

Established Under M.P Act No17 of 2007**Ordinance No. 69****Bachelor of Arts (BA)****1. COURSES & FACULTY**

1.1 This Ordinance shall be applicable to all three year s Under Graduate Degree Programs Except Those For which the university has separate ordinance .These course shall be run on semester system.

1.1.1 At present the degrees covers under this ordinance are Bachelor of Arts Applcation (BA).

1.1.2 These Programs are offered by concerned faculty recommended by the Board of Studies and approved by the Academic Council

1.1.3 More Degree Programs can be Offered under this ordinance on the recommended of the Board, of Studies

1.2 the ordinance shall be applicable to all the University Teaching Departments / institutes /Schools of this University

2. DURATION

2.1 The duration of these programs of study shall be of Three Years (Six Semesters).

2.2 A candidate has to complete the entire course of under graduate degree within a maximum period of six years from the session of first admission.

3. INTAKE & FEES

3.1 The intake for each of these Programs shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body, if any.

3.2 Fees of Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. ACADEMIC YEAR

4.1. There, will be one academic cycles every year starting from July to June

5. ELIGIBILITY

5.1 Candidates seeking admission to these courses must have passed the senior Secondary (12th) examination as specified below from any recognized Board or an equivalent.

5.2 BA : Passed (10+2) Exam with any subject.

5.3 Candidates appearing for the 12th Examination and awaiting for their/results can apply. They will have to provide proof of passing the examination within 30 days/of admission.

5.4 Eligibility for new programs under this ordinance:-shall-be-define by the University.

6. ADMISSION PROCEDURE

Admission under these. Programs will be made as follows:

6.1 The University will issue admission notifications, in News Papers, on the University's ,Website/Notice .Board of the University and in other publicity media, before the start of every cycle.

6.2 List of candidates provisionally selected for admission / shortlisted based on merit Will be displayed on the Notice Board of the University /University's Website /or the. students will be informed directly of their admission after the last date of application.

6.3 The candidates whose results of the qualifying exam: are awaited can also apply. Such candidates, however, must produce the previous year Mark Sheet /School / College Certificates, as a proof for required eligibility criteria before the due date failing which,the provisional admission granted will be cancelled.

6.4 The application form may be rejected due to any of the following reasons

6.4.1 The candidate does not fulfill the eligibility conditions.

6.4.2 The prescribed fees are not enclosed.

6.4.3 The application form is not signed by the candidate and his her parent guardian wherever required.

6.4.4 Supporting documents for admission are not enclosed.

6.5 Enrolment / Registration Number. will be assigned to the student by the University after verification & submission of all the necessary Documents fees.

6.6 Admission rules as framed by the University. shall be applicable for all admissions from time to time

7. COURSE STRUCTURE

7.1 The undergraduate course in. semester system shall consist of

7.1.1 Such .courses; (Papers) as prescribed by the

7.1.2 Such Job Internship lab Work, Practical, In Plant Training Projects, etc. as may Be prescribed by the University

7.1.3 Such scheme of examination as prescribed; by the University from time to Time

7.2 The course curriculum of each courses shall be recommended by the concerned board of Studies and approved by the Academic Council of the University. The Academic of the University, on the recommendation of the concerned. Board of Studies may change number of papers and or marking scheme of the course after the due approval of Vice chancellor

7.3 Number of core subjects in a semester, will not be less than 3 (Three) and will not more than 5 (Five), including of foundation course (if any).

7.4 .Each subject may have one or two theory papers as decided by the Board of Studies.

8. MEDIUM OF INSTRUCTIONS AND EXAMINATIONS

8.1 The medium of instructions and examinations shall be either Hindi or English.

9. EXAMINATION SCHEME

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

9.1.1 Attended at least 75% of Lectures/Practical delivered.

9.1.2 Paid all the fees due.

9.1.3 Obtained 'No Dues' Certificate from the concerned Department / College.

9.1.4 Submitted the Job Internship Certificate Project Report, as notified by the University.

9.1.5 Received in Plant/Practical training as prescribed by the University Clause (9.1) above shall not be applicable to the Private/ Ex candidates,

9.2 Each student, shall have to appear in-the examination: of Theory/ Practical. and Continuous Comprehensive Examination system (CCE) / Internal Assessment. The internal assessment will be held in. the manner prescribed from time to time by the University

9.2.1 50% marks of each paper will, be- earmarked for internal assessment (for each. Year /there will be at least two midterm examinations.

9.2.2 .Main examination will carry 50% marks

9.2.3 For passing the examination the candidate that be required to secure at last D' Grade in university

examination separately in the term end theory, practical and internal assessment in each of the prescribed paper in the subject and practical are also to be cleared separately.

9.2.4 There, will be an external examiner to evaluate the project report. The minimum passing marks for project work will be 'B' Grade.

10. PROMOTION TO NEXT SEMESTER & FAILED CANDIDATE

10.1 There shall be no supplementary or second examination in between the semester exam.

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

10.3 Provided further, that if a candidate fails in more than one paper in any semester examination, he / she may be allowed to appear as an ex-Student in the next examination of the same semester.

10.3.1 A candidate clears all the subjects of 1st semester examination or fails in one or more subjects of the same will be allowed to the admission in the II Semester.

10.3.2 A Candidate will be admitted in odd semester (3rd, 5th) with maximum two backlog paper (ATKT of two subject only).

10.3.3 A candidate shall not be admitted in 4th 5th and 6th semester examination unless he/she has fully passed /cleared all the paper in the 1st 2nd & 3rd semester examination respectively .

10.3.4 Provided further that if a candidate fails in more than one paper in any semester examination of the same semester

10.3.5 Provided further ,that if a candidate fails in some papers of earlier semester and clear the final semester his result will be withheld A. candidate will be awarded degree only in the year when he /she clears the paper of earlier semester .In such situation ,mark sheet for each semester will be separately up to Fifth

semester and a composite mark sheet will be issued in the Sixth semester once the candidate clears all the papers.

11, AWARD OF CREDITS AND GRADES

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

11.1 Each course, along with its weightage in terms of units and equivalent credits, shall be recommended by the concerned Board of Studies and shall be approved by the Academic Council. Only approved courses can be offered during any semester.

11.1.1 The distribution of weight age / marks for each component shall be recommended by the respective Board of Studies and approved by Academic Council.

11.1.2 A student shall be continuously evaluated for his/her academic performance in a subject through tutorial work, practical, home assignment, mid-semester tests, field work, seminars, quizzes, end- semester examinations and regularity, as proposed by respective Board of Studies and approved by Academic Council.

11.2 For the award of degree minimum Cumulative Grade Point Average (CGPA) required is 5.0 and promotion to higher semester.

11.3 To pass a particular subject of the course the minimum required Grade is D. However the candidate should also separately score minimum of Grade D in end semester examinations of theory and practical parts separately of the subject. For practical examinations one external examiner from out side the institute shall always be there.

11.4 If a candidate has passed all the subjects of an applicable year but has failed to score a minimum CGPA of 5.0 as per requirement, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of three Theory / Practical

Subjects, in the ensuing examination (Theory and Practical of a subject shall be treated as separate subjects.)

11.5 Other than the provision of clause (16.2) above, a candidate shall not be permitted to reappear in that examination, for improvement of division/Grade or for any other purpose.

11.6 Practical Training and Project work shall be treated as practical subjects!

11.6.1 In each semester, there will be normally three mid semester tests. Only in emergent cases number of tests could be reduced to two with approval of the Vice Chancellor

11.6.2 The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, mid semester test, end semester exam and regularity.

11.6.3 The grades to be used and their numerical equivalents are as under:

Credit Based Grading System

Grade	% Marks range (based on absolute marks system)	Credit Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	31-40	4	Marginal
F	30 & Below	0	Fail
I		0	Incomplete
W		0	Withdrawal

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

$$SGPA = \frac{\sum_{i=1}^n C_i P_i}{\sum_{i=1}^n C_i}$$

Where Q is the number of credits offered in the ith subject of a Semester for which SGPA is to be calculated, P, is the corresponding grade point earned in the ith subject, where i = 1,2,.....,n, are the number of subjects in that semester.

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

where NQ is the number of total credits offered in the jth semester, SGj is the SGPA earned in the jth semester, where j = 1,2,.....,m, are the number of semesters

in that course.

11.6.5 The Grade Sheet at the end of each even semester examination for students shall also show CGPA till end of that semester. The final examination grade sheet at the end of final semester examination of the course shall also indicate CGPA.

12. Condonation of Deficiency

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks) in a each semester.

13. Award of Division

13.1 Division shall be awarded only after the Six and final semester examination based on integrated performance of the candidate for all the three years as per followings details :

CGPA Score	Division
7.5 ≤ CGPA	First Division With Honours
6.5 ≤ CGPA < 7.5	First Division
5.0 ≤ CGPA < 6.5	II Division
CGPA < 5.0	Fail

13.2 The conversion from grade to an equivalent percentage in a given academic program shall be according to the following formula applicable.

$$\text{Percentage marks scored} = \frac{\text{CGPA}_{\text{obtained}} \times 100}{10}$$

14. Merit Lists

14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.

14.2 Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree, on the basis of the integrated performance of all the two years. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

15. Examination Centers

15.1 University examination centers will be notified by the university.

16. General

16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinance of the same in the University so far as they are not inconsistent with the provision of this ordinance.

16.2 In case of any dispute/ambiguity of the Vice chancellor shall be final however, on the recommendation of the Academic Council the Vice-Chancellor shall be competent to change the system /Pattern of the examination .

16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District court, Bhopal

16.4 The Provision of this ordinance shall change as the directive of regulatory authority.

