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# मध्यप्रदेश राजपत्र

प्राधिकार से प्रकाशित

क्रमांक 6]

भोपाल, शुक्रवार, दिनांक 10 फरवरी 2012—माघ 21, शक 1933

## भाग ४

विषय-सूची

- |     |                        |                               |                                  |
|-----|------------------------|-------------------------------|----------------------------------|
| (क) | (1) मध्यप्रदेश विधेयक, | (2) प्रवर समिति के प्रतिवेदन, | (3) संसद में पुरःस्थापित विधेयक. |
| (ख) | (1) अध्यादेश,          | (2) मध्यप्रदेश अधिनियम,       | (3) संसद के अधिनियम.             |
| (ग) | (1) प्रारूप नियम,      | (2) अन्तिम नियम.              |                                  |

भाग ४ (क)—कुछ नहीं

भाग ४ (ख)

अध्यादेश

उच्च शिक्षा विभाग

मंत्रालय, वल्लभ भवन, भोपाल

Bhopal, the 1st February 2012

No.-R-16-cc-2012-XXXVIII.—In exercise of the powers conferred by sub-section (1) of Section 28 of the Madhya Pradesh Niji Vishwavidyalaya (Sthapna avam Sanchalan) Adhiniyam, 2007, the State Government hereby makes, the first ordinance of the ITM University Campus N. H. 75, Jhansi Road Gwalior (M.P.) is hereby published in the ordinary gazette as per the provision of the Madhya Pradesh Niji Vishwavidyalaya (Sthapna avam Sanchalan) Adhiniyam, 2007 under Section 35. The first Ordinance of the University shall come into force from the date of notification.

By order and in the name of the Governor of Madhya Pradesh,  
C. B. PADWAR, Dy. Secy.

**ORDINANCE  
NO. 1**

**Conduct of  
Examinations**

1. All arrangements for the conduct of examinations will be of Controller of Examination in consultation with Dean of concerned faculty.
2. The Controller of Examination in consultation with Dean shall prepare and duly publish a programme for the conduct of examinations specifying the date of each examination and the last dates by which applications and fees for examinations shall be paid by the intending examinees.
- 3.(i) The Dean of a school shall act as Senior Centre Superintendents of University Examinations and he/she shall be overall in charge for the conduct of University examinations at their respective centres. The Controller of Examination shall in consultation with Dean appoint Superintendent and Assistant Superintendent, if any, for each examination centre and shall issue instructions for their guidance. The number of the Assistant Superintendent/s so appointed shall be determined on the basis of the number of registered candidates in the session concerned.
- (ii) The Superintendent of the Examination at each centre 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 and unused question papers and answer-books.
- (iii) The Superintendent shall supervise the work of invigilators working under him and shall conduct the examinations strictly according to the instructions issued to him by the University.
- (iv) The Superintendent of the Examination shall, wherever necessary send a confidential Report to the Controller of Examination about the conduct of 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 examinees attending each of the examinations, absentee roll numbers and such other information relating to the examinations being held at the Centre 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 maintenance and submission to the Controller of Examination of the University, of the account of advance money received if/any and expenditure incurred in connection with the conduct of the examinations.
- (v) The Centre 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 created a nuisance or serious disturbance at the examination centre.
  - (b) That the examinee showed a seriously aggressive attitude towards an invigilator or a member of the staff entrusted with the examination work.
  - (c) If necessary, the Superintendent may get police assistance. Where a candidate is expelled, the Registrar and Controller of Examination shall be informed immediately.

- (vi) Unless otherwise directed, only employee engaged in teaching work of School of Studies shall be appointed as invigilators by the Superintendents.
4. It shall be the duty of the Centre Superintendents to ensure that an examinee is the same person who had filled in the form for appearing in the examination, by way of checking the photograph pasted on the form and signatures. It shall be the duty of the centre Superintendent to see that on each day on which a candidate appears in the examination his signature is obtained on the form and to make sure that it tallies with the one already on it.
5. The Dean may on the recommendation of the Centre Superintendent appoint an amanuensis to write down dictation pertaining to answers to questions at the examination on behalf of the examinee who is unable to write himself/herself on account of Physical disability. The Dean shall allow an amanuensis only on production of medical certificate of the competent medical officer of Govt. Hospital and of the fact that the amanuensis possesses one year lower educational qualification than that of the examinee.
6. The University may from time to time appoint Inspectors or Board of Inspectors to see that the conduct of the examination is strictly according to the rules and procedure laid down. Each Inspector so appointed shall have the powers of a Centre Superintendent. In the event of the Inspector pointing out serious breach of rules or procedure, the Kulapati may take such action/may be necessary including post-ponement or cancellation, wholly or in part of the examination at the Centre, and if any action is taken, a report of the action taken shall be made to the Board of Management at its next meeting.
7. The Board of Management may cancel an examination if it is satisfied that there has been a leakage of question papers or any other irregularity which warrants such a step.
8. The Board of Management may issue such general instruction, for the guidance of the Examiners, Centre Superintendents, Tabulators, Collators, as it considers necessary for the proper discharge of their duties.
9. Subject to the Provisions of this Ordinance the Board of Management may from time to time make, after or modify rules and procedure about the conduct of examinations.
10. (1) The Results Committee shall consist of the following:--
- |       |                                   |                   |
|-------|-----------------------------------|-------------------|
| (i)   | Dean of the Faculty Concerned     | Chairman          |
| (ii)  | Concerned Head of the Department. | Member            |
| (iii) | Controller of Examination.        | Member Secretary. |
- (2) Two members shall form the Quorum.
- (3) The term of the Results Committee shall be of one academic year.
- (4) The functions of the Results Committee shall be as follows:--

(i) To scrutinise and pass 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 Kulapati the action to be taken in any case where the result is unbalanced.

(ii) To exercise such other powers as the Academic Council may delegate to it from time to time.

11. Provided that the results of examination may be got prepared by computer for which purpose a set of two checkers for each examination may be appointed by Dean.
12. If a candidate has any communication to make on the subject of his/her examination paper; it shall be made in writing to the Dean direct.
13. Any attempt made by or on behalf of a candidate to secure preferential treatment in the matter of his/her examination shall be reported to the Controller of Examination who shall place the matter before the Board of Management.
14. Except as other wise decided by the Board of Management the examination answer-books and the documents regarding the marks obtained by the examinees, except the tabulated results, shall be destroyed or otherwise disposed of after 6 months from the date of the declaration of the results.
15. The Controller of Examination will be authorized to publish the results of the University examinations as passed by the Results Committee on the notice board of the Office of the University. The results, when published, shall simultaneously be communicated to the Deans of the schools concerned.  
  
\*\*\*If any Clerical error or errors in the process of calculation or computerisation is discovered in the results so declared, the Dean shall have the power to rectify the same.
16. No examinee shall leave the examination hall within one hour of the start of the examination for any purpose what so ever and no candidate shall be permitted to appear for the examination after half an hour of its commencement.
17. Examinees desirous of leaving the examination hall temporarily shall be permitted to do so for a maximum period of 5 minutes. The absence shall be recorded and if the examinee fails to return within this limit of 5 minutes, he/she shall not be permitted to enter the examination hall, unless he/she gives convincing explanation.
18. A candidate found talking during the examination hours shall be warned not to do so. If the candidate continues talking inspite of the warning by the invigilators, the answerbook of such examinee shall be withdrawn and a second answer book supplied. Only the second answerbook shall be sent for valuation. The first answerbook shall be cancelled and sent to the Registrar, by the Superintendent.
19. The Superintendent of an examination centre shall take action against an examinee who is found using or attempting to use unfair means in the examination hall or with in the premises of the examination centre during the hours of examination, in the following manner :--  
  
(i) The examinee shall be called upon to surrender all the objectionable material found in his or her possession including the answerbook and a memorandum shall be prepared with date and time.

- (ii) The statement of the examinee and the invigilator shall be recorded.
- (iii) The examinee shall be issued a fresh answerbook marked 'Duplicate-Using Unfair Mean's to attempt answers- within the remaining time prescribed for the examination.
- (iv) All the material so collected and the entire evidence along with the statement of the examinee and the answer books duly initialed shall be forwarded to the Registrar by name, in a separate confidential sealed registered packet marked "Unfair Means" along with the observations of the Superintendent.
- (v) The material so collected from the examinee and both the answer books viz, the answerbook collected while using unfair means and the other supplied afterwards, will be used to report if the examinee has actually used unfair means in view of the material collected.
- (vi) The cases of the use of unfair means at the examination as reported by the centre supdt. along with the report of the examiner shall be examined by a committee to be appointed by the Board of Management every year.

The Committee shall consist of :--

- (a) One member of the Board of Management, one of the Deans of Faculties and one teacher who is a member of the Academic Council nominated by the Board of Management.
- (b) Controller of Examination (Secretary)

The Board of Management shall appoint one of the members included under (a) to be a Chairman of the Committee.

- (vii) The Committee shall after examining the case, decide the action to be taken in each case and report to the Board of Management all cases of the use of unfair means together with the decision of the Committee in each case.
  - (viii) Teacher and staff posted at examination centres who are found to be abetting in the use of unfair means to the examiners should be proceeded for panel action under the relevant laws.
20. Any matter not covered in the above provisions will be dealt with in accordance with the provisions of the regulation of the concerned course.

**ORDINANCE NO. 2****Admission of Students to School of Studies and Maintenance of Discipline**

1. In this Ordinance, unless there is anything repugnant in the subject or context :
  - (a) "Equivalent examination" means an examination which has been conducted by :
    - (i) Any recognized Board of Higher Secondary Education, or
    - (ii) Any Indian University other than this University incorporated by any law in force for the time being, and recognized by the University as equivalent to its corresponding examination or the final examination held under the M.P. Madhyamik Shiksha Adhiniyam, 1965 as the case may be.
  - (b) "qualifying examination" means an examination the passing of which makes a student eligible for admission to a particular year in a course of study leading to a Bachelor's or post-graduate degree or diploma conferrable by this University.
2. Admissions to all-courses shall be governed by the following principles:
  - (1) Admission shall not be a matter of right.
  - (2) Eligibility shall not imply admission.
  - (3) Admissions in all Institutions that are constituent units of the University shall be governed as per Regulations made in this behalf. The University shall follow reservation policies of the State as enacted by a relevant Act of the Legislative Assembly.
3. A student seeking admission to a College, University Teaching Department or School of Studies (hereinafter called an Institution) shall, on or before the date prescribed for submission of applications for admission by the Head of the Institution concerned, submit his application on the prescribed form to be obtained from such Institution on payment of the prescribed fee.
4. 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, (ii) true copy of the statement of marks showing that the applicant has passed the qualifying examination, and in the case of a student who passed the examination as private candidate, a certificate signed by two responsible persons certifying to the good character of the applicant. If an applicant for admission, as aforesaid, has passed the qualifying examination from a Board other than the Board of Secondary Education, Madhya Pradesh, or a University other than this University, he shall submit in addition to the School or College Leaving Certificate, an eligibility or a Migration Certificate from the Registrar of such Board or University, as the case may be together with immigration fee of rupees thirty.

Provided that if it does not become possible for the applicant to obtain a migration certificate in time for making the application, he may make the application in time stating that the certificate shall be produced as soon as it is received and for that purpose he may be allowed such time as the University may specify.

Provided that a student who is eligible for second or supplementary examination of the University shall be permitted to take provisional admission to the next higher class within the date prescribed above. If he/she fails to clear the supplementary or pass the second examination the provisional admission in the higher class shall stand as cancelled.

Provided further that the Kulapati shall have powers to grant admission in cases of candidates (i) who qualify for admission as a result of revaluation and who seek admission within 21 days from the date of declaration of the result, (ii) Candidates coming on transfer from other Universities because of the transfer of their Parents/Guardians, beyond the last date for admission as given above on the clear understanding that the attendance of all such students admitted under the provision shall be counted from the date of commencement of the session.'

8. (1) a student shall be enrolled as a member of an institution as soon as he is admitted by the Head of the institution and has paid the prescribed fees.
- (2) A student seeking admission to an institution after the commencement of the session shall be required to pay tuition fees from July of the year.
9. A student, who during an academic session desires to leave the institution of which he has become a member shall give notice in writing to the Head of the Institution of his intention to leave stating reasons therefore and further stating the name of the institution, if any, which he wishes to join. If the change is to another Institution in the same city, the Head of the Institution shall consider the reasons given to justify such a change. If they are strong enough to justify such a change, he may pass orders accordingly.
10. 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 and observe all rules of discipline of the Institution of which he is a student and of the University.
11. (1) When a student has been 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 Institution at which such student is studying, Kulapati/Registrar/Dean Student Welfare may according to the nature and gravity of the offence :
  - (a) Suspend such a student from attending classes for not more than a week at a time; or
  - (b) Expel such a student from his institution;
  - (c) Disqualify such a student from appearing at the next ensuing examination; or
  - (d) Rusticate such a student.
- (2) Before inflicting any punishment as aforesaid, the Head of the institution shall give the student concerned an opportunity of personal hearing and record the reasons of inflicting the punishment in writing.
- (3) The Head of the Institution concerned shall have power to suspend for such time as may be necessary a student temporarily from the Institution pending inquiry into his conduct in connection with un-alleged offence.
- (4) The period, during with a student remains suspended for completion of an enquiry, shall be reckoned in the calculation of his attendance for appearing at an examination provided he is found innocent.
- (5) Ordinarily, the period of rustication shall not exceed two years. Other Universities shall be informed of the fact of the rustication.
- (6) The rustication of a student from an Institution shall entail the removal of his name from the register of enrolled students.
12. There shall be a Proctorial Board whose constitution/powers/duties shall be such as may be prescribed by Regulations.
13. There shall be a Code of Conduct for students as may be prescribed by Regulations. It shall be compulsory for all students to comply with its provisions. In the event of non- observance of the Code, by a student, it shall be the duty of the Principal of the College/Dean, School of Studies/Registrar of the University to take disciplinary action against him under paragraph 11 above.

**ORDINANCE NO. 3****Enrolment of Students and Their Admission to Courses of Study**

1. Any person, who shall have passed the Higher Secondary School Certificate Examination of the Board of Secondary Education Madhya Pradesh or an examination recognized by the University as equivalent to it, may be enrolled as a student of the University.
2. Application for enrolment as a student of the University shall be made to the Registrar in the prescribed form and it shall be accompanied by an enrolment fee of rupees twenty. Such application shall be submitted through the Principal of the College to which the student has been admitted.
3. (i) No student shall be deemed to have been admitted to any course of study as a regular student of the University unless his name is borne on the register of enrolled students.  
(ii) Except in a case on which a student does not hold the minimum qualifications prescribed for admission to the course of study concerned, the fee for enrolment paid by a student shall not be refunded under any circumstances.
4. The procedure for submission of applications for enrolment of students by the constituent units of the University shall be as follows, viz :  
(i) All application forms from students shall, together with the necessary fees, migration certificate, if necessary, and returns on the prescribed forms reach the University Registrar by stipulated date of the academic year in which the students are admitted.  
(ii) On payment of a late fee, the Kulapati may, for special reasons to be recorded, permit the enrolment of a student whose application, form, enrolment fee or the migration certificate have been submitted after the due date and if the Kulapati is satisfied that the delay in submission is not due to any lack of diligence on the part of the student, he may sanction remission of the late fee.  
(iii) In the case of all students who apply for enrolment the Dean shall send to the University a general certificate to the effect that he has inspected the certificate issued by the appropriate authorities and satisfied himself that in each case the student concerned has passed the examination which under the rules of the University entitles him to join the course to which he has been admitted in the college.
5. No person, who is under sentence or expulsion or rustication from the University shall be admitted to any course of study during the period for which the sentence is in operation.
6. (1) A student who is enrolled in the University may apply for a change, correction or alteration in one's own name or surname to the Registrar of the University.  
(2) The Registrar, if he is satisfied with the reasonableness of the request, may pass order for the change or correction of the name of the student.  
(3) Any change, addition or modification, shall be recorded in the University Register in red ink under the attestation of the Registrar and a certificate to that effect shall be issued to the applicant.  
(4) Under no circumstance shall any alteration be made in the University certificate, diploma, degree and other document issued in favor of the application prior to the order for a change or correction in the name.  
(5) In all subsequent documents, certificates, diplomas and degrees of the University the former as well as the new name shall be entered and all correspondence shall be carried on in like manner.  
(6) The application for change or correction in the name shall be made either through the Head of the Institution where the student is studying or in case of others shall be countersigned by two members of the Court or a first class Magistrate and shall be supported by an affidavit.  
(7) The fee deposited with the application shall not be refunded to the student unless his application is rejected.



**ORDINANCE NO. 4**

1. **Degree Title** B.Tech/B.Tech (Honours)
2. **Name of Faculty** School of Engineering and Technology
3. **Minimum Duration of the Course** Full-time four years (eight semesters)
4. **Minimum Eligibility** Candidates who have passed
- ❖ Final examination of the 10+2 system, conducted by any recognized Central/ State Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi, etc.
- OR
- ❖ Final Examination of the two year course of the Joint Services Wing of the National Defence Academy
- OR
- ❖ General Certificate Education (GCE) Examination (London/Cambridge/Sri Lanka) at the Advanced (A) Level
- OR
- ❖ Any Public School/Board/University examination in India or in any foreign country recognized as equivalent to 10+2.
- OR
- ❖ H.S.C. Vocational Examination
- OR
- ❖ Senior Secondary School Examination conducted by the National Open schooling with a minimum of five subjects
- OR
- ❖ 3 or 4 year Diploma recognized by AICTE or a State Board of Technical Education.
- and
- Candidates should have secured atleast 50% marks in aggregate in their qualifying examination. They should have Passed in all subjects and should have following combination.

Course	Compulsory	Any one of the Optional Subjects
B.Tech/B.Tech (Hons)	Physics & Mathematics	Chemistry/Computer Science/Biology/Biotechnology

5. **Admission Procedure** On merit, on the basis of the qualifying examination/entrance examination following norms of the concerned regulatory body and approved by Admission Board of ITM University.
6. **Branch Distribution** Admission to the particular branch of study shall be as decided by the Admission Board on the basis of counselling/personal interview.

7. **Option for B.Tech (Honours)** Student can opt for B.Tech (Honours) at the end of the fourth semester of B.Tech programme subject to satisfying the conditions prescribed by the academic council from time to time.
8. **Total Seats** Decided by Admission Board of ITM University as per norms of the concerned regulatory body and subject to revision from time to time.
9. **Examination** Examinations will be conducted as per the appropriate statutes and ordinances in this respect. The scheme of examinations, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council. For matters not covered in this ordinance, General rules and regulation shall be applicable. For all other matters, the decision of the Board of Management shall be binding.

10. **Eligibility for Degree Eligibility for Award of the B.Tech Degree**

A student shall be declared to be eligible for award of the B.Tech degree if he/she has:

- registered and successfully completed all the core courses and projects;
- successfully acquired the minimum required credits as specified in the regulations corresponding to the branch of his/ her study within the stipulated time;
- earned the specified credits in all the categories of subjects;
- secured a CGPA of 5.0.
- no dues to the University, Hostels, Libraries, NCC / NSS / NSO etc.
- and
- no disciplinary action is pending against him / her.

**Eligibility for Award of the B.Tech (Honours) Degree**

In addition to the conditions prescribed for passing (as above), the B.Tech (Honours) students must maintain an average CGPA of 6.5 and acquire stipulated additional credits in addition to minimum required credits for award of B.Tech. Degree as stipulated in regulations. Otherwise, they will be awarded only B.Tech Degree.

11. **Attendance Requirement** A candidate must have at least 75% attendance. On medical grounds it may be relaxed as admissible within applicable regulations.
12. **General Instructions and Provisions** For matters not covered in this specific ordinance general rules and regulation of ITM University regarding specific courses are applicable. In other matters Board of Management of ITM University shall be competent to take any decision.

**ORDINANCE NO. 5**

1. **Degree Title** B.Com./B.Com. (Honours)
2. **Name of Faculty** School of Commerce
3. **Duration of the Course** Full-time three years (six semesters)
4. **Minimum Eligibility** Candidates who have passed
  - ❖ Final examination of the 10+2 system, conducted by any recognized Central/ State Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi, etc.
  - OR
  - ❖ Final Examination of the two year course of the Joint Services Wing of the National Defence Academy
  - OR
  - ❖ General Certificate Education (GCE) Examination (London/Cambridge/Sri Lanka) at the Advanced (A) Level
  - OR
  - ❖ Any Public School/Board/University examination in India or in any foreign country recognized as equivalent to 10+2.
  - OR
  - ❖ H.S.C. Vocational Examination
  - OR
  - ❖ Senior Secondary School Examination conducted by the National Open schooling with a minimum of five subjects
  - OR
  - ❖ 3 or 4 year Diploma recognized by AICTE or a State Board of Technical Education.

and

Candidates should have secured at least 55% marks in aggregate in the qualifying examination (10+2).
5. **Admission Procedure** On merit, on the basis of the qualifying examination/entrance examination following norms of the concerned regulatory body and approved by Admission Board of ITM University.
6. **Total Seats** Decided by Admission Board of ITM University as per norms of the concerned regulatory body and subject to revision from time to time.

**7. Examination** Examinations will be conducted as per the appropriate statutes and ordinances in this respect. The scheme of examinations, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council. For matters not covered in this ordinance, General rules and regulation shall be applicable. For all other matters, the decision of the Board of Management shall be binding.

**8. Eligibility for Degree Eligibility for Award of the B.Com. Degree**

A student shall be declared to be eligible for award of the B.Com. degree if he/she has:

- a) registered and successfully completed all the core courses and projects;
- b) successfully acquired the minimum required credits as specified in the regulations corresponding to the branch of his/ her study within the stipulated time;
- c) earned the specified credits in all the categories of subjects;
- d) secured a CGPA of 5.0 in passed subjects only.
- e) no dues to the University, Hostels, Libraries, NCC / NSS / NSO etc. and
- f) no disciplinary action is pending against him / her.

**Eligibility for Award of the B.Com. (Honours) Degree**

In addition to the conditions prescribed for passing (as above), the B.Com. (Honours) students must maintain an average CGPA of 6.5 and acquired stipulated additional credits in addition to minimum required credits for award of B. Com. Otherwise they will be awarded only B.Com. Degree.

**9. Attendance Requirement** A candidate must have at least 75% attendance. On medical grounds it may be relaxed as admissible within applicable regulations.

**10. General Instructions and Provisions** For matters not covered in this specific ordinance general rules and regulation of ITM University regarding specific courses are applicable. In other matters Board of Management of ITM University shall be competent to take any decision.

**ORDINANCE NO. 6**

1. **Degree Title** B.Sc./B.Sc. (Honours)
2. **Name of Faculty** School of Science
3. **Duration of the Course** Full-time three years (six semesters)
4. **Minimum Eligibility** Candidates who have passed
  - ❖ Final examination of the 10+2 system, conducted by any recognized Central/ State Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi, etc.
  - OR
  - ❖ Final Examination of the two year course of the Joint Services Wing of the National Defence Academy
  - OR
  - ❖ General Certificate Education (GCE) Examination (London/Cambridge/Sri Lanka) at the Advanced (A) Level
  - OR
  - ❖ Any Public School/Board/University examination in India or in any foreign country recognized as equivalent to 10+2.
  - OR
  - ❖ H.S.C. Vocational Examination
  - OR
  - ❖ Senior Secondary School Examination conducted by the National Open schooling with a minimum of five subjects
  - OR
  - ❖ 3 or 4 year Diploma recognized by AICTE or a State Board of Technical Education.

and

Candidates should have secured at least 50% marks in aggregate in the qualifying examination (10+2).
5. **Admission Procedure** On merit, on the basis of the qualifying examination/entrance examination following norms of the concerned regulatory body and approved by Admission Board of ITM University.
6. **Total Seats** Decided by Admission Board of ITM University as per norms of the concerned regulatory body and subject to revision from time to time.

**7. Examination** Examinations will be conducted as per the appropriate statutes and ordinances in this respect. The scheme of examinations, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council. For matters not covered in this ordinance, General rules and regulation shall be applicable. For all other matters, the decision of the Board of Management shall be binding.

**8. Eligibility for Degree Eligibility for Award of the B.Sc. Degree**

A student shall be declared to be eligible for award of the B.Sc. degree if he/she has:

- a) registered and successfully completed all the core courses and projects;
- b) successfully acquired the minimum required credits as specified in the regulations corresponding to the branch of his/ her study within the stipulated time;
- c) earned the specified credits in all the categories of subjects;
- d) secured a CGPA of 5.0.
- e) no dues to the University, Hostels, Libraries, NCC / NSS / NSO etc. and
- f) no disciplinary action is pending against him / her.

**Eligibility for Award of the B.Sc. (Honours) Degree**

In addition to the conditions prescribed for passing (as above), the B.Sc. (Honours) students must maintain an average CGPA of 6.5 and acquire stipulated additional credits in addition to minimum required credits for award of B Sc Honours degree. Otherwise, they will be awarded only B.Sc. Degree.

**9. Attendance Requirement** A candidate must have at least 75% attendance. On medical grounds it may be relaxed as admissible within applicable regulations.

**10. General Instructions and Provisions** For matters not covered in this specific ordinance general rules and regulation of ITM University regarding specific courses are applicable. In other matters Board of Management of ITM University shall be competent to take any decision.

**ORDINANCE NO. 7**

- |  |   |
|--|---|
| 1. <b>Degree Title</b>                         | B.Ed.   |
| 2. <b>Name of Faculty</b>                      | School of Social Science  |
| 3. <b>Minimum Duration of the Course</b>       | Full-time One year (Two semesters)  |
| 4. <b>Minimum Eligibility</b>                  | A candidate seeking admission to B.Ed. should be graduate having obtained at least 50% marks in Aggregate from any UGC / AICTE approved Indian University from a foreign University recognized by UGC.  |
| 5. <b>Admission Procedure</b>                  | On merit, on the basis of the qualifying examination/entrance examination following norms of the concerned regulatory body and approved by Admission Board of ITM University.   |
| 6. <b>Total Seats</b>                          | Decided by Admission Board of ITM University as per norms of the concerned regulatory body and subject to revision from time to time.   |
| 7. <b>Examination</b>                          | Examinations will be conducted as per the appropriate statutes and ordinances in this respect. The scheme of examinations, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council. For matters not covered in this ordinance, General rules and regulation shall be applicable. For all other matters, the decision of the Board of Management shall be binding.   |
| 8. <b>Eligibility for Degree</b>               | <p><b>Eligibility for Award of the B.Ed. Degree</b></p> <p>A student shall be declared to be eligible for award of the B.Ed. degree if he/she has:</p> <ol style="list-style-type: none"> <li>a) registered and successfully completed all the core courses and projects;</li> <li>b) successfully acquired the minimum required credits as specified in the regulations corresponding to the branch of his/ her study within the stipulated time;</li> <li>c) earned the specified credits in all the categories of subjects;</li> <li>d) secured a CGPA of 5.0.</li> <li>e) no dues to the University, Hostels, Libraries, NCC / NSS / NSO etc. and</li> <li>f) no disciplinary action is pending against him / her.</li> </ol> |
| 9. <b>Attendance Requirement</b>               | A candidate must have at least 75% attendance. On medical grounds it may be relaxed as admissible within applicable regulations.  |
| 10. <b>General Instructions and Provisions</b> | For matters not covered in this specific ordinance general rules and regulation of ITM University regarding specific courses are applicable. In other matters Board of Management of ITM University shall be competent to take any decision.  |

**ORDINANCE NO. 8**

1. **Degree Title** M.Tech.
2. **Name of Faculty** School of Engineering and Technology
3. **Minimum Duration of the Course** Full-time two years (four semesters)
4. **Minimum Eligibility**
  1. Candidates who have qualified for the award of the Bachelor's degree in Engineering/Technology or Master's degree in Science and who have qualified in GATE (Graduate Aptitude Test in Engineering) are eligible to apply for admission to the M.Tech Programme. Tech Graduates with a minimum CGPA of 5.0 on a scale of 10 CGPA or equivalent % of marks are eligible for admission without GATE Score.
  2. Notwithstanding what has been stated above (1), applications from candidates sponsored by organizations recognized by the Academic Council, and applications from foreign nationals received through proper channel, may be considered for admission to the M.Tech programme. Their admission shall, however, be governed by the regulations prescribed by the Academic Council.
  3. In addition to (1) and (2), a candidate who possesses Associate Membership of Professional Bodies approved by the Academic Council and who has qualified in GATE shall also be eligible to apply for admission to the M.Tech programme, subject to regulations approved by the Academic Council.
5. **Admission Procedure** On merit, on the basis of the qualifying examination/entrance examination following norms of the concerned regulatory body and approved by Admission Board of ITM University.
6. **Branch Distribution** Admission to the particular branch of study shall be as decided by the Admission Board on the basis of counselling/personal interview.
7. **Total Seats** Decided by Admission Board of ITM University as per norms of the concerned regulatory body and subject to revision from time to time.
8. **Examination** Examinations will be conducted as per the appropriate statutes and ordinances in this respect. The scheme of examinations, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council. For matters not covered in this ordinance, General rules and regulation shall be applicable. For all other matters, the decision of the Board of Management shall be binding.



**9. Eligibility for Award of the M.Tech Degree**

A student shall be declared to be eligible for award of the M.Tech degree if he/she has:

- a) registered and successfully completed all the core courses and projects;
- b) successfully acquired the minimum required credits as specified in the regulations corresponding to the branch of his/ her study within the stipulated time;
- c) earned the specified credits in all the categories of subjects;
- d) secured a CGPA of 5.
- e) no dues to the University, Hostels, Libraries, NCC / NSS / NSO etc. and
- f) no disciplinary action is pending against him / her.

**10. Attendance Requirement** A candidate must have at least 75% attendance. On medical grounds it may be relaxed as admissible within applicable regulations.

**11. General Instructions and Provisions** For matters not covered in this specific ordinance general rules and regulation of ITM University regarding specific courses are applicable. In other matters Board of Management of ITM University shall be competent to take any decision.

## ORDINANCE NO. 9

1. **Degree Title** M.B.A.
2. **Name of Faculty** School of Management
3. **Duration of the Course** Full-time two years (six trimesters)
4. **Minimum Eligibility** Candidate should be a graduate / post graduate in any discipline with at least 50 % marks in aggregate of any Indian University or foreign university or institute recognized by the University as equivalent or any Open University such as MP-Bhoj, IGNOU. However the graduate degree should be with (three years of regular study after passing 12th class examination of (10 + 2) scheme or equivalent or (10 + 2 + 3) year system or equivalent.  
  
Candidate who is appearing or has appeared for Final year of any degree examination during the current academic session as a regular or a private candidate can also apply for admissions on provisional basis.
5. **Admission Procedure** On merit, on the basis of the qualifying examination/entrance examination following norms of the concerned regulatory body and approved by Admission Board of ITM University.
6. **Branch Distribution** Admission to the particular branch of study shall be as decided by the Admission Board on the basis of counselling/personal interview.
7. **Total Seats** Decided by Admission Board of ITM University as per norms of the concerned regulatory body and subject to revision from time to time.
8. **Examination** Examinations will be conducted as per the appropriate statutes and ordinances in this respect. The scheme of examinations, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council. For matters not covered in this ordinance, General rules and regulation shall be applicable. For all other matters, the decision of the Board of Management shall be binding.
9. **Eligibility for Degree** **Eligibility for Award of the M.B.A. Degree**  
  
A student shall be declared to be eligible for award of the M.B.A. degree if he/she has:
  - a) registered and successfully completed all the core courses and projects;
  - b) successfully acquired the minimum required credits as specified in the regulations corresponding to the branch of his/ her study within the stipulated time;
  - c) earned the specified credits in all the categories of subjects;
  - d) secured a CGPA of 5.0.
  - e) no dues to the University, Hostels, Libraries, NCC / NSS / NSO etc. and
  - f) no disciplinary action is pending against him / her.
10. **Attendance Requirement** A candidate must have at least 75% attendance. On medical grounds it may be relaxed as admissible within applicable regulations.
11. **General Instructions and Provisions** For matters not covered in this specific ordinance general rules and regulation of ITM University regarding specific courses are applicable. In other matters Board of Management of ITM University shall be competent to take any decision.

**ORDINANCE NO. 10**

- |  |   |
|--|---|
| 1. <b>Degree Title</b>                         | M.Sc.   |
| 2. <b>Name of Faculty</b>                      | School of Science   |
| 3. <b>Duration of the Course</b>               | Full-time two years (four semesters)  |
| 4. <b>Minimum Eligibility</b>                  | <p>A candidate seeking admission to M.Sc. should be a Science Graduate with relevant subjects having obtained at least 50% marks in aggregate from any UGC/ AICTE approved Indian University or from a foreign University recognized by UGC or institute recognized by the ITM University as equivalent thereto.</p> <p>The Bachelor's degree must be of minimum three years duration after passing Higher Secondary (10+2) examination or equivalent.</p>  |
| 5. <b>Admission Procedure</b>                  | On merit, on the basis of the qualifying examination/entrance examination following norms of the concerned regulatory body and approved by Admission Board of ITM University.   |
| 6. <b>Total Seats</b>                          | Decided by Admission Board of ITM University as per norms of the concerned regulatory body and subject to revision from time to time.   |
| 7. <b>Examination</b>                          | Examinations will be conducted as per the appropriate statutes and ordinances in this respect. The scheme of examinations, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council. For matters not covered in this ordinance, General rules and regulation shall be applicable. For all other matters, the decision of the Board of Management shall be binding.   |
| 8. <b>Eligibility for Degree</b>               | <p><b>Eligibility for Award of the M.Sc. Degree</b></p> <p>A student shall be declared to be eligible for award of the M.Sc. degree if he/she has:</p> <ol style="list-style-type: none"> <li>a) registered and successfully completed all the core courses and projects;</li> <li>b) successfully acquired the minimum required credits as specified in the regulations corresponding to the branch of his/ her study within the stipulated time;</li> <li>c) earned the specified credits in all the categories of subjects;</li> <li>d) secured a CGPA of 5.0.</li> <li>e) no dues to the University, Hostels, Libraries, NCC / NSS / NSO etc. and</li> <li>f) no disciplinary action is pending against him / her.</li> </ol> |
| 9. <b>Attendance Requirement</b>               | A candidate must have at least 75% attendance. On medical grounds it may be relaxed as admissible within applicable regulations.  |
| 10. <b>General Instructions and Provisions</b> | For matters not covered in this specific ordinance general rules and regulation of ITM University regarding specific courses are applicable. In other matters Board of Management of ITM University shall be competent to take any decision.  |

**ORDINANCE NO. 11**

1. **Degree Title** M.C.A.
2. **Name of Faculty** School of Engineering and Technology
3. **Duration of the Course** Full-time three years (six semesters)
4. **Minimum Eligibility** Candidate who have passed B.C.A. or B.Sc. (CS/IT) or an equivalent degree from any recognized University with at least 50% of marks.
5. **Admission Procedure** On merit, on the basis of the qualifying examination/entrance examination following norms of the concerned regulatory body and approved by Admission Board of ITM University.
6. **Total Seats** Decided by Admission Board of ITM University as per norms of the concerned regulatory body and subject to revision from time to time.
7. **Examination** Examinations will be conducted as per the appropriate statutes and ordinances in this respect. The scheme of examinations, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council. For matters not covered in this ordinance, General rules and regulation shall be applicable. For all other matters, the decision of the Board of Management shall be binding.
8. **Eligibility for Degree** **Eligibility for Award of the M.C.A. Degree**  
 A student shall be declared to be eligible for award of the M.C.A. if he/she has:
  - a) registered and successfully completed all the core courses and projects;
  - b) successfully acquired the minimum required credits as specified in the regulations corresponding to the branch of his/ her study within the stipulated time;
  - c) earned the specified credits in all the categories of subjects;
  - d) secured a CGPA of 5.0.
  - e) no dues to the University, Hostels, Libraries, NCC / NSS / NSO etc. and
  - f) no disciplinary action is pending against him / her.
9. **Attendance Requirement** A candidate must have at least 75% attendance. On medical grounds it may be relaxed as admissible within applicable regulations.
10. **General Instructions and Provisions** For matters not covered in this specific ordinance general rules and regulation of ITM University regarding specific courses are applicable. In other matters Board of Management of ITM University shall be competent to take any decision.

**ORDINANCE NO. 12**

1. **Degree Title** The Integrated Post Graduate Five Year (Ten Semesters) Engineering Programme shall be designated as Master of Technology Integrated Programme.
2. **Dual Degrees** The Integrated Post Graduate Five Year Engineering Programme is a dual degree programme composed of B.Tech + M.Tech/ B.Tech (Honours) + M.Tech.
3. **Name of Faculty** School of Engineering and Technology
4. **Minimum Duration of the Course** Full-time Five years (Ten semesters)
5. **Minimum Eligibility** Candidates who have passed

❖ Final examination of the 10+2 system, conducted by any recognized Central/ State Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi, etc.

OR

❖ Final Examination of the two year course of the Joint Services Wing of the National Defence Academy

OR

❖ General Certificate Education (GCE) Examination (London/Cambridge/Sri Lanka) at the Advanced (A) Level

OR

❖ Any Public School/Board/University examination in India or in any foreign country recognized as equivalent to 10+2.

OR

❖ H.S.C. Vocational Examination

OR

❖ Senior Secondary School Examination conducted by the National Open schooling with a minimum of five subjects

OR

❖ 3 or 4 year Diploma recognized by AICTE or a State Board of Technical Education. and

Candidates should have secured atleast 50% marks in aggregate in their qualifying examination. They should have Passed in all subjects and should have following combination.

Course	Compulsory	Any one of the Optional Subjects
B.Tech/B.Tech (Hons)	Physics & Mathematics	Chemistry/Computer Science/Biology/Biotechnology

6. **Admission Procedure** On merit, on the basis of the qualifying examination/entrance examination following norms of the concerned regulatory body and approved by Admission Board of ITM University.
7. **Branch Distribution** Admission to the particular branch of study shall be as decided by the Admission Board on the basis of counselling/personal interview.
8. **Option for B.Tech (Honours)** Student can opt for B.Tech (Honours) at the end of the fourth semester of B.Tech programme subject to satisfying the conditions prescribed by the relevant ordinance as approved by the academic council from time to time.
9. **Total Seats** Decided by Admission Board of ITM University as per norms of the concerned regulatory body and subject to revision from time to time.
10. **Examination** Examinations will be conducted as per the appropriate statutes and ordinances in this respect. The scheme of examinations, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council. For matters not covered in this ordinance, General rules and regulation shall be applicable. For all other matters, the decision of the Board of Management shall be binding.
11. **Eligibility for Degree** **Eligibility for Award of the B.Tech Degree**

A student shall be declared to be eligible for award of the B.Tech degree if he /she has

- a) registered and successfully completed all the core courses and projects up to VIII Semester and is not desirous /not eligible for M.Tech degree.
- b) successfully acquired the minimum required credits as specified in the curriculum corresponding to the branch of his / her study within the stipulated time;
- c) earned the specified credits in all the categories of subject;
- d) secured a CGPA of 5.0;
- e) no dues to the Institute, Hostels, Libraries, NCC / NSS / NSO etc.

and

No disciplinary action is pending against him / her.

**Eligibility for Award of Integrated B.Tech & M.Tech Degree :**

In addition to the conditions prescribed under the ordinance for passing, the Dual Degree (B.Tech and M.Tech], students should secure a CGPA of 5.0

**Eligibility for Award of the B.Tech (Honours) Degree:**

In addition to the conditions prescribed under for passing of B.Tech. Degree, the B.Tech (Honours) students must maintain an average CGPA of 6.5 upto VIII Semester and acquire stipulated additional credits in addition to minimum required credits for award of B Tech degree and is not desirous to continue /not eligible for M.Tech Degree.

**Elegibility for award of Integrated B.Tech (Honours) & M.Tech Degree :**

In addition to the conditions prescribed under for passing B.Tech. (Honours), the Dual Degree (B.Tech (Honours) and M.Tech students must maintain an average CGPA of 6.5 upto VIII Semester and thereafter, 5.0 up to X Semester.

12. **Attendance Requirement** A candidate must have at least 75% attendance. On medical grounds it may be relaxed as admissible within applicable regulations.
13. **General Instructions and Provisions** For matters not covered in this specific ordinance general rules and regulation of ITM University regarding specific courses are applicable. In other matters Board of Management of ITM University shall be competent to take any decision.

**ORDINANCE NO. 13**

1. **Degree Title** The Integrated Post Graduate Five Year (Ten Semesters) Management Programme shall be designated as Master of Business Administration Integrated Programme.
2. **Dual Degrees** The Integrated Post Graduate Five Year Integrated Programme is a dual degree programme composed of B.Tech + M.B.A./ B.Tech (Honours) + M.B.A.
3. **Name of Faculty** School of Engineering and Technology
4. **Minimum Duration of the Course** Full-time Five years (Ten semesters)
5. **Minimum Eligibility** Candidates who have passed
- ❖ Final examination of the 10+2 system, conducted by any recognized Central/ State Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi, etc.

OR

- ❖ Final Examination of the two year course of the Joint Services Wing of the National Defence Academy

OR

- ❖ General Certificate Education (GCE) Examination (London/Cambridge/Sri Lanka) at the Advanced (A) Level

OR

- ❖ Any Public School/Board/University examination in India or in any foreign country recognized as equivalent to 10+2.

OR

- ❖ H.S.C. Vocational Examination

OR

- ❖ Senior Secondary School Examination conducted by the National Open schooling with a minimum of five subjects

OR

3 or 4 year Diploma recognized by AICTE or a State Board of Technical Education.

and

Candidates should have secured atleast 50% marks in aggregate in their qualifying examination. They should have Passed in all subjects and should have following combination.

Course	Compulsory	Any one of the Optional Subjects
B.Tech/B.Tech (Hons)	Physics & Mathematics	Chemistry/Computer Science/Biology/Biotechnology

6. **Admission Procedure** On merit, on the basis of the qualifying examination/entrance examination following norms of the concerned regulatory body and approved by Admission Board of ITM University.



7. **Branch Distribution** Admission to the particular branch of study shall be as decided by the Admission Board on the basis of counselling/personal interview.
8. **Option for B.Tech (Honours)** Student can opt for B.Tech (Honours) at the end of the fourth semester of B.Tech programme subject to satisfying the conditions prescribed by the academic council from time to time.
9. **Total Seats** Decided by Admission Board of ITM University as per norms of the concerned regulatory body and subject to revision from time to time.
10. **Examination** Examinations will be conducted as per the appropriate statutes and ordinances in this respect. The scheme of examinations, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council. For matters not covered in this ordinance, General rules and regulation shall be applicable. For all other matters, the decision of the Board of Management shall be binding.
11. **Eligibility for Degree** **Eligibility for Award of the B.Tech Degree**

A student shall be declared to be eligible for award of the B.Tech degree if he / she has

- registered and successfully completed all the core courses and projects upto VIII Semester and is not desirous /not eligible for M.Tech degree.
- successfully acquired the minimum required credits as specified in the curriculum corresponding to the branch of his / her study within the stipulated time;
- earned the specified credits in all the categories of subject;
- secured a CGPA of 5.0;
- no dues to the Institute, Hostels, Libraries, NCC / NSS / NSO etc.

and

No disciplinary action is pending against him / her.

**Eligibility for Award of B.Tech & M.B.A. Degree :**

In addition to the conditions prescribed under for passing, the Dual Degree (B.Tech and M.B.A.), students should secure a CGPA of 5.0

**Eligibility for Award of the B.Tech (Honours) Degree:**

In addition to the conditions prescribed under for passing B.Tech. Degree, the B.Tech (Honours) students must maintain an average CGPA of 6.5 upto VIII Semester, and acquire stipulated additional credits if not desirous to continue /not eligible for MBA Degree.

**Elegibility for award of B.Tech (Honours) & M.B.A. Degree :**

In addition to the conditions prescribed under for passing B.Tech. (Honours), the Dual Degree B.Tech (Honours) and M.B.A. students must maintain an average CGPA of 6.5 upto VIII Semester and thereafter, 5.0 up to X Semester.

12. **Attendance Requirement** A candidate must have at least 75% attendance. On medical grounds it may be relaxed as admissible within applicable regulations.
13. **General Instructions and Provisions** For matters not covered in this specific ordinance general rules and regulation of ITM University regarding specific courses are applicable. In other matters Board of Management of ITM University shall be competent to take any decision.

**ORDINANCE NO. 14**

1. **Degree Title** The Integrated Post Graduate Five Year (Ten Semesters) Computer Applications Programme shall be designated as Master of Computer Applications Integrated Programme.
2. **Dual Degrees** This is a five year integrated programme with a choice of following to dual degrees: B.C.A. + M.C.A.
3. **Name of Faculty** School of Engineering and Technology
4. **Minimum Duration of the Course** Full-time five years (Ten semesters)
5. **Minimum Eligibility** Candidates who have passed
  - ❖ Final examination of the 10+2 system, conducted by any recognized Central/ State Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi, etc.
  - OR
  - ❖ Final Examination of the two year course of the Joint Services Wing of the National Defence Academy
  - OR
  - ❖ General Certificate Education (GCE) Examination (London/Cambridge/Sri Lanka) at the Advanced (A) Level
  - OR
  - ❖ Any Public School/Board/University examination in India or in any foreign country recognized as equivalent to 10+2.
  - OR
  - ❖ H.S.C. Vocational Examination
  - OR
  - ❖ Senior Secondary School Examination conducted by the National Open schooling with a minimum of five subjects
  - OR
  - ❖ 3 or 4 year Diploma recognized by AICTE or a State Board of Technical Education.

and

Candidates should have secured atleast 50% marks in aggregate in their qualifying examination.
6. **Admission Procedure** On merit, on the basis of the qualifying examination/entrance examination following norms of the concerned regulatory body and approved by Admission Board of ITM University.
7. **Total Seats** Decided by Admission Board of ITM University as per norms of the concerned regulatory body and subject to revision from time to time.

8. **Examination** Examinations will be conducted as per the appropriate statutes and ordinances in this respect. The scheme of examinations, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council. For matters not covered in this ordinance, General rules and regulation shall be applicable. For all other matters, the decision of the Board of Management shall be binding.

9. **Eligibility for Award of the B.C.A. Degree**

A student shall be declared to be eligible for award of the B.C.A. at the end of VI semester if he/she has:

- a) registered and successfully completed all the core courses and projects and is not desirous /not eligible for MCA degree ;
- b) successfully acquired the minimum required credits as specified in the regulations corresponding to the branch of his/ her study within the stipulated time;
- c) earned the specified credits in all the categories of subjects;
- d) secured a CGPA of 5.0.
- e) no dues to the University, Hostels, Libraries, NCC / NSS / NSO etc. and
- f) no disciplinary action is pending against him / her.

**Eligibility for Award of the Master of Computer Applications Integrated Programme Degree**

A student shall be declared to be eligible for award of the MCA degree at the end of X semester if he/she has:

- a) registered and successfully completed all the core courses and projects;
- b) successfully acquired the minimum required credits as specified in the regulations corresponding to the branch of his/ her study within the stipulated time;
- c) earned the specified credits in all the categories of subjects;
- d) secured a CGPA of 5.0.
- e) no dues to the University, Hostels, Libraries, NCC / NSS / NSO etc. and
- f) no disciplinary action is pending against him / her.

10. **Attendance Requirement** A candidate must have at least 75% attendance. On medical grounds it may be relaxed as admissible within applicable regulations.

11. **General Instructions and Provisions** For matters not covered in this specific ordinance general rules and regulation of ITM University regarding specific courses are applicable. In other matters Board of Management of ITM University shall be competent to take any decision.

**Ordinance No. 16**

1. **Degree Title** B.C.A./B.C.A. (Honours)
2. **Name of Faculty** School of Engineering and Technology
3. **Duration of the Course** Full-time three years (six semesters)
4. **Minimum Eligibility**

Candidates who have passed

  - ❖ Final examination of the 10+2 system, conducted by any recognized Central/ State Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi, etc.  
OR
  - ❖ Final Examination of the two year course of the Joint Services Wing of the National Defence Academy  
OR
  - ❖ General Certificate Education (GCE) Examination (London/Cambridge/Sri Lanka) at the Advanced (A) Level  
OR
  - ❖ Any Public School/Board/University examination in India or in any foreign country recognized as equivalent to 10+2.  
OR
  - ❖ H.S.C. Vocational Examination  
OR
  - ❖ Senior Secondary School Examination conducted by the National Open schooling with a minimum of five subjects  
OR
  - ❖ 3 or 4 year Diploma recognized by AICTE or a State Board of Technical Education.

and

Candidates should have secured at least 50% marks in aggregate in the qualifying examination (10+2).
5. **Admission Procedure** On merit, on the basis of the qualifying examination/entrance examination following norms of the concerned regulatory body and approved by Admission Board of ITM University.
6. **Total Seats** Decided by Admission Board of ITM University as per norms of the concerned regulatory body and subject to revision from time to time.
7. **Examination** Examinations will be conducted as per the appropriate statutes and ordinances in this respect. The scheme of examinations, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council. For matters not covered in this ordinance, General rules and regulation shall be applicable. For all other matters, the decision of the Board of Management shall be binding.

### 8. Eligibility for Award of the B.C.A. Degree

A student shall be declared to be eligible for award of the B.C.A. if he/she has:

- a) registered and successfully completed all the core courses and projects;
- b) successfully acquired the minimum required credits as specified in the regulations corresponding to the branch of his/ her study within the stipulated time;
- c) earned the specified credits in all the categories of subjects;
- d) secured a CGPA of 5.0.
- e) no dues to the University, Hostels, Libraries, NCC / NSS / NSO etc. and
- f) no disciplinary action is pending against him / her.

### Eligibility for Award of the B.C.A. (Honours) Degree

In addition to the conditions prescribed for passing the BCA programme(as above), the B.C.A. (Honours) students should successfully earn additional credits over and above the minimum required credits for award of BCA degree as stipulated in the concerned regulation.

9. **Attendance Requirement** A candidate must have at least 75% attendance. On medical grounds it may be relaxed as admissible within applicable regulations.
10. **General Instructions and Provisions** For matters not covered in this specific ordinance general rules and regulation of ITM University regarding specific courses are applicable. In other matters Board of Management of ITM University shall be competent to take any decision.

**Ordinance No. 17**

1. **Degree Title** B.C.A.
2. **Name of Faculty** School of Engineering and Technology
3. **Duration of the Course** Full-time three years (six semesters)
4. **Minimum Eligibility** Candidates who have passed
  - ❖ Final examination of the 10+2 system, conducted by any recognized Central/ State Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi, etc.  
OR
  - ❖ Final Examination of the two year course of the Joint Services Wing of the National Defence Academy  
OR
  - ❖ General Certificate Education (GCE) Examination (London/Cambridge/Sri Lanka) at the Advanced (A) Level  
OR
  - ❖ Any Public School/Board/University examination in India or in any foreign country recognized as equivalent to 10+2.  
OR
  - ❖ H.S.C. Vocational Examination  
OR
  - ❖ Senior Secondary School Examination conducted by the National Open schooling with a minimum of five subjects  
OR
  - ❖ 3 or 4 year Diploma recognized by AICTE or a State Board of Technical Education.

and

Candidates should have secured at least 45% marks in aggregate in the qualifying examination (10+2).
5. **Admission Procedure** On merit, on the basis of the qualifying examination/entrance examination following norms of the concerned regulatory body and approved by Admission Board of ITM University.
6. **Total Seats** Decided by Admission Board of ITM University as per norms of the concerned regulatory body and subject to revision from time to time.
7. **Examination** Examinations will be conducted as per the appropriate statutes and ordinances in this respect. The scheme of examinations, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council. For matters not covered in this ordinance, General rules and regulation shall be applicable. For all other matters, the decision of the Board of Management shall be binding.

**8. Eligibility for Award of the B.C.A. Degree**

A student shall be declared to be eligible for award of the B.C.A. if he/she has:

- a) registered and successfully completed all the core courses and projects;
- b) successfully acquired the minimum required credits as specified in the regulations corresponding to the branch of his/ her study within the stipulated time;
- c) earned the specified credits in all the categories of subjects;
- d) secured a CGPA of 5.0.
- e) no dues to the University, Hostels, Libraries, NCC / NSS / NSO etc.  
and
- f) no disciplinary action is pending against him / her.

**9. Attendance Requirement**

A candidate must have at least 75% attendance. On medical grounds it may be relaxed as admissible within applicable regulations.

**10. General Instructions and Provisions**

For matters not covered in this specific ordinance general rules and regulation of ITM University regarding specific courses are applicable. In other matters Board of Management of ITM University shall be competent to take any decision.

**Ordinance No. 18**

1. **Degree Title** B.Sc. Nursing (~~4yrs~~)
2. **Name of Faculty** School of School of Nursing Sciences
3. **Duration of the Course** Full Time 4yrs (Eight Semesters)
4. **Minimum Eligibility** The Minimum Educational requirement shall be 10+2 examination through CBSE or State Govt. passed with Physics, Chemistry, Biology and English or any other examination equivalent with 12 years of schooling with science (Physics, Chemistry, Biology) and English with minimum of 45% aggregate marks.
5. **Age Limit** The Minimum age shall be 17 years and maximum age 24 years as on or before 1st July.
6. **Admission Procedure** The selection of candidates shall be based on merit of entrance examination and personal interview following norms of the concerned regulatory body.
7. **Examination** Examinations will be conducted as per INC norms in theory and clinical (semester wise ) For matters not covered in this statutes and ordinance, General rules and regulation shall be applicable. In other cases, the Board of Management shall be the competent authority to decide.
8. **Eligibility for Degree** A student shall be declared to be eligible for award of the B.Sc Nursing degree if he/she has:
  - (i) registered and successfully completed all the core courses and projects;
  - (ii) successfully passed all the semester examinations scoring a minimum of 50% marks in all the theory and practical examinations separately except in English where a minimum 35% marks shall be required in the examination within the stipulated time;
  - (iii) no dues to the University, Hostels, Libraries, NCC / NSS / NSO etc. and
  - (iv) no disciplinary action is pending against him / her.
  - (v) fullfils the required attendance in theory and Clinical areas.
9. **Attendance** A candidate must have at least 75% attendance in theory and 100% in Clinical.
10. **General Instructions and Provisions** For matters not covered in this specific ordinance general rules and regulation of ITM University regarding specific courses are applicable. In other matters, Board of Management of ITM University shall be competent to take any decision.



## Ordinance 19

### Doctor of Philosophy (Ph.D.) (Ordinance as per UGC Regulation 2009)

**1.0** Candidate for the degree of Doctor of Philosophy must, at the time of application, hold Master's degree with at least stipulated percentages as below or an equivalent grade of the University, a deemed University or any other University incorporated by any law for the time being in force and recognized by the University:

Engineering – First Class at UG and/or PG level

Science – 55 Per cent at PG level

Management – 60 Per cent at PG level

Computer Applications – 60 Per cent at PG level

Humanities - 55 Per cent at PG level

**2.0** A candidate must apply for registration for Ph.D degree of his subject on a prescribed form obtainable on payment of prescribed fee, stating.

(i) His/Her qualification and experience;

(ii) Proposed subject/discipline along with the relevant faculty in which he/she proposes to work;

(iii) Proposed title of the Ph.D. thesis.

(iv) Name of the supervisor (along with the name of Co-Supervisors, if any) (Strictly from the University list of approved Supervisors & Co-supervisors) under whom he/she wishes to work and the place/places at which he/she wishes to carry on investigations together with the consent of the Supervisor and Co-supervisors.

(v) Certificate of qualifying the UGC/CSIR/DST/National or State Level Fellowship/NET / GATE / GPAT/SLET, if any

(vi) Letter granting teacher fellowship, if any.

(vii) Address, Contact number, mobile number, email id and other contact details.

### **3.0 Eligibility**

A candidate shall ordinarily be permitted to work for Ph.D. Degree in the subject in which he/she has obtained his Master's or Bachelor degree in Engineering / Technology / Applied Sciences. Provided that research work leading to Ph.D. degree may be allowed in allied subjects of interdisciplinary nature of the same faculty or of allied faculties. Provided further that whether a subject is allied or not to the subject in which the candidate has done Master's or Bachelor degree in Engineering / Technology / Applied Sciences, shall be decided by the Academic Council.

### **4.0 Duration restrictions**

The candidate shall pursue his research at the approved place of research under the supervisor/co-supervisor on the approved subject. The candidate shall be permitted to submit his/her thesis not earlier than 24 months and not later than four calendar years from the date of registration. In case a candidate does not submit his/her thesis within four calendar years, from the date of registration and does not apply for extension in time, his/her registration shall stand automatically cancelled.

Provided that the period for submission of the thesis can be extended by one year by the kulpati, if he/she applies for extension atleast one month before the expiry of registration period together with a fee. In case the candidate does not submit his/her thesis within extended period, his/her registration shall stand automatically cancelled.

### **5.0 Availability of seats.**

The number of seats available for admission to Ph.D. programme shall be decided and notified by the University on its website and/or by advertisement, which shall be decided on the following basis:

(i) A supervisor shall not have at any point of time, more than 08 Ph.D. Scholars as supervisor and 06 Ph.D. Scholars as co-supervisor in case of a Professor and 06 Ph.D. Scholars as supervisor and 05 Ph.D. Scholars as co supervisor in case of others, in any universities in India and abroad. For that supervisor have to submit undertaking regarding total number of candidates he is supervising.

(ii) The seats available with the supervisor should be manageable for him/her and also manageable for the concerned research centre.

### **6.0 Admission Procedure**

(1) The admissions shall be made by the University, through an entrance test by the Admission Board following the norms prescribed by the UGC New Delhi.

The functions of the Admission Board shall be as follows:

- i. To prepare panel of names of paper setters in various subjects and submit them to the University.
- ii. To arrange for entrance test.
- iii. To arrange for interview.
- iv. To announce the names of candidates admitted along with the subject, place of research work, name of supervisor and title of the thesis.
- v. To resolve problems, if any.

2(A) Candidates who have qualified the **UGC/CSIR/DST/National/State level Fellowship/GATE/GPAT/SLET/NET/M.Phil.** shall be admitted directly without the entrance test.

(B) Candidates who have been awarded teachers fellowship by statutory bodies for doing Ph.D degree shall also be admitted directly without the entrance test.

C. All other candidates will be selected through entrance test.

### **Procedure for conduct of Entrance Test**

#### **Structure of the Test**

All those who are not exempted from the entrance test will be required to take the entrance test. The format of the entrance test will be similar to that of National Eligibility Test of UGC . The entrance test for enrolling into Ph.D programme shall be conducted by the University. The date and place of which shall be announced through a notification.

The contents of the test will be as follows:

- i. General analytical skill/mental ability, including reasoning.
- ii. Wherever applicable, English communication skill (up to 12th standard level).

iii. Foundation of the relevant subjects in multiple choice questions (MCQ) and descriptive type questions on the relevant subject up to PG level.

The first part of the test will consist of objective type of questions covering:

i. General analytical skill/mental ability, including reasoning.

ii. English communication skill (up to 12th standard level) *as applicable*

This part will have 60 questions and will be for duration of 45 minutes. The second part of the test will consist of objective type of questions in the relevant subject for duration of 30 minutes and will have 40 questions. There shall be negative marking of 0.25 marks for each wrong answer. The third part will be descriptive type of questions on the subject, which will be of one hour duration. This part will be evaluated only if the candidate secures more than 50% marks in the aggregate in the first two parts and individually 40% marks in each part. Those who secured more than these desired level have to obtain more than 50% marks in the third part. If enough number of candidates do not qualify in the entrance test, the University may, if deemed fit, relax these conditions on a year-to-year basis. The Academic Council may modify the scheme of the entrance examination from time to time.

### 7.0 Interview and Allotment

(1) Each student shall have to appear in an interview. The interview board shall consist of the following members:

(i) Vice Chancellor or his Nominee as Chairman

(ii) Dean of School.

(iii) One of the Chairman of relevant (BOS) to be nominated by the Kulpati.

(iv) Head of University Teaching Departments/ Professor / Associate Professors, nominated by the Kulpati.

(v) One of the recognized supervisors in the University Teaching Department in the subject to be nominated by the Kulpati.

(vi) One subject expert to be nominated by the Kulpati.

One third of the total members shall complete the quorum. However, presence of the subject expert shall be essential. If the Dean of School is not available, the Kulpati may then appoint a Senior Professor of any University Teaching Department as chairman.

Note : No T.A. and D.A. shall be payable to candidate for attending the interview.

(2) The interview shall be conducted in the University Teaching Department. For subject, in which there is no University Teaching Department, the interview shall be conducted at a place in the University premises, fixed by the University for this purpose.

(3) The candidates shall be called for interview in the following order:

(i) Candidates who have qualified UGC/CSIR/DST/National or State level fellowship examination/ GATE/GPAT/NET/SLET.

(ii) Candidates who have been granted teacher fellowship by a statutory body.

(iii) Candidates according to merit list of the entrance examination.

(4) At the time of interview, the candidates are expected to discuss their research interest/ area, choice of supervisors and co-supervisors (if any), and the proposed title of the thesis.

For the candidates belonging to category as mentioned in para 7 (3) (i & ii), 100% weightage shall be on the interview. For the candidates mentioned in para 7 (3) (iii), the weightage of the interview marks shall be 20 percent whereas 60 percent weightage shall be given to the written

entrance exam conducted as per para 6.0 and remaining 20 percent weightage shall be given to aggregate of qualifying PG examination.

(5) The allotment board then shall finalize the list of the names of the candidates admitted to the Ph.D. in the concerned subject.

(a) The candidates in category (i) of sub-para 7 (3) above shall be admitted first, secondly the candidates in category (ii) shall be admitted and subsequently candidate in the category (iii) shall be admitted in that order. In these categories, if there are more than one candidate having equal marks, then merit shall be decided according to the percentage of marks at the qualifying PG examination.

(b) As far as possible, the allotment board shall allot the preferred place of research work and the preferred supervisor and co-supervisor, if any, and shall also approve the proposed title of the thesis (however, the candidate may change title of his/her thesis, after prior approval by Research Degree Committee (RDC)). The candidate may, however, be allowed to take another chance for allotment in next admission process if he does not want to change the preferences in the first instant.

(6) The admission process must be completed by the last date for admission decided by the University for the Doctoral Courses.

(7) A merit list shall be prepared on the basis of entrance test and interviews as mentioned in para 7 (4) and shall be declared as the result of the entrance examination by the Registrar.

### 8.0 Fees

(a) Registration fee for Ph.D. programme is to be paid to the University at the prevalent rates as announced by the University from time to time.

The total programme fee must be paid before submission of Ph.D. thesis.

### 9.0 Course work

A. (i) After having been admitted, each Ph.D. student shall be required to undertake course work. The duration of the course shall be one semester for all Candidates. The course work shall be treated as pre Ph.D. preparation. Ph.D. programme will operate on semester basis. During the first semester, a candidate will have to clear course work which will compose of three papers viz., Research Methodology, Quantitative Techniques and a paper from Relevant Research Area.

ii. In second semester, the candidate has to do subject specific course work with the consent of his/her allotted supervisor/co-supervisor. A review or survey of the published research in the relevant field shall be submitted to the supervisor/co-supervisor for which supervisor/co-supervisor shall evaluate the review report. A Research Degree Committee meeting will be organized during the second semester where a candidate will be required to defend his/her synopsis. During subsequent period the candidate will be expected to work on his/her approved synopsis.

Students shall attend their respective departments and/or laboratories according to the pre-arranged time-table and the records of their attendance shall be maintained by the concerned Guide/s.

After the successful completion of the course, a certificate regarding course completion shall be given to the student.

### (B) Evaluation

The course work shall carry 10 credits (one credit equal to 15 hours). The concerned department/school/institution shall decide the details of the course work, teaching schedule and evaluation.

- ii. The details of the specific subject shall be decided by the department/school.
- iii. The procedure for admission shall be laid down from time to time by the Academic Council.
- iv. University examination shall be held at the end of the semester. The scheme of examination shall be notified by the University.
- v. The review or survey presented by the candidate in typed form shall be examined by the supervisor. He shall declare whether it is satisfactory or not.
- vi. A candidate shall be declared to have successfully completed the course, if he/she has successfully passed semester examinations with minimum 65% or in equivalent grade as mentioned above. Minimum 6 credits to be earned during the course work for successful completion.

### 10.0 Research Centre

A candidate may pursue his research work for Ph.D. degree in the University Teaching Departments in the subject concerned,

Or

At a Research centre i.e. an organization of National or international repute (NIIT/IIT/Other academic institutions of national importance/Research Organisations of Government/reputed corporate establishment with established R&D Laboratories etc), recognized as a research centre by the Academic Council:

- a. Permission for the research centre other than the University may be for maximum of two years or less if so recommended by the inspection committee. If the organization is interested to continue the research centre, it will have to reapply for fresh permission in the prescribed format, along with previous progress report, at least one month before the expiry of registration period together with a fee as prescribed by the University.
- b. The candidate may also be allowed by RDC to pursue research work at a research institute recognized for this purpose by the University.
- c. Candidates may also be allowed by RDC to pursue research work at a Industry of international repute, actively involved in research and development activities in the subject and having sufficient R&D infrastructure for conducting research, which must be Government of India approved R&D centre and shall be recognized for this purpose by the BOM of the University.
- d. A candidate permitted to work in such Industry stated in pre para, recognized by the University, shall be required to take at least one supervisor or co-supervisor from that industry, such supervisor or co-supervisor should be Scientist/Director of the R&D center not below the rank of the Associate Professor of the University.
- e. Candidate may also be permitted to work by RDC in research establishment of repute like CSIR Labs / DRDO Labs or Labs of repute established by Central Government and recognized by the University as research centre.
- f. A candidate permitted to work in such Research Establishment, stated in pre para, recognized by the University as a research center, he/she shall also be required to take at least one supervisor or co-supervisor from that Establishment. Such Supervisor or Co-supervisor should be scientist/ Director of the R&D centre not below the rank of Associate Professor of the University.

### 11.0 Supervisor/Co-supervisor

(a) The person recommended as supervisor/co-supervisor to guide the research scholar must be:

(i) A Professor in a University Teaching Department of the University who has obtained a doctorate degree in the subject and has published at least seven research papers on the concerned subject in peer reviewed standard journals of repute.

OR

(ii) An Associate Professor or Reader in a University Teaching Department of the University who has obtained a doctorate degree in the subject and has published at least seven research papers on the concerned subject in peer reviewed standard journals of repute.

OR

(iii) An Assistant Professor or lecturer of a University Teaching Department who has obtained a doctorate degree in the subject and has published at least seven research papers on the concerned subject in peer reviewed standard journals of repute and has at least five years teaching experience after Ph.D.

OR

A Director/scientist/professor/or an equivalent cadre in an organization of National/International repute not below the rank of an Associate professor of the University, working as regular employee and who has published at least seven papers in peer reviewed standard journals of repute.

(b) A recognized supervisor who fails to publish at least two research papers on the concerned subject in peer reviewed standard journals of repute over duration of last two years shall not be eligible to enroll any new candidate under his supervision.

(i) Provided that the persons who have been recognized as supervisor/co-supervisor shall be eligible to supervise and register under him/her even after their superannuation.

(ii) Provided also that the teacher in any college, which is now a constituent unit of this University and who has been recognized as supervisor/co-supervisor earlier by the concerned University, shall continue to be recognized as supervisor/co-supervisor if they comply the requirement laid down for recognition as supervisor/co-supervisor.

(iii) Provided further that a person who is himself registered for Ph.D. degree of the University shall not be eligible to act as supervisor/co-supervisor or member of any committee mentioned in this Ordinance.

(iv) A person, who wants to get himself/herself recognized as a supervisor/co supervisor, shall apply in the prescribed Performa, duly forwarded by Head/Principal/Director of his institution. The case will be put up before the RDC which will decide about the recognition.

### 12.0 RDC

(1) After successful completion of Pre PhD. course work mentioned above, the candidate shall be eligible to submit a synopsis (as per Appendix 1.) of his proposed research work along with the title of thesis (finally decided by the candidate) duly forwarded by the supervisor and Head of the institution where the candidate is pursuing his/her research. The synopsis has to be submitted in ten copies, with signatures of candidate, supervisor, co supervisor and Head of the institution on each of the copy on each of the page.

(2) The candidate shall be required to make an oral presentation of the proposed work before the

Research Degree Committee (RDC) consisting of the following members:

- (i) Kulpati or his nominee – Chairman.
- (ii) Dean of the School concerned.
- (iii) Chairman BoS of the subject in the School.
- (iv) Head or One Professor of University Teaching Department or in the case of non-availability of Professor, one Associate Professor of the University Teaching Department of the subject.
- (v) One external subject expert of the rank of University Professor to be appointed by the Kulpati, ordinarily out of a panel of 5 experts given by the Dean of the School concerned. External expert and two other members shall form the quorum.

Note :(a) On the request of the supervisor, Kulpati may permit him to be present as an observer during the oral presentation of his candidate.

(b) No. T.A. and D.A. shall be payable to candidate and supervisor for attending the Research Degree Committee meeting.

(3) The meeting of Research Degree Committee (RDC) shall be held in the University office twice a year. The committee shall consider the application of the persons, who want to get recognized as supervisor/co-supervisor, submitted under section 11 of this Ordinance, and recommend the eligibility of the person for the appointment as supervisor/co-supervisor. The Committee shall also prepare a list of approved supervisors/co-supervisors, along with their specializations as per provisions of this Ordinance. This list shall be available with the Registrar.

(4) After approval by the RDC of the title of the thesis, synopsis, supervisor, co-supervisor/s (if any), and place of research work, the candidate shall be registered for Ph.D./degree form the date on which the candidate had deposited the registration fee and other fees mentioned in para 8 of this Ordinance, at the time of admission, and this date will be the "date of registration" of the candidate. The letter of registration shall be issued by the Registrar, and sent to all those concerned. The candidate shall be enrolled as a student from the date of registration and will be required to pay regular tuition, library and laboratory fees (six monthly) where laboratory work is involved during his research tenure in the UTD/college/institute from which the application form was forwarded.

(5) If the RDC makes any change only in the title of the thesis, the approved changed title shall be communicated to the candidate in the meeting of the RDC itself. The letter of registration shall be issued mentioning the approved title.

(6) If the RDC suggests any change in the synopsis, then the change required shall be communicated to the candidate by the Registrar. The candidate will be required to resubmit the synopsis (in Ten copies) as revised by him/her, incorporating the changes suggested by the RDC within 3 months time. The Dean of the School shall examine the revised synopsis and if he is satisfied that the changes suggested by the RDC have been incorporated in the revised synopsis, he will approve the same. The letter of registration shall then be issued by the Registrar.

(7) If the RDC decides that major revision is required in the synopsis and/ or the oral presentation was also found to be unsatisfactory, then the candidate may be asked to revise the synopsis and/ or improve upon the oral presentation and reappear at the next meeting of the RDC.

(8) If the RDC does not recommend a candidate for registration to Ph.D. degree, the candidate shall be communicated the same by the Registrar. In such case, only the caution money deposited by the candidate shall be refunded.

### 13.0 Period for submission of thesis

(a) The candidate shall pursue his research at the approved place of research under the supervisor/co-supervisor on the approved subject. The candidate shall be permitted to submit his/her thesis not earlier than 24 months after successfully completion of course work at the research centre and not later than five calendar years from the date of registration. In case a candidate does not submit his/her thesis within five calendar years, from the date of registration and does not apply for extension in time, his/her registration shall stand automatically cancelled. Provided that the period for submission of thesis can be extended by one year by the Kulpati, if the candidate applies for extension at least one month before the expiry of registration period together with a fee as prescribed by the University. In case the candidate does not submit his/her thesis within the extended period, his/her registration shall stand automatically cancelled.

Provided also that after the expiry of five years from the date of registration, the Kulpati may permit a candidate to get re-registration on the same topic on payment of a re-registration fee as prescribed by the University. The condition of minimum period of 24 months and attendance shall not apply to such reregistered candidate for submission of the thesis. For re-registration, approval by RDC is not required. The candidate must submit the thesis within four years from the date on which the original registration expired. No extension in this period is allowed. The registration will stand automatically cancelled after nine years from the date of original registration. After this period if a candidate desires to pursue research work for Ph.D. degree he will have to apply for registration as a fresh candidate.

(b) A teacher candidate with 5 years teaching experience at the time of registration can submit his/her thesis after 18 months instead of 24 months after successful completion of course work as provided in Section 13(a) of this Ordinance.

(c) The candidate shall put in at least 240 days attendance after successfully completion of course work in the institution concerned or with the supervisor/ co supervisor. The relevant declaration by the candidate ( Appendix 2) and the certificate of the supervisor ( Appendix 3) must be given in the beginning of the thesis. If a candidate is in service, having his/her research centre at a place other than his/her place of service, then such candidate shall be required to submit a certificate of leaves availed from his/her employer, to justify his/her 240 days attendance in the research centre with the supervisor/co supervisor.

### 14.0 Change of supervisor

Only under special circumstances, the candidate may be allowed to change the supervisor by the Kulpati on the recommendation of the committee, constituted by the Kulpati for this purpose. No change in the topic of research will be permitted due to change of supervisor.

### 15. Six monthly report

The University shall obtain every six months a record of attendance, receipt of fees paid and progress report of the work of the Research Scholar from his supervisor as per Appendix 4 which shall be scrutinized by the Dean of the School. If the progress of work is not found satisfactory in two successive reports or no reports are received for a period of one year or



candidate fails to deposit fees, the Kulpati on the recommendation of the Dean of the faculty may order the removal of the name of the scholar from the list of those registered for the Ph.D. degree.

#### 16. Summary of thesis and appointment of examiners

- a) The candidate shall submit ten copies of the summary of the thesis together with a list of research papers published or accepted for publication (in the peer reviewed standard journals of repute, as approved the University from time to time. through his/her supervisor to the Registrar about three months prior to the anticipated date of submission of thesis.
- b) The supervisor shall submit to the Registrar, in a sealed cover a panel of at least six names of examiners actively engaged in the concerned area of research not below the rank of Associate Professor of a University Teaching Department or college Professor, from outside the jurisdiction of this University. At least half of the names should be from outside the state. Names can also be included from outside the country. Another panel of at least six examiners, actively engaged in the concerned area of research and not below the rank of Associate Professor of a University Teaching Department or college Professor, from outside the jurisdiction of this University, shall be submitted by the Dean of School in which the candidate is pursuing Ph.D.
- c) In case the candidate is related<sup>1</sup> to the supervisor, then the first panel of examiners shall be obtained from Head, University Teaching Department of the Subject concerned, or a senior professor nominated by Kulpati,
- d) The Kulpati shall appoint two examiners out of the two aforesaid panels, submitted by the supervisor and Examination Committee, respectively. The consent of examiners shall be obtained by sending them the summary and list of publications.

Note: The summary of thesis shall be sent by post / air mail / email.

#### 18. Pre Submission Defense Committee (PSDC)

- (1) Prior to submission of the thesis, the candidate shall prepare a draft thesis and shall submit it in SOFT and HARD copy in the prescribed format of the university.
- (2) However prior to the submission of draft Ph.D. thesis and PSDC, the candidate shall publish at least two research papers in the peer reviewed standard journal of repute, as approved by the University from time to time, in which the candidate is the sole author or if there are coauthors, then his/her name should be as first author. The reprint of such a paper along with reprints of other research papers published by him, if any, shall be appended inside the thesis at the end. If reprint has not been obtained till the time of submission of thesis, the acceptance letter along with the approved manuscript (i.e., preprint) shall be appended inside the thesis at the end.
- (3) The candidate shall make a Pre-Submission Defense, based on that draft thesis, in the University Teaching Department in the subject or any place in the University premise fixed by the University for the purpose. Arrangement for this shall be made on a request from the candidate, duly recommended by the supervisor, to the University in the proforma given in Appendix 5.

<sup>1</sup> The term relations shall include father, mother, wife, husband, daughter, son, grandson, granddaughter, brother, sister, nephew, niece, grand nephew/niece, uncle, aunty, son in law, sister in law, father in law, mother in law and the first cousin.

(4) The candidate shall be required to make an oral presentation of the proposed work before the Pre Submission Defense Committee (PSDC) consisting of the following members:

I. Kulpati or his nominee – Chairman.

II. Dean of the School.

III. Chairman BOS of the subject in the School.

IV. Head or One Professor or in the case of non-availability of Professor, one Associate Professor of the University Teaching Department. Presence of three members shall form the quorum.

Note: (a) On the request of the supervisor, Kulpati may permit him to be present as an observer during the oral presentation of his candidate.

(b) No. T.A. and D.A. shall be payable to candidate and supervisor for attending the Pre Submission Defense Committee (PSDC) meeting.

(5) The presentation shall be open to all the faculty members and research students and its aim will be to get feedback and comments, If the PSDC suggests any change in the work, then the change required shall be communicated to the candidate by the Registrar, which will have to be suitably incorporated into the draft thesis under the advice of the supervisor. The candidate will be required to resubmit the draft thesis as revised by him incorporating the changes suggested by the PSDC within 3 months time. The Dean of the School shall examine the revised draft thesis and if he is satisfied that the changes suggested by the PSDC have been incorporated in the revised draft thesis, he will approve the same and the thesis can be submitted. The letter of approval accordingly shall then be issued by the Registrar.

(6) If the PSDC decides that major revision is required in the draft thesis and/or the oral presentation was also found to be unsatisfactory then the candidate may be asked to revise the draft thesis and/or improve upon the oral presentation and reappear at the next meeting of the PSDC.

(7) The candidate shall only be permitted three times (including one mercy attempt to be awarded by the Kulpati) to present his case before PSDC on the basis of his request, duly recommended by the supervisor, to the University in the proforma given in Appendix 05. However, if, the candidate fails to get a recommendation for submission from PSDC, as mentioned above, his registration for PhD shall be cancelled.

### 17.0 Submission of thesis

(1) After getting an approval from PSDC as mentioned in para 17, the candidate can finalize his/her thesis.

(2) The finalized thesis shall be type set on a computer using standard software like MSWord or LATEX. It shall then be typewritten only on one side of pages. It may then be photocopied (only on one side of the pages) for producing multiple copies.

(2) The candidate shall submit the thesis to the University as follows:

(i) Three hard bound copies of the thesis, and

(ii) Soft copy in the form of CD (in two copies).

(3) In the thesis after the cover page, the forwarding letter/declaration/certificate mentioned in (a) (b) and (c) below must be given.

(a) The thesis should be forwarded by the Head of the UTD where the candidate was registered. (Appendix 6)

(b) The thesis must be accompanied by a declaration from the candidate as per (Appendix 2) that the thesis embodies his/her own work and he/she has worked under the supervisor at the approved place of work for the required period as per provisions of the Ordinance.

(c) The certificate from the Supervisor together with co-supervisors, if any, as per Appendix 3.

Note: (i) The candidate shall also remit with the thesis, prescribed fee as the examination fee as prescribed by the University.

(ii) The no dues certificates from the place of work and the University library must be submitted along with the thesis.

### 18.0 Evaluation of thesis and viva-voce examination

(i). On receipt of the thesis, required fee and no dues certificates, the thesis shall be sent to the two examiners already consented.

(ii). The thesis to be accepted for the award of the Ph.D. degree must comply with the following conditions:

(a) It must be a piece of research work characterized either by the discovery of the new facts or by a fresh approach towards the interpretation of facts. In either case, it should evince the candidate's capacity for critical examination and sound judgment.

(b) It must be satisfactory in point of language and presentation of the subject matter.

19.0 The examiners shall categorically recommend in the prescribed Proforma (Appendix 07) acceptance, revision or rejection of the thesis. He shall also give detailed comments on the points spelt out in clause 20 of the Ordinance and also detailed comments on each chapter in the examiner's report, which should be typed on separate pages, in four copies. The examiner must also give a list of at least ten questions; he wishes to be asked at the vivavoce examination.

20.0 (a) The examiners may seek clarification of the subject matter of the thesis from the supervisor through the Registrar. This provision will be incorporated in the letter to be sent to the examiners while sending the thesis.

(b) The Kulpati may recall the thesis from an examiner, who fails to send the reports within three months of the date of dispatch of the thesis or such other date as may be extended by the Kulpati, and appoint another examiner from the panels of examiners.

21. (a) In case both the examiners reject the thesis or one of them rejects the thesis and the other recommends a revision, the thesis shall be rejected.

(b) If both the examiners recommend for the revision of the thesis, the candidate shall be called upon to revise the thesis in the light of the observations of the examiners.

(c) If one examiner approves the thesis and the other rejects it or recommends for revision the thesis shall be sent to the third examiner, drawn from the panel of examiners as constituted at para 15 (b)) by the Kulpati, without the reports of earlier examiners, the third examiner shall be asked to give his/her opinion and this opinion shall be final.

(d) In case both the original examiners accept the thesis for the award of the Ph. D. degree or in the event of it being referred to the third examiner, and the third examiner accepts the thesis for the award of the Ph. D. degree, the candidate shall be called upon to appear at the viva-voce examination before a board of examiners comprising of the Supervisor, co supervisor (if any) and one of two examiners (as per para 16(b)), selected by the Kulpati, who have accepted the thesis for the award of the Ph. D. degree. In case the candidate is related\* to the supervisor, then the Kulpati shall appoint Head of the University teaching Department/School of

Studies/Institution/Chairman Board of studies of the subject concerned to act as viva-voce examiner, in place of the Supervisor.

(e) The Supervisor/Head University Teaching Department/Chairman Board of Studies of the subject concerned, as the case may be, shall be communicated the name of the external examiner appointed by the Kulpati to conduct the viva-voce examination. The same shall then contact the external examiner and fix up a date for viva-voce. The date fixed for the viva-voce shall be informed to the candidate and the Registrar. Provided that in special circumstances Kulpati may appoint alternate viva-voce examiner from the panel of examiners, if both the external examiners are not in a position to conduct the viva voce examination.

(f) The viva-voce examination shall be conducted at the University Teaching Department or at any place fixed by the University for the purpose. The date and time and place of open viva-voce examination shall be notified by the registrar on the University Notice board at least a week in advance. At the time of viva-voce examination, the board of examiners shall be provided the reports of the examiners, which shall be returned along with the report of viva-voce examination to the Registrar in confidential cover.

(g) The candidate shall present the work embodied in the thesis before the board of examiners, members of faculty, research scholars and other interested persons present in open viva. After the presentation of the research work the Board shall ask question together with those questions, which have been given along with examiners reports. Others in the audience can also ask questions and the candidate shall reply only those questions which are permitted by the external examiner.

(h) In case the recommendations of the viva-voce examiners differ from that of the thesis examiner or there is difference of opinion between the viva-voce examiners, the candidate shall reappear at a second viva-voce examination within six months. Such candidates would be required to pay an additional fee as prescribed by the University for Second viva-voce Examination. The external examiner for second viva-voce examination shall be appointed by the Kulpati as above. If the candidate fails to satisfy the viva-voce examiners a second time, his/her thesis shall be finally rejected.

22.0 If the examiners recommend that the candidate be asked to revise/improve his thesis, the Kulpati shall permit the candidate to resubmit his thesis not earlier than six months and not later than eighteen months, the period being counted from the date of the issue of orders to the candidate.

The candidate shall be provided examiners reports without disclosing the names of the examiners to enable him/her to improve the thesis on the basis of the reports. All the copies of the thesis shall also be returned to the candidate.

In case the candidate is allowed to resubmit the thesis he/she will have to pay the prescribed fee afresh at the time of resubmission but it shall not be necessary for him to reproduce any certificate of further attendance at the institution at which he/has carried out the work.

The resubmitted three copies of the thesis must make clear mention that it is a revised version. The thesis shall be got examined as far as possible by the examiners who finally recommended for the revision.

In case a candidate is asked to revise the thesis under clause 23(b) and one of the examiners recommends again for revision of the revised thesis and the other accepts the revised thesis for award then the thesis shall be sent to the third examiner. If the third examiner rejects or

recommends for revision the thesis shall stand rejected. If he accepts the thesis for the award then the candidate shall be awarded the Ph.D. degree on successful viva voce examination as per provision of clause 23 of the Ordinance.

In case a candidate is asked to further revised the thesis by the third examiner, as per provisions laid down under para 23 (c), above thesis shall stand rejected. Second time revision is not permitted in any case and if so, the thesis shall automatically stand rejected.

Note – Whether a candidate has incorporated the minor revision/s suggested by the examiner/s shall be evaluated by the Dean of the School. Only after his satisfactory report, the viva-voce of the candidate shall be fixed.

### **23.0 Appearing in other examination**

No research scholar shall join any other course of study or appear at any other examination conducted by any University leading to a degree (except Certificate/Diploma course of languages, research methodology, statistics, and computer courses).

### **24.0 Publication of thesis**

The thesis shall be published only with the permission of the University and such publication shall state on the title page itself that this was thesis approved for award of the Ph.D. degree of the University.

### **25.0 Award of Ph.D.**

After the successful viva-voce, the Vice Chancellor shall have powers to issue Notifications for the award of Ph.D degree to the candidate and the matter shall be reported to the Board of Management for their approval in its forthcoming meeting. One copy of the thesis will be kept in the University Library and another copy will be kept in the Departmental Library of the Institution where the research work was carried out; the third will be returned to the supervisor.

### **26.0 Reports of examiners**

After the declaration of the result the successful candidates may be provided the copies of reports of examiners who recommended for the award of the degree on payment of fee prescribed by the University. The reports will not disclose the identity of the examiners.

### **27.0 Withdrawal of degree**

On detection of any irregularity or any plagiarism the University shall take suitable steps to withdraw the degree. Those candidates who have applied for registration but have not been registered before this Ordinance comes into force, shall be governed by the provision of this ordinance i.e. they will have to fulfill all the requirements, as laid down in this ordinance.

**Appendix – 1 PROFORMA FOR SYNOPSIS**

1. Title of the thesis
2. Introduction : Giving purpose of research (in about 200 words)
3. A brief review of the work already done in the field.
4. Noteworthy contributions in the field of proposed work.
5. Proposed methodology during the tenure of the research work.
6. Expected outcome of the proposed work
7. References in standard format.
8. List of published papers of the candidate.

Signature of the Supervisor      Signature of the Candidate

Date :

Signature of Cosupervisor (if any)

Date :

**Appendix – 2**  
**DECLARATION BY THE CANDIDATE**

I declare that the thesis entitled .....

.....

Is my own work conducted under the supervision of Dr. ....

(Supervisor/Co-supervisor) at .....

(Centre) .....

Approved by Research Degree Committee. I have put in more than 240 days of attendance with supervisor at the centre.

I further declare that to the best of my knowledge, the thesis does not contain any part of any work which has been submitted for the award of any degree either in this University or in any other University without proper citation.

Signature of the candidate Date : ..... Place : .....

**Appendix – 3**  
**CERTIFICATE OF THE SUPERVISOR { } CERTIFICATE**

This is to certify that the work entitled ..... Is a piece of research work done by Shri/Smt./Ku. .... Under my/our Guidance and supervision for the degree of Doctor of Philosophy of ..... University ..... (M.P.) India. I certify that the candidate has put in an attendance of more than 240 days with me.

To the best of my knowledge and belief the thesis:

- i. Embodies the work of the candidate himself/herself.
- ii. Has duly been completed
- iii. Fulfills the requirement of the ordinance relating to the Ph.D degree of the University: and

Signature of the Co-supervisor Signature of the Supervisor Date : ..... Date :  
.....

### Appendix – 4 CONFIDENTIAL PROGRESS REPORT

Six monthly progress report of the research work done for the period from  
..... To ..... of the research scholar.

1 Name of the research scholar

2 Subject

3 Topic registered for Ph.D. Degree

4 Name of the Supervisor.

5 Name of co-supervisor(if any)

Description of the guidance on the topic Period with dates the Candidates has been with the guide for research work (It may also indicate the date of leave availed by the candidate during the above period.) Remarks of the supervisor on the work done by the candidate on topic.  
Fees paid vide receipt No. .... Date .....

Date : .....

Place : .....

.....

(Signature of Head of institution  
where the candidate was registered for Ph.D.  
degree)

Signature of the Supervisor

Date : .....

Place : .....

Address : .....

.....

.....

Date



**Appendix – 5**  
**REQUEST FOR PREPh.D. PRESENTATION BASED ON DRAFT THESIS**

The Registrar,  
ITM University, Gwalior

Subject : Request for making Pre-Ph.D. Presentation based on draft thesis.  
Reference : Ph.D. registration letter No. .... Detail .....

Sir,

With reference to above, the details of my Ph.D. thesis are given bellow:

1 Name of the candidate

2 Name of supervisor and Co-supervisors

3 Subject

4 Place of work

5 Title of thesis

My draft thesis is complete and I want to make Pre Ph.D. presentation. Kindly arrange for the same.

Date: .....

(Signature of the candidate)

Place: .....

Name and Address .....

(Signature of the Supervisor)

Name and Address : .....

**Appendix – 6 FORWARDING LETTER OF HEAD OF INSTITUTION**

The Ph.D. thesis entitled .....  
.....  
Submitted by Shri/Smt./Ku. ....  
Is forwarded to the University in three copies. The candidate has paid the necessary fees and there are no dues outstanding against him/her.

Name ..... Seal.....

Date : .....

Place : .....

.....

(Signature of Head of institution  
where the candidate was registered for Ph.D.  
degree)

Signature of the Supervisor

Date : .....

Place : .....

Address : .....

.....

.....

Date

**Appendix – 7**  
**EXAMINERS REPORT ON Ph.D. THESIS**

Title of thesis .....

Name of candidate Shri/Smt./Ku. ....

Subject : ..... Faculty .....

#

1. The thesis is recommended for the Yes No Award of Ph.D degree

.....

##

2. The thesis be revised on the Lines ..... Detailed below

.....

3. The thesis be rejected ..... (Please write Yes/No, as the case may be)

#

Thesis requiring only minor revision/s should also be covered in this category and suitable remarks detailing minor revision/s required, is/are to be enumerated. ## Thesis requiring only major revision/s should be covered in this category and suitable remarks detailing the major revision/s required is/are to be enumerated

**DETAILED REPORT**

(The examiner is requested to attach detailed report in four copies, covering also the following points)

(a) It must be a piece of research work characterized either by the discovery of the facts or by a fresh approach towards the interpretation of facts. In either case it should evince the candidate's capacity for critical examination and sound judgment.

(b) It must be satisfactory in point of language and presentation of the subject matter.

Date : .....

Place : .....

(Signature of the Examiner)

Full name & Address .....

.....

**Appendix – 8**

**PROVISIONAL CERTIFICATE REGARDING AWARD OF Ph.D. DEGREE (Para)**  
**ITM UNIVERSITY, GWALIOR**

**CERTIFICATE**

This is to certify that vide notification no ..... Dated  
..... of this University, the Board of Management has decided that the degree of  
Ph.D. in ..... ( Subject) be awarded to .....  
..... The title of Ph.D. thesis is  
.....

The Ph.D. degree has been awarded in compliance of the "University Grants Commission  
(minimum standards and procedure for award of M.Phil/Ph.D. degree) Regulation, 2009"

Registrar

Date : .....

IV.

V.