second Division. Other qualifying students shall be awarded Third Division.
- (xi) Evaluation and Examination : The guideline provided by the National Council for Teacher Education (NCTE) from time to time shall be followed and course structure and scheme of the examination shall be designed accordingly.
- (xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE-18
Diploma in Physical Education (D.P.Ed.)

- (i) Title : Diploma in Physical Education
- (ii) Faculty : Education /Teacher's training
- (iii) Duration : One Year
- (iv) Eligibility : Must have passed 10+2/Higher Secondary of Chhattisgarh Board of Secondary Education or any Board of Secondary Education as equivalent thereto in any discipline.
- (v) Seats : The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- (vi) Admission Procedure : As specified in Ordinance No. 1
- (vii) Academic Year : There will be one academic year from July to June.
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.
The list of candidates selected shall be displayed on the Website, on the notice board and the selected candidates shall be informed about their admission in the website.
The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted shall be cancelled.
The admission may be rejected due to any of the following reasons:
- (a) The Fees is not paid by the due date
- (b) The application form is not signed by the candidate and his/her parents/guardians.
- (c) The supporting documents required for admission are not enclosed Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fee.
- (ix) Fees : The Course fees will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
- (x) Eligibility to Pass : A student shall require to obtain 35% Marks in each subject to pass the semester End/Year end Examination.
Division shall be awarded on the basis of total marks obtained by the examinee in all the Six Semesters at the end of sixth Semester in case of Semester System. In case of annual examination system, division shall be awarded on the basis of total marks obtained in all the three years, at the end of the third year. A student securing 60% and above shall be awarded First Division. A student securing 50% and above but less than 60% shall be awarded Second Division. Other qualifying students shall be awarded Third Division.
- (xi) Course Structure and Examination Scheme : The guideline provided by the National Council for Teacher Education (NCTE) from time to time shall be followed and course structure and scheme of the examination shall be designed accordingly.
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE – 19
Junior Basic Training (JBT)

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|--------|---|---|--|
| (i) | Title | : | Junior Basic Training (JBT) |
| (ii) | Faculty | : | Education/Teacher's Training |
| (iii) | Duration | : | Two Year |
| (iv) | Eligibility | : | Must have passed 10+2/Higher Secondary of Chhattisgarh Board of Secondary Education or any Board of Secondary Education as equivalent thereto in any discipline. |
| (v) | Seats | : | The basic unit will be of 100 seats. Multiples of this unit can also be set up by the Board of Management. |
| (vi) | Admission Procedure | : | As specified in Ordinance No. 1 |
| (vii) | Academic Year | : | There will be one academic year from July to June. |
| (viii) | Selection Procedure | : | The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. and Radio before the start of every academic cycle. The list of candidates selected shall be displayed on the Website, on the notice board and the selected candidates shall be informed about their admission in the website. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted shall be cancelled. The admission may be rejected due to any of the following reasons: (a) The Fees is not paid by the due date (b) The application form is not signed by the candidate and his/her parents/guardians. (c) The supporting documents required for admission are not enclosed Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fee. |
| (ix) | Fees | : | The Course fees will be as decided by the Board of Management from time to time with the prior approval of CGPURC. |
| (x) | Eligibility to Pass | : | A student shall require to obtain 35% Marks in each subject to pass the semester End/Year end Examination. Division shall be awarded on the basis of total marks obtained by the examinee in all the Six Semesters at the end of sixth Semester in case of Semester System. In case of annual examination system, division shall be awarded on the basis of total marks obtained in all the three years, at the end of the third year. A student securing 60% and above shall be awarded First Division. A student securing 50% and above but less than 60% shall be awarded Second Division. Other qualifying students shall be awarded Third Division. |
| (xi) | Course Structure and Examination Scheme | : | The guideline provided by the National Council for Teacher Education (NCTE) from time to time shall be followed and course structure and scheme of the examination shall be designed accordingly. |
| (xii) | Evaluation and Examination | : | As per Ordinance No. 2 of the University |
| (xiii) | Eligibility Criteria for ATKT | : | As per Ordinance No. 2 of the University |
| (xiv) | General | : | In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time. |

ORDINANCE – 20
Diploma in Early Childhood Education (DECE)

- (i) Title : Diploma in Early Childhood Education
- (ii) Faculty : Education/Teacher's training
- (iii) Duration : Two Years
- (iv) Eligibility : Must have passed 10+2/Higher Secondary of Chhattisgarh Board of Secondary Education or any Board of Secondary Education as equivalent thereto in any discipline.
- (v) Seats : The basic unit will be of 100 seats. Multiples of this unit can also be set up by the Board of Management.
- (vi) Admission Procedure : As specified in Ordinance No. 1
- (vii) Academic Year : There will be one academic year from July to June.
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.
The list of candidates selected shall be displayed on the Website, on the notice board and the selected candidates shall be informed about their admission in the website.
The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted shall be cancelled.
The admission may be rejected due to any of the following reasons:
- (a) The Fees is not paid by the due date
- (b) The application form is not signed by the candidate and his/her parents/guardians.
- (c) The supporting documents required for admission are not enclosed Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fee.
- (ix) Fees : The Course fees will be as decided by the Board of Management from time to time with the prior approval of PURC.
- (x) Eligibility to Pass : A student shall require to obtain 35% Marks in each subject to pass the semester End/Year end Examination.
Division shall be awarded on the basis of total marks obtained by the examinee in all the Six Semesters at the end of sixth Semester in case of Semester System. In case of annual examination system, division shall be awarded on the basis of total marks obtained in all the three years, at the end of the third year. A student securing 60% and above shall be awarded First Division. A student securing 50% and above but less than 60% shall be awarded Second Division. Other qualifying students shall be awarded Third Division.
- (xi) Course Structure Examination Scheme : The guideline provided by the National Council for Teacher and Education (NCTE) from time to time shall be followed and course structure and scheme of the examination shall be designed accordingly.
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE - 21

Diploma in Elementary Education (DEE)

- (i) Title : Diploma in Elementary Education
(ii) Faculty : Education/Teacher's training
(iii) Duration : Two Years
(iv) Eligibility : Must have passed 10+2/Higher Secondary of Chhattisgarh Board of Secondary Education or any Board of Secondary Education as equivalent thereto in any discipline.
(v) Seats : The basic unit will be of 100 seats. Multiples of this unit can also be set up by the Board of Management.
(vi) Admission Procedure : As specified in Ordinance No. 1
(vii) Academic Year : There will be one academic year from July to June.
(viii) Selection Procedure :

The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.
The list of candidates selected shall be displayed on the Website, on the notice board and the selected candidates shall be informed about their admission in the website.

The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted shall be cancelled.

The admission may be rejected due to any of the following reasons:

- (a) The Fees is not paid by the due date
(b) The application form is not signed by the candidate and his/her parents/guardians.
(c) The supporting documents required for admission are not enclosed Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fee.

- (ix) Fees : The Course fees will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
(x) Eligibility to Pass : A student shall require to obtain 35% Marks in each subject to pass the semester End/Year end Examination.

Division shall be awarded on the basis of total marks obtained by the examinee in all the Six Semesters at the end of sixth Semester in case of Semester System. In case of annual examination system, division shall be awarded on the basis of total marks obtained in all the three years, at the end of the third year. A student securing 60% and above shall be awarded First Division. A student securing 50% and above but less than 60% shall be awarded Second Division. Other qualifying students shall be awarded Third Division.

- (xi) Course Structure and Examination Scheme : The guideline provided by the National Council for Teacher Education (NCTE) from time to time shall be followed and course structure and scheme of the examination shall be designed accordingly.
(xii) Evaluation and Examination : As per Ordinance No. 2 of the University
(xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
(xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE - 22
Nursery Teacher Training (NTT)

- (i) Title : Nursery Teacher Training (NTT)
- (ii) Faculty : Education/Teacher's training
- (iii) Duration : Two Years
- (iv) Eligibility : Must have passed 10+2/Higher Secondary of Chhattisgarh Board of Secondary Education or any Board of Secondary Education as equivalent thereto in any discipline.
- (v) Seats : The basic unit will be of 100 seats. Multiples of this unit can also be set up by the Board of Management.
- (vi) Admission Procedure : As specified in Ordinance No. 1
- (vii) Academic Year : There will be one academic year from July to June.
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.
- The list of candidates selected shall be displayed on the Website, on the notice board and the selected candidates shall be informed about their admission in the website.
- The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted shall be cancelled.
- The admission may be rejected due to any of the following reasons:
- (a) The Fees is not paid by the due date
- (b) The application form is not signed by the candidate and his/her parents/guardians.
- (c) The supporting documents required for admission are not enclosed Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fee.
- (ix) Fees : The Course fees will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
- (x) Eligibility to Pass : A student shall require to obtain 35% Marks in each subject to pass the semester End/Year end Examination.
- Division shall be awarded on the basis of total marks obtained by the examinee in all the Six Semesters at the end of sixth Semester in case of Semester System. In case of annual examination system, division shall be awarded on the basis of total marks obtained in all the three years, at the end of the third year. A student securing 60% and above shall be awarded First Division. A student securing 50% and above but less than 60% shall be awarded Second Division. Other qualifying students shall be awarded Third Division.
- (xi) Course Structure and Examination Scheme : The guideline provided by the National Council for Teacher Education (NCTE) from time to time shall be followed and course structure and scheme of the examination shall be designed accordingly.
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE - 23
Master of Science (M. Sc.)

- (i) Title : Master of Science (M.Sc.)
- (ii) Faculty : Science
- (iii) Duration : Two Years (or four semesters)
- (iv) Eligibility : Graduation in relevant subject with minimum 45% Marks from a recognised University. In case the seats remain vacant then the minimum required percentage may be lowered by 5% with permission from the Vice-Chancellor.
- (v) Seats : The basic unit will be of 40 seats. Multiples of this unit can also be set up by the Board of Management/Academic Council from time to time.
- (vi) Admission Procedure : As Specified in the Ordinance no. 1.
- (vii) Academic Year : There will one academic cycle from July to June.
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards and website of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.
- The list of candidates selected shall be displayed on the website, on the notice board and the students will be informed directly about their admission.
- The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted may be cancelled.
- The admission may be rejected due to any of the following reasons:
- (a) The fee is not paid by the due date.
- (b) The application form is not signed by the candidate and his/her parents/ guardians.
- (c) The supporting documents required for admission are not enclosed.
- Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fees.
- (ix) Course Fee : The Course fees will be as decided by the Board of Management from time to time with the prior approval of Chhattisgarh PURC.
- (x) Eligibility to Pass : A student shall require to obtain 40 % Marks in each paper, in theory and practical Examination separately and 45 % in aggregate to pass the Semester End/ Year End Examination and will be given an option to select any two papers/marks of the concerned Semester/annual exam to make up the shortfall of 45%.
- Division shall be awarded on the basis of total marks obtained by the examinee in all the four semesters at the end of fourth semester. Those obtaining 60% and above will be awarded First Division. Those obtaining less than 60% but not less than 45% shall be placed in Second Division.
- (xi) Course Structure and Examination Scheme : Course structure and examination scheme shall be framed by the concerned Board of Studies in various subjects mentioned in column (2) under Departments/Subjects and Faculty mentioned in column (1) of the Faculty of Sciences in Statute 14.
- A candidate may offer any one Subject on the basis of the facilities and availability of the Subject in the University.
1. Physics 2. Chemistry 3. Mathematics 4. Botany 5. Zoology
6. Biotechnology 7. Electronics 8. Biochemistry 9. Life Science

10. Anthropology 11. Microbiology 12. Forestry & Wild Life.
13. Bioscience. 14. Geology 15. Criminology & Forensic Science
16. Computer Science and Information Technology
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKTKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE – 24
Bachelor of Science (B.Sc.)

- (i) Title : Bachelor of Science (B.Sc.)
- (ii) Faculty : Science
- (iii) Duration : Three years (or six semesters)
- (iv) Eligibility : Must have passed 10+2/Higher Secondary of Chhattisgarh Board of Secondary Education or any Board of Secondary Education as equivalent there to in any discipline
- (v) Seats : The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- (vi) Admission Procedure : As specified in Ordinance No. 1
- (vii) Academic Year : There will be one academic year from July to June.
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.
- The list of candidates selected shall be displayed on the Website, on the notice board and the selected candidates shall be informed about their admission in the website.
- The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted shall be cancelled.
- The admission may be rejected due to any of the following reasons:
- (a) The Fees is not paid by the due date
- (b) The application form is not signed by the candidate and his/her parents/guardians.
- (c) The supporting documents required for admission are not enclosed Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fee.
- (ix) Fees : The Course fees will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
- (x) Course Structure and Examination Scheme : Compulsory Subject
1. Environmental Studies 2. English Language
3. Hindi Language
- A candidate may offer any one group from the following on the basis of the facilities and availability of the Subject in the University.
1. Physics, Chemistry & Mathematics.
 2. Chemistry, Botany & Zoology.
 3. Chemistry, Physics & Geology.
 4. Chemistry, Botany & Geology.
 5. Chemistry, Zoology & Geology.
 6. Geology, Physics & Mathematics.
 7. Chemistry, Mathematics & Geology.
 8. Physics, Chemistry & Statistics.
 9. Chemistry, Zoology & Anthropology.
 10. Chemistry, Botany & Anthropology.
 11. Chemistry, Geology & Anthropology.
 12. Physics, Mathematics & Information Technology.
 13. Physics, Mathematics & Computer Science.
 14. Chemistry, Biochemistry, Botany.

15. Chemistry, Biochemistry, Zoology.
 16. Chemistry, Biochemistry, Microbiology.
 17. Chemistry, Biotechnology, Botany.
 18. Chemistry, Biotechnology, Zoology.
 19. Physics, Mathematics & Statistics.
 20. Chemistry, Mathematics & Statistics.
- (xi) Eligibility to Pass : A student shall require to obtain 35% Marks in each subject to pass the semester End/Year end Examination.
 Division shall be awarded on the basis of total marks obtained by the examinee in all the Six Semesters at the end of sixth Semester in case of Semester System. In case of annual examination system, division shall be awarded on the basis of total marks obtained in all the three years, at the end of the third year. A student securing 60% and above shall be awarded First Division. A student securing 50% and above but less than 60% shall be awarded Second Division. Other qualifying students shall be awarded Third Division.
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE - 25
Bachelor of Science (Fashion Designing & Technology)

- (i) Title : Bachelor of Science (B.Sc.)
- (ii) Faculty : Science
- (iii) Duration : Three years (or six semesters)
- (iv) Eligibility : Must have passed 10+2/Higher Secondary of Chhattisgarh Board of Secondary Education or any Board of Secondary Education as equivalent there to in any discipline.
- (v) Seats : The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- (vi) Admission Procedure : As specified in Ordinance No. 1
- (vii) Academic Year : There will be one academic year from July to June.
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.
The list of candidates selected shall be displayed on the Website, on the notice board and the selected candidates shall be informed about their admission in the website.
The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted shall be cancelled.
The admission may be rejected due to any of the following reasons:
- (a) The Fees is not paid by the due date
- (b) The application form is not signed by the candidate and his/her parents/guardians.
- (c) The supporting documents required for admission are not enclosed Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fee.
- (ix) Fees : The Course fees will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
- (x) Course Structure and Examination Scheme : Compulsory Subject
1. Environmental Studies 2. English Language 3. Hindi Language
Detailed Course Structure and Examination scheme of various specializations shall be produced at the time of commencement of the course after approval from the Board of Studies and Academic Council.
- (xi) Eligibility to Pass : A student shall require to obtain 35% Marks in each subject to pass the semester End/Year end Examination.
Division shall be awarded on the basis of total marks obtained by the examinee in all the Six Semesters at the end of sixth Semester in case of Semester System. In case of annual examination system, division shall be awarded on the basis of total marks obtained in all the three years, at the end of the third year. A student securing 60% and above shall be awarded First Division. A student securing 50% and above but less than 60% shall be awarded Second Division. Other qualifying students shall be awarded Third Division.
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE – 26
Bachelor of Science (Interior Design)

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|--------|---|---|--|
| (i) | Title | : | Bachelor of Science (B.Sc.) |
| (ii) | Faculty | : | Science |
| (iii) | Duration | : | Three years (or six semesters) |
| (iv) | Eligibility | : | Must have passed 10+2/Higher Secondary of Chhattisgarh Board of Secondary Education or any Board of Secondary Education as equivalent there to in any discipline |
| (v) | Seats | : | The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management. |
| (vi) | Admission Procedure | : | As specified in Ordinance No. 1 |
| (vii) | Academic Year | : | There will be one academic year from July to June. |
| (viii) | Selection Procedure | : | The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. and Radio before the start of every academic cycle. The list of candidates selected shall be displayed on the Website, on the notice board and the selected candidates shall be informed about their admission in the website. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted shall be cancelled. The admission may be rejected due to any of the following reasons: (a) The Fees is not paid by the due date. (b) The application form is not signed by the candidate and his/her parents/guardians. (c) The supporting documents required for admission are not enclosed Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fee. |
| (ix) | Fees | : | The Course fees will be as decided by the Board of Management from time to time with the prior approval of CGPURC. |
| (x) | Course Structure and Examination Scheme | : | Compulsory Subject 1. Environmental Studies 2. English Language 3. Hindi Language Detailed Course Structure and Examination scheme of various specializations shall be produced at the time of commencement of the course after approval from the Board of Studies and Academic Council. |
| (xi) | Eligibility to Pass | : | A student shall require to obtain 35% Marks in each subject to pass the semester End/Year end Examination. Division shall be awarded on the basis of total marks obtained by the examinee in all the Six Semesters at the end of sixth Semester in case of Semester System. In case of annual examination system, division shall be awarded on the basis of total marks obtained in all the three years, at the end of the third year. A student securing 60% and above shall be awarded First Division. A student securing 50% and above but less than 60% shall be awarded Second Division. Other qualifying students shall be awarded Third Division. |
| (xii) | Evaluation and Examination | : | As per Ordinance No. 2 of the University |
| (xiii) | Eligibility Criteria for ATKT | : | As per Ordinance No. 2 of the University |
| (xiv) | General | : | In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time. |

ORDINANCE – 27

Master of Computer Applications (MCA)

- (i) Title : Master of Computer Applications (MCA)
- (ii) Faculty : Science
- (iii) Duration : Three years (or six semesters).
- (iv) Eligibility : a. Graduation in Computer Application/B. Sc. Computer Science/B. Sc. Mathematics with minimum 45% Marks from a recognised University. In case the seats remain vacant then the minimum required percentage may be lowered by 5% with permission from the Vice Chancellor.
- Or
- Graduation in any subject with Mathematics as a core subject in Class XII Examination.
- b. Lateral entry to MCA II year or third semester will be given to the students having qualification PGDCA (after graduation) or DOEACC “A” level examination or any other examination considered equivalent.
- c. In case the seats are not filled then the minimum required percentage may be lowered by 5% for candidates from both the categories.
- (v) Seats : The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- (vi) Admission Procedure : As specified in the Ordinance No. 1
- (vii) Academic Year : There shall be one academic year from July to June.
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards and website of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.
- The list of candidates selected shall be displayed on the website, on the notice board and the students will be informed directly about their admission.
- The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted may be cancelled.
- The admission may be rejected due to any of the following reasons:
- (a) The fee is not paid by the due date.
- (b) The application form is not signed by the candidate and his/her parents/ guardians.
- (c) The supporting documents required for admission are not enclosed.
- Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fees.
- (ix) Fees : The Course fees will be as decided by the Board of Management from time to time with prior approval of CGPURC.
- (x) Eligibility to Pass : A student shall require to obtain 40 % Marks in each paper, in theory and practical Examination separately and 45 % in aggregate to pass the Semester End/ Year End Examination and will be given an option to select any two papers/marks of the concerned Semester/annual exam to make up the shortfall of 45%.
- Division shall be awarded on the basis of total obtained by the examinee in all the four semesters at the end of fourth semester. Those obtaining 60% and above will be awarded First Division.

- Those obtaining less than 60% but not less than 45% shall be placed in econd Division.
- (xi) Course Structure and Examination Scheme : As prescribed by the Board of Studies and approved by the Academic Council.
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE – 28

Bachelor of Computer Application (BCA)

- (i) Title : Bachelor of Computer Application (BCA)
- (ii) Faculty : Science
- (iii) Duration : Three Years (or six semesters)
- (iv) Eligibility : Must have passed 10+2/Higher Secondary of Chhattisgarh Board of Secondary Education or any Board of Secondary Education as equivalent there to in any discipline.
The core subjects in class XII. A Candidate not having Mathematics as Core Subject in Class XII will have to pass a special Paper of Mathematics in the course of six Semesters in three attempts, failing which the candidate will not be eligible to get the Degree of BCA.
- (v) Lateral Entry : Lateral entry to BCA II year or third semester shall be given to the students having qualification DCA (after 10+2) or DOEACC "O" level examination or any other examination considered equivalent by the university.
- (vi) Seats : The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- (vii) Admission Procedure: As Specified in the Ordinance no. 1.
- (viii) Academic Year : There will one academic year one from July to June.
- (ix) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.
The list of candidates selected shall be displayed on the Website, on the notice board and the selected candidates shall be informed about their admission in the website.
The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted shall be cancelled.
The admission may be rejected due to any of the following reasons:
(a) The Fees is not paid by the due date.
(b) The application form is not signed by the candidate and his/her parents/guardians.
(c) The supporting documents required for admissions are not enclosed Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fee.
- (x) Fees : The Course fees shall be as decided by the Board of Management from time to time with the prior approval of the CGPURC.
- (xi) Course Structure and Examination Scheme : As prescribed by the Board of Studies and approved by the Academic Council.
- (xii) Eligibility to Pass : A student shall require to obtain 35% Marks in each subject to pass the semester End/Year end Examination.
Division shall be awarded on the basis of total marks obtained by the examinee in all the Six Semesters at the end of sixth Semester in case of Semester System. In case of annual examination system, division shall be awarded on the basis of total marks obtained in all the three years, at the end of the third year. A student securing 60% and above shall be awarded First Division. A student securing 50% and above but less than 60% shall be awarded Second Division. Other qualifying students shall be awarded Third Division.
- (xiii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiv) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE – 29
Post Graduate Diploma in Computer Application (PGDCA)

- (i) Title : Post Graduate Diploma in Computer Application
- (ii) Faculty : Science
- (iii) Duration : One year (or two semesters)
- (iv) Eligibility : Graduate in any discipline from a recognised University
- (v) Seats : The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- (vi) Admission Procedure : As specified in Ordinance No. 1
- (vii) Academic Year : There will be one academic year from July to June.
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards and website of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.
- The list of candidates selected shall be displayed on the website, on the notice board and the students will be informed directly about their admission.
- The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted may be cancelled.
- The admission may be rejected due to any of the following reasons:
- (a) The fee is not paid by the due date.
- (b) The application form is not signed by the candidate and his/her parents/ guardians.
- (c) The supporting documents required for admission are not enclosed.
- Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fees.
- (ix) Fees : The Course fees will be as decided by the Board of Management from time to time with the prior approval of CG PURC.
- (x) Eligibility to Pass : A student shall require to obtain 40 % Marks in each paper, in theory and practical Examination separately and 45 % in aggregate to pass the Semester End/ Year End Examination and will be given an option to select any two papers/marks of the concerned Semester/annual exam to make up the shortfall of 45%.
- Division shall be awarded on the basis of total marks obtained by the examinee in all the four semesters at the end of fourth semester. Those obtaining 60% and above will be awarded First Division. Those obtaining less than 60% but not less than 45% shall be placed in Second Division.
- (xi) Course structure and Examination Scheme : As prescribed by the Board of Studies and approved by the Academic Council.
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKT: As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE - 30

Advance Diploma in Computer Application (ADCA)

- (i) Title : Advance Diploma in Computer Application
- (ii) Faculty : Science
- (iii) Duration : Two Year (or four semesters)
- (iv) Eligibility : (a) Must have passed 10+2/Higher Secondary of Chhattisgarh Board of Secondary Education or any Board of Secondary Education as equivalent thereto in any discipline.
(b) Lateral entry to Second Year will be given to students having DCA qualification or any other equivalent examination.
- (v) Seats : The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- (vi) Admission Procedure : As specified in Ordinance No. 1
- (vii) Academic Year : There will be one academic year one from July to June.
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.
The list of candidates selected shall be displayed on the Website, on the notice board and the selected candidates shall be informed about their admission in the website.
The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted shall be cancelled.
The admission may be rejected due to any of the following reasons:
(a) The Fees is not paid by the due date.
(b) The application form is not signed by the candidate and his/her parents/guardians.
(c) The supporting documents required for admission are not enclosed Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fee.
- (ix) Fees : The Course fees will be as decided by the Board of Management from time to time with the prior approval of CG PUR
- (x) Eligibility to Pass : A student shall require to obtain 35% Marks in each subject to pass the semester End/Year end Examination.
Division shall be awarded on the basis of total marks obtained by the examinee in all the Six Semesters at the end of sixth Semester in case of Semester System. In case of annual examination system, division shall be awarded on the basis of total marks obtained in all the three years, at the end of the third year. A student securing 60% and above shall be awarded First Division. A student securing 50% and above but less than 60% shall be awarded Second Division. Other qualifying students shall be awarded Third Division.
- (xi) Course structure and Examination Scheme : As prescribed by the Board of Studies and approved by the Academic Council.
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE – 31

Diploma in Computer Application (DCA)

- (i) Title : Diploma in Computer Application
(ii) Faculty : Science
(iii) Duration : One Year (or two semesters)
(iv) Eligibility : Must have passed 10+2/Higher Secondary of Chhattisgarh Board of Secondary Education or any Board of Secondary Education as equivalent thereto in any discipline.
(v) Seats : The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
(vi) Admission Procedure : As specified in Ordinance No. 1
(vii) Academic Year : There will be one academic year one from July to June.
(viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.

The list of candidates selected shall be displayed on the Website, on the notice board and the selected candidates shall be informed about their admission in the website.

The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted shall be cancelled.

The admission may be rejected due to any of the following reasons:

- (a) The Fees is not paid by the due date.
(b) The application form is not signed by the candidate and his/her parents/guardians.
(c) The supporting documents required for admission are not enclosed Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fee.

- (ix) Fees : The Course fees will be as decided by the Board of Management from time to time with the prior approval of CG PURC.
(x) Eligibility to Pass : A student shall require to obtain 35% Marks in each subject to pass the semester End/Year end Examination.

Division shall be awarded on the basis of total marks obtained by the examinee in all the Six Semesters at the end of sixth Semester in case of Semester System. In case of annual examination system, division shall be awarded on the basis of total marks obtained in all the three years, at the end of the third year. A student securing 60% and above shall be awarded First Division. A student securing 50% and above but less than 60% shall be awarded Second Division. Other qualifying students shall be awarded Third Division.

- (xi) Course Structure and Examination Scheme : As prescribed by the Board of Studies and approved by the Academic Council.
(xii) Evaluation and Examination : As per Ordinance No. 2 of the University
(xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
(xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE - 32
Bachelor of Laws

- (i) Title : Bachelors of Law (LLB)
- (ii) Faculty : Laws
- (iii) Duration : Three years (or six semesters)
- (iv) Eligibility : Graduate in any discipline from a recognised University and as per Bar Council of India (BCI)
- (v) Seats : The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- (vi) Admission Procedure : As specified in Ordinance No. 1
- (vii) Academic Year : There will be one academic year from July to June.
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.
- The list of candidates selected shall be displayed on the Website, on the notice board and the selected candidate shall be informed about their admission in the website.
- The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted shall be cancelled.
- The admission may be rejected due to any of the following reasons:
- a. The fee is not paid by the due date.
 - b. The application form is not signed by the candidate and his/her parents/ guardians.
 - c. The supporting documents required for admission are not enclosed.
- (ix) Fees : The Course fees will be as decided by the Board of Management from time to time with the prior approval of CG PURC.
- (x) Eligibility to Pass : A student shall require to obtain 35% Marks in each subject to pass the semester End/Year end Examination.
- Division shall be awarded on the basis of total marks obtained by the examinee in all the Six Semesters at the end of sixth Semester in case of Semester System. In case of annual examination system, division shall be awarded on the basis of total marks obtained in all the three years, at the end of the third year. A student securing 60% and above shall be awarded First Division. A student securing 50% and above but less than 60% shall be awarded Second Division. Other qualifying students shall be awarded Third Division.
- (xi) Course Structure and Examination Scheme : The guideline provided by the Bar Council of India (BCI) from time to time shall be followed and course structure and scheme of the examination shall be designed accordingly.
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE – 33
Master of Philosophy (M. Phil)

1. Eligibility criteria for admission to the M.Phil. programme :

- (i) Candidates for admission to the M.Phil. programme shall have a Master's degree or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) or an equivalent degree from a foreign educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions.
- (ii) A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC(non-creamy layer)/Differently-Abled and other categories of candidates as per the decision of the Commission from time to time, or for those who had obtained their Master's degree prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedures.

2. Duration of the Programme :

- (i) M.Phil. programme shall be for a minimum duration of two (2) consecutive semesters / one year and a maximum of four (4) consecutive semesters / two years.
- (ii) Extension beyond the above limits will be given in exceptional cases on the recommendation of Research Advisory Committee and approval by the Academic Council.
- (iii) The women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of one year for M.Phil in the maximum duration. In addition, the women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of M.Phil for up to 240 days.

3. Procedure for admission :

- (i) University shall admit M.Phil students through an Entrance Test conducted by it.
- (ii) The University shall :
 - (a) Decide on an annual basis through its academic council, a predetermined and manageable number of M.Phil. scholars to be admitted depending on the number of available Research Supervisors and other academic and physical facilities available, keeping in mind the norms regarding the scholar-teacher ratio (as indicated in Para 4.5), laboratory, library and such other facilities;
 - (b) Notify well in advance in the institutional website and through advertisement in at least two (2) national newspapers, of which at least one (1) shall be in the regional language, the number of seats for admission, subject/discipline-wise distribution of available seats, criteria for admission, procedure for admission, examination centre(s) where entrance test(s) shall be conducted and all other relevant information for the benefit of the candidates;
 - (c) Adhere to the National/State-level reservation policy, as applicable.
- (iii) The admission shall be based on the criteria notified by the University, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned, and taking into account the reservation policy of the Central/State Government from time to time.
- (iv) The University shall admit candidates by a two stage process through:
 - (a) An Entrance Test shall be qualifying with qualifying marks as 50%. The syllabus of the Entrance Test shall consist of 50% of research methodology and 50% shall be subject specific. The Entrance Test shall be conducted at the Centre(s) notified in advance (changes of Centre, if any, also to be notified well in advance); and
 - (b) An interview/viva-voce to be organized by the University when the candidates are required to discuss their research interest/area through a presentation before a duly constituted Department Research Committee.

- (v) The interview/viva voce shall also consider the following aspects, viz. whether:
- (a) The candidate possesses the competence for the proposed research;
 - (b) The research work can be suitably undertaken at the Institution/College;
 - (c) The proposed area of research can contribute to new/additional knowledge.
- (vi) The University shall maintain the list of all the M.Phil. registered students on its website on year-wise basis. The list shall include the name of the registered candidates, topic of his/her research, name of his/her supervisor/co- supervisor, date of enrolment/registration.
- 4. Allocation of Research Supervisor :** Eligibility criteria to be a Research Supervisor, Co- Supervisor, Number of M.Phil. scholars permissible per Supervisor, etc.
- (i) Any regular Professor of the University/Institution Deemed to be a University/College with at least five research publications in refereed journals and any regular Associate/Assistant Professor of the university/institution deemed to be a university/college with a Ph.D. degree and at least two research publications in refereed journals may be recognized as Research Supervisor. Provided that in areas/disciplines where there is no or only a limited number of refereed journals, the Institution may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.
 - (ii) Only a full time regular teacher of the concerned University/Institution Deemed to be a University/College shall act as a supervisor. The external supervisors are not allowed. However, Co-Supervisor is allowed in inter- disciplinary areas from other departments of the same institute or from other related institutions with the approval of the Research Advisory Committee.
 - (iii) The allocation of Research Supervisor for a selected research scholar shall be decided by the Department concerned depending on the number of scholars per Research Supervisor, the available specialization among the Supervisors and research interests of the scholars as indicated by them at the time of interview/viva voce.
 - (iv) In case of topics which are of inter-disciplinary nature where the Department concerned feels that the expertise in the Department has to be supplemented from outside, the Department may appoint a Research Supervisor from the Department itself, who shall be known as the Research Supervisor, and a Co-Supervisor from outside the Department / Faculty/College/Institution on such terms and conditions as may be specified and agreed upon by the consenting Institutions/Colleges.
 - (v) A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, cannot guide more than three (3) M.Phil. Scholars. An Associate Professor as Research Supervisor can guide up to a maximum of two (2) M.Phil. scholars and an Assistant Professor as Research Supervisor can guide up to a maximum of one (1) M.Phil. Scholar.
 - (vi) In case of relocation of an M.Phil woman scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the University to which the scholar intends to relocate provided all the other conditions in these regulations are followed in letter and spirit and the research work does not pertain to the project secured by the parent institution/supervisor from any funding agency. The scholar will however give due credit to the parent guide and the institution for the part of research already done.
- 5. Course Work :** Credit Requirements, number, duration, syllabus, minimum standards for completion, etc.
- (i) The credit assigned to the M.Phil. course work shall be a minimum of 08 credits and a maximum of 16 credits.
 - (ii) The course work shall be treated as prerequisite for M.Phil. preparation. A minimum of four credits shall be assigned to one or more courses on Research Methodology which could cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, field work, etc. Other courses shall be advanced level courses preparing the students for M.Phil. degree.
 - (iii) All courses prescribed for M.Phil. course work shall be in conformity with the credit hour instructional requirement and shall specify content, instructional and assessment methods. They shall be duly approved by the authorized academic bodies.

- (iv) The Department where the scholar pursues his/her research shall prescribe the course(s) to him/her based on the recommendations of the Research Advisory Committee, as stipulated under sub-Clause 8.1 below, of the research scholar.
- (v) All candidates admitted to the M.Phil. programmes shall be required to complete the course work prescribed by the Department during the initial one or two semesters.
- (vi) Grades in the course work, including research methodology courses shall be finalized after a combined assessment by the Research Advisory Committee and the Department and the final grades shall be communicated to the Institution/College.
- (vii) A M.Phil. scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC 7-point scale in the course work in order to be eligible to continue in the programme and submit the dissertation/thesis.

6. Research Advisory Committee and its functions :

- (i) There shall be a Research Advisory Committee, for each M.Phil. scholar consisting of the following members.
 - (a) Vice-Chancellor or his nominee.
 - (b) Head of the Institute of the concerned faculty.
 - (c) Head of University Teaching Department in the subject.
 - (d) Chairman, Board of Studies in the Subject.
 - (e) One external subject expert of the rank of University Professor to be appointed by the Vice-Chancellor ordinarily out of a panel of 5 experts given by the Chairman of the Board of Studies.

The external expert and two other members shall form the quorum.

Note: 1. On the request of the supervisor (s), Vice-Chancellor may permit him to be present as an observer during the oral presentation of his candidate in the RDC meeting.

2. No. T.A. & D.A. shall be payable to the candidate and the supervisor for attending the Research Degree Committee meeting.

- (f) The Research Supervisor of the scholar shall be the Convener of this Committee. This Committee shall have the following responsibilities:
 - (a) To review the research proposal and finalize the topic of research;
 - (b) To guide the research scholar to develop the study design and methodology of research and identify the course(s) that he/she may have to do.
 - (c) To periodically review and assist in the progress of the research work of the research scholar.
- (ii) A research scholar shall appear before the Research Advisory Committee once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The six monthly progress reports shall be submitted by the Research Advisory Committee to the Institution/College with a copy to the research scholar.
- (iii) In case the progress of the research scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the Research Advisory Committee may recommend to the University with specific reasons for cancellation of the registration of the research scholar.

7. Evaluation and Assessment Methods, minimum standards/credits for award of the degree, etc. :

- (i) The overall minimum credit requirement, including credit for the course work, for the award of M.Phil. degree shall not be less than 24 credits.
- (ii) Upon satisfactory completion of course work, and obtaining the marks/grade prescribed in sub-clauses 7.8 above, as the case may be, the M.Phil. scholar shall be required to undertake research work and produce a draft dissertation/thesis within a reasonable time, as stipulated by the Institution concerned based on these Regulations.

- (iii) Prior to the submission of the dissertation/thesis, the scholar shall make a presentation in the Department before the Research Advisory Committee of the Institution concerned which shall also be open to all faculty members and other research scholars. The feedback and comments obtained from them may be suitably incorporated into the draft dissertation/thesis in consultation with the Research Advisory Committee.
- (iv) M.Phil scholars shall present at least one (1) research paper in a conference/seminar and make two paper presentations in conferences/seminars before the submission of the dissertation/thesis for adjudication, and produce evidence for the same in the form of presentation certificates and/or reprints.
- (v) The Academic Council of the University shall evolve a mechanism using well developed software and gadgets to detect plagiarism and other forms of academic dishonesty. While submitting for evaluation, the dissertation/thesis shall have an undertaking from the research scholar and a certificate from the Research Supervisor attesting to the originality of the work, vouching that there is no plagiarism and that the work has not been submitted for the award of any other degree/diploma of the same Institution where the work was carried out, or to any other Institution.
- (vi) The M.Phil. dissertation submitted by a research scholar shall be evaluated by his/her Research Supervisor and at least one external examiner who is not in the employment of the Institution/College. The viva-voce examination, based among other things, on the critiques given in the evaluation report, shall be conducted by both of them together, and shall be open to be attended by Members of the Research Advisory Committee, all faculty members of the Department, other research scholars and other interested experts/ researchers.
- (vii) The public viva-voce of the research scholar to defend the dissertation/thesis shall be conducted only if the evaluation report(s) of the external examiner(s) on the dissertation/thesis is/are satisfactory and include a specific recommendation for conducting the viva-voce examination. If the evaluation report of the external examiner in case of M.Phil. dissertation is unsatisfactory and does not recommend viva-voce, the University shall send the dissertation to another external examiner out of the approved panel of examiners and the viva-voce examination shall be held only if the report of the latest examiner is satisfactory. If the report of the latest examiner is also unsatisfactory, the dissertation/ thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree.
- (viii) The University shall develop appropriate methods so as to complete the entire process of evaluation of M.Phil. dissertation within a period of six months from the date of submission of the dissertation/thesis.
- 8. Treatment of M.Phil. through Distance Mode/Part-time :**
- (i) Notwithstanding anything contained in these Regulations or any other Rule or Regulation, for the time being in force, University shall not conduct M.Phil. Programmes on distance mode.
- 9. Depository with INFLIBNET :**
- (i) Following the successful completion of the evaluation process and before the announcement of the award of the M.Phil. degree(s), the Institution concerned shall submit an electronic copy of the M.Phil. dissertation to the INFLIBNET, for hosting the same so as to make it accessible to all Institutions/Colleges.
- (ii) Prior to the actual award of the degree, the University shall issue a provisional Certificate to the effect that the Degree has been awarded in accordance with the provisions of the UGC Regulations.

ORDINANCE-34
Doctor of Philosophy (Ph.D.)

1. Eligibility criteria for admission to Ph.D. programme :

Subject to the conditions stipulated in these Regulations, the following persons are eligible to seek admission to the Ph.D. programme :

- (i) Master's Degree holders satisfying the criteria stipulated under Clause 1 above.
- (ii) Candidates who have cleared the M.Phil. course work with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) and successfully completing the M.Phil. Degree shall be eligible to proceed to do research work leading to the Ph. D. Degree in the same Institution in an integrated programme. A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/differently-abled and other categories of candidates as per the decision of the Commission from time to time.
- (iii) A person whose M.Phil. dissertation has been evaluated and the viva voce is pending may be admitted to the Ph.D. programme of the same Institution;
- (iv) Candidates possessing a Degree considered equivalent to M.Phil. Degree of an Indian Institution, from a Foreign Educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions, shall be eligible for admission to Ph.D. programme.

2. Duration of the Programme :

- (i) Ph.D. programme shall be for a minimum duration of three years, including course work and a maximum of six years.
- (ii) Extension beyond the above limits will be given in exceptional cases on the recommendation of Research Advisory Committee and approval by the Academic Council.
- (iii) The women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of two years for Ph.D. in the maximum duration. In addition, the women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of Ph.D. for up to 240 days.

3. Procedure for admission :

- (i) University shall admit Ph.D. students through an Entrance Test conducted by it. The Academic Council of the University shall decide separate terms and conditions for those students who qualify UGC-NET(including JRF)/UGC-CSIR NET (including JRF)/SLET/GATE/teacher fellowship holder or have passed M.Phil programme.
- (ii) The University shall :
 - (a) decide on an annual basis through its academic council, a predetermined and manageable number of Ph.D. scholars to be admitted depending on the number of available Research Supervisors and other academic and physical facilities available, keeping in mind the norms regarding the scholar- teacher ratio (as indicated in Para 4.5), laboratory, library and such other facilities;
 - (b) notify well in advance in the institutional website and through advertisement in at least two (2) national newspapers, of which at least one (1) shall be in the regional language, the number of seats for admission, subject/discipline-wise distribution of available seats, criteria for admission, procedure for admission, examination centre(s) where entrance test(s) shall be conducted and all other relevant information for the benefit of the candidates;
 - (c) Adhere to the National/State-level reservation policy, as applicable.
- (iii) The admission shall be based on the criteria notified by the University, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned, and taking into account the reservation policy of the Central/State Government from time to time.

- (iv) The University shall admit candidates by a two stage process through :
- An Entrance Test shall be qualifying with qualifying marks as 50%. The syllabus of the Entrance Test shall consist of 50% of research methodology and 50% shall be subject specific. The Entrance Test shall be conducted at the Centre(s) notified in advance (changes of Centre, if any, also to be notified well in advance); and;
 - An interview/viva-voce to be organized by the University when the candidates are required to discuss their research interest/area through a presentation before a duly constituted Department Research Committee.
- (v) The interview/viva voce shall also consider the following aspects, viz. whether:
- the candidate possesses the competence for the proposed research;
 - the research work can be suitably undertaken at the Institution/College;
 - the proposed area of research can contribute to new/additional knowledge.
- (vi) The University shall maintain the list of all the Ph.D. registered students on its website on year-wise basis. The list shall include the name of the registered candidates, topic of his/her research, name of his/her supervisor/co-supervisor, date of enrolment/registration.
- 4. Allocation of Research Supervisor :** Eligibility criteria to be a Research Supervisor, Co- Supervisor, Number of Ph.D. scholars permissible per Supervisor, etc.
- Any regular Professor of the University/Institution Deemed to be a University/College with at least five research publications in refereed journals and any regular Associate/Assistant Professor of the university/institution deemed to be a university/college with a Ph.D. degree and at least two research publications in refereed journals may be recognized as Research Supervisor. Provided that in areas/disciplines where there is no or only a limited number of refereed journals, the Institution may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.
 - Only a full time regular teacher of the concerned University/Institution Deemed to be a University/College shall act as a supervisor. The external supervisors are not allowed. However, Co-Supervisor is allowed in inter-disciplinary areas from other departments of the same institute or from other related institutions with the approval of the Research Advisory Committee.
 - The allocation of Research Supervisor for a selected research scholar shall be decided by the Department concerned depending on the number of scholars per Research Supervisor, the available specialization among the Supervisors and research interests of the scholars as indicated by them at the time of interview/viva voce.
 - In case of topics which are of inter-disciplinary nature where the Department concerned feels that the expertise in the Department has to be supplemented from outside, the Department may appoint a Research Supervisor from the Department itself, who shall be known as the Research Supervisor, and a Co - Supervisor from outside the Department /Faculty/ College /Institution on such terms and conditions as may be specified and agreed upon by the consenting Institutions/Colleges.
 - A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, cannot guide more than Eight (8) Ph.D. scholars. An Associate Professor as Research Supervisor can guide up to a maximum of two six (6) Ph.D. scholars and an Assistant Professor as Research Supervisor can guide up to a maximum of four (4) Ph.D. scholars.
 - In case of relocation of an Ph.D. woman scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the University to which the scholar intends to relocate provided all the other conditions in these regulations are followed in letter and spirit and the research work does not pertain to the project secured by the parent institution/ supervisor from any funding agency. The scholar will however give due credit to the parent guide and the institution for the part of research already done.
- 5. Course Work :** Credit Requirements, number, duration, syllabus, minimum standards for completion, etc.
- The credit assigned to the Ph.D. course work shall be a minimum of 08 credits and a maximum of 16 credits.

- (ii) The course work shall be treated as prerequisite for Ph.D. preparation. A minimum of four credits shall be assigned to one or more courses on Research Methodology which could cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, field work, etc. Other courses shall be advanced level courses preparing the students for Ph.D. degree.
- (iii) All courses prescribed for Ph.D. course work shall be in conformity with the credit hour instructional requirement and shall specify content, instructional and assessment methods. They shall be duly approved by the authorized academic bodies.
- (iv) The Department where the scholar pursues his/her research shall prescribe the course(s) to him/her based on the recommendations of the Research Advisory Committee, as stipulated under sub-Clause 8.1 below, of the research scholar.
- (v) All candidates admitted to the Ph.D. programmes shall be required to complete the course work prescribed by the Department during the initial one or two semesters.
- (vi) Candidates already holding M. Phil. degree and admitted to the Ph.D. programme, or those who have already completed the course work in have been permitted to proceed to the Ph.D. in integrated course, may be exempted by the Department from the Ph.D. course work. All other candidates admitted to the Ph.D. programme shall be required to complete the Ph.D. course work prescribed by the Department.
- (vii) Grades in the course work, including research methodology courses shall be finalized after a combined assessment by the Research Advisory Committee and the Department and the final grades shall be communicated to the Institution/College.
- (viii) A Ph.D. scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC 7-point scale in the course work in order to be eligible to continue in the programme and submit the dissertation/thesis.

6. Research Advisory Committee and its functions :

- (i) There shall be a Research Advisory Committee, for each Ph.D. scholar consisting of the following members.
 - (a) Vice-Chancellor or his nominee.
 - (b) Head of the Institute of the concerned faculty.
 - (c) Head of University Teaching Department in the subject.
 - (d) Chairman, Board of Studies in the Subject.
 - (e) One external subject expert of the rank of University Professor to be appointed by the Vice-Chancellor ordinarily out of a panel of 5 experts given by the Chairman of the Board of Studies. The external expert and two other members shall form the quorum.

- Note: 1. On the request of the supervisor (s), Vice-Chancellor may permit him to be present as an observer during the oral presentation of his candidate in RDC meeting.
2. No. T.A. & D.A. shall be payable to the candidate and the supervisor for attending the Research Degree Committee meeting.

The Research Supervisor of the scholar shall be the Convener of this Committee. This Committee shall have the following responsibilities:

- (a) To review the research proposal and finalize the topic of research;
 - (b) To guide the research scholar to develop the study design and methodology of research and identify the course(s) that he/she may have to do.
 - (c) To periodically review and assist in the progress of the research work of the research scholar.
- (ii) A research scholar shall appear before the Research Advisory Committee once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The six monthly progress reports shall be submitted by the Research Advisory Committee to the Institution / College with a copy to the research scholar.
 - (iii) In case the progress of the research scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the

research scholar fails to implement these corrective measures, the Research Advisory Committee may recommend to the University with specific reasons for cancellation of the registration of the research scholar.

7. Evaluation and Assessment Methods, minimum standards/credits for award of the degree, etc. :

- (i) Upon satisfactory completion of course work, and obtaining the marks/grade prescribed in sub-clauses 7.8 above, as the case may be, the Ph.D. scholar shall be required to undertake research work and produce a draft dissertation/thesis within a reasonable time, as stipulated by the Institution concerned based on these Regulations.
- (ii) Prior to the submission of the dissertation/thesis, the scholar shall make a presentation in the Department before the Research Advisory Committee of the Institution concerned which shall also be open to all faculty members and other research scholars. The feedback and comments obtained from them may be suitably incorporated into the draft dissertation/thesis in consultation with the Research Advisory Committee.
- (iii) Ph.D. scholars must publish at least one (1) research paper in refereed journal and make two paper presentations in conferences/seminars before the submission of the dissertation/thesis for adjudication, and produce evidence for the same in the form of presentation certificates and/or reprints.
- (iv) The Academic Council of the University shall evolve mechanism using well developed software and gadgets to detect plagiarism and other forms of academic dishonesty. While submitting for evaluation, the dissertation /thesis shall have an undertaking from the research scholar and a certificate from the Research Supervisor attesting to the originality of the work, vouching that there is no plagiarism and that the work has not been submitted for the award of any other degree/diploma of the same Institution where the work was carried out, or to any other Institution.
- (v) The Ph.D. thesis submitted by a research scholar shall be evaluated by his/her Research Supervisor and at least two external examiners, who are not in employment of the University, of whom one examiner may be from outside the country. The viva-voce examination, based among other things, on the critiques given in the evaluation report, shall be conducted by the Research Supervisor and at least one of the two external examiners, and shall be open to be attended by Members of the Research Advisory Committee, all faculty members of the Department, other research scholars and other interested experts/researchers.
- (vi) The public viva-voce of the research scholar to defend the dissertation/thesis shall be conducted only if the evaluation report(s) of the external examiner(s) on the dissertation/thesis is/are satisfactory and include a specific recommendation for conducting the viva-voce examination. If one of the evaluation reports of the external examiner in case of Ph.D. thesis, is unsatisfactory and does not recommend viva-voce, the University shall send the thesis to another external examiner out of the approved panel of examiners and the viva-voce examination shall be held only if the report of the latest examiner is satisfactory. If the report of the latest examiner is also unsatisfactory, the dissertation/ thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree.
- (vii) The University shall develop appropriate methods so as to complete the entire process of evaluation of Ph.D. thesis within a period of six months from the date of submission of the thesis.

8. Treatment of Ph.D through Distance Mode/Part-time :

- (i) Notwithstanding anything contained in these Regulations or any other Rule or Regulation, for the time being in force, University shall not conduct Ph.D. Programmes on distance mode.
- (ii) Part-time Ph.D will be allowed provided all the conditions mentioned in the extant Ph.D Regulations are met.

9. Depository with INFLIBNET :

- (i) Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree, the Institution concerned shall submit an electronic copy of the Ph. D. thesis to the INFLIBNET, for hosting the same so as to make it accessible to all Institutions/Colleges.
- (ii) Prior to the actual award of the degree, the University shall issue a provisional Certificate to the effect that the Degree has been awarded in accordance with the provisions of the UGC Regulations.

ORDINANCE – 35

Bachelor of Vocational Courses (BVC)

- (i) Title : Bachelor of Vocational Course (B.VOC.)
- (ii) Faculty : Vocational Studies
- (iii) Duration : Three years (or six semesters)
- (iv) Eligibility : Must have passed 10+2/Higher Secondary of Chhattisgarh Board of Secondary Education or any Board of Secondary Education as equivalent there to in any discipline
- (v) Seats : The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- (vi) Admission Procedure : As specified in Ordinance No. 1
- (vii) Academic Year : There will be one academic year from July to June.
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.
The list of candidates selected shall be displayed on the Website, on the notice board and the selected candidate shall be informed about their admission in the website.
The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted shall be cancelled.
The admission may be rejected due to any of the following reasons:
a. The fee is not paid by the due date.
b. The application form is not signed by the candidate and his/her parents/ guardians.
c. The supporting documents required for admission are not enclosed.
- (ix) Fees : The Course fees will be as decided by the Board of Management from time to time with the prior approval of CG PURC.
- (x) Eligibility to Pass : A student shall require to obtain 35% Marks in each subject to pass the semester End/Year end Examination.
Division shall be awarded on the basis of total marks obtained by the examinee in all the Six Semesters at the end of sixth Semester in case of Semester System. In case of annual examination system, division shall be awarded on the basis of total marks obtained in all the three years, at the end of the third year. A student securing 60% and above shall be awarded First Division. A student securing 50% and above but less than 60% shall be awarded Second Division. Other qualifying students shall be awarded Third Division
- (xi) Course structure and Examination Scheme : As prescribed by the Board of Studies and approved by the Academic Council.
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE-36

Integrated Program in Bachelors in Business Administration+ Bachelor of Law (BBA+LLB)

- (i) Title : Bachelors in Business Administration+ Bachelor of Law
- (ii) Faculty : Law
- (iii) Duration : Five years (or ten semesters)
- (iv) Eligibility : Must have passed 10+2/Higher Secondary of Chhattisgarh Board of Secondary Education or any Board of Secondary Education as equivalent there to in any discipline
- (v) Seats : The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- (vi) Admission Procedure : As specified in Ordinance No. 1
- (vii) Academic Year : There will be one academic year from July to June .
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.
- The list of candidates selected shall be displayed on the Website, on the notice board and the selected candidate shall be informed about their admission in the website.
- The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted shall be cancelled.
- The admission may be rejected due to any of the following reasons:
- The fee is not paid by the due date.
 - The application form is not signed by the candidate and his/her parents/ guardians.
 - The supporting documents required for admission are not enclosed.
- (ix) Fees : The Course fees will be as decided by the Board of Management from time to time with the prior approval of CG PURC.
- (x) Eligibility to Pass : A student shall require to obtain 35% Marks in each subject to pass the semester End/Year end Examination.
- Division shall be awarded on the basis of total marks obtained by the examinee in all the Six Semesters at the end of sixth Semester in case of Semester System. In case of annual examination system, division shall be awarded on the basis of total marks obtained in all the three years, at the end of the third year. A student securing 60% and above shall be awarded First Division. A student securing 50% and above but less than 60% shall be awarded Second Division. Other qualifying students shall be awarded Third Division.
- (xi) Course structure and Examination Scheme : The guideline provided by the Bar Council of India (BCI) from time to time shall be Followed and course structure and scheme of the examination shall be designed accordingly.
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE - 37

Integrated Program in Bachelor of Arts+ Bachelor of Law (BA+LL.B.)

- (i) Title : Bachelor of Arts+ Bachelor of Law
- (ii) Faculty : Law
- (iii) Duration : Five years (or ten semesters)
- (iv) Eligibility : Must have passed 10+2/Higher Secondary of Chhattisgarh Board of Secondary Education or any Board of Secondary Education as equivalent there to in any discipline
- (v) Seats : The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- (vi) Admission Procedure : As specified in Ordinance No. 1
- (vii) Academic Year : There will be one academic year from July to June.
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.
The list of candidates selected shall be displayed on the Website, on the notice board and the selected candidate shall be informed about their admission in the website.
The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted shall be cancelled.
The admission may be rejected due to any of the following reasons:
a. The fee is not paid by the due date.
b. The application form is not signed by the candidate and his/her parents/ guardians.
c. The supporting documents required for admission are not enclosed.
- (ix) Fees : The Course fees will be as decided by the Board of Management from time to time with the prior approval of CG PURC.
- (x) Eligibility to Pass : A student shall require to obtain 35% Marks in each subject to pass the semester End/Year end Examination.
Division shall be awarded on the basis of total marks obtained by the examinee in all the Six Semesters at the end of sixth Semester in case of Semester System. In case of annual examination system, division shall be awarded on the basis of total marks obtained in all the three years, at the end of the third year. A student securing 60% and above shall be awarded First Division. A student securing 50% and above but less than 60% shall be awarded Second Division. Other qualifying students shall be awarded Third Division.
- (xi) Course structure and Examination Scheme : The guideline provided by the Bar Council of India (BCI) from time to time shall be followed and course structure and scheme of the examination shall be designed accordingly.
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE – 38

Integrated Program in Bachelor of Science+ Bachelor of Education (B.Sc+B.Ed.)

- (i) Title : Bachelor of Science+ Bachelor of Education
- (ii) Faculty : Education /Teacher Training
- (iii) Duration : Four years or eight semesters
- (iv) Eligibility : Must have passed 10+2/Higher Secondary of Chhattisgarh Board of Secondary Education or any Board of Secondary Education as equivalent there to in any discipline
- (v) Seats : The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- (vi) Admission Procedure : As specified in Ordinance No. 1
- (vii) Academic Year : There will be one academic year from July to June.
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.
- The list of candidates selected shall be displayed on the Website, on the notice board and the selected candidate shall be informed about their admission in the website.
- The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted shall be cancelled.
- The admission may be rejected due to any of the following reasons:
- The fee is not paid by the due date.
 - The application form is not signed by the candidate and his/her parents/ guardians.
 - The supporting documents required for admission are not enclosed.
- (ix) Fees : The Course fees will be as decided by the Board of Management from time to time with the prior approval of CG PURC.
- (x) Eligibility to Pass : A student shall require to obtain 35% Marks in each subject to pass the semester End/Year end Examination.
- Division shall be awarded on the basis of total marks obtained by the examinee in all the Six Semesters at the end of sixth Semester in case of Semester System. In case of annual examination system, division shall be awarded on the basis of total marks obtained in all the three years, at the end of the third year. A student securing 60% and above shall be awarded First Division. A student securing 50% and above but less than 60% shall be awarded Second Division. Other qualifying students shall be awarded Third Division.
- (xi) Course structure and Examination Scheme : The guideline provided by the National Council for Teacher Education (NCTE) from time to time shall be followed and course structure and scheme of the examination shall be designed accordingly.
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE - 39

Integrated Program in Bachelor of Commerce+ Bachelor of Education (B.Com+B.Ed.)

- (i) Title : Bachelor of Commerce+ Bachelor of Education
- (ii) Faculty : Education and / Teacher Training
- (iii) Duration : Four years (or eight semesters)
- (iv) Eligibility : Must have passed 10+2/Higher Secondary of Chhattisgarh Board of Secondary Education or any Board of Secondary Education as equivalent there to in any discipline
- (v) Seats : The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- (vi) Admission Procedure : As specified in Ordinance No. 1
- (vii) Academic Year : There will be one academic year from July to June.
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.
- The list of candidates selected shall be displayed on the Website, on the notice board and the selected candidate shall be informed about their admission in the website.
- The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted shall be cancelled.
- The admission may be rejected due to any of the following reasons:
- The fee is not paid by the due date.
 - The application form is not signed by the candidate and his/her parents/ guardians.
 - The supporting documents required for admission are not enclosed.
- (ix) Fees : The Course fees will be as decided by the Board of Management from time to time with the prior approval of CG PURC.
- (x) Eligibility to Pass : A student shall require to obtain 35% Marks in each subject to pass the semester End/Year end Examination.
- Division shall be awarded on the basis of total marks obtained by the examinee in all the Six Semesters at the end of sixth Semester in case of Semester System. In case of annual examination system, division shall be awarded on the basis of total marks obtained in all the three years, at the end of the third year. A student securing 60% and above shall be awarded First Division. A student securing 50% and above but less than 60% shall be awarded Second Division. Other qualifying students shall be awarded Third Division.
- (xi) Course structure and Examination Scheme : The guideline provided by the National Council for Teacher Education (NCTE) from time to time shall be followed and course structure and scheme of the examination shall be designed accordingly.
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE - 40

Integrated Program in Bachelor of Arts+ Bachelor of Education (B.A.+B.Ed.)

- (i) Title : Bachelor of Arts+ Bachelor of Education
- (ii) Faculty : Education and / Teacher Training
- (iii) Duration : Four years (or eight semesters)
- (iv) Eligibility : Must have passed 10+2/Higher Secondary of Chhattisgarh Board of Secondary Education or any Board of Secondary Education as equivalent there to in any discipline
- (v) Seats : The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- (vi) Admission Procedure : As specified in Ordinance No. 1
- (vii) Academic Year : There will be one academic year from July to June.
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.
- The list of candidates selected shall be displayed on the Website, on the notice board and the selected candidate shall be informed about their admission in the website.
- The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted shall be cancelled.
- The admission may be rejected due to any of the following reasons:
- The fee is not paid by the due date.
 - The application form is not signed by the candidate and his/her parents/ guardians.
 - The supporting documents required for admission are not enclosed.
- (ix) Fees : The Course fees will be as decided by the Board of Management from time to time with the prior approval of CG PURC.
- (x) Eligibility to Pass : A student shall require to obtain 35% Marks in each subject to pass the semester End/Year end Examination.
- Division shall be awarded on the basis of total marks obtained by the examinee in all the Six Semesters at the end of sixth Semester in case of Semester System. In case of annual examination system, division shall be awarded on the basis of total marks obtained in all the three years, at the end of the third year. A student securing 60% and above shall be awarded First Division. A student securing 50% and above but less than 60% shall be awarded Second Division. Other qualifying students shall be awarded Third Division.
- (xi) Course structure and Examination Scheme : The guideline provided by the National Council for Teacher Education (NCTE) from time to time shall be followed and course structure and scheme of the examination shall be designed accordingly.
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE-41

Diploma in Business Administration (DBA)

- (i) Title : Diploma in Business Management
- (ii) Faculty : Business Management /Commerce/Administration/ Finance
- (iii) Duration : One Year (or two semesters)
- (iv) Eligibility : Must have passed 10+2/Higher Secondary of Chhattisgarh Board of Secondary Education or any Board of Secondary Education as equivalent thereto in any discipline.
- (v) Seats : The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- (vi) Admission Procedure : As specified in Ordinance No. 1
- (vii) Academic Year : There will be one academic year one from July to June.
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.

The list of candidates selected shall be displayed on the Website, on the notice board and the selected candidates shall be informed about their admission in the website.

The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted shall be cancelled.

The admission may be rejected due to any of the following reasons:

- (a) The Fee is not paid by the due date.
- (b) The application form is not signed by the candidate and his/her parents/guardians.
- (c) The supporting documents required for admission are not enclosed Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fee.

- (ix) Fees : The Course fees will be as decided by the Board of Management from time to time with the prior approval of CG PURC.
- (x) Eligibility to Pass : A student shall require to obtain 35% marks in each subject to pass the semester End/Year end Examination.

Division shall be awarded on the basis of total marks obtained by the examinee in all the Six Semesters at the end of sixth Semester in case of Semester System. In case of annual examination system, division shall be awarded on the basis of total marks obtained in all the three years, at the end of the third year. A student securing 60% and above shall be awarded First Division. A student securing 50% and above but less than 60% shall be awarded Second Division. Other qualifying students shall be awarded Third Division.

- (xi) Course Structure Examination Scheme : As prescribed by the Board of Studies and approved by the and Academic Council.
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE – 42
Post Graduate Diploma in Business Administration (PGDBA)

- (i) Title : Post Graduate Diploma in Business Management
- (ii) Faculty : Business Management /Commerce/Administration/ Finance
- (iii) Duration : One Year (or two semesters)
- (iv) Eligibility : Graduate in any discipline from a recognised University
- (v) Seats : The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- (vi) Admission Procedure : As specified in Ordinance No. 1
- (vii) Academic Year : There will be one academic year one from July to June.
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards and website of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.
- The list of candidates selected shall be displayed on the website, on the notice board and the students will be informed directly about their admission.
- The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted may be cancelled.
- The admission may be rejected due to any of the following reasons:
- (a) The fee is not paid by the due date.
- (b) The application form is not signed by the candidate and his/her parents/ guardians.
- (c) The supporting documents required for admission are not enclosed.
- Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fees.
- (ix) Fees : The Course fees will be as decided by the Board of Management from time to time with the prior approval of CG PURC.
- (x) Eligibility to Pass : A student shall require to obtain 40 % Marks in each paper, in theory and practical Examination separately and 45 % in aggregate to pass the Semester End/ Year End Examination and will be given an option to select any two papers/marks of the concerned Semester/annual exam to make up the shortfall of 45%.
- Division shall be awarded on the basis of total marks obtained by the examinee in all the four semesters at the end of fourth semester. Those obtaining 60% and above will be awarded First Division. Those obtaining less than 60% but not less than 45% shall be placed in Second Division.
- (xi) Course Structure and Examination Scheme : As prescribed by the Board of Studies and approved by the Academic Council.
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE – 43
Executive Master of Business Administration (EMBA)

- (i) Title : Executive Master of Business Management
- (ii) Faculty : Business Management /Commerce/Administration/ Finance
- (iii) Duration : 18 Months
- (iv) Eligibility : Graduate in any discipline from a recognised University with at least two years of working experience
- (v) Seats : The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- (vi) Admission Procedure : As specified in Ordinance No. 1
- (vii) Academic Year : There will be one academic year one from July to June.
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards and website of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.
- The list of candidates selected shall be displayed on the website, on the notice board and the students will be informed directly about their admission.
- The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted may be cancelled.
- The admission may be rejected due to any of the following reasons:
- (a) The fee is not paid by the due date.
- (b) The application form is not signed by the candidate and his/her parents/ guardians.
- (c) The supporting documents required for admission are not enclosed.
- Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fees.
- (ix) Fees : The Course fees will be as decided by the Board of Management from time to time with the prior approval of CG PURC.
- (x) Eligibility to Pass : A student shall require to obtain 40 % Marks in each paper, in theory and practical Examination separately and 45 % in aggregate to pass the Semester End/ Year End Examination and will be given an option to select any two papers/marks of the concerned Semester/annual exam to make up the shortfall of 45%.
- Division shall be awarded on the basis of total marks obtained by the examinee in all the four semesters at the end of fourth semester. Those obtaining 60% and above will be awarded First Division. Those obtaining less than 60% but not less than 45% shall be placed in Second Division.
- (xi) Course Structure and Examination Scheme : As prescribed by Board of Studies and approved by the Academic Council.
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE – 44

Diploma in Journalism and Mass Communication (DJMC)

- (i) Title : Diploma in Journalism and Mass communication
- (ii) Faculty : Journalism and Mass communication
- (iii) Duration : One Year (or two semesters)
- (iv) Eligibility : Must have passed 10+2/Higher Secondary of Chhattisgarh Board of Secondary Education or any Board of Secondary Education as equivalent thereto in any discipline.
- (v) Seats : The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- (vi) Admission Procedure : As specified in Ordinance No. 1
- (vii) Academic Year : There will be one academic year one from July to June.
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.
- The list of candidates selected shall be displayed on the Website, on the notice board and the selected candidates shall be informed about their admission in the website.
- The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted shall be cancelled.
- The admission may be rejected due to any of the following reasons:
- (a) The Fees is not paid by the due date.
- (b) The application form is not signed by the candidate and his/her parents/guardians.
- (c) The supporting documents required for admission are not enclosed Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fee.
- (ix) Fees : The Course fees will be as decided by the Board of Management from time to time with the prior approval of CG PURC.
- (x) Eligibility to Pass : A student shall require to obtain 35% Marks in each subject to pass the semester End/Year end Examination.
- Division shall be awarded on the basis of total marks obtained by the examinee in all the Six Semesters at the end of sixth Semester in case of Semester System. In case of annual examination system, division shall be awarded on the basis of total marks obtained in all the three years, at the end of the third year. A student securing 60% and above shall be awarded First Division. A student securing 50% and above but less than 60% shall be awarded Second Division. Other qualifying students shall be awarded Third Division.
- (xi) Course Structure and Examination Scheme : As prescribed by the Board of Studies and approved by the Academic Council.
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE – 45
Diploma in Interior Design

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|--------|---|---|--|
| (i) | Title | : | Diploma in Interior Design |
| (ii) | Faculty | : | Engineering/Technology/Architecture/Design |
| (iii) | Duration | : | One Year (or two semesters) |
| (iv) | Eligibility | : | Must have passed 10+2/Higher Secondary of Chhattisgarh Board of Secondary Education or any Board of Secondary Education as equivalent thereto in any discipline. |
| (v) | Seats | : | The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management. |
| (vi) | Admission Procedure | : | As specified in Ordinance No. 1 |
| (vii) | Academic Year | : | There will be one academic year one from July to June. |
| (viii) | Selection Procedure | : | The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. and Radio before the start of every academic cycle. The list of candidates selected shall be displayed on the Website, on the notice board and the selected candidates shall be informed about their admission in the website. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted shall be cancelled. The admission may be rejected due to any of the following reasons: (a) The Fees is not paid by the due date. (b) The application form is not signed by the candidate and his/her parents/guardians. (c) The supporting documents required for admission are not enclosed Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fee. |
| (ix) | Fees | : | The Course fees will be as decided by the Board of Management from time to time with the prior approval of CG PURC. |
| (x) | Eligibility to Pass | : | A student shall require to obtain 35% Marks in each subject to pass the semester End/Year end Examination. Division shall be awarded on the basis of total marks obtained by the examinee in all the Six Semesters at the end of sixth Semester in case of Semester System. In case of annual examination system, division shall be awarded on the basis of total marks obtained in all the three years, at the end of the third year. A student securing 60% and above shall be awarded First Division. A student securing 50% and above but less than 60% shall be awarded Second Division. Other qualifying students shall be awarded Third Division. |
| (xi) | Course Structure and Examination Scheme | : | The guideline provided by the All India Council for Technical Education (AICTE) from time to time shall be followed and course structure and scheme of the examination shall be designed accordingly. |
| (xii) | Evaluation and Examination | : | As per Ordinance No. 2 of the University |
| (xiii) | Eligibility Criteria for ATKT | : | As per Ordinance No. 2 of the University |
| (xiv) | General | : | In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time. |

ORDINANCE – 46
Diploma in Fashion Design

- (i) Title : Diploma in Fashion Design
- (ii) Faculty : Arts/Humanities/Social Science
- (iii) Duration : One Year (or Two Semesters)
- (iv) Eligibility : Must have passed 10+2/Higher Secondary of Chhattisgarh Board of Secondary Education or any Board of Secondary Education as equivalent thereto in any discipline.
- (v) Seats : The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- (vi) Admission Procedure : As specified in Ordinance No. 1
- (vii) Academic Year : There will be one academic year one from July to June.
- (viii) Selection Procedure : The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. and Radio before the start of every academic cycle.
- The list of candidates selected shall be displayed on the Website, on the notice board and the selected candidates shall be informed about their admission in the website.
- The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cutoff date failing which, the provisional admission granted shall be cancelled.
- The admission may be rejected due to any of the following reasons:
- (a) The Fees is not paid by the due date.
- (b) The application form is not signed by the candidate and his/her parents/guardians.
- (c) The supporting documents required for admission are not enclosed Registration number will be assigned to the student by the university after verification & submission of all the necessary documents and fee.
- (ix) Fees : The Course fees will be as decided by the Board of Management from time to time with the prior approval of CG PURC.
- (x) Eligibility to Pass : A student shall require to obtain 35% Marks in each subject to pass the semester End/Year end Examination.
- Division shall be awarded on the basis of total marks obtained by the examinee in all the Six Semesters at the end of sixth Semester in case of Semester System. In case of annual examination system, division shall be awarded on the basis of total marks obtained in all the three years, at the end of the third year. A student securing 60% and above shall be awarded First Division. A student securing 50% and above but less than 60% shall be awarded Second Division. Other qualifying students shall be awarded Third Division.
- (xi) Course Structure and Examination Scheme : As prescribed by the Board of Studies and approved by the Academic Council.
- (xii) Evaluation and Examination : As per Ordinance No. 2 of the University
- (xiii) Eligibility Criteria for ATKT : As per Ordinance No. 2 of the University
- (xiv) General : In all matters, pertaining to the course not covered herein above and in Ordinances, the decision of the Vice-Chancellor of the University shall be final. However on the recommendations of the Academic Council, the Vice-Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE – 47

Award of Degrees, Diplomas, Certificates and Other Academic Distinctions

1. The candidate after passing the examination prescribed for a particular certificate, diploma or degree shall become entitle for the award of the said certificate, diploma or degree respectively as the case may be.
2. The Registrar shall place the names of all the successful candidates for the award of certificates, diplomas or degrees before the Academic Council soon after the declaration of the results. On approval by the Academic Council, the Provisional Certificates, Diplomas and Degrees shall be issued to the respective candidates by the Registrar.
3. The Certificates, Diplomas and Degrees shall be signed by the Vice-chancellor.
4. The approval accorded by the Academic Council for the award of the Certificates, Diplomas Degrees or any other distinctions /awards shall be placed before the Board of Management for its concurrence. On being concurred by the Board of Management, the degrees, diplomas and certificates shall be awarded to the successful candidates at convocation.
5. The nomenclature of the Degree/Diploma/Certificate that would be conferred by the University under different Department/Institute/Center is shown in the relevant program Ordinance.

ORDINANCE - 48

Norms for the Award of Fellowships and Scholarships, Stipends, Medals and Prizes

1. (i) The University may invite applications through notifications in newspaper/Online Fellowships, Research, Scholarships and Students Scholarships.
- (ii) All awards of Fellowships, Research Scholarships and other scholarships shall be made on the recommendation of a committee consisting of –
 - a. The Chancellor - Chairperson
 - b. The Vice Chancellor - Member
 - c. Any Three Heads of the Institute of Faculties/Departments appointed by the Board of Management/Academic Council Every Year.
 - d. The Registrar - Member Secretary
2. Subject to the general conditions applicable to all Research Fellowships and Scholarships as laid down in paragraph 4 below, the value, duration and conditions for the award of All India Fellowships shall be such as are laid down by the University Grants Commission/CSIR/DST/BRNS/Other Regulatory Bodies.
3. The value and duration of Scholarships/Fellowships instituted by the Governing body of the University shall be laid down by the Academic Council and approved by the Board of Management. The Selection of the candidates shall be made in accordance with the regulations laid down by the Board of Management from time to time.
 - i. The Fellow/Scholar will do whole time Research Work under an approved guide on a subject approved by the ISBM University.
 - ii. The Fellow/Scholar shall not accept or hold any appointment paid or otherwise or receive any emolument, salary, stipend etc. from any other source during the tenure of the award nor shall engage himself/herself in any profession or trade during the period. He may, however undertake teaching assignment of not more than nine hours a week in the institution, where he is working without accepting any remuneration.
 - iii. The fellow/Scholar shall not join any other course of study or appear in any examination after commencing work under the Fellowship/ Scholarship.
 Provided that the Vice-chancellor may on the recommendation of the guide permit the Fellow/Scholar to join a Language/Computer Diploma Course and appear in an examination therefore.
 Provided further that exemption could be provided for those also who wish to appear in an examination or a subject relevant to the problems of research without supplicating for a degree.

- iv. Unless permitted by the guide to work for a specified period at some other place the Fellow/Scholar shall be required to attend the institution, where he is to work, on all working days.
- v. If any information submitted by the Fellow/Scholar in his application is found to be incorrect, incomplete or misleading, the award may be terminated by the Academic Council after giving him opportunity of being heard.
- vi. If at any time it should appear to the University that the progress or conduct of the Fellow/Scholar has not been satisfactory, the Fellowship/Scholarship may be suspended or withdrawn by the Academic Council/Standing committee.
- vii. (a) A leave for a maximum of thirty days in a year in addition to general holiday may be taken by a Fellow/Scholar with the approval of the Guide and the Vice-Chancellor. The general holidays, however, do not include the vacation period e.g. summer, Dashahara, Deepawali and Christmas vacation. No other leave with Fellow/Scholar shall be admissible.

*Provided that the women awardees would be eligible for Maternity Leave at full rates for a period not exceeding Three Months once during the tenure of the award.
- (b) The Fellow/Scholar may, in special case, be allowed by the ISBM University leave without Fellowship/Scholarship for a period not exceeding Three Months during the tenure of the award on the recommendation of the guide.
- viii. The Fellow/Scholar shall be required to pay the fees prescribed by the institution where he works.
4. Graduate and Postgraduate Scholarships instituted by the University shall ordinarily be tenable for two academic sessions i.e. twelve months in the first year and ten months in the second year on condition that the scholarship holder produces a certificate of efficiency in studies from the Head of the Institute in the subject of study.
5. The scholarship shall be tenable from the 1st of August if the scholarship holder joins the course within one month of the date of the opening of the University/College after the summer vacation and pays the tuition fee from the commencement of the session. In any other case, it shall be tenable from the date on which the candidate joins the course.
6. Scholarship shall be withdrawn in the subsequent year if the scholarship holder fails to secure at least 60% marks in the Previous Examination of the concerned course.
7. If a scholarship-holder is unable to appear at the previous examination on account of sickness or any other reasonable cause, the scholarship shall be paid only if the Head of the Institution certifies that the scholar diligently studied for the examination but was unable to take the examination for reasons beyond his/her control. Such a scholar shall not receive scholarship during the next session but shall be entitled to the scholarship for the subsequent year if the scholar passes the previous examination with the requisite standard in the succeeding year in the first attempt.
8. A scholarship-holder shall at all-time exhibit good behavior and observe all rules of discipline.
9. (i) A scholarship shall be liable to termination, if —
 - (a) The scholarship-holder discontinues studies during the middle of a session
 - Or
 - (b) The scholarship-holder after he has been given a reasonable opportunity to explain his conduct end in the opinion of the Academic Council guilty of a breach of Para 8 of this ordinance and if the Academic Council so direct, the scholarship-holder would also be liable to refund the amount of scholarship drawn by him.
- (ii) The order of termination passed by the Academic Council shall be final.

ORDINANCE - 49

Examination fees to be charged for various courses of the University

1. The Controller of Examination/Registrar of the University shall notify the fees payable by the students for various courses of examinations after the same is approved by the Vice-Chancellor. A student who has not paid the prescribed fees before the start of examination shall not ordinarily be eligible to appear in the examination. The Chancellor may at his discretion allow, in certain cases of genuine hardship, an extension in the last date of payment of fees. The result of such students shall however, be withheld till all the dues are cleared.
2. The Examination Fees shall be proposed by the Academic Council and approved by the Board of Management from time to time and the amount of fee shall be approved by the Chhattisgarh Private University Regulation Council (CGPURC)
3. The Candidate, who fails to present himself/herself for Examination, shall not be entitled to any refund of fees or to have it kept in deposit for a subsequent Examination. However, if a woman candidate is unable to appear at the Examination for maternity reasons her fees may be held over for the next Examination (provided that the application for crediting the Fee's for the next Examination must be made to the Controller of Examinations/Registrar of the University for the Examinations within three months of the completion of the Examination concerned and supported by a Medical Certificate.
4. Provided, however that a candidate shall not be entitled to the adjustment of examination fees if he/she changes the faculty or his subject in case of post graduate examination.
5. The fees paid by a regular candidate who is debarred from appearing at an examination due to shortage in attendance at lectures/practical, will not be refunded under any circumstances.
6. There shall be no refund of revaluation fees irrespective of change in the marks of a candidate.
7. A candidate who due to sickness or other cause is unable to present himself /herself at an examination shall not receive a refund of fees, provided that the Vice-Chancellor on the recommendation of the Controller Examinations/Registrar of the University, made after feeling satisfied by considering the facts and making required investigation through documents submitted to him, about the genuineness or merit of it, order for adjustment of the following portion of the fees towards the immediately next Examination.
8. The Examination fees of a candidate who dies before appearing at the Examination may be refunded in full to his / her guardian or successor.
9. The entire fees paid by a candidate whose application for appearing at an Examination is cancelled on account of producing fraudulent documents or giving false particulars shall stand forfeited.

ORDINANCE - 50

Norms for the Residence of the Students of the University

1. The hostel maintained by the University/College/Department shall provide the stimulating and holistic living environment that contributes significantly to better academic performance. It should complement the university's mission at all levels.
2. Every hosteller at all times shall maintain higher standard of disciplines and conduct oneself befitting to the status of a student.
3. Each student desirous of taking admission in the hostel shall submit his application on the prescribed form to the Chief Warden after admission in the university / college along with proof of admission. He shall appear before hostel committee in person along with his/ her parents / local guardian and the original documents.
4. The admission to the hostel shall be granted at the discretion of the Warden in consultation with the Chief - Warden. Special care will have to be taken to accommodate students belonging to weaker economic section of the society.
5. On admission to the Hostel the parents shall fill up the requisite forms, nominate the local guardian and visitors allowed to the hostel.
6. The student shall occupy the room allotted to him/her. He/She shall not change the room or shift the furniture in/out of his/her room without the express permission of the hostel Warden.
7. The residents shall be responsible for the care and maintenance of tile furniture, furnishing, fixtures, etc. Any damage to hostel property shall be made good by the residents.
8. The residents are debarred from using any electrical appliances other than provided or specifically permitted by the Warden in writing.
9. The students are prohibited to possess firearms, weapons or potentially-dangerous instruments. Defaulters will be dealt with seriously including rustication.
10. Consumption of drugs / alcohol/intoxicants / smoking is strictly prohibited in the hostel premises. Defaulters will be severely dealt with including expulsion.
11. The residents indulging in vandalism/violence sexually implicit behaviors / harassment within the hostel premises will be severely dealt with including expulsion.
12. The students residing in the University Hostel shall pay such fees as may be prescribed by the Management from time to time.
13. Each Hostel shall have Warden(s), who shall be appointed by the Vice-Chancellor on the recommendation of the Governing body for a period of three years, on such terms and conditions as may be prescribed by the Board of Management from time to time.

ORDINANCE - 51

Provisions Regarding Disciplinary Actions against the Students

1. Every student in the University shall at all times be of good behavior, show diligence in studies, maintain decorum and dignity, take proper interest in co-curricular activities, shall observe a code of conduct both within and outside the campus in a manner befitting to the student of an institute of national stature and observe all rules of discipline of the Institution of which he/she is a student and of the University.
2. Each student shall show due respect and courtesy to the teachers, administrators and other employees in and outside of the institute and good neighborly behavior towards fellow students.
3. Any violation of the code of conduct or breach of any rule or regulation of the University by the student shall constitute an act of indiscipline and shall make him / her liable for disciplinary action.
4. The following acts shall constitute acts of gross indiscipline and students indulging in any of them of them shall be liable to disciplinary action against them:
 - (i) Disobeying the teachers and displaying misdemeanor within and outside the University premises.

- (ii) Indulging in Vandalism / Violence/Sexually Implicit Behavior / Harassment and damaging University and/or Public property or property of a fellow student.
 - (iii) Quarrelling, fighting and passing derogatory remarks in the University premises against its teachers/employees/canteen and mess workers etc both Offline and Online.
 - (iv) Possession and use of firearms, weapons and potentially dangerous instruments etc.
 - (v) Consumption and sale of drugs/alcohol/intoxicants / tobacco/Pornographic content in any form etc.
 - (vi) Indulging in ragging which is strictly-prohibited as Per Supreme Court Ruling.
 - (vii) Any other act which the Disciplinary Committee may determine to be undesirable.
5. When a student has been found guilty of breach of discipline within or outside the premises of the University or an institution, or persistent idleness or has been guilty of misconduct, the Head of the concerned department/institution at which such student is studying will report to the Discipline Committee and Vice Chancellor along with the Registrar. The Discipline Committee with the approval from the Vice Chancellor, according to the nature and gravity of the offence may -
 - (i) Suspend such student from attending the classes for not more than three weeks,
 - (ii) Expel such student from the institution,
 - (iii) Disqualify such a student from appearing at the next ensuing Examination
 - (iv) Rusticate such student.
 6. Before inflicting such punishment as aforesaid, the Head of the concerned department / institution shall give the student concerned an opportunity of personal hearing and record the reasons of inflicting the punishment in Writing.
 7. The Head of the Institution concerned shall have the power to temporarily suspend the student from the Institution for such a time as may be necessary to conduct inquiry into his / her conduct in connection with the alleged offence.
 8. The period during which a student remains suspended for completion of an enquiry shall be reckoned in the calculation of his/her attendance for appearing at an Examination provided he/she is found innocent.
 9. The rustication of a student from an institution shall entail the removal of his / her name from the register of the enrolled students.
 10. The fees of the student rusticated from the University will be confiscated.
 11. A student so rusticated will not be readmitted to the University before the completion of a period of three years or prescribed duration (whichever is earlier) from the date of his / her rustication. A rusticated student seeking re- admission after the prescribed duration from the date of his/her rustication will submit an affidavit of maintaining good behavior during his / her stay in the university as a student.
 12. The Proctor/Dean of Student's welfare (DSW) shall be appointed from amongst the teaching staff of the University/Departments and Institutes by the Vice-Chancellor for a period of two years to maintain the discipline. In view of competence, the teacher concern may continue with the approval of the Vice Chancellor.
 13. The powers and duties of the Proctor/Dean of students' welfare (DSW) shall be determined by the Vice Chancellor from time to time.

ORDINANCE – 52
**Creation of Other Bodies for Improvement of
 Academic Life of the University**

1. The University shall have the following bodies for the improvement of the academic quality of the University :-
 - (i) Education Policy Committee
 - (ii) The Board of Quality Managers
 - (iii) Honorary degrees award committee
2. Education Policy Committee shall comprise the following:
 - (i) The Vice-Chancellor -Chairperson
 - (ii) The Pro Vice Chancellor
 - (iii) The Dean, Academic Affairs
 - (iv) The Chairperson UG Studies
 - (v) The Chairperson PG Studies
 - (vi) Three Deans/Associate Deans/Faculties by rotation or nominated by the Vice-Chancellor.
 - (vii) Two students nominated by the Vice- Chancellor.
 - (viii) One of the nominated faculty members shall act as the convener. The Pro-Vice Chancellor shall preside over the meeting in the absence of the Vice-Chancellor.
 - (ix) Director General or representative nominee of Chancellor
3. The committee shall consider the following:-
 - (i) To consider innovative approach in all disciplines at national and international level.
 - (ii) To consider all fundamental matters of education policy referred to it by the Academic Council and any other committee / academic council of any Department / Institute.
 - (iii) To consider and initiate action on modification and up-gradation of syllabus.
 - (iv) To examine reports on future research activities.
 - (v) To adopt the education policy framed by UGC/NKC/ State Government.
4. Board of Quality Managers
 - (i) The Board of Quality Managers will comprise of the following members:
 - (a) Two nominees appointed by the Sponsoring Body
 - (b) Two nominees appointed by the Chancellor
 - (c) Dean, Academic Affairs
 - (d) Dean, Education Management
 - (e) Chief Finance & Audit Officer, Finance & Operations
 - (f) Registrar of the University
 - (g) Director
 - (ii) The functions of the Board of Quality Managers will be as follows:
 To analyze, conduct and report to the Chancellor/Sponsoring Body, findings on the following aspects of University Management:
 - (a) Issues related to finance, purchase; stock/inventory
 - (b) Facilities for management and maintenance
 - (c) Integrity of the University, moral issues and human resource management issues
 - (d) Grievance handling of staff and students
 - (e) Management of IT systems

- (f) Education and procedure management as per ISO and NAAC guidelines and as per the guidelines of state and national regulatory bodies
5. Honorary Degree Award Committee :
- (i) The constitution of the committee shall be as under:
- (a) The Chancellor -Chairman
- (b) The Vice-Chancellor
- (c) Dean, Academic Affairs
- (d) The Registrar
- (e) Director
- (ii) The committee shall consider names of those distinguished who have made an indelible impression on the minds of the people working in areas related to the goals of the institute or who have inspired various sections of the society or who have made significant outstanding contribution in their field.
- (iii) The committee shall forward the names so considered to the Governing Body for final decision.

ORDINANCE-53

Manner of Co-operation and Collaboration with other Universities and Institutions of Higher Education

1. The University shall seek cooperation and collaboration with the existing Universities and Institutes of Higher Education in India and abroad and execute a Memorandum of Understanding (MOU) detailing the ex-tent and area of cooperation and collaboration mutually agreed upon.
2. The University shall open its own distance education Study Centers, Distance Education Regional/Academic Centers; in the state of Chhattisgarh to promote Higher Education in emerging and traditional fields of studies.
3. The University may collaborate with Universities and Institutes of Excellence engaged in Higher Education in the country and abroad for the Research and consultancy work from time to time.
4. The University may collaborate with the Government Organizations Institutes for providing training, teaching and guidance to the students of economically weaker sections of the society and to the teachers of schools and colleges of the state.