

**ORDINANCES NO. 35****ONE YEAR (TWO SEMESTERS) DIPLOMA IN CYBER LAW AND DIPLOMA IN INTELLECTUAL PROPERTY RIGHTS****1. Purpose**

This ordinance shall be applicable to Diploma in Cyber Law and Diploma in Intellectual Property Rights (IPR). These courses shall be run on semester system.

**2. The Programme & Duration**

2.1. The Diploma Course is of one year duration consisting of two academic terms.

- 2.2. A student can opt for maximum one diploma in an academic year.
- 2.3. Students are allowed to concurrently pursue diploma programs with the regular law programme.
- 2.4. The Medium of instruction & Examination shall be English or Hindi as the case may be which will not be changed during the entire Diploma programme.
- 2.5. Admission granted by the affiliated college/institute to any student shall be provisional till the enrollment/registration/enlistment is made by the University & in case the admission is granted on the bases of provisional eligibility certificate, the conditions & instruction given by the University should be complied within the time limit fixed by the University or latest by the beginning of next semester otherwise term kept by the such a student will be forfeited and no fees on any account will be refunded.

### 3. Intake & Fees

- 3.1 The basic unit of intake will be of 60 seats, duly approved. Multiples of this unit can be set up subsequently subject to approval.
- 3.2 The intake and fees for each of these courses shall be decided by the Board of Management of the University from time to time, subject to the approval of the regulatory body.

### 4. Eligibility

- 4.1 A student should passed 12th standard examination of recognized board OR Graduates from any recognized University. The following categories may also apply: Students, Lawyers, Law enforcement personnel – customs officials, police officials, etc., Patent agents, Intellectual Property Offices in Government Sector, Engineers, Scientists.

### 5. Admission Procedure

- 5.1 Admission in Diploma Course will be made as follows:
  - a) The University will issue admission notifications in news papers, on the University's website, notice board of the university and in other publicity media before the start of every academic cycle.
  - b) The students will be shortlisted for provisional admission based on their merit of qualifying examination and interview, giving 70% and 30% weightage respectively. During the interview, candidates will be assessed about their work experience, publications and statement of purpose.

- c) List of candidates provisionally selected for admission / shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of admission.
- d) The candidates whose results of the qualifying exam are awaited can also apply. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission granted will be cancelled.
- e) The application form may be rejected due to any of the following reasons:
- The candidate does not fulfill the eligibility conditions
  - The prescribed fee is not enclosed.
  - The application form is not signed by the candidate and his/her parent guardian, wherever required.
  - Supporting documents for admission are not enclosed.
- f) Enrollment/ Registration number will be assigned to the student by the University after submission and verification of all the necessary documents/fees.

5.2 Admission rules as framed by the University shall be applicable for an admission from time to time.

## 6. Course Structure

- 6.1 The course structure/curriculum for One-Year Diploma Course of consists of two semesters.
- 6.2 There will be five modules in one year. Four theory papers in first four modules.
- 6.3 In fifth module every student shall write a Dissertation or submit a Project Work/Field Study Report on any area/topic pertaining to specialized subject involving techno-scientific and legal issues therein. The research proposals submitted by the students shall be examined by a committee of teachers teaching the diploma course. The committee shall work under the Chairmanship of the Course Coordinator, who shall also allot a supervisor to each student or a group of students to supervise the dissertation/field study/project work.

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## Medium of Instructions and Evaluation of Students:

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

7.2 The evaluation of students in a course shall broadly be based on two segments.

- a) Continuous evaluation by the teacher(s) of the course.
- b) Evaluation through semester examination
- c) The components/contents of each segment of evaluation, the respective weightage to be given to each segment, and the pattern of examination, will be formulated by the respective Universities without compromising the standard, provided the end semester examination will not be assigned not more than one half of the total marks for that subject

#### 8. Examination Scheme

8.1 The University shall hold examinations for awarding Diploma Course, as far as possible according to the following Scheme:

- a) Conduct of Semester Examinations
- b) All examinations shall be conducted by the Centre; the schedule of examination shall be notified by the Centre along with academic calendar in the first week of every semester.

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

- (a) Attended at least 75% of lectures / practical delivered. (ii) Paid all the fees due
- b) Obtained 'No Dues' certificate from the concerned Department/ college.
- c) Submitted the job internship certificate / Project Report, as notified by the Director/ Head/ Principal.
- d) Received practical training as prescribed by the Director/ Head/ Principal.

8.3 Each student shall have to appear in the examination of theory/practical and continuous comprehensive examination system (CCE)/internal assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

SI. NO.	NAME OF THE COMPONENT	MARKS ALLOCATED
1	Internal assessment (Test)	20
2	Project and presentation	10
3	End Semester Examination	70
	TOTAL	100

Each paper is assessed based on the following components and marks: However, the concerned course teacher shall have the discretion to change the components and marks with prior approval of the Vice Chancellor.

Candidates should obtain Grade C<sup>+</sup> to qualify in practical and Internal Assessment in each of the prescribed papers of each semester.

- a) There will be an external examiner to evaluate the project report. Candidates should obtain Grade C<sup>+</sup> to qualify in project work external examination.
- b) CGPA of 5.0 is required at the end of II Semester.

## 9 Promotion to Next Semester & Failed Candidate

- 9.1 There shall be no supplementary or second examination in between the semester exam.
- 9.2 A candidate may provisionally continue his/her studies in higher semester class after the examinations of the semester he/she appeared is over. However, his/her eligibility shall be evaluated only after the results of semesters are declared at which he/she had appeared.
- 9.3. If a candidate fails in not more than one paper in anyone semester examination but clears all the remaining papers of that examination. He/she will be allowed to keep the term (ATKT) and promoted to the next semester. Candidate shall be eligible to carry the backlog of one paper.
- 9.4 Provided further, that if a candidate fails in more than one paper in any semester examination, he/she may be allowed to appear as an ex-student in the next examination of the same semester.
- 9.5 Provided further, that if a candidate fails in some papers of earlier semester and clears the final semester, his result will be with held. Mark sheet for final semester will be composite i.e. it would include the aggregate marks obtained in the first semester for calculation of overall aggregate.
- 9.6 A candidate will be awarded degree only in the year when he/she clears all the papers and completes all the requirements for the award of degree.

## 10. RULES FOR AWARD OF GRADES

- 10.1 After the evaluation, only grades should be allotted to the students for the Diploma courses.
- 10.2 The following equivalence shall be adopted for awarding grades and making qualitative assessment. If the strength of students in the program concerned is less than or equal to 60, then the absolute grading shall be followed. For student strength in a program more than 60, relative grading shall be followed:-

(a) **Range of marks for Absolute Grading (for student strength  $\leq 60$ ):**

Grade	Range of Marks	Grade Point	Performance Level
A+	91 -100	10	Outstanding
A	81-90	9	Excellent
B+	71 -80	8	Very Good
B	61 -70	7	Good
C+	51 -60	6	Above Average
C	41 -50	5	Average
D	35 -40	4	Pass
F	Below35	0	Fail

(b) **Range of Marks for Relative Grading (for student strength  $> 60$ ):**

Lower Range of	Grade	Grade	Upper Range of
	A+	10	$> \bar{X} + 1.5\sigma$
$\bar{X} + 1.0\sigma <$	A	9	$\leq \bar{X} + 1.5\sigma$
$\bar{X} + 0.5\sigma <$	B+	8	$\leq \bar{X} + 1.0\sigma$
$\bar{X} <$	B	7	$\leq \bar{X} + 0.5\sigma$
$\bar{X} - 0.5\sigma <$	C+	6	$\leq \bar{X}$
$\bar{X} - 1.0\sigma <$	C	5	$\leq \bar{X} - 0.5\sigma$
$\bar{X} - 1.5\sigma <$	D	4	$\leq \bar{X} - 1.0\sigma$
	F*	0	$\leq \bar{X} - 1.5\sigma$

\*"Subject to the fulfillment of general guidelines for the Award of Grades" where:-

1.  $\bar{X}$  denotes the Mean of the marks obtained by all the students in the concerned subject,
  2.  $\sigma$  denotes standard deviation of marks obtained by all the students in the concerned subject,
  3. The Moderation Board will use its judgment in deciding the grade based on the table given above with marginal adjustment for natural cut-off,
  4. A student securing 35% (thirty five percent) or more cannot be awarded grade lower than "D" grade, and
  5. No student can be awarded A+ grade who has secure less than 80% marks
- 10.3 Besides, there will other non-numeric grades "I", "NC" etc. which will not be assigned any numerical value and shall not be taken in to consideration for the purpose of calculation of SGPA/CGPA. "I" grade specifies that subject (s) has not been completed in all respect. "NC" specifies that Trimester has not been completed.

- 10.4 The following formula shall be used for calculating the Semester Grade Point Average (SGPA) of a Trimester:

$$SGPA = \frac{SCP}{SC} = \frac{G1C1+G2C2+G3C3+\dots}{C1+C2+C3+\dots}$$

1. Where G1, G2 etc. stand for the Grade Point obtained in specified courses and C1,C2 etc. stand for Credit allotted to the respective subjects in the concerned course structure.
  2. SCP stands for Total Credit Points obtained in the Semester and SC stands for Total Credits allotted in the Semester.
  3. SGPA stands for Semester Grade Point Average calculated up to 2nd place of decimal.
- 10.5 The CGPA (Cumulative Grade Point Average) for the whole program shall be calculated on the basis of the Total Credits allotted to each Trimester as indicated below:

$$CGPA = \frac{SCP}{SC} = \frac{SCP1+SCP2+SCP3+\dots}{SC1+SC2+SC3+\dots}$$

4. Where, SCP1, SCP2 etc. stand for Total Credit Points earned in respective Semester and SC1, SC2 etc. stand for Total Credits allotted to those Semesters.
  5. Along with the SGPA, Cumulative Grade Point Average (CGPA) will also be shown in the Grade Card of each Semester of the program.
  6. After the evaluation, only grades should be allotted to the students for the LL.M. Degree.
  7. In order to pass a subject, a candidate is required to obtain at least D grade. However, He is required to obtain a CGPA of 5.0 to become eligible for award of the Degree.
- 10.6 Vice-Chancellor's Grace of one mark will be given for Pass/ ATKT in each semester and for improvement in CGPA.
- 10.7 Grade Card of students, who pass subjects through Special Examinations, will have distinct indication of special examination. Further, such students shall not be eligible for any University award/rank/merit of the program.

## 11 AWARD OF CLASS

- 11.1 Under the Grading System, there is non-equivalence of class/division to CGPA. Hence, no division shall be awarded to students on completion of the program.
- 11.2 However, on written request of the students, the University may issue equivalence of CGPA in terms of percentage of marks, as per norms in vogue from time to time.

**12. DECLARATION AND RECTIFICATION OF RESULT**

12.1 The grades obtained will be tabulated by the tabulators and moderated by Moderation Board as below:

- (a) A student, who fails in End Semester Examination/ Special Examination, if any, (Theory component only) of one subject in any Semester, by not more than 5 (five) marks in Theory, He / She will be awarded the requisite marks to enable him/her to pass the subject.
- (b) A student, who passes in all subjects independently but fails to secure the required CGPA of 5.00 by virtue of having obtained one grade lower in any one subject by not more than 5 (five) marks of the full marks of the subject concerned, will be awarded higher grade in that subject by adding requisite marks in the total. In case of possibility of moderation in more than one subject, the subject having least credit will be considered for moderation.

Normally, only one of the two clauses mentioned above shall be applicable to a student in a particular Semester, however, as a special case, the Board of Examinations may allow the application of both the clauses of moderation simultaneously for a student, once and only once during his study period at the University on the specific recommendations of the Moderation Board under the following circumstances:

- (i) If the student of final semester is in a position to complete the diploma by application of both clauses.
  - (ii) If the student can be saved from deletion of his/her name from the University rolls by application of both clauses.
- (c) While calculating CGPA, a student who misses a higher class in his degree program by virtue of having obtained one grade lower in any one subject of Final Semester by not more than 5 (marks) marks in that subject, will be awarded the next higher grade. In case of possibility of moderation in more than one subject, the subject having least credit will be considered for moderation.
  - (d) The Sessional (Continuous Evaluation) component of a subject, purely Sessional subject, and purely Practical subject of End Term Examination of a semester shall not be moderated.
  - (e) In case the Moderation Board detects some obvious errors in the tabulation sheet, it may not be necessary to call the tabulator for rectification of the mistakes. The Chairman of the Moderation Board can rectify the mistake.

**REMARKS:** The Chairman, Moderation Board shall affix his/her signature on the tabulation sheet for each such modification.

12.2 The result tabulated and moderated as above, shall be put up to the Chairman, Board of Examinations /Academic Council for approval for declaration of results.



12.3 The Board of Examinations shall have the power to quash or rectify the result of a student (even after it has been declared) if:

- (a) It is found that he/she was not eligible to appear at the examination
- (b) He/she used unfair means in the examination,
- (c) A mistake is found in his/her result.

12.4 If the result of the examination has been ascertained and/ or declared and it is found that such result has been affected by any error, malpractice, improper conduct or other sufficient cause, the Board of Examinations shall have the power to amend the result and declare the modified/rectified result.

### 13. GRADUATION REQUIREMENTS

13.1 In order to qualify for Diploma course of the University, a student must-

- (a) Complete all the credit requirements for the degree with grade 'D' or a higher grade in each of the subjects, seminar, project work and viva-voce etc.
- (b) Satisfactorily complete all other requirements for the degree viz. industrial training, fieldtrip, if any etc.
- (c) Obtain **CGPA** of **5.00** or more in the Diploma course at the end of the II (final) semester in which he completes all the requirements for the degree.

13.2 Notwithstanding anything contained in the above Ordinances:

- (a) In case of a dispute in result, the decision of the Board of Examination shall be final and binding
- (b) In case of difficulty in application of any of the clauses of the Ordinances specified above, the Vice Chancellor shall have all powers to amend/ modify/ remove difficulty in the relevant Regulation(s).

### 14. Merit Lists

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

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

**15. Examination Centers**

15.1 University examination center(s) will be notified by the university.

**16. General**

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

16.2 In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.

16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Indore.

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