

20. Kulpati Grace of one mark will be given for Pass/ATKT in each semester and for improvement in division in final semester.

Merit Lists

21. 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.
22. 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.

Maximum Duration of Completion of Course

23. A candidate has to complete the entire course of post graduate degree within a maximum period of four years from the session of first admission.

Examination Centers

24. University examination centers will be notified by the university.

General

25. 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 ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
26. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
27. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Bhopal.

ORDINANCE NO. 08

ORDINANCE FOR THREE YEARS (SIX SEMESTERS) UNDER GRADUATE DEGREE COURSES

Course & Faculty

1. This ordinance shall be applicable to all three years under graduate degree courses except those for which the university has separate ordinances. These courses shall be run on semester system.
- At present the degrees covered under this ordinance are Bachelor of Computer Applications (BCA), Bachelor of Arts (B.A.), Bachelor of (B.Com), and Bachelor of Business Administration (BBA), Bachelor in Social Work (BSW).
 - These programmes are offered by concerned faculty approved by the Board of Studies and Academic Council.
 - More degree programme can be offered under this ordinance on the recommendations of the Board of Studies.

2. The ordinance shall be applicable to all the University teaching departments/Institutes /Schools of this University.

Duration

3. The duration of these courses of study shall extend over six semesters.

Intake & Fees

4. The intake and fees for each of these courses shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body.
- a. The basic unit of intake in a course will be as per the approval granted from the respective authority / 60 seats. Multiples of this unit can also be set up.

Academic Year

5. There will be two academic cycles every year, one from July to June and second from January to December.

Eligibility

6. Candidates seeking admission to these courses must have passed the Senior Secondary (12th) examination as specified below from any recognized Board or an equivalent.
- B.A. - Passed 10+2 exam with any subject
 - B.C.A. - Passed 10+2 exam with any subject
 - B.Com. - Passed 10+2 exam with Commerce / Mathematics / Economics
 - B.B.A. - Passed 10+2 exam with any subject
 - B.S.W. - Passed 10+2 exam with any subject

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.

Eligibility for new courses under this ordinance shall be defined by the Academic Council of the University.

Admission Procedure

7. Admission under these courses will be made as follows:
- (a) The University will issue admission notifications in news papers, on the University's website, notice board of the university and in other publicity media before the start of every cycle.
- (b) 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.
- (c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. 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 cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.

- (d) If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- (e) The application form may be rejected due to any of the following reasons :
- o The candidate does not fulfill the eligibility conditions
 - o The prescribed fees is not enclosed.
 - o The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - o Supporting documents for admission are not enclosed.
- (f) Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- (g) Admission rules as framed by the University shall be applicable for all admissions from time to time.

Course Structure

8. The under graduate course in semester system shall consist of:
- b. Such courses (papers) as prescribed by the University
 - c. Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
 - d. Such scheme of examination as prescribed, by the University from time to time.
9. The course curriculum of each course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council 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.
10. Number of core subjects in a semester will not be less than 3 (three) and will not more than 5, including of foundation course (if any).
11. Each subjects having one or two theory papers as decided by the Board of Studies.

Medium Of Instructions And Examinations

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

Examination Scheme

13. No candidate shall be allowed to take the term-end Semester Examination unless one has:
- (i) Attended at least 75% of lectures / practical delivered.
 - (ii) Paid all the fees due
 - (iii) Obtained 'No Dues' certificate from the concerned Department/college.
 - (iv) Submitted the job internship certificate / Project Report, as notified by the Director/ Head/ Principal.
 - (v) Received in-plant training as prescribed by the Director/ Head/ Principal.
- Clause (i) above shall not be applicable to private candidates

14. 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.
- 30 per cent marks of each paper will be earmarked of internal assessment (for each semester, there will be two separate evaluations of 15 marks each).
 - Main examination will carry 70 percent marks,
 - For passing the examination; the candidate that be required to secure at least 25% marks in University examination separately in the term-end Theory, practical and Internal Assessment in each of the prescribed paper and aggregate of 36% in the subject, practical are also to be cleared separately with 36% marks wherever applicable.
 - There will be an external examiner to evaluate the project report. The minimum passing marks for project work will be 50%.

Promotion to Next Semester & Failed Candidate

15. There shall be no supplementary or second examination in between the semester exam.
16. 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.
17. If a candidate fails in not more than one paper in any one semester examination but clears all the remaining papers of that examination. He/she will be allowed to keep the term (ATKT) and promoted to the next semester. Candidate shall be eligible to carry the backlog of one paper of each semester examination but in no case candidate shall be permitted to carry backlog of more than two papers at a time.

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.

- 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 2nd semester.
- A candidate clears all the subjects of 2nd semester examination or fails in one or more subjects of the same will be allowed to the admission in 3rd semester.
- A candidate shall not be admitted in the 4th, 5th and 6th semester examination unless he/she has fully passed/cleared all the papers in the 1st, 2nd and 3rd semester examination respectively.

Provided further, that if a candidate fails in some papers of earlier semester and clears the final semester, his result will be with held. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semesters. In such situation, mark sheet for each semester will be issued separately up to fifth semester and a composite mark sheet will be issued in the Sixth semester once the candidate clears all the papers.

Allocation of Division

18. Division shall be awarded only after the fourth and final semester examination, based on integrated performance of the candidate for all the two years. The Division shall be awarded on the basis of Marks obtained in Internal Assessment and University examination (Theory and Practical Both) taken together.

| | | |
|--------------------------------|---|-----------------|
| 60% or above | - | First Division |
| 48% or above but less than 60% | - | Second Division |
| Above 36% but less than 48% | - | Third Division |

19. Kulpati Grace of one mark will be given for Pass/ATKT in each semester and for improvement in division in final semester.

Merit Lists

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21. 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.

Maximum Duration of Completion of Course

22. 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.

Examination Centers

23. University examination centers will be notified by the university.

General

24. 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 ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
25. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
26. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Bhopal.

ORDINANCE NO. 09

MASTER OF COMPUTER APPLICATIONS (MCA)

Course & Faculty

1. This ordinance shall be applicable to the Master of Computer Applications (MCA) course. The courses shall be run on semester system. The program will be offered by faculty of Engineering & Technology after the approval by Board of Studies.
2. The ordinance shall be applicable to all the University teaching departments/Institutes /Schools of this University.

Duration

3. The duration of these courses of study shall extend over Three years (six semesters).