

Atal Nagar, the 4th July 2019

NOTIFICATION

No. F 3-3/2019/38-2. — Chhattisgarh Private Universities Regulatory Commission, Raipur vide its Letter No. 1027/प्र.परि./प्र.अध्या./के.के.मो.यू./2019/9448, Dated 12-02-2019 has approved the First Statutes No. 01 to 28 and First Ordinances No. 01 to 55 of K.K. Modi University, Village-Mahmara, Jalbandha Road, Tehsil and District-Durg (Chhattisgarh) Under Section 26 (5) and Section 28 (4) of Chhattisgarh Private Universities (Establishment & Operation) Act, 2005.

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

By order and in the name of the Governor of Chhattisgarh,
RENU G. PILLAY, Principal Secretary.

THE FIRST STATUTES OF THE K. K. MODI UNIVERSITY DURG

In exercise of the powers conferred by subsection (1) of section (26) of the Chhattisgarh Private Universities (establishments and operation) Act 2005, the governing body makes the following Statutes

(I) SHORT TITLE, SCOPE AND COMMENCEMENT

- 1) These Statutes may be called THE K. K. MODI UNIVERSITY DURG, FIRST STATUTES-2018
- 2) These Statutes shall come into force with effect from the date of the notification in the state Gazette.

(II) DEFINITIONS

In these Statutes unless the context otherwise requires:

1. "Act" means the "Chhattisgarh Private Universities (Establishment & Operation) Act. 2005".
2. "Aayog" means the "Chhattisgarh Private Universities Regulatory Commission" (CGPURC)
3. All words and expressions used herein and defined in the Act and the Rules shall have the meanings respectively assigned to them in the Act and the Rules.
4. "Academic Year" means a period of nearly twelve months devoted to completion of requirements specified in the scheme and curriculum of the concerned course(s) and apportioned into "terms" as stipulated in the Ordinances.
5. "Board of Studies" means the Board of Studies of the different subjects of the University.
6. "Convocation" means the convocation of the University.
7. "Course(s)" means prescribed area(s) or course(s) of study or programme (s) and / or any other component(s) leading to the conferment or award of degree, diploma, certificate or any other academic distinction or title of the University.
8. "Decided by the University / University may decide / Decision of the University" means as decided by the Vice-Chancellor with the approval of the Chancellor.
9. "Employee" means any person working on the payroll of the University.
10. "Faculty" means Faculty of the University listed in Statute No 12.
11. "Regular Education" means and includes delivering instruction, teaching, learning, education, and related activities directly by the teacher synchronously to students in the classes or otherwise at the campus of the University.
12. "Regulation" means regulations of the University.

13. "Rules" means the "Chhattisgarh Private Universities (Establishment & Operation) Rules, 2005".
14. "Scheme and Curriculum" means and includes nature, duration, pedagogy, syllabus, eligibility and such other related details (by whatever name it may be called) for the concerned courses(s) of the University.
15. "Seal" means the common seal of the University.
16. "Subject" means the basic unit(s) of instruction, teaching, training, research etc., by whatever name it may be called, as prescribed under the scheme and curriculum.
17. The terms "he", "him" and "his" include the feminine gender also.
18. "University", "The University" means K. K. MODI University Durg.

**(III) THE FIRST STATUTES ON THE SUBJECTS ENUMERATED BELOW ARE AS
HEREUNDER:**

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STATUTE No. 01**OBJECTIVES OF THE UNIVERISTY**

Apart from the objects of the University described in Section 3 of the Act, the University shall also have the following objects:

- (1). A part from the Objectives defined in Section 3 of the Chhattisgarh Private Universities (Establishment and Operation) Act 2005, the University shall also have following additional objectives:
 - a. To collaborate with other universities, research institutions, government, non-governmental organizations, corporations, foundations and trusts to fulfill University's objectives.
 - b. To create a transformative, experiential, career-oriented University with a soul.
 - c. To develop knowledge for the advancement of quality of life of the mankind.
 - d. To create centers and institutions of excellence for imparting state-of-the-art education, training and research.
 - e. To create capabilities for development of knowledge, skills and competencies at various levels.
 - f. To create capabilities for upgrading the infrastructure of global standard for education, training and research in numerous fields as allowed by Act with all its modifications.
 - g. To develop patterns of teaching and training at various levels of educational accomplishment so as to set a high standard of education.
 - h. To function as a leading resource center for knowledge management and entrepreneurship development in all fields.
 - i. To establish close linkages with industries to create 100% Employable and Nation Building Entrepreneurs.
- (2). To pursue any other objective as may be approved by the State Government based on the recommendations of the CGPURC, from time to time.

STATUTE No. 02

SEAL AND EMBLEM OF THE UNIVERSITY

- (1). The university shall have a common seal to be used for the purpose of the University and the design of the seal shall be as decided by the University, subject to further change or amendment as deemed necessary from time to time after obtaining due approval of CGPURC.
- (2). The University may also decide to make and use such Flag, Anthem, Insignia, Vehicle Flag and other symbolic or graphic expressions, abbreviations or likewise, for such purposes as deemed necessary from time to time, and which are not of such nature that are not permitted by the State or the Central Government.

STATUTE No. 03**APPOINTMENT, TERMS & CONDITIONS AND POWERS OF THE CHANCELLOR**

[Refer Section 16 of Chhattisgarh Private Universities (Establishment and Operation) Act, 2005]

- (1) The Chancellor of University shall be appointed as per the provisions laid out in Section 16 of the Act.
- (2) The sponsoring body shall, by simple majority, finalize the name of the Chancellor. The Chairperson / Secretary of the Sponsoring Body shall send the name, along with bio-data of the proposed Chancellor for approval of the visitors. After the approval, the Chancellor shall be appointed by the Sponsoring Body for a period of three years. Provided that, for establishing the Private University and making it functional, the university shall appoint the Chancellor in consultation with the State Government for a minimum period of one (01) Year, but not exceeding three years.
- (3) The Chancellor shall exercise powers as specified in Section 16 of the Act.
- (4) The Chancellor shall hold office for a period of three years and shall be eligible for reappointment with the approval of the Visitor following the procedure laid down above under clause (1) of the Statute No. 3.
Provided that the Chancellor shall, notwithstanding the expiring of the term, continue to hold his office until either he is reappointed or his successor takes charge upon his office.
- (5) In case of an emergency like illness, absence or death of the Chancellor, the Vice-Chancellor shall perform his duties till the Chancellor reassumes his office or the new Chancellor is appointed. However this period shall not exceed six months.
- (6) It shall be the duty of the Chancellor to ensure that the Act, the Rules, the Statutes, the Ordinances and the Regulations are faithfully observed.
- (7) The Chancellor shall exercise general control over the affairs of the University.
- (8) The Chancellor shall be entitled to receive salary / honorarium, expenses and allowances as may be decided by the Sponsoring Body.
- (9) The Chancellor may appoint at his discretion, a Pro-Chancellor who shall hold office at the pleasure of the Chancellor.
- (10) The Chancellor with approval of the Sponsoring Body shall have the power to remove any officer of the University including the Vice-Chancellor from his office in the overall interest of the University.
- (11) Provided for the removal of the Vice-Chancellor, the Chancellor shall report to the Visitor, on being satisfied on the basis of a complaint that the Vice-Chancellor has acted in violation of the Act, Statute or Ordinances of the University or committed financial irregularity.

- (12) In a special meeting called for the purpose, the Sponsoring Body may consider a "No Confidence Motion" against the Chancellor and, if passed by two third majorities, can recommend to the Visitor for the removal of the Chancellor.
- (13) The Chancellor may resign from his office by a hand-written letter, addressed to the Visitor. A copy of the same shall to be sent the chairperson of the sponsoring body.
- (14) The Chancellor shall preside over the meetings of the Governing Body and shall, when the visitor is not present, preside over the convocation for degrees, diploma and other academic decisions.

STATUTE No. 04**APPOINTMENT, TERMS AND CONDITIONS AND POWERS OF THE VICE-CHANCELLOR**

[Refer Section 17 of Chhattisgarh Private Universities (Establishment and Operation) Act, 2005]

- (1) The Vice-Chancellor shall be appointed by the Visitor from the panel recommended by the Search committee constituted for the purpose
- (2) Search committee referred to in Sub-section(1) shall consist of the following:-
 - (i) Two eminent academicians nominated by the sponsoring body
 - (ii) One eminent person nominated by the State Government in higher education department

The visitor shall appoint one of the members of the search committee as Chairman.

- (3) The Search committee shall submit a panel of at least three eminent academicians for the appointment of Vice-Chancellor

Provided that if the Visitor does not approve the recommendation of the Search committee, he may call for fresh recommendation from the committee.

Provided further that the Vice-Chancellor, to carry out the business of newly established private university, shall be appointed by the Visitor on the advice of Chancellor for a period of 2 years.

- (4) The Vice-Chancellor shall, subject to the provision contained in subsection (10), hold office for a term of four years.

Provided that, a Vice-Chancellor shall continue to hold the Office even after expiry of his term till a new Vice-Chancellor joins. However in any case this period shall not exceed 6 months.

Provided further that, in case of an emergency like illness, long absence, resignation or death of a Vice-Chancellor, the Chancellor shall assign the duties of the Vice-Chancellor to a senior Professor of the University.

- (5) The Vice-chancellor shall be the principal executive and academic officer of the private university, and shall exercise general superintendence and control over the affairs of the private university and shall execute the decision of various authorities of the private university.
- (6) The Vice-chancellor shall preside at the convocation of the private university in the absence of the Visitor and the Chancellor.
- (7) If in the opinion of the Vice-chancellor it is necessary to take immediate action on any matter for which powers are conferred on any other authority by or under this Act , he may take such action as he deems necessary, and shall at the earliest opportunity thereafter report his action to such officer or authority as would have in the ordinary course dealt with the matter;

Provided that if in the opinion of the concerned officer or authority such action should not have been taken by the Vice-chancellor then such case shall be referred to the Chancellor, whose decision thereon shall be final;

Provided further that where any such action taken by the Vice-chancellor affects any person in the service of the university, such person shall be entitled to prefer, within three months from the date on which such action is communicated to him, and appeal to the Governing body. The decision of the Governing Body shall be communicated to the person concerned within the maximum period of three months from the date of appeal.

- (8) If, in the opinion of the Vice-chancellor any decision of any authority of the private university is not in conformity with the powers conferred by this Act, Statutes, ordinances, or Regulations made there under, or is likely to be prejudicial to the interests of the private university, he shall request to the concerned authority to revise its decision. In case the authority refuses to revise such decisions wholly or partly or fails to take any decision within fifteen days, then such matters shall be referred to the Chancellor and his decision thereon shall be final, which will be reported to the Governing Body for ratification.
- (9) The Vice-chancellor shall exercise such powers and perform such duties as may be prescribed by the Statutes and the ordinances. The Vice-chancellor shall receive pay as per UGC norms and approved by the State Government and other allowances as decided by the sponsoring body from time to time.
- (10) If at any time upon the representation made or otherwise, it appears to the Visitor that the Vice-chancellor
 - (a) As made default in performing any duty imposed on him by or under this Act, or
 - (b) Has acted in a manner prejudicial to the interest of the private university, or
 - (c) Is incapable of managing the affairs of the private university, the Visitor may notwithstanding the fact that the term of the office of the Vice-chancellor has not expired, by an order, in writing, stating the reasons therein, require Vice-chancellor to relinquish his office as from such date as may be specified in the order.
- (11) No Order under sub-section (10) shall be passed unless the particulars of the grounds on which such action is proposed to be taken are communicated to the Vice-chancellor and he is given reasonable opportunity of showing cause against the proposed order.
- (12) As from the date specified in the order under sub-section (10), Vice-chancellor shall be deemed to have relinquished the office and the office of Vice-chancellor shall fall vacant.
- (13) The Vice-Chancellor, in addition to all such powers and functions as prescribed under the Act, shall also have the following powers and functions:
 - (a) The Vice-Chancellor shall have all the powers necessary for the proper maintenance of discipline in the University and he may delegate any such powers to such person or persons as he may deem fit.

- (b) The Vice-Chancellor shall be empowered to grant leave to any officer or employee of the University and make necessary arrangements for the discharge of the functions of such an officer or employee during the period of his absence.
- (c) The Vice-Chancellor shall have the powers to make short-term appointments for a period of one year or less, of such persons as maybe considered necessary for functioning of the University.
- (d) The Vice-Chancellor shall have the powers to enter into agreements on behalf of the University as approved by the respective and relevant Committees or as approved by the Chancellor.
- (e) The Vice-Chancellor may delegate any of his powers to other officers of the University in consultation with the Chancellor.

STATUTE No. 05**APPOINTMENT, TERMS AND CONDITIONS AND POWERS OF THE REGISTRAR**

[Refer Section 18 of Chhattisgarh Private Universities (Establishment and Operation) Act, 2005]

- (1) The Registrar will be an officer of the University. All contracts shall be signed and all documents and records shall be authenticated by the Registrar on behalf of the University.
- (2) The qualification of Registrar shall be as per the UGC norms.
- (3) The Registrar shall be a full time salaried officer of the University and shall discharge his duties under general superintendence and control of the Vice-Chancellor.
- (4) The appointment of the Registrar shall be made by the Governing Body on the recommendation of the selection committee constituted for the purpose. However, the first Registrar shall be appointed by the Sponsoring Body for a period of two years. The subsequent Registrars, other than the first Registrar, shall be appointed by the Governing Body on the recommendation of the Selection Committee constituted for the purpose. The Selection committee shall consist of:
 - (a) Vice chancellor– (Chairman)
 - (b) Nominee of the Chancellor
 - (c) Two expert members nominated by the Sponsoring Body
 - (d) One expert member nominated by the CGPURC not below the rank of a University Professor
- (5) Selection of Registrar:

The University shall adopt the following procedure for selection of the Registrar:

- (a) The University will invite applications for the post through the process of an advertisement in News Papers of wider circulation, and / or other mediums.
- (b) The Selection Committee shall interview and adjudge the merit of each candidate and send its final recommendation to the Governing Body.
- (c) If a suitable candidate is not found in the first advertisement, subsequent advertisements shall be issued.
- (d) The Selection Committee shall interview and adjudge the merit of each candidate and shall prepare a panel of three candidates in the order of merit in a sealed envelope which shall be sent to the Governing Body for final decision for the appointment of the Registrar.
- (e) The approved panel shall be valid for one year.
- (f) If a suitable candidate is not found then interim arrangement can be made by Chancellor through Deputation or contract appointment.

- (6) When the Office of the Registrar falls vacant or when the Registrar is, by reason of illness or long absence due to any other reason, unable to perform his duties of the office, the duties of the office shall be performed by such person as the Chancellor or Vice Chancellor may appoint for the purpose.
- (7) The Registrar shall receive pay as per UGC norms and other allowances as decided by the Chancellor from time to time.
- (8) The age of retirement of the Registrar shall be as per UGC NORMS.
- (9) Duties and Powers of the Registrar shall be:
 - (a) To maintain the records, the common property and any such other property of the University as the Governing Body may decide.
 - (b) To conduct the official correspondences of the Governing Body, Board of Management, Academic Council and any other Body or Committee of which he may be the Secretary.
 - (c) To issue notices conveying the dates of meeting of the University authorities to the members and to make necessary arrangements for the conduction of the meetings and for other assigned duties by the Board of Management from time to time, he will render desired assistance.
 - (d) To provide the copies of the Agenda of the meeting of the Governing Body, Academic Council, Board of Management, and such other Bodies which are formed under the direction of the Chancellor/Vice-Chancellor, and to record the minutes and send the same to the Vice-Chancellor, and Chancellor. He shall also make available all such papers, documents and information as the Visitor/Chancellor/Vice-Chancellor may desire.
 - (e) To discharge all such functions as assigned to him by the Chancellor/Vice-Chancellor of the University and entrusted as per the Statutes, Ordinances and Regulations.
 - (f) To supervise and control the work of the staff working in different offices/units of the University and writing their confidential report.
 - (g) It shall be mandatory for the Registrar to issue Marks Sheet, Migration Certificate and other relevant important documents with his seal and signature. He will also record his signature with the seal of his office on the back of the Degree Certificate before issue.
 - (h) The Registrar may speak at a meeting of a Governing body/ Board Of management/Academic Council of which he is a Member Secretary without the right of voting, only with the permission of Chairman.
 - (i) It shall be the responsibility of the Registrar to execute the decisions taken in the meetings of Governing Body / Board of Management / Academic Council and other Committees / Bodies of which he is a Member Secretary.
 - (j) The Registrar shall render such assistance as may be desired by the Chancellor / Vice Chancellor in performing official duties.
 - (k) The Registrar shall supervise and control the work of staff working in different offices / units of the University and shall write their confidential report which will be endorsed by the Vice Chancellor/Chancellor.

- (l) The Registrar shall have power to take disciplinary action against such of the employees, excluding teachers and other academic staff, as may be specified in the order of the Executive Council and to suspend them pending inquiry, to administer warnings to them or to impose on them the penalty of censure or the withholding of increment.

Provided that no such penalty shall be imposed unless the person has been given a reasonable opportunity of showing cause against the action proposed to be taken in regard to him.

In a case where the inquiry discloses that a punishment beyond the power of the Registrar is called for, the Registrar shall, upon the conclusion of the inquiry, make a report to the Vice-Chancellor along with his recommendation.

Provided that an appeal shall lie to the Governing Body against an order of the Vice-Chancellor imposing any penalty.

- (m) All Examinations of the University shall be conducted by the Controller of Examinations under the monitoring and supervision of the Registrar who may give suggestions, advices and necessary orders to the Controller of Examinations and Examination Committee regarding the procedures of the Examination which shall be obligatory to them.
- (n) The Registrar shall be Ex-officio Secretary of the Governing Body, Board of Management and Academic Council.
- (11) The Registrar may resign, giving one month notice period and handover of charge, from his office by a hand-written letter, addressed to the Chancellor through Vice Chancellor.
- (12) To represent the University when authorized by the management board in suits and proceeding by or against the University sign power of attorney and plead or depute his/her representative for this purpose.

STATUTE No. 06**APPOINTMENT, TERMS AND CONDITIONS AND POWERS OF THE CHIEF FINANCE & ACCOUNTS OFFICER**

[Refer Section 19 of Chhattisgarh Private Universities (Establishment and Operation) Act, 2005]

- (1) The Chief Finance and Accounts Officer (CFAO) shall be an officer of the University responsible for handling accounts and finances of the University.
- (2) The qualification of CFAO shall be Post Graduate preferably in Commerce /Economics/ Financial Management with 5 years' experience of working in any University/Institute/ Organization to manage Accounts/Finance.
- (3) The CFAO will be a salaried officer of the University and shall discharge his duties under general superintendence, reporting and control of the Vice Chancellor.
- (4) The appointment of CFAO shall be made by the Chancellor on the recommendation of the selection committee constituted for the purpose. However, the first CFAO shall be appointed by the Chancellor for a period of three years. The subsequent CFAO, other than the first CFAO, shall be appointed by the Chancellor on the recommendation of the Selection Committee constituted for the purpose. The Selection Committee shall consist of:
 - (a) Vice Chancellor
 - (b) Nominee of the Chancellor
 - (c) Two expert members approved by the Board of Management
 - (d) One representative of the CGPURC
 - (e) Registrar as member secretary
- (5) Selection of CFAO:

The University shall adopt the following procedure for the selection of the CFAO:

- (a) The University would invite applications for the post through the process of an advertisement in News Papers of wider circulation or through other mediums.
- (b) A summary of all the candidates applied for the post shall be prepared by the Selection Committee.
- (c) The approved panel shall be valid for one year. In the event of any selected candidate not joining or leaving / resigning from the post then the panel can be recalled for the appointment of new CFAO.
- (d) The Selection Committee shall interview and adjudge the merit of each candidate and shall prepare a panel of three candidates in the order of merit in a sealed envelope which shall be sent to the Chancellor for final decision for the appointment of the CFAO

- (e) If a suitable candidate is not found then Chancellor can make interim arrangement by filing the post through deputation from other concern or by making ad-hoc/temporary appointment for one year. However this arrangement can be extended for one more year.
 - (f) If suitable candidate is not found in the first advertisement, subsequent advertisements shall be issued.
 - (g) When the Office of the CFAO falls vacant or when the CFAO is unable to perform his duties of the office by reason of illness or long absence due to any other reason, the duties of the office shall be performed by such person as the Chancellor may appoint for the purpose.
 - (h) If any time upon representation made or otherwise, and after making such inquiry as may be deemed necessary, the situation warrants that the continuance of the CFAO is not in the interest of the University, the Vice Chancellor may request the Chancellor, in writing stating the reasons therein, for the removal of the CFAO.
 - (i) Provided that before taking such action of the removal, the CFAO shall be given an opportunity of being heard.
- (6) The CFAO shall receive pay and other allowances as decided by the University from time to time.
- (7) The age of retirement of the CFAO shall be as per UGC NORMS.
- (8) Duties of the CFAO shall be:
- (a) To manage the Accounts and Funds of the University for maintaining the records properly and for regularly getting them audited.
 - (b) To supervise, control and regulate the working of Accounts and Finance of the University.
 - (c) To maintain the financial records and any such other finance related records of the University as the Governing Body may decide.
 - (d) To discharge all such functions as assigned by the Chancellor/Vice-Chancellor of the University.
 - (e) To keep a constant watch on the state of the cash and bank balances and on the state investments.
- (9) The CFAO may resign, giving due notice period and handover of charge, from his office by a hand-written letter, addressed to the Chancellor. A copy of the same shall be sent to the Vice-Chancellor.

STATUTE No. 07**POWERS AND FUNCTIONS OF GOVERNING BODY**

[Refer Section 21(1) (a), 22 & 26 (1) (a) of Chhattisgarh Private Universities (Establishment and Operation) Act, 2005]

Apart from the powers vested in the Governing Body according to the provisions under Clause (3) of Section 22 of the Act, the Governing Body of the University shall have the following powers and functions:

- (1) To review, suggest and approve, from time to time, the policies, plans, procedures and measures for the improvement and development of the University.
- (2) To make recommendations on any matter referred to it by the Chancellor/Sponsoring Body.
- (3) To make recommendation to the Sponsoring Body for the creation of new posts of officers/teachers/staff of the University.
- (4) To exercise such other powers and functions as may be assigned by the Sponsoring Body.
- (5) To hold, buy, sell, hypothecate, mortgage, take on lease, accept as gift or otherwise acquire any land, buildings or property, movable, immovable, or intellectual property, which may be necessary or convenient for the purpose of the University, and on such terms and conditions as it may deem fit and proper, and to construct, alter and maintain any such land, buildings or property with the prior approval of the sponsoring body.
- (6) To consider and approve the recommendations made by the Board of Management / Academic Council / Chancellor / Vice-Chancellor.
- (7) The formation of Governing Body shall be as per Section 22(1) and 22(2) of the Act.
- (8) The tenure of the Governing Body shall be as per Section 21(2) of the Act.
- (9) The Governing Body shall meet at least 3 times in a calendar year as per section 22 (4) of the Act
- (10) The Governing Body shall maintain a quorum of 5 members as per Section 22 (5) of the Act
- (11) Any member may step down from the Governing Body by informing in writing to the Chairman of the Governing Body or to the nominating authority as the case may be.

STATUE No. 08**POWERS AND FUNCTIONS OF BOARD OF MANAGEMENT**

[Refer Section 21(1) (b), 23& 26 (1) (a) of Chhattisgarh Private Universities (Establishment and Operation) Act, 2005]

- (1) The formation and functions of the Board of Management shall be the same as laid down under Section 23 (1) of the Act.
- (2) The term of the nominated members of the Board of Management shall be of three years.
No member shall be nominated for more than two consecutive terms.
- (3) The Board of Management shall meet at least in every two months and quorum for the meeting shall be five members.
- (4) Powers and Functions of the Board of Management shall be:
 - (a) To propose new posts of the teachers, the other officers and the staff of the University and recommend the same to the Governing Body.
 - (b) To get the approval of the Governing Body before the implementation of such decisions of the Board of Management which may have bearing on the finances of the University.
 - (c) To consider and approves the minutes of the selection committee for the teachers/staff and forward the same to the Governing Body.
 - (d) To propose fee structure to competent authority for various programs run by the University.
 - (e) To perform any other function which may be assigned by the Governing Body / Chancellor.
 - (f) To prepare the Annual / Supplementary Budget of the University and to place it before the Governing Body for its consideration and approval.
 - (g) To create, add and establish new Schools/ Centres/ Departments of the University or to close existing Schools/ Centres/ Departments at any time.
 - (h) To create teaching and other academic posts including Chairs and to ratify the appointments such as Professors, Associate/Assistant Professors, and other members, Ad-hoc or permanent of the teaching/non-teaching staff as may be deemed necessary, on the recommendations of a committee constituted for the purpose.
 - (i) To fix the emoluments and define the duties and functions and conditions of service of Professors, Associate/Assistant Professors, and other members of the teaching/ non-teaching staff.
 - (j) To provide for the appointment of Visiting Professors, Emeritus Professors, Consultants, Faculty Members, Ad-hoc Faculty Members and Scholars and determine the terms and conditions of such appointments.

- (k) To approve and establish administrative, ministerial and other necessary posts and make appointments there to.
- (l) To delegate to any Faculty Member, administrative or ministerial post and assign him with powers, duties and functions incidental thereto.
- (m) To promote inter-disciplinary research by making joint appointments of teaching staff in different Schools, Department and Centres.
- (n) To accept on behalf of the University any bequest, donations or transfer of any movable or immovable property to the University,
- (o) To manage and regulate the finances, accounts, investments, property, business and all other administrative affairs of the University and for that purpose to appoint such agents as it may think fit.
- (p) To invest any money belonging to the University, including any unapplied income, in such stocks, funds, share or securities, from time to time, as it may think fit or in the purchase of immovable property, with the powers of varying such investment from time to time.
- (q) To approve fees or other charges like registration fee and caution money, hostel charges etc. to be paid by students and modify the same from time to time on the recommendations of the committee constituted thereto.
- (r) To provide for the building, premises, furniture, apparatus and other means needed for carrying on the work of the University, to transfer or accept transfers of any movable or immovable property on behalf of the University.
- (s) To select the common seal, flag, insignia, anthem etc. of the University and provide for its custody and use.
- (t) To approve entering into, carry out and cancel contracts on behalf of the University and to appoint any agent towards fulfilment of this objective.
- (u) To entertain, adjudicate upon, and if it thinks fit, to redress, any grievances of the salaried officers, the teaching staff and other employees of the University who may of any reason feel aggrieved.
- (v) To approve such programs of such minimum duration on its own volition or on the recommendation of Academic Council, introduce, modify or discontinue a program.
- (w) To approve the procedure for admission to various academic programs including minimum entry qualification.
- (x) To approve the Regulations governing the conduct of various programs.
- (y) To lay down and modify the charges for the issuance of academic documents or certificates to the students.
- (z) To approve rules/regulations to govern the appointment of examiners and moderators and, if necessary, to remove them, and to fix their fees, emoluments and travelling and other allowances after consulting the Academic Council.

- (aa) To establish sub-committees and assign them with duties and powers incidental to the purpose of their establishment and to consider and approve the recommendations suggested or decisions taken by such sub-committee.
- (bb) To lay down the procedure of the functioning, convening of meetings, publication of minutes and all other incidental aspects of all the authorities, committees, sub-committees of the University.
- (cc) To enter into partnership with industry, government and non-government agencies, corporations, foundations, trusts and other educational institutions etc. for the advancement of knowledge and if desired establish a corpus of funds out of the profits of such partnership.
- (dd) To frame rules for institution and grant of University fellowships, Assistantship, studentships, scholarships, medals and prizes.
- (ee) To enter into partnership with industry, government and non-government agencies, corporations, foundations, trusts and other educational institutions etc. for the advancement of knowledge and if desired establish a corpus of funds out of the profits of such partnership.
- (ff) To formulate any amendment in Statutes of the University and approve any subsequent Ordinance as formulated by the Academic Council.
- (gg) To perform any function which may be assigned or recommended by the Governing Body/Chancellor/Chairman of the Board of Management.
- (hh) To exercise any such other powers and perform any such other function which has not been expressly mentioned but is in the general interest of the University

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- (hh) To exercise any such other powers and perform any such other function which has not been expressly mentioned but is in the general interest of the University

STATUTE No. 09**FORMATION, POWERS AND FUNCTIONS OF ACADEMIC COUNCIL**

[Refer Section 21(1) (c), 24 & 26 (1) (a) of Chhattisgarh Private Universities (Establishment and Operation) Act, 2005]

The Academic Council shall be the principal academic body of the University and shall coordinate and exercise general supervision over the academic policies and programs of the University.

- (1) The Academic Council shall consist of the following members:
 - (a) Vice-Chancellor (Chairman)
 - (b) All the Deans and Heads of the Departments.
 - (c) All the Professors of the University Teaching Department.
 - (d) Three Professors of the State / Central University / Central Institute established by an Act of Parliament nominated by the Chancellor.
 - (e) Three representatives from amongst the Scientists/ Educationalists/ Technologists/ Industrialists nominated by the Chancellor.
- (2) The term of the nominated members of the Academic Council shall be three years. No member shall be nominated for more than two consecutive terms.
- (3) The Vice-Chancellor, as the Chairman, shall preside over the meetings of the Academic Council and in his absence the senior most Dean shall preside over the meeting. In his absence any person nominated by the Chancellor shall preside over the meeting.
- (4) The Registrar shall be the Member-Secretary of the Academic Council and in the absence of the Registrar, any other person authorized by the Vice Chancellor shall act as the Member Secretary.
- (5) The term of the ex-officio members shall continue so long as they hold the office by virtue of which they are members, the term of the nominated members shall be of three years. The term of office of a member nominated to fill a casual vacancy shall continue for the remainder period of the term of the member in whose place he has been nominated.
- (6) One third of the members of the Academic Council including the Chairperson shall form the quorum at a meeting.

Provided that no quorum shall be necessary for adjourned meeting.

Ordinarily fifteen clear days' notice shall be given for all meetings of the Academic Council and agenda with relevant papers shall be posted at least seven days before the date of the meeting. The notice for emergent meeting shall ordinarily be 3 days.

- (7) Subject to the provisions of the Act, the Academic Council shall have the following powers, and functions; namely,

- (a) To co-opt members, persons having special knowledge or experience in the subject matter of any particular business which may come before the Council for consideration. The members so co-opted shall have all the rights of the members of the Council in regard to the transaction of the business in relation to which they may be co-opted.
- (b) To promote teaching and research and related activities in the University.
- (c) To exercise general supervision over the academic policies and programs of the University and to give directions regarding methods of instruction, teaching and evaluation of research or improvements in academic standards.
- (d) To make recommendations to the Board of Management on the proposals received from the different Faculties of the University for the conferment of degrees, honorary degrees or any such other distinction or honors of the University.
- (e) To aim to bring about and promote inter-School /centre co- ordination and to establish or appoint such sub-committees or boards as may be deemed necessary for the purpose.
- (f) To consider matters of general academic interest either on its own initiative or on a reference made by a faculty or the Board of Management or the Governing Body and to take appropriate action thereon.
- (g) To make proposals to the Governing Body for allocating funds to the Faculties/Departments.
- (h) To make proposal to the Governing Body for the institution of fellowship, scholarships, studentship, exhibition, medals and prizes and to make rules for their award.
- (i) To recognize persons of eminence in their subject to be associated as research guides / co-guides in the subjects or interdisciplinary subjects as prescribed in the ordinance.
- (j) To formulate, modify or revise schemes for the organization and assignment of subject to the Faculties/Schools/Departments, and to report to the Governing Body as to the expediency of abolition, reconstitution or division of any Faculty/School/Department of the university.
- (k) To make periodical review of the activities of the Departments and take appropriate action (including the making of recommendations to Management).
- (l) To recognize the Certificates, Diplomas and Degrees of other Universities and Institutions and to determine their equivalence on the basis of norms of the regulatory body.
- (m) To make special arrangements, if any, for the teaching of women students and for prescribing special courses of study for them.
- (n) To supervise the working of the Library.
- (o) To consider academics related proposals submitted by the Faculties/Departments of the University.
- (p) To approve the syllabus of different courses/subjects submitted by the Faculties/Departments and to arrange for the conduct of the examinations according to the Ordinances made for the purpose.

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- (q) To award stipends, scholarships, medals and prizes, and to make awards in accordance with the Ordinances and such other conditions as may be attached to the award from time to time.
 - (r) To publish syllabi of various courses of study and list of prescribed or recommended text books for subjects.
 - (s) To appoint committee for admission of students in different Faculties/Departments of the University.
 - (t) To recommend to the Governing Body, the rates of remuneration and allowances for the Examination work.
 - (u) To make recommendations on any matter referred to it by the Chancellor or the Governing Body or Board of Management, as the case may be.
 - (v) To exercise such other powers and perform such other duties as may be prescribed form time to time.
 - (w) To ensure that the nomenclature of the degrees conferred by the University is in accordance with UGC directives.

STATUTE No. 10**POWERS AND FUNCTIONS OF FINANCE COMMITTEE**

[Refer Section 21(1) (d) & 26 (1) (a) of Chhattisgarh Private Universities (Establishment and Operation) Act, 2005]

(1) The Finance Committee shall consist of the following persons, namely:

- | | | |
|-------|---|------------------|
| (i) | The Chancellor or his nominee | Chairman |
| (ii) | The Vice-Chancellor | Member |
| (iii) | The Registrar | Member |
| (iv) | One person nominated by the Sponsoring Body | Member |
| (v) | Chief Finance and Accounts Officer | Member Secretary |

- (2) The tenure of the members under (1) (IV) of the finance committee, other than ex-officio members, shall be of three years.
- (3) The finance committee shall meet at-least twice in each academic year. A notice for the meeting of the finance committee shall be given so as to reach the Committee members at-least fifteen days in advance of the meeting and the agenda for the meeting shall be sent to members at-least seven days in advance of the meeting.
- (4) Three members of the finance committee, including Chairman, shall constitute the quorum at the meetings.
- (5) Functions and Powers of the Finance Committee shall be:
- To prepare the annual estimates of income and expenditure of the University and to put up before the Governing Body for its consideration and approval.
 - To consider the annual accounts of the University prepared under the direction of the Vice-Chancellor and to put up before the Governing Body for its consideration and approval.
 - To make its recommendations to the Governing Body to accept bequests and donations of the property to the University on such terms as it deems proper.
 - To recommend mechanism and ways and means to generate resources for the University.
 - To consider other matters referred to it by the Governing Body and make its recommendations thereon.
 - To advise the University on any matter affecting finances.

- (g) To observe that the Regulations relating to the maintenance of accounts of the income and expenditure of the University are followed.

STATUTE No. 11**OTHER OFFICERS OF THE UNIVERSITY**

The following shall be the other Officers of the University as per the provisions in section 14 (6) of the Act 13 of 2005.

1. Pro-Vice Chancellor

1. The Pro-Vice Chancellor shall be appointed by a Selection Committee for a term of four years. The selection committee shall be headed by the Chancellor of the University and include Vice Chancellor and 2 nominees of Chairman, Sponsoring Body.
2. The Pro-Vice-Chancellor shall be eligible for reappointment for subsequent term by following the procedure as laid down above in the clause (1).
3. In the absence of the Vice-Chancellor, the Pro-Vice Chancellor shall perform the duties of the Vice-Chancellor.
4. The Pro-Vice Chancellor shall be eligible to receive pay and other allowances as decided by the Sponsoring Body from time to time.
5. The Pro-Vice Chancellor shall discharge the responsibilities and duties as assigned by the Chancellor/ Vice-Chancellor from time to time.
6. The Pro-Vice Chancellor may resign from his office by writing under his/her hand addressed to the Chancellor. The Pro-Vice Chancellor shall hold office till the date decided by the Chancellor.

2. Director-

1. The Director/Campus Director of the University shall be appointed by the Chancellor on the recommendation of the Sponsoring Body generally for a term of 2 years.
2. The Director maybe reappointed for subsequent terms following the procedure laid down in above clause.
3. The Director should perform duties and functions as assigned to him by the Vice-Chancellor/Chancellor / Sponsoring Body from time to time.
4. The Director shall be eligible to receive pay and other allowances as decided by the Vice-Chancellor/Chancellor / Sponsoring Body from time to time.
5. The Director may resign from his office by writing under his hand addressed to the Vice-Chancellor/Chancellor.
6. The Director shall hold office under the pleasure of the Vice-Chancellor/Chancellor.
7. The Director shall be responsible:

- a. To guide and advise the proposals to be sent to the University Grants Commission, AICTE other regulatory bodies and other funding agencies in connection with approval of programs and research and development activities of the University.
- b. To recommend to the Vice Chancellor delegates from the university to attend seminar conferences workshops etc.
- c. To advise and recommend for administration, infrastructure and financial growth of the University.
- d. To advise on the planning and development of the University particularly in respect of the norms and standards of education teaching and research in the University.
- e. To recommend and apply for the membership of other Institutions like Association of Indian universities, Commonwealth Universities, Association of International University, India International Centre etc.
- f. To coordinate with the Deans/ Chairpersons concerned for the collaboration with any university / Research Institute / centres of the country and abroad from time to time.
- g. To co-ordinate with the Deans concerned with regard to the work of teaching and research in the University teaching departments / School of Studies maintained institutes and introduction of new courses.
- h. To arrange printing of syllabi, prospectus and other document of University from time to time.
- i. To co-ordinate with the concerned deans with regard to the collaboration with any university / Research Institute in Indian as well as foreign countries.
- j. To handle the grants under various heads including the grant for organisation of seminars / conferences / publications / travel grant / guest lectures / visiting professor etc. out of the teaching research and development budget.
- k. To sanction duty leaves for all approved purposes and grant leave to the teachers of University / maintained Institute.
- l. To sanction duty leave to the teachers of University teaching departments, the maintained institutes on the campus / Directorate of correspondence courses (other than professionals and chairpersons) up to 21 days for attending orientation / refresher courses.
- m. To forward the applications of teachers for attending refresher courses from time to time.
- n. To scrutinize for proposals and additional request for staff and funds for books, equipment, furniture etc. of the University teaching departments and the maintained Institutes of University.
- o. To carry out work related to equivalent committee, grant of recognition of courses, vocational courses under UGC schemes.
- p. To recommend budget allocation for various academic and administrative works for the Finance Committee.

- q. To discharge any other academic administrative duties specially assigned by the Chancellor/Vice-Chancellor from time to time.

3. Controller of Examination

1. The Controller of Examination will be an officer of the University and shall be appointed by the Vice Chancellor amongst the Teachers/Officers of the University.
2. When the office of the Controller of Examination is either vacant by reasons of either illness or absence for any other cause, unable to perform the duties of the office, the duties of the office shall be performed by such person as the Vice Chancellor may appoint any one among the teachers / officers for the purpose.
3. The Controller of Examination shall control the conduct of Examination and all other necessary arrangements and execute all processes connected with examination and declaration of results after approval from the competent authority.
4. The powers and duties of the Controller of Examinations shall be specified by Registrar.
5. The Controller of Examinations shall work under the direct supervision of and subordination to Registrar of the University.

4. Librarian

The Librarian shall be a full time salaried officer of the University and his appointment will be made following the procedure as laid down through the clause (3) to (9) of Statute No. 18 for the teachers. The qualification of Librarian shall be as per UGC norms and approved by the Governing Body / Academic Council from time to time.

5. Director of Physical Education

The PE Director shall be a full time salaried officer of the University and his appointment will be made following the procedure as laid down in the clause (3) to (9) of Statute No. 18 for the teachers. The qualification of the PE Director shall be as per UGC norms and approved by the Governing Body / Academic Council from time to time.

6. Deputy / Assistant Director of Physical Education

The Deputy/Assistant Director of Physical Education shall be the other officer of the University appointed by following the procedure, qualifications and salary as prescribed by the Vice-Chancellor from time to time, with the consent of the Chancellor.

7. Deputy / Assistant Librarian

The Deputy/Assistant Librarian shall be the other officer of the University appointed by following the procedure, qualifications and salary as prescribed by the Vice-Chancellor from time to time, with the consent of the Chancellor.

8. Deputy / Assistant Registrar

The Deputy/Assistant Registrars shall be the other officers of the University appointed by following the procedure, qualifications and salary as prescribed by the Vice-Chancellor from time to time, with the consent of the Chancellor.

The Governing Body, on recommendation of the Sponsoring Body, may appoint any other academic and administrative officers if required.

STATUTE No. 12

There shall be a department or group of departments/subjects as mentioned in column (2) of the table below under the Faculty name mentioned in column (1) thereof:

Name of the Faculty	Department /Subject or group of Departments/Subjects
Faculty of Engineering (School of Engineering, Allied Sciences and Innovations and new Age Technologies)	Aeronautic & Aviation
	Automation & Robotics
	Automobile
	Chemical
	Computer Science & IT
	Civil and Environmental
	Electrical & Electronics
	Food Processing Engineering
	Industrial
	Material Science
	Mechanical
	Mechatronics
	Metallurgy
	Mining
	Multi – Disciplinary
	Nuclear – Science & Engineering
	Petroleum
	Software
	Wireless & Network
	Any Such Other Disciplines

Faculty of Design	Art, Media, Design & Technology
	Animation Design
	Architecture & Lighting Design
	Communication Design
	Jewellery Design
	Fashion Design & Technology
	Interior and Landscaping Design
	Environment Design & Sustainability
	Fine Arts
	Graphic & Digital Design
	Game Design & Development
	Industrial Design
	Film, Animation, Video
	Innovation Design
	Product Design & Technology
	Service Design
	Strategic Design and Management
	Trans disciplinary
	Any Such Other Disciplines
Faculty of Commerce (School of Management, Commerce and Finance)	Accounting
	Advertising & Public Relations
	Applied Economics and Business Management
	Banking
	Business Management & Administration
	Commerce
	Corporate Secretary
	Economics
	Entrepreneurship
	Financial Accounting
	Finance/Accounting & Real Estate
	Health Administration
	Hospital Logistics
	Human Resource Management
	International Business

	Insurance
	Multi-disciplinary program
	Retail Sales
	Rural Management
	Supply Chain
	Sales & Marketing
	Sports Management
	Taxation
	Media Management
	Advertising & Brand Communication
	International Business
	Financial Management
	Vocational courses
	Any Such Other Disciplines

Faculty of Hotel Management/Hospitality/Tourism/Travel (School of Hotel Management and Hospitality, Travel and Tourism)	Bakery & Confectionary
	Catering & Culinary Arts
	Hotel & Restaurant Management
	Hospitality
	Housekeeping
	Food & Beverage
	Global Hospitality Management
	International Hospitality & Tourism
	International Culinary Arts
	Nutrition
	Services & Marketing & Operations Management
	Travel & Tourism
	Weddings & Events Management
	Any Such Other Disciplines

Faculty of Science (School of Science)	Actuarial Science
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	Animation Science & Technology
	Biology and Computational
	Biology
	Biochemistry
	Biophysics
	Brain & Cognitive Sciences
	Chemistry and Industrial
	Chemistry
	Computational Physics
	Computational Mathematics
	Criminology and Forensic Science
	Earth, atmospheric & planetary sciences
	Environmental Sciences
	Library & Information Science
	Life Sciences
	Material Science
	Mathematics & Computer Science
	Microbiology
	Physics
	Polymer Chemistry
	Statistics
	Nano Science & Technology
	Non-conventional Energy
	Any Such Other Disciplines

STATUTE No. 13

CONSTITUTION, POWER AND FUNCTIONS OF FACULTIES

- (1) Each Faculty shall consist of following members namely:
 - (a) The Dean of the Faculty who shall be the Chairman.
 - (b) The Head / Chairman of the Schools of Studies / Departments of Studies in the Faculty.
 - (c) All Professors / Senior Teachers in the Faculty.
 - (d) One Associate Professor and one Assistant Professor, by rotation according to seniority, from each Department in the Faculty.
- (2) The term of the Faculty shall be three years.
- (3) The following will be the power and functions of the Faculties:
 - (a) To consider and approve the syllabi prepared by the Board of Studies.
 - (b) To co-opt academicians / Industrialists / Scientists as the members of the Faculty.
 - (c) To review and recommend the proposals drafted by the Board of Studies and standing committee / other academic bodies to the Academic Council.
 - (d) The Faculty shall have such powers and shall perform such duties as may be assigned by the Statutes and the Ordinances from time to time and appoint such Boards of Studies in different subjects as may be prescribed by the Ordinances.
 - (e) The Faculties shall also consider and make such recommendations to the Academic Council on any question pertaining to their respective spheres of work as may appear to them necessary or on any matter referred by the Academic Council.
 - (f) One half of the members of the faculties shall constitute the quorum.

STATUTE No. 14**POWERS AND FUNCTIONS OF DEANS OF FACULTIES**

There shall be a Dean for each Faculty. The Deans of the concerned Faculties shall be appointed by the Chancellor on the recommendation of the Vice-Chancellor for a term of three years on the basis of rotation according to seniority among the Professors of the concerned Faculty.

Provided that:

- (1) Assistant professors of the faculty shall act as Dean of faculty by rotation on seniority basis if there is no professor in the faculty.
- (2) The Dean according to seniority shall be the Chairman of the Faculty and shall be responsible for the observance of the Statutes, the Ordinances and the Regulations relating to the Faculty.
- (3) The Dean shall be responsible for overall supervision of the Department / Faculty and the conduct of teaching and research work in the Departments / Faculty.
- (4) The Dean of the Faculty shall exercise such other powers and perform such other functions and duties as may be assigned by the Governing Body / Chancellor / Vice-Chancellor.
- (5) The Dean shall have the option to resign from the Deanship at any time during his tenure and also decline the offer of appointment in his turn as Dean of the Faculty.

STATUTE No. 15**APPOINTMENT OF TEACHERS OF THE UNIVERSITY**

- (1) For the teaching positions in the University, namely the Professors, Associate Professors, Assistant Professors, the Academic Council may recommend to the Governing Body for filling up the vacancies available in different departments of the University from time to time.
- (2) The Governing Body shall assess the recommendations of the Academic Council and approve filling up of teaching vacancies through a selection process from time to time.
- (3) Teaching positions (Professors, Associate Professors, Assistant Professors) shall be advertised online and in News Papers of wider circulation, clearly mentioning the essential qualifications and pay scale for each advertised post as per norms prescribed by the University Grants Commission (UGC) or any other concerned Regulatory Body.
- (4) A Screening Committee consisting of three members, appointed by the Vice-Chancellor shall screen all the applications and prepare a summary of all the candidates satisfying the essential qualifications and to be called for the interview.
- (5) Summary of all the screened applications shall be made available to the Selection Committee at the time of interview.
- (6) The Selection Committee for appointment of Regular Teachers shall consist of the following members:

(i) The Vice Chancellor	Chairman
(ii) Two subject experts nominated by the Vice Chancellor	Member
(iii) One member nominated by the Chancellor / Sponsoring Body	Member
(iv) One representative of CGPURC, either its member or a person not below the rank of University Professor	
(v) Registrar	Member Secretary

Three members shall form the quorum.
- (7) The Selection Committee shall recommend the names of the persons, arranged in order of merit, to the Governing Body whom it considers suitable for the appointment as faculty member.
- (8) After the approval of appointments, as recommended by the Selection Committee and approved by the Governing Body, the appointment letters shall be issued by the Registrar of the University.
- (9) In case of any dispute with regard to selection of candidates or dissenting note by any member of the Selection Committee, the matter shall be referred to the Chancellor, whose decision shall be final.

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- (10) In addition to the regular teachers, the Chancellor in consultation with the Vice-Chancellor may appoint persons of eminence with outstanding Academic and Research Achievements as the Professors of Eminence, Professor Emeritus, Distinguished Professors, Adjunct Professors, Advisors/Directors/Director in the University for introducing Academic Excellence in research, teaching and extension. The Honorarium perks, terms and conditions for these positions shall be decided by the Chancellor.
- (11) In addition to full-time teachers, the Vice-Chancellor may decide to engage for a fixed period, part-time, contractual and/or assignment based positions, either through direct recruitment or outsourcing. The terms and conditions (such as honorarium, TA/DA, conveyance charges etc) or such engagements will be decided by the Chancellor of the University from time to time.
- (12) Any dispute / legal matter in this regard shall be subject to the Jurisdiction of High Court of Chhattisgarh.
- (13) All teachers appointed through direct recruitment shall be placed on probation for two years, extendable by one more year. On satisfactory completion of the probation the confirmation order shall be issued.
- (14) **Action against teachers-**
- (1) Where there is an allegation of misconduct against a teacher, the Vice-Chancellor shall constitute a Fact Finding Committee and, if necessary, based on the finding of the Committee, may form an Inquiry Committee for the purpose.
 - (2) Based on the Inquiry Committee report, the Vice Chancellor may decide the course of action depending on the misconduct with the approval of the Chancellor.
 - (3) An appeal against any action taken in Para (2) can be submitted to the Governing Body within 30 days from the date of receiving the communication of the action taken.

STATUTE No. 16**18. A. CATEGORIES OF THE NON-TEACHING EMPLOYEES**

- (1) The following types of non-teaching employees will be employed by the University
 - (a) Permanent employee
 - (b) Contractual employee
 - (c) Casual employee
- (2) Permanent employee means an employee who is appointed against a clear vacancy. The probationary period for such employees will be of two years, which can be extended, if necessary.
- (3) Contractual employee means an employee who is appointed on contract for a specific period.
- (4) Casual employee means an employee who is engaged on the basis of a Muster Roll.

18. B. APPOINTMENT OF NON-TEACHING STAFF

[Refer Section 26 (1) (c), (e) & (f) of Chhattisgarh Private Universities (Establishment and Operations) Act, 2005]

1. Minimum Qualifications for Appointment of Non-Teaching Staff

- (a) The University shall meet the minimum qualification requirements for Non-Teaching staff as prescribed by the UGC.
- (b) The University shall also meet other minimum conditions of appointment mandated by the UGC.

2. Selection Committees for Appointment of Non-Teaching Staff

- (a) There shall be a selection Committee for the Appointment of senior administrative/Senior non-teaching staff (other than the Registrar and Chief Finance and Accounts officer which is defined in Statutes no. 5 & 6 respectively). The Committee shall consist of following members:
 - (i) The Vice Chancellor -Chairman
 - (ii) One Professor or Associate Professor nominated by the Vice Chancellor -Member
 - (iii) Two outside experts nominated by the Governing Body -Member
 - (iv) Registrar -Member

Secretary

- (b) University Selection Committee for Appointment of other administrative /Non-Teaching Staff:
There shall be a Selection Committee for the appointment of other administrative/Non-Teaching Staff of the University consisting of the following members:
- (i). The Registrar as Chairman
 - (ii). Two experts nominated by the Vice Chancellor.
 - (iii). The supervisor/senior member of the department in which the position is being filled.
- (c) Meetings of the Selection Committee
- (i). The meetings of the selection Committee shall be convened by the Chairman of the Selection Committee as and when necessary.
 - (ii). Three members of the Selection Committee shall form the quorum.
 - (iii). The Chairman of the Selection Committee shall have both a deliberative and a casting vote.
 - (iv). The committee members shall assign ranks in the order of merit to the candidates based on their performance and final list of selected candidate shall be placed after due discussion.
 - (v). Chancellor shall have the power to declare any appointment made by Selection Committee as null and void.

3. Remuneration Policy

The pay and other allowances payable to all the categories of employees shall be in such pay scales or at such stage of such pay scales as the Board of Management may adopt or decide from time to time.

The Governing Body shall frame terms and conditions of employees of the University.

4. Code of Conduct

All Staff members shall adhere to the code of conduct established by the University as outlined within the rules and regulations.

5. Provident and Pension Funds

The University shall constitute for the benefits of its employees such provident or pension funds or provide such insurance schemes as it may deem fit in accordance with government rules and regulations.

6. Arbitration of Disputes

Any dispute, controversy or claim arising out of or in connection with the contract between the University and any administrative or non-academic staff, or the breach, termination or invalidity thereof, or between the University and its officers shall, at the request of the employee or the person concerned, be referred to a tribunal of arbitration consisting of one member nominated by the Vice-Chancellor, one member nominated by the employee or the person concerned and a Chair selected by the two nominated members.

Every request made by the employee or the person concerned under sub-section (i) shall be deemed to be a submission to arbitration upon the terms of this section within the meaning of the Arbitration and Conciliation Act, 1996. The procedure for regulating the work of the Tribunal shall be prescribed by the University.

7. Right to Appeal

Every administrative or nonacademic employee of the University or an Institution maintained by the University shall have a right to appeal, within such time as may be prescribed by the Regulations, to the Vice Chancellor against the decision of any Office or Authority of the University or of the Institution, as the case may be, and thereupon, the Vice Chancellor may address appropriately.

8. Special Provision for Existing Employees

The employee holding a regular post in the University at the time of notification of this Statute, other than those who are on deputation, shall, on such notification be deemed to have been appointed under the provisions of this Statute.

9. Action against non-teaching employees

- (1) Where there is an allegation of misconduct against a non-teaching employee, the Registrar shall constitute a Fact Finding Committee and, if necessary, based on the finding of the Committee, may form an Inquiry Committee for the purpose.
- (2) Based on the Inquiry Committee report, the Registrar may decide the course of action depending on the misconduct.

- (3) An appeal against any action taken by the Registrar can be submitted before the Vice-Chancellor within 30 days from the date of receiving the communication of the action taken.

**STANDING COMMITTEE OF GOVERNING BODY / BOARD OF MANAGEMENT /
ACADEMIC COUNCIL**

- (1) The Governing Body, Board of Management and Academic Council may constitute their respective Standing Committees with Vice-Chancellor or any other Officer of the University as the Chairman.
- (2) The Registrar shall act as the Member Secretary of these Standing Committees.
- (3) Meeting of the Standing Committees shall be convened as and when required under the directions of the Chairperson of the Committee.

One-half of the members of the Standing Committee shall constitute the quorum. The adjourned meeting will not require quorum.

- (4) Notice for the meeting of the Standing Committee along with the agenda will be served to the member at-least three days in advance of the meeting. However, an emergent meeting of the Standing Committees can be called by the Vice Chancellor, as and when required, with one hour notice.
- (5) All Authorities other than in clause (1) above can delegate any power vested in them with the approval of Governing Body.
- (6) The Chancellor and the Vice-Chancellor can assign the powers vested in them, except approval of appointments of employees (Teaching & Non-teaching) and terminations of their services; such delegation shall be reported to the Governing Body.

STATUTE No. 18**BOARD AND COMMITTEES**

The Governing Body, the Board of Management and the Academic Council, may constitute committees consisting of the members of the authority and any such committee may deal with any subject assigned to it and report to the appointing authority.

STATUTE No. 19

EXAMINATION COMMITTEE

1. All Examinations of the University shall be organized as per the relevant Ordinance. In order to facilitate, there shall be an Examination Committee comprising of:
 - a. Four Heads of the Departments as members, for a period of three years.
 - b. One of the Heads of the Department mentioned above in 1(a) shall be nominated as Chairperson of the Committee by the Vice Chancellor on rotation basis for a term of two years.
 - c. Two senior Faculties as Members, for a period of two years.
 - d. Controller of Examinations as Member Secretary of the Committee.
2. Meetings of the Examination Committee shall be arranged as per the requirement on recommendation of appropriate authority that includes Vice Chancellor and Chairperson of the Examination Committee.
3. Four members of the Committee, including Chairperson shall constitute quorum of the meeting.
4. All members of the Committee shall continue as members till the end of their term or at the pleasure of Vice-Chancellor
5. Powers and functions of the Examination Committee shall be as follows:
 - i. Give accord to the final number of students who shall take the coming next examination as Regular / ATKT (Allowed to Keep Term) candidates.
 - ii. Finalize the Examination Time Table submitted by Examination Department after collating the proposed Examination Time Tables from all departments.
 - iii. Finalizing deduction in the remuneration given to the Question Paper Setters, Answer Script Evaluators, Examiners, Superintendents, Assistant Superintendents, Invigilators, Tabulators and Collators for errors noticed in their Examination Work.
 - iv. To scrutinize and approve the results of the Examinations conducted by the University after satisfying itself that the result on the whole and in various subjects are in conformity with the usual standards and to recommend to the Vice Chancellor the action to be taken in any case where the result is unbalanced.
 - v. To scrutinize the complaints against the question papers and to take necessary action.
 - vi. To consider the cases of Unfair Means and taking appropriate action as per the University Ordinance.
 - vii. To consider the cases of misconduct by an examinee in the Examination Hall and take appropriate action as per the Ordinance of the University.

- viii. To consider appropriate action in the cases of examinee approaching an Examiner, Controller of Examination or any person employed in his office seeking ways or means of bringing pressure, so that higher marks may be awarded to him/her.
 - ix. To finalize the list of Examiners submitted by Examination Department.
 - x. To recommend three names to the Vice Chancellor for the appointment of paper setter for each written paper.
 - xi. To finalize the list of persons for appointment as co-examiners, if necessary and propose it to the Vice Chancellor.
 - xii. To recommend for re-appointment of a Subject expert as examiner even if he/she has worked as examiner for three consecutive years.
 - xiii. To recommend for discontinuation of an examiner if his/her services are found unsatisfactory as per the Ordinance.
 - xiv. Any other task assigned to it by the Chancellor, Vice-Chancellor, Academic Council of the University.
 - xv. To evolve ways and means for ensuring sanctity and confidentiality of the examination system.
- 6) The Examination Committee shall submit its Reports/Minutes of the Meetings to the Registrar along with its recommendations and decisions who shall be responsible for implementing them.

STATUTE No. 20

BOARD OF STUDIES

(1) There shall be a Board of Studies for each department comprising of:

- (a) The Head of the Department – Chairman.
- (b) Two teachers of the concerned department - Members
- (c) One senior teacher as member to be co-opted by the Board of Studies from outside the University- Member

The Vice-Chancellor may invite some outside experts on the recommendation of the Head / Chairman of the concerned Department.

(2) The term of the Board of Studies shall be for a period of three years.

(3) The Vice Chancellor can constitute the Board of Studies for the subjects to be started by the University as and when required.

(4) Detailed syllabus along with the pattern of examination, assessment and instruction or delivery of the subjects of the different courses for the department shall be prepared by the Board of Studies and be submitted to the Academic Council for its approval and publication.

(5) Contents of the syllabi shall be revised and updated by the Board of Studies from time to time and be submitted to the Academic Council for approval.

(6) The meetings of the Board of Studies shall be arranged at least once in a year. One half of the members of the board shall constitute the quorum.

STATUTE No. 21**PROVISION REGARDING FEE TO BE CHARGED FROM THE STUDENTS**

- 1 The University shall abide by the recommendation of the Admission and Fee Regulatory committee (AFRC) or any other body duly constituted by the Government of Chhattisgarh for the purpose of determining the Fee structure for various course to be imparted by the University.
- 2 The tuition for various programs of the University shall be prescribed by the Board of Management.
- 3 The university shall also prescribe from time to time, other fees such as admission fee, hostel fee, mess fee, usage charges, for services such as laundry, printing etc.
- 4 The University will take prior approval of the CGPURC regarding the fee before the commencement of the process and even after if there is any change of fee prescribed.

STATUTE No. 22

CONFERMENT OF HONORARY DEGREES AND ACADEMIC DISTINCTIONS

- (1) Proposal of conferring an Honorary Degree or Academic Distinction, such as D.Litt./Ph.D, to some distinguished personality shall be made in writing, along-with the Bio-data of the proposed recipient, by the Faculty to the Chairman of the Academic Council.
 - (a) After the receipt of the proposal, on the recommendation of Chancellor, a special meeting of the Academic Council will be called to consider the proposal.
 - (b) At such special meeting of the Academic Council, the Vice-Chancellor shall call upon the members to indicate their opinion on the proposal. If the proposal is passed by the Academic Council, it will be placed before the chancellor for the approval.
 - (c) Every proposal for conferment of an Honorary Degree or Academic Distinction shall be made separately and considered in respect of a proposed recipient.

STATUTE No. 23**ADMINISTRATION OF ENDOWMENT FOR THE AWARD OF FELLOWSHIPS, SCHOLARSHIPS, MEDALS AND PRIZES IN THE UNIVERSITY**

- (1) The Board of Management may accept donations for creation of endowment fund for the award of Fellowships, Scholarships, Concessions, Stipends, Medals and Prizes of the recurring nature.
- (2) The Board of Management shall administer all the endowments.
- (3) The award shall be made out of the Annual Income accruing from the endowment. Any part of the income which is not so utilized shall be added to the endowment.
- (4) (a) The Board of Management shall prescribe the conditions of depositing the endowment in a nationalized Bank
(b) The value of endowment necessary for instituting an award shall be prescribed by the Board of Management.
- (5) No endowment shall be accepted in contravention of the award, and effect shall be given to the wishes of the donor as far as possible.
- (6) In case any endowment is accepted by the Board of Management, Board shall make a Regulation for it, giving such details as the name of the donor, name of endowment, initial value and the purposes of the endowment, etc.
- (7) Approval of awardees of fellowships, scholarships, concessions, medals and prizes as per the specific regulations(s)/ ordinance(s) belonging to the specific endowment will be given by the Board of Management.

STATUTE No. 24

ADMISSIONS OF STUDENTS

- (1) Admission to various courses shall be governed as prescribed in the ordinance framed for the concerned subjects.
- (2) The University may conduct its own entrance test, if necessary, or may utilize the list of results of such examination/test conducted by different State/National Professional and Statutory Bodies.
- (3) The University will admit the students on the basis of merit, wherever entrance test is not essentially required.
- (4) As and when necessary the guideline of the different regulatory bodies of state / center shall be taken into account.
- (5) Provisions regarding reservations of the seats shall be governed by the prevailing State Government norms and rules.
- (6) In connection with the admission, guidelines issued by Department of Higher education, Government of Chhattisgarh will be adapted / considered.

STATUTE No. 25**NUMBER OF SEATS IN DIFFERENT COURSES / SUBJECTS**

- (1) The number of seats may be decided by the Admission Committee constituted by the Chancellor for different courses from time to time on the basis of approval of concerned regulatory bodies, as and if necessary.

STATUTE No. 26

ANNUAL REPORT

- (1) The Annual Report of the University shall be prepared by the Registrar.
- (2) The Report shall be placed for approval to the Governing Body.
- (3) A copy of the Annual Report shall be presented to the Visitor and to the CGPURC.
- (4) Annual Report of the University shall be presented by the Registrar of the University with his seal and signature.

STATUTE No. 27**PRESUMPTION OF VALIDITY OF APPOINTMENT AND CONSTITUTION OF
UNIVERSITY AUTHORITIES AND BODIES**

- (1) Subject to these Statutes the appointment made to any post in the University and constitution of any authorities, bodies boards or committees in the University in accordance with the Statutes and Regulations of the University shall be deemed to be valid and in accordance with the law.
- (2) If any question arises as to whether any person has been duly elected or appointed as, or is entitled to be, a member of any authority or other body of the University the matter shall be referred to the Chancellor whose decision thereon shall be final.

STATUTE No. 28

**PRESUMPTION OF VALIDITY OF ACT OR PROCEEDINGS AND INDEMNITY AGAINST
THE GENERAL PROCEEDINGS**

- (1) Subject to these Statutes, no act or proceeding of the Governing Body, Board of Management, Academic Council or any other Officer, authority, body committee or board of the University shall be invalidated or questioned on the ground merely of the existence of any vacancy or defect in the constitution thereof.
- (2) No suit, prosecution or any other legal proceedings shall lie against the University or for any act or omission of any Officer, authority, body, committee or board or employee of the University in the performance of their powers and functions under the provisions of this Statute or any Ordinances. Regulations or Rule made there under provided such act or omission was actuated by good faith.

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

Admission and Enrollment of students in the K K MODI University leading to undergraduate and post graduate degrees, diplomas and certificates shall be regulated in the manner hereinafter provided

Definitions

- (a) "Qualifying examination" means pass an examination which makes students eligible for admission to a particular course of study leading to a Bachelors or Masters or M. Phil or Doctorate or Diplomas or Certificate conferrable by the University.
- (b) "Compartment" means a result in which an existing student has been declared 'failed' in one subject by the concerned examining body i.e. a recognized Board of Secondary Education e.g. CBSE, ICSE, State Board of Secondary Education etc.
- (c) "Equivalent Examination" means an equivalent examination conducted by
 - (i) Any recognized Board of Secondary Education or
 - (ii) Any Indian or Foreign University or organization recognized by the concerned statutory authority.
 - (iii) Any Indian University incorporated by any law in force for the time being and recognized by the University as equivalent to its corresponding examination.
- (d) "Gap period" means the period between the last dates attended at an educational institution (excluding coaching Institutes) as a regular student and the date of taking admission in the University.

1. Eligibility for Admission

- 1.1 Admission of all students shall be made on all- India basis and open to all classes of persons subject to the conditions prescribed in the Statutes, Ordinances and Regulations of the K.K. Modi University, Durg (C.G.) ('University').
- 1.2 Unless otherwise provided, no person shall be eligible for admission to the undergraduate courses in the University unless he/she has passed the Senior School Certificate Examination of an Indian University or Board or an Examination recognized and considered equivalent to either of these Examinations by the Academic Council of the University, from time to time.

- 1.3 Admissions of students shall be made on merit, either through a common entrance tests or competitive examinations conducted by national, international or regional bodies, both governmental or private like JEE, GATE, CAT, GMAT, NET, GRE, NMAT, CSAT, SAT, IELTS, TOEFL, CELSA, NSQF etc. or any other as may be decided by the Board of Management of the University and /or interviews for students having scholarships/fellowships like CSIR etc.; the details of which shall be published in advance in the brochure of the University. The written test as may be conducted by the University, may be 'objective' / 'descriptive' in nature and of a very high standard. The specific details about the written test and applicability of interview for admission to each program/course of study will be decided by the Board of Management and published in the prospectus.
- 1.4 Age restriction for admission to any of the courses of the University will be as per the guidelines of the Department of Education, Government of Chhattisgarh, provided that the candidate has valid qualifications for entry into the particular course.
- 1.5 No person shall be admitted to any post-graduate course, unless he/she has passed a UG degree examination of a recognized University or an examination recognized as equivalent to a degree by the Academic Council from time to time and possesses such further qualifications as may be prescribed by the Ordinances.
- 1.6 The candidates seeking admission to a course of study in the University must fulfill the conditions prescribed for it by the Academic Council and published in the prospectus from time to time.
- 1.5 Provided that nothing shall be deemed to prevent the University from making special provision for the admission of women, persons with disabilities or of persons belonging to the weaker sections of the society and, in particular, of the Scheduled Castes, the Scheduled Tribes and the other socially and educationally backward classes of citizens; these may include other backward classes. Reservation of seats and relaxation in fees for the candidates belonging to SC/ST/Other Backward Class Categories shall be observed as per the norms/policies laid down by the state.
- 1.6 The maximum number of seats in each course shall be determined by the Academic Council from time to time abiding by the availability of adequate physical facilities and approval from the concerned statutory bodies viz. UGC / AICTE, NCTE, BCI, MCI etc.

2. Provision for Admission

- 2.1 No candidate shall be entitled to claim admission as a matter of right.

- 2.2 The procedure of admission shall be approved by the Academic Council from time to time and shall be published in the prospectus.
- 2.3 Save otherwise provided all the admissions to under-graduate and post-graduate courses shall be made on the basis of merit and/or, entrance test held by the Admission Committee or by appropriate Government Body.
- 2.4 Admission shall be offered at the beginning of each semester or as prescribed by the Academic Council from time to time.
- 2.5 All applicants must complete an application for admission and pay the non-refundable application fee.
- 2.6 The application for admission shall among others be accompanied by (i) the School or College Leaving Certificate signed by the Head of the Institution last attended by the student as a regular student. (ii) Duly attested photocopies of the statement of marks accompanied by the original copies which shall be returned after the verification, showing that the applicant has passed the qualifying examination and in case of a student who passed the examination as a private candidate, a certificate signed by two responsible persons certifying to the good character of the applicant. If the applicant for admission, as aforesaid, has passed the qualifying examination from Board other than the Chhattisgarh Board of Secondary Education, or a University other than this University, then he/she shall submit in addition to the school or college Leaving certificate an Eligibility and/or a Migration Certificate from the Secretary or Registrar of such board or University, as the case may be, together with migration fee or as decided by the University from time to time. If any of these are found to be forged, tampered or false, the student's admission will automatically stand cancelled and necessary legal action may be initiated.
- 2.7 The mode of sending application for admission of students can be direct / through post / through University Website/Online. Any student from India or abroad seeking admission in the University can interact online with the University.
- 2.8 The Admission Committee will process the applications and after the scrutiny of the submitted documents, selected candidates shall be admitted in different courses.
- 2.9 A student with 'compartment' or supplementary result may be granted 'provisional' admission to any course if the courses of study to which he / she would have otherwise normally been admitted. If he/she shall have secured clear pass grades, confirmation of such admission shall be subject to pass of that qualifying Examination before filling the first Examination form of the University.

- 2.10 At the time of admission, every student and his/her parent or legal guardian shall be required to sign a declaration to the effect that the student submits himself to the disciplinary & pecuniary jurisdiction of the Vice- Chancellor and other authorities of the University.
- 2.11 A student who has passed a part of any degree or diploma from another recognized University / recognized awarding body shall be admitted to subsequent higher class for such examination after its equivalence has been determined by the Dean of the Faculty in consultation with the Head of the Department.
- 2.12 The admission of the students to different programs shall be completed within a month of commencement of each semester every session or the date decided by the Vice-Chancellor.
- 2.13 Provided that where the dates specified or the dates decided by the Academic Council as the last date of admission happens to be a holiday, the next working day shall be the last day of admission.
- 2.14 Provided further that the Vice-Chancellor shall have the powers to grant admission in case of genuine hardship beyond the last date of admission as given above on the clear understanding that the attendance of all such students shall be counted from the date of commencement of the course.
- 2.15 Validity of the Registration for a period determined according to UGC regulation.
- 2.16 Admission of a student to any course shall subject to the availability of vacant seat in that particular course in which admission is sought.
- 2.17 Lateral Entry in all courses shall be allowed as per the norms of concerned Regulatory Bodies and as prescribed in the concerned Ordinance of the University.
- 2.18 Prior Learning assessment (PLA) will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
- 2.19 The validity of the Registration will be for the following period:
- | | |
|--|-----------|
| a).Certificate / One year diploma / P. G. Diploma Programs | -3 Years |
| b).Three years' Bachelor Program | - 7 Years |
| c).Master's Degree and two years' programs | - 5 Years |
| d).4 Years' Bachelor Program | - 8 Years |
| e).1&1/2 Years' M. Phil course | - 3 Years |
| f).PhD | - 6 Years |

3. Restrictions for Admission on Certain Grounds

- 3.1 No student shall be admitted in two regular degree courses simultaneously.
- 3.2 Except that a student pursuing a degree program in the University, may be permitted to take admission in a part-time certificate/ diploma/ advanced diploma courses or in a programs/courses under the 'distance learning/ hybrid/ online mode provided further that the student shall have to obtain prior permission of the University for taking admission in such additional programs Unless otherwise provided, a student may join part-time or distance education course provided he/she fulfills the eligibility requirements as per procedure laid down for the purpose.
- 3.3 No student shall be admitted to course after pass the same course of the University. However he/she may be admitted to a higher course of the same faculty or for an additional diploma/degree in a different field at the same level provided he/she fulfills the eligibility requirements.
- 3.4 Anyone who has been suspended, rusticated, debarred, expelled etc. by a competent authority of the K K MODI University shall be prohibited from claiming admission in any course whatsoever.
- 3.5 Admission to any course of the K K MODI University can be cancelled at any time, if any information furnished by the candidate is found to be false/ incorrect.
- 3.6 A candidate who has taken incorrect admission to any course as a full time regular student will forfeit his/her right as an ex-student in the University and will not be allowed to appear at any Examination of the K K MODI University as an ex-student.
- 3.7 A person who is under sentence of rustication or has been disqualified from appearing in an examination by any other University / Institution shall not be admitted to any course of study in this University during the period of rustication or disqualification.
- 3.8 Student migrating from any other university shall not be admitted to any class in the University unless he / she has passed the examination which has been declared by the university as equivalent to the qualifying examination for a Student of the university.
- 3.9 Without prejudice to the provision contained in the sub clause 2.5 above, student migrating from any other University shall not be admitted to any class in an department without the prior permission of the Registrar where by any general or special direction such permission is necessary.

- 3.10 An application for admission to a course leading to a Bachelor's Degree / Honors course shall not be so accepted unless the applicant is prepared to appear in all the subjects prescribed for the particular Degree Examination.
- 3.11 Student who has passed a part of a Degree or Post Graduate Examination from any other University shall not be admitted to subsequent higher class for such an Examination in the University without the approval of the Vice Chancellor or competent authority.
- 3.12 Candidates coming on transfer from other Universities because of the transfer of their parents / guardians or any other genuine hardship will be given admission beyond the last date of admission.
- 3.13 A student seeking admission to an institution after the commencement of the session shall be required to pay tuition and other fees for full session.
- 3.14 In case of a candidate seeking admission to a regular course other than research and part-time courses in languages, who has given up his/her studies for three or more academic years after passing an eligibility degree/ diploma/certificate examination may be considered for admission by an Admission Committee as constituted for this purpose.

4. Enrollment of Students

- 4.1 Head of Department / School shall submit the details of admitted students in a prescribed form- within 45 days from the last date of admission, along with all the relevant original documents and enrollment fee as specified by the Academic Council from time to time to the Registrar.
- 4.2 The Transfer and Migration Certificates submitted by students at the time of admission become the property of the K K MODI University.
- 4.3 Enrolled students will be issued new Transfer Certificate and Migration Certificate under the seal of K K MODI University at the time of leaving the University.
- 4.4 No person shall be admitted to any Examination of the K K MODI University unless he/she has been duly enrolled as a student of the University.
- 4.5 If a student takes a Migration Certificate to join another University, his/her enrollment to the University shall lapse until such time as he/she may subsequently return with a Migration Certificate from that University to take some other Examination of K K MODI University. Fresh Enrollment and Enrollment Fee in such cases shall be necessary.
- 4.6 The Registrar office shall maintain a Register of all enrolled students studying in the various Faculties or Institutions or carrying out research work in the K K MODI University.

- 4.7 In the said register in 4.6 above the Registrar shall be required to incorporate all the material detail regarding the student including the date of birth, date of admission and leaving the institution and details about various examinations of degree/ diploma/ certificate awarded to him/her.
- 4.8 The student shall be informed on enrollment, the enrolled number under which his/her name has been entered in the Enrollment Register of University and that number shall be quoted by the student in all communications with the University and in subsequent applications for admission to an examination of the K K MODI University.
- 4.9 All applications for admissions to the University Examinations shall be scrutinized with reference to the Enrollment Register. The Controller of Examinations may refuse the application of a candidate about whom complete particulars have not been furnished and require him/her to submit a complete statement of the particulars and documents together within the prescribed time limit.
- 4.10 Any enrolled student may obtain a certified copy of the entries relating to him in the Enrollment Register on payment of the prescribed fee.

5. Change of Name

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

The Registrar on considering such applications and taking decisions thereon shall report to the Vice-Chancellor and make necessary correction in the University records.

6. Change of Subject(s)

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

7. A Student belonging to Schedule Cast / Schedule Tribes / OBC / Handicapped / Girls category shall be admitted every year on the terms, conditions and provisions prescribed by the Admission Committee from time to time in the light of policies of the State Government.

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

8. Admission Committee

- 8.1 There shall be an Admission Committee constituted by Vice-Chancellor for M.Phil, Post graduate, Graduate, Diploma and Certificate Courses in each Faculty/Department for regulating the admissions in the University.
- 8.2. The Committee shall:
- (i) Scrutinize the Application forms for admission of the candidate; in accordance with the conditions of admission prescribed by the Academic Council from time to time;
 - (ii) Conduct the Admission Test(s) and/or Interview; or as otherwise provided.
 - (iii) After the evaluation of the Admission test(s); call from each category candidates three times the number of seats available for admission to the course concerned: provided that only those candidates shall be called for Interview, who have obtained at least minimum marks in the admission Test(s) as decided.
 - (iv) Prepare the merit list based on the marks obtained by the candidates in the Admission Test and/or Interview;
 - (v) Prepare a list of the candidates selected for provisional admission by the Chairperson of the Committee or the Head of the Institute of the Faculty concerned;
 - (vi) Suggest methods to improve reliability and standard of the admission/entrance test(s);
 - (vii) Recommend to Vice-Chancellor terms & conditions and provision for admission of students belonging to SC/ST/OBC/Handicapped/Girl Student category.
- 8.3 The members of the Academic committee other than ex-officio members shall hold the office for the term of one academic year.
- 8.4 Not less than three-fourth of total number of members of the Academic committee shall form the quorum.

9. Admission of International Students

9.1 **Introduction:** These rules are framed to formulate the procedure to be followed for the eligibility and admission of International students to various courses of K K MODI University.

9.2 **Office:** There will be an International Student's Cell set up to deal with admission and guidance of international students. This cell will not only control the admission of the students but will also provide necessary guidance and counseling for securing admission.

All letters regarding the international students should be addressed to the International Student's Adviser of the University.

9.3 **International Students:** Under these guidelines, 'International Students' will include the following:

- (i) **Foreign students:** Students holding passports issued by their countries including people of Indian origin who have acquired the nationality of foreign countries shall be included as foreign students.
- (ii) **Non Resident Indians (NRI):** Only those Non Resident Indian students who have studied and passed the qualifying examinations from schools or colleges in foreign countries will be included as international students. This will include the students studying in the schools or colleges situated in foreign countries even if affiliated to the Boards of Secondary Education or Universities located in India. However, it will not include students studying in these schools or colleges (situated in India) and affiliated to the Boards of Secondary Education or Universities of the foreign countries. Students who pass the qualifying examinations from boards or universities located in foreign countries as external students and dependents of NRI studying in India will not be included as international students. Entry level status of International students on entry to the country will be maintained.

9.4 **Documents required for admission of International Students:**

- (i) **Visa:** All the international students will require a student visa endorsed to this University for joining full time courses. No other endorsement is acceptable. Students wishing to join a research program will require a research visa endorsed to this Institution. The visa should be valid for the prescribed duration of the course. A visa is not required for NRI students. Students who are doing full time courses, in some other Institutions / Universities, do not require a separate visa for joining part time courses provided that their current visa is valid for the entire duration of the course.

- (ii) **No Objection Certificate:** All international students wishing to undertake any research work or join any University programme will have to obtain prior Security clearance from the Ministry of Home or External Affairs and the approval of Department of Secondary & Higher Education, Ministry of Human Resource Development Government of India and this must be on the research visa endorsed to this University.
- (iii) Any other document as required from time to time.

9.5 **Eligibility Qualifications:** The qualifications required for eligibility for admission to different courses can be checked in detail from the prospectus. Only those students who have qualified from foreign Universities or Boards of Higher Education recognized as equivalent by the Association of Indian Universities (AIU) are eligible, for admission. When required a reference will be made to AIU to check the equivalence.

9.6. **Admission of International Students:** Admission of the international students will be done through the International student's cell of the University. The students will generally be admitted in the beginning of the course. However students can also be admitted as transfer cases in the middle of the course from other Institutes/Universities if the candidate is eligible.

The admission of international students is done in two stages:

First a student to join the University gets the application form and the information on the eligibility requirements, courses available and admission procedure from the prospectus or the website of the University. The application for provisional admission is then submitted to the International Student's Cell along with the prescribed fees. The Cell will then check the eligibility and issue the provisional admission letter. This is required to get the visa and to complete other formalities. After getting provisional admission, the student should get student visa and complete all other formalities. The student should then report for final admission in the University where he/she wants to join the course.

The next step is to fill up the admission form from the concerned University and pay the required fees. After this, the student should undergo the medical examination. The students may have to appear for the English proficiency test conducted by the K K MODI University or some other agency authorized/recognized by the University. Once this is done, the final admission is given.

The international students will have to pay the fees in US dollars. In special cases, permission will be given for payment of fees in the equivalent Indian Rupees. Following fees are normally payable to secure provisional admission:

- (a) Form Fees (included in the cost of bulletin, if purchased);
- (b) Eligibility Fee and
- (c) Administrative Fee (could be different for direct admissions and for transfer cases).

- 9.7 **Remedial Course in English:** Students who are required to take the proficiency test in English or undergo the foundation course will have to pay the prescribed fees as applicable. This will have to be paid when the students are finally admitted. The fee differs from course to course from time to time.

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

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

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

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

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

- 9.8. **Transfers & Change of Course:** An international student who has been granted admission to a particular course shall not be allowed to change the course. Transfer from one Institution / University in India to another is also not allowed ordinarily. In exceptional cases, the International Student's Cell may permit this - based on the availability of the course, eligibility rules and permission of the Competent Authority of the Institution.

- 9.9. **Government of India Scholars:** International students who are awarded scholarships by national agencies such as ICCR, UGC, New Delhi etc. shall be given preferential treatment while granting admission and for hostel accommodation. Sponsored candidates from different Foreign Governments for training, studies and research are also given preference for the same.
- 9.10 **Discipline:** The international students will abide by the rules of the University and the code of conduct as applicable to Indian students doing same courses.
- 9.11. **Examination and Award of Degree, Diplomas & Certificates:**
The procedure of examination, payment of examination fees, issue of mark list, issue of pass certificate and award of degree will be same as for the Indian Students doing the same courses. For completing the graduation a candidate is required to pass the paper of Environmental Studies once in the duration of degree course. The marks of Environmental Studies will not affect the division in any case.
- 9.12. **Conclusion:** In case, there are any differences on the interpretation of rules then the opinion of the Admission Committee will be final. The fees are liable to revision and students will have to pay the revised fees when applicable. On the points not specifically covered, the decision of the Vice-Chancellor will be final. For any kind of dispute, the matter will be settled only in the High Court of Chhattisgarh.
10. **Medium of Instruction:** The medium of Instruction in K K MODI University shall be English except for the subjects related to the specific languages.

ORDINANCE - 2**The University Examinations****[Section 28 (1) (e)]****CHAPTER-I****DEFINITIONS:**

- 1.1 Academic Program means a program of courses and any other component leading to a Bachelor's degree, Master's degree, Post-graduate and Graduate diplomas, M. Phil, Ph.D. Degrees and certificates.
- 1.2 An Academic Year is a period of 12 months devoted to the completion of requirements specified in the scheme of Teaching and the related examinations.
- 1.3 Semester System means a program wherein each academic year is apportioned into two semesters each of six months.
- 1.4 Course means a component of the academic program, carrying a distinctive code no. and specific credits/Marks assigned to it.
- 1.5 External examiner means an examiner who is not in the employment of the University or its institutions/centers/departments/
- 1.6 Internal Examiner means an examiner who is in the employment of the University or its Institutions/ Centers/departments.
 - (i) In case of theory paper, an examiner including a paper setter who is a teacher of the University, Departments/Study Center, or Institution identified as Centers of the University for that location.
 - (ii) In case of practical and viva -voce examination, an examiner who is a teacher in the University, Departments, Study Centers or Institution whose candidates are being examined at that examination center.
- 1.7 Co-Examiner means a co-examiner in a written paper other than the paper setter.
- 1.8 Student means a person admitted to the Departments/Schools of the University and its associated institutions/centers for any of the academic programs to which this Ordinance is applicable.

- 1.9 Regular Candidate means a person who has pursued regular course of study in the K K MODI University Teaching Department or Institutes/centers and seek admission to an examination of the K K MODI University as such.
- 1.10 Ex-student means a candidate who was admitted to an examination as a regular candidate and was not declared successful or was not able to appear in the examination though admission card was correctly issued to him by the K K MODI University and seeks permission and admission again to the said examination.
- 1.11 ATKT Candidate means a candidate who failed to obtain more than 35% of the total number of papers in the Semester Examination where the calculation of 35% shall always be rounded off towards higher side, and is appearing in the examination of same semester again which is organized with the next Semester Examination.
- 1.12 Second ATKT Candidate means a candidate who has failed to obtain more than 35% of the total number of papers in the Semester End Examination and failed again to pass those paper(s) in that Examination organized with the next Semester End Examination, and now is appearing for the second and final time to clear those paper(s) with the regular Semester End Examination of the same semester organized for the students of the next batch i.e. junior batch (batch junior to him / her immediately).
- 1.13 A regular course of study means a regular course of study in a University Teaching Department, or Institutes/centers in each subject which a candidate intends to offer for an examination.
- 1.14 The students shall have to fulfill the minimum of 75% requirement of attendance to appear in the examination.
- 1.15 The forwarding officer means the Head of the Institute / Institute / Department / Center where the candidate had pursued a regular course of study as a regular student or was a regular student and wants to appear in an examination as an Ex-Student.
- 1.16 Attested means attested by the Forwarding Officer.
- 1.17 University shall mean K K MODI University.

Chapter – II**2. University Examination**

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

2.2 Examinations of the University shall be opened to regular students and Ex-students.

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

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

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

3. Programmes Content & Duration

3.1 A Bachelor's/Master's degree, M. Phil Degree and Under-graduate/ Post-graduate diploma programs shall comprise of a number of courses and/or, other components as specified in the Scheme of Teaching & Examination and Syllabi of the concerned program, as are approved by the Academic Council. Each course shall be assigned a weight-age in terms of specified Credits/Marks from time to time.

3.2 The minimum period required for completion of a program shall be the program duration as specified in the Scheme of Teaching & Examination and Syllabi for the concerned program.

3.3 The maximum permissible period for completing a program for which the prescribed program duration is a semesters, shall be (n+4) semesters where "n" is the total number of Semesters. All the program requirements shall have to be completed in (n+4) semesters.

4. Semester

- 4.1 An academic year shall be apportioned into two semesters. Each of the two semesters shall be further divided into two terms and total of a working duration of about 23 weeks.

The Academic Calendar shall be notified by the University each year, before the start of Academic session.

- 4.2 The academic break-up of the semesters devoted to instructional work shall be as given below.

- a) Imparting of instructions and/or, laboratory work - 19 Weeks
(Including Class Tests)
- b) Preparation Leave - 01 Week
- c) Semester end Examination, including Practical/
Laboratory Examination - 03 Weeks

5. Submission of Internal Marks

The results of assignments, class tests and attendance shall be submitted to the Controller of Examinations at least ten days before the commencement of Semester End examination. The internal marks should carry prescribed weight-age of class test, assignments and attendance.

6. Admission to the University Examination

- 6.1 All the students for permission to appear at any of the examination of the University shall have to fill up the prescribed examination form and forward it to the controller of Examinations through the Head of the Institute of the Faculty/Head of the concerned Institution/Department.

- 6.2 In forwarding the applications of the Regular Students the Head of the Institute of the Faculty/the Head of the Institution or School concerned Shall certify:

- (i) That the candidate has satisfied him/her by the production of the certificate from a competent authority.
- (ii) That he/she has passed the examination, which qualifies him/her for admission to the next examination.
- (iii) That the candidate has studied a regular course of study for the period prescribed and that he/she fulfills attendance requirements.
- (iv) That his/her conduct is satisfactory.

- (v) Certificate at Sub-Para 6.2 (ii) above will be provisional and can be withdrawn at a time before the Examination, if the applicant fails to attend to the prerequisite number of lectures, tutorials, practical, N.C.C., parades etc. before the end of his/her University terms.
- 6.3 An application along with the Receipt for the payment of the prescribed Examination for set in these Ordinances submitted by a Regular Student, Ex-Student, for permission to appear or the Examination shall reach the office of the Controller of Examinations on or before the last date announced.
- 6.4 A candidate may be permitted by the Controller of Examinations / Registrar to submit his/her Application form for semester Examination along with the Examination Fee with the prescribed Late Fee within 7 days of the specified last date.
- 6.5 Application for ATKT Examinations wherever applicable shall reach the office of the Controller of Examinations/Registrar within 30 days of the announcement of the result through the forwarding officer of the Institute wherein he has pursued a regular course of study.
- 6.6 Application for appearing in Second ATKT Examination shall reach to the Office of the Controller of the Examination 30 days before the commencement of the regular Semester End Examination through the Head of the Institute of the Faculty/the Head of the Institution or Department concerned in the prescribed form and specify therein :-
- (i) The subject or subjects in whom he/she desires to present himself/herself for the Examination.
- (ii) Submit with the application evidence of having been admitted to the Examination earlier.
- (iii) An ex-student shall offer the subjects or optional papers which he/she had previously offered as a regular candidate unless on account of a change in the scheme of Examination the subject / paper offered by him earlier ceases to be a part of the scheme of Examination or syllabus for the Examination and he is permitted by the University to offer instead a different subject or paper.

- (iv) An Ex-Student will be required to appear in the Examination in accordance with the syllabus specifying the scope of studies in different subjects.

Every ex-student shall appear at the Examination center at which the regular candidates from the Department/institute/center in which he/she had pursued a regular course of study shall be appearing.

Provided that the Controller of Examination may require or allow a candidate to change his / her Examination center for sufficient reasons.

- 6.7 No regular candidate shall be admitted to an examination of the University unless he / she:

- (i) Has been enrolled as a student in the University Teaching Department/Institute/Center in accordance with the provisions of the Ordinances.
- (ii) Possesses the minimum academic qualification for admission to the examination to which he/she seeks admission and has pursued a regular course of study for that examination.
- (iii) Satisfies all other provisions, applicable to him/her, of this ordinance and any other ordinances governing admission to the examination to which he/she seeks admission.

- 6.8 Where a candidate offers an additional subject for an examination in accordance with the provisions of the Ordinance relating to the examination, the minimum attendance requirement shall apply equally in case of such additional subject.

- 6.9 In computing the attendance for fulfillment of the condition regarding persuasions of a regular course of study.

- (i) Attendance at lectures delivered and practical/clinical/ sessional, if any, held during the academic session shall be counted.
- (ii) Attendance kept by a regular candidate in a higher class shall be counted towards percentage of attendance for the examination of the lower class to which he /she may revert as a result of his/her failure to pass in the second/ATKT examination.

- 6.10 A candidate shall not be admitted into the Examination Hall unless he/ she produces the Admission Card before the Superintendent of the Examination center or the Invigilator or satisfies such Officers that it shall be produced. A candidate shall produce his Admission Card whenever required by the Superintendent or the Invigilator.
- 6.11 In the Examination Hall, the candidate shall be under the disciplinary control of the Superintendent of the center and he/she shall obey his/her instructions. In the event of a candidate disobeying the instructions of the Superintendent or his undisciplined conduct or ignorant behavior towards the Superintendent or any Invigilator, the candidate may be excluded from that day's Examination and if he/she persists in misbehavior he may be excluded from the rest of the Examinations by the Superintendent of the Examination. The Superintendent of the Examination will send a detail account of the action and the reasons leading to such action to the Controller of the Examination/Registrar on the same day.

7. Attendance

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

8. Evaluation & Examination

- 8.1 The overall weightage of a course in the Syllabi and Scheme of Teaching & Examination shall be determined in terms of credits/Marks assigned to the course.
- 8.2 The evaluation of students in a course shall have two components unless specifically stated otherwise in the Scheme of Teaching 8: Examination and Syllabi:
- (i) Evaluation through a semester-end examination
 - (ii) Continuous evaluation by the teacher(s) of the course.

8.3 Continuous Evaluation:

In courses where continuous evaluation is prescribed, it shall be based on class test, quiz, assignments, group discussions, etc. The concerned Board of Studies shall decide the details and modalities in this matter with the approval of the Vice Chancellor.

- 8.4 Weighting of assignments for Non-Technical Courses: The following are the suggested weightings of assignments for every non-technical course:

Course Component	Bachelor's degree / Under-graduate diploma	Master's degree / Post-graduate diploma
Attendance	10%	10%
Class Test I	10%	5%
Class Test II	10%	5%
Case Study	10%	10%
Project Presentation and viva	30%	10%
Dissertation / Thesis	-	30%
Mid-term examination	30%	30%
Total	100%	100%

8.5 Weighting of Assignments for Technical courses: The following are the suggested weightings of assignments for every technical course:

Course Component	Bachelor's degree / Under-graduate diploma	Master's degree / Post-graduate diploma
Attendance	10%	10%
Class Test I2	5%	5%
Class Test II	5%	5%
Case Study	10%	10%
Project Presentation and viva	20%	10%
Lab assignments and Practical	20%	10%
Dissertation / Thesis	-	20%
Mid-term examination	30%	30%
Total	100%	100%

8.6 Final Course Evaluation: The final course evaluation shall be done on the basis of marks scored in final examination and continuous evaluation.

Course Component	Percentage
Final examination	50%
Continuous Evaluation	50%
Total	100%

8.7 Credit Based Grading System:-

1. GPA: The semester grade point average (GPA) for each semester shall be weighted average of a course grade points obtained by a student in that semester. The GPA for each semester for shall be calculated as per the Regulations framed by the Academic Council, taking into account the weightage to be given to the elective subjects, compulsory subjects and other co-curriculum subjects respectively.
2. CGPA: The cumulative grade point average (CGPA) is the weighted average of course grade point obtained by the students for all the subjects taken since his/her admission to the Academic Program. The CGPA at the end of nth semester shall be calculated as per the Regulations framed by the Academic Council.

3. At the end of each semester the GPA and the CGPA shall be calculated up to two decimal points.

8.8 Assignment

- (i) The Issue, submission and evaluation of assignments will be the responsibility of the Heads of the Institute or respective Schools/Departments. He shall maintain complete honesty in preparation and evaluation of the assignments.
- (ii) The entire class shall be divided in groups. Each group will be given a separate assignment with minimum commonality.
- (iii) A minimum of two assignments per subject per semester will be given to the students, or as decided by the faculty.
- (iv) Each student will be required to defend his, assignment after submission through a process of presentation / viva-voce.
- (v) Assignments will be prepared as per a standard format, approved by the Academic Council from time to time specific to different departments.
- (vi) Students will be required to submit the assignments within two weeks from the date of issue.
- (vii) Assignments submitted after the due date will not be assessed.

8.9 Dissertation/Thesis

For dissertation/thesis for Master's degree programs, wherever specified in the syllabus, the evaluation shall be done and marks awarded by a Committee comprising of an internal examiner, who will ordinarily be the supervisor, and one or more external examiners. The internal examiner shall award marks out of 40%, and the external examiner(s) out of 60%. The examiners shall be appointed by the Vice-Chancellor, out of panel of three or more names suggested as specified in this Ordinance. The University shall have the right to call for all the records of teacher's continuous evaluation and moderate the teacher's evaluation, if it deems fit in any specific case(s).

8.10 Evaluation through a semester-end examination

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

9. Appointment Of Amanuensis

9.1 An amanuensis shall be allowed in case of:

- (a) Blind Candidates; and
- (b) The candidates, who are disabled due to an accident or disease and are unable to write with their own hands.

Candidates under 9.1(b) above shall have to produce a medical certificate from the Medical Officer, K K MODI University.

9.2 The Controller of Examinations, on receiving an Application from the candidate one week before commencement of Examination, will arrange for the appointment of an amanuensis and shall inform the Superintendent of Examination concerned.

9.3 The amanuensis shall be a person of a lower qualification than the candidate concerned

9.4 The Superintendent of Examination shall arrange for a suitable room for the disabled candidate and appoint a Special Invigilator from the list supplied by the office of the Controller of Examinations.

9.5 Extra Half an hour will be given to the blind candidates for exams of 3 hrs. duration.

9.6 The remuneration to the amanuensis shall be given by the Office of the Controller of Examination at the existing approved rate.

10. Eligibility Criteria for ATKT candidate.

10.1 (i) The Candidate who has failed at any Semester/Year End Examination is not secured more than 35% of the total number of papers of that particular semester/year including practical examinations shall be eligible to appear at ATKT Exams. Fractional numbers in calculation of 35% of total number of papers shall always be rounded off to the higher side for the benefit of the student.

(ii) Provided that if a candidate is enable to clear the examination in any of the papers in the first attempt of ATKT, he will be eligible to appear at the next ATKT examination

10.2 In the case of subject ATKT examination in which there is also a practical test, a candidate shall be required to appear in the written papers only if he has passed at the main examination in practical and in practical only if he has passed in the written papers. A candidate who has failed both in written paper and practical shall be examined in both the parts of the subject. Failing in practical and theory papers will be taken as failure to pass in two different papers.

10.3 Except when otherwise provided in this Ordinance a candidate who has been declared eligible for ATKT examination may appear as ATKT examination candidate in the next examination immediately following the examination in which he was declared to be so eligible and thereafter he shall be required to appear in all the papers at the next examination.

10.4 A candidate appearing in the ATKT Examination shall be declared to have passed the examination if he/she secured the minimum pass marks in the subject or group as the case may be except when provided otherwise in this Ordinance no. 2. The marks obtained by the candidate in the ATKT / Semester End Examination shall be taken into account in determining the final division Obtained by the candidate at the examination.

- 10.5 In case a candidate fails to pass his ATKT examination in first attempt, he/she will be provided one more attempt known as Second ATKT Examination for that particular Candidate, to pass those papers along with the regular Examination of that particular semester, whenever it is conducted by the University.
- 10.6 If such a candidate fails to pass his papers even in the second attempt known as Second ATKT then he/she shall cease to be a student of the University.

CHAPTER-III

11. Conduct of University Examinations

- 11.1 All University examinations shall be conducted by the Controller of Examinations under the direct control and supervision of the Registrar.
- 11.2 The schedule of examination shall be notified by the Controller of Examinations at least 10 days prior to the first day of the commencement of the University examinations.
- 11.3 For theory as well as practical examinations and dissertation / thesis / project report / training report all examiners shall be appointed by the Controller of Examinations with the approval of the Vice-Chancellor.
- 11.4 (i) The Superintendent of the Examination shall be personally responsible for the safe custody of question papers and the answer-books sent to him and shall render to the University office a complete account of used and unused papers and answer books.
- (ii) The Superintendent shall supervise the work of invigilators working under him and shall conduct the examination strictly according to the instructions issued to him by the University.
- 11.5 The Vice-Chancellor may appoint Board of Quality Auditors to see that the examinations are conducted strictly in accordance with rules and procedures laid down. In the event of the in-charge of IQAC pointing out a breach of rules or procedure, the Vice-Chancellor may take such action as may be necessary including postponement or cancellation, wholly or in part of the examination at the center, and if any such action is taken report of the action taken shall be submitted to the Board of Management at its next meeting.
- 11.6 It shall be the duty of the superintendent to ensure that an examinee is the same person who has filled in the form of application for appearing at the examination, by way of checking the photograph pasted on the form.

11.7 The Superintendent of the Examination shall send a confidential report, whenever necessary, to the Controller of the Examination about the conduct of the Examination, mentioning therein the performance of the invigilators and the general behavior of the examinees. He shall send a daily report on the number of the examinees attending each of the examinations absentees roll numbers and such other information relating to the Examinations being held at the center as may be considered necessary, along with any other matter which he thinks fit to be brought to the notice of the University. He shall also be responsible for the maintenance and submission to the Controller of the examination, of the account of advance money received and expenditure incurred in connection with the conduct of the Examinations.

11.8 The Superintendent shall have the power to expel an examinee from examinations on subsequent examination days on any of the following grounds:

- (i) That the examinee created a nuisance or serious disturbance at the examination center.
- (ii) That the examinee showed a seriously aggressive attitude towards an invigilator or a member of the staff entrusted with the examination work.
- (iii) If necessary, the Superintendent may get police assistance. Where a candidate is expelled, the Controller of the Examination shall be informed immediately.
- (iv) Unless / otherwise directed, only teachers of University Teaching Departments shall be appointed as Invigilators by the Superintendents. Invigilators can also be drawn from other educational institutions if required
- (v) No Examinee shall leave the Examination Hall within an hour of the start of the Examination for any purpose whatever and no late comer will be permitted in the Examination Hall after half an hour of its commencement.
- (vi) Examinee desirous of leaving the Examination Hall temporarily shall be permitted to do so for a maximum period of 15 minutes.
- (vi) No candidate shall normally be admitted to take examination if he comes 30 minutes after the commencement of the examination. However, in genuine cases the superintendent may admit a candidate or candidates who have arrived after the stipulated 30 minutes of time.

- 11.9 The Vice Chancellor may cancel an examination at all centers if he is satisfied that there has been leakage of question papers or any other irregularity which in his Opinion warrants such a step and reports the action taken at the next meeting of Board of Management.
- 11.10 The Vice-Chancellor may issue such general notices for the conduct of examination as he may feel required for its smooth conduct.
- 11.11 If a candidate has any communication to make on any discrepancy in the papers, he /she shall address it to the Registrar but he / she shall not be allowed to not take the examination or leave it in between in any kind of anticipation of a favorable outcome of his/her communication.
- 11.12 For programmes being run in the University Departments recommendations for names or examiners shall be obtained from the concerned Boards of Studies. Where there is an exigency and the Board of Studies cannot meet, the Chairman Board of Studies may recommend the names stating clearly why the meeting of Board of Studies could not be convened.
- 11.13 The Controller of Examinations/Registrar shall be authorized to add one or more names in the panel of examiners received by him from Boards of Studied Program Coordinator / Head of the Academic institute /Principals / authorized Academician before the list is submitted to the Vice Chancellor for approval.
- 11.14 After the receipt of the question paper(s) from the paper setter, the same shall be moderated by the moderator (s) who are to be appointed subject wise by the Registrar/Controller of Examination with the approval of Vice Chancellor. Controller of Examination shall ensure that minimum of three question papers duly moderated in each subject are available in the question paper bank.
- 11.15 The Examiner appointed by the Controller of Examination, out of the approved panel for setting the Question paper shall set the Question paper, using the last year question papers wherever applicable, as a guide for the format of the question paper only if the pattern of the question/ paper is not changed by the Academic Council. The question paper shall be set out of the entire syllabus of a course.
- 11.16 Any attempt made by or on behalf of a candidate to secure preferential treatment in the matter of his / her examination, the matter shall be reported to the Controller of Examination who shall place the matter before the Vice-Chancellor for further necessary action.

- 11.17 Except as otherwise decided by the Examination committee, the examination answer books and the foil and counter foil of the marks obtained by the examinees except the tabulated results shall be destroyed or otherwise disposed off after 12 months from the date of declaration of the results of the examination provided that the evaluated answer books of revaluation shall be destroyed/disposed off only after 6 months of the declaration of the revaluation result.
- 11.18 The Controller of Examination shall publish the combined results of the University examination on the notice board of the office of the University in addition to the Internet or University website.
- 11.19 The remuneration of the question paper setters, answer scripts, evaluators, examiners, Superintendents, Assistant Superintendents, Invigilators, Tabulators and Collators and the deductions to be made in the remuneration for errors noticed shall be such as prescribed from time to time by the Examination committee.
- 11.20 Where a student applies for revaluation, the answer books of the subjects in which the revaluation is sought will be sent to an examiner other than the one who evaluated it initially. The examiner so appointed will check and evaluate only those questions, which have been unmarked. He will also check the total. The answer book will not be re-evaluated for already evaluated questions. The marks of the student will be changed only if the difference in the marks of previous evaluation and the marks of re-evaluation is more than 10% or the student is pass in the examination even when the aforesaid difference is not of more than 10%.
- 11.21 Provided that such an examiner will receive remuneration as prescribed by the Board of Management.
- 11.22 No candidate shall appear, in more than one-degree examination or in more than one subject for the Master's degree in one and the same year.
- 11.23 No person who has been expelled or rusticated from any college or University or has been, debarred from appearing at a University examination shall be admitted to any examination during the period for which the sentence is in operation.

- 11.24 Notwithstanding anything contained in the Ordinances relating to admission of candidates to an examination of the University, the Vice -Chancellor may, in special cases in which he is satisfied that the delay in submitting the application for admission to an examination is not due to lack of attentiveness or negligence on the part of the candidate and that it would be a great hardship to the candidate if his application is rejected, allow an application which is otherwise complete in all respects to be entertained with the late fee as prescribed by the Board of Management from time to time even though the same is received after the expiry of the period of fifteen days mentioned in the foregoing paragraph.
- 11.25 A Candidate shall not be admitted into the Examination hall unless he/she produces a valid admission card duly issued to him / her by the Controller of Examination. The Controller of Examination shall issue an admission card in favor of a candidate if:-
- (i) The application of the candidate is complete in all respects.
 - (ii) The fee as prescribed has been paid by the candidate.
 - (iii) The attendance shall normally be more than 75%.
- 11.26 Where the practical examination is held earlier than the examination in theory papers, a candidate shall not be deemed to have been admitted to the theory examination until he is issued an admission card for appearing in the examination.
- 11.27 The admission card issued in favor of a candidate to appear at an examination may be withdrawn if it is found that:
- (i) The admission card was issued by mistake, or the candidate was not eligible to appear in the examination.
 - (ii) Any of the particulars given or documents submitted by the candidate in or with the application for enrolment, admission to the institute, college or school is false, fake or incorrect.
- 11.28 The Controller of Examination may, if he is satisfied that an admission card has been lost or destroyed, grant a duplicate admission card on the Payment of a fee prescribed. Such a card shall show in a prominent place the word "Duplicate".

- 11.29 Any candidate who has appeared at an Examination conducted by the University may apply to the Controller of the Examination for the scrutiny of his marks. In the answer scripts of theory papers in any subject and rechecking of his results. Such application must be made so as to reach the Controller of the Examination in the prescribed format within 15 working days of the publication of the result of the Examination.
- 11.30 The result of the scrutiny will be communicated to the candidate.
- 11.31 Duplicate copy of the following certificate shall be granted on payment of the fee as mentioned in the other ordinance of the K K MODI University.
- 11.32 Provided further, the duplicate copy of the Migration Certificate, Degree, Diploma shall not be granted except in cases in which the Vice-Chancellor is satisfied by the production of an affidavit on a stamped paper of proper value required by law for the time being in force that the applicant has not utilized the original documents for appearing at an examination and has lost the same or that the same has been destroyed and that the applicant really need a duplicate copy. Duplicate copy shall be issued only once.
- 11.33 The names of the first ten successful candidates in each final Degree Examination other than ATKT examination who obtain first division shall be declared in order of Merit.
- 11.34 (i) Notwithstanding anything contained in the concerned ordinance of examination in who has appeared in all the theory papers, practical viva, internal assessment, field work project work at the end-semester examination as a regular candidate and fails by a total of not more than five marks in not more than three subjects in any of the Graduate examinations may be given a grace of up to five marks to enable him to pass the examination. These marks shall not be counted towards the total. The grace consideration shall not be a matter of right of a candidate and is the prerogative of the Vice Chancellor. This facility shall be available only to those candidates who clear that particular Semester / Year End Examination in full (i.e. in all theory, practical and sessional in first attempt) by availing 5 Grace Marks.
- (ii) Likewise if a candidate misses his first or Second Division by one mark, he will be given a grace of one mark to enable him to improve his class.
- (iii) No grace marks shall be awarded in other than theory papers and to ATKT/Supplementary student.

- 11.35 Semester-end practical examinations shall be conducted by a Board of Examiners for each course. The Board shall consist of one or more examiners. One of the examiners in that case may be designated as Head Examiner. The Head Examiner shall draw the guidelines for the conduct of examinations to be followed by various Boards to ensure uniformity of evaluation.
- 11.36 For any other type of examination, not covered above, the mode of conduct of examination shall be as specifically provided in the syllabus/scheme of examination and in the absence of such a provision shall be decided by the Controller of Examinations on the recommendation of the Board of Studies/Coordination Committee concerned, with the approval of the Vice-Chancellor.
- 11.37 The results of a semester (including both the semester-end examinations and teacher's continuous evaluation) shall be declared by the Controller of Examination. However, after scrutiny of the detailed result, if it is observed by Controller of Examination that there has been a distinct change of standard in the examination as a whole or in a particular course, he may refer the matter to the Moderation Committee, specially constituted for the purpose by the Vice Chancellor.
- 11.38 The award list containing the marks obtained by a student in various courses shall be issued by the Controller of Examinations, at the end of each semester, after the declaration of the result.

CHAPTER-IV

12. Criteria For Passing Courses, Marks And Divisions

- 12.1 Generally for Under Graduate students, obtaining a minimum of 35% marks in each paper in the semester-end/year end examination shall be essential for the passing the examination. Refer to ordinance of specific programme for criteria of passing. A candidate who secures less than 35% of aggregate marks in a paper in a semester/year shall be deemed to have failed in that subject. Generally for post graduate student securing 40% marks in each paper and 45%marks in aggregate of all papers shall be essential for passing the examination. A candidate securing less than 40% marks in a paper shall be deemed to have failed in that subject and a candidate securing less than 45% marks in aggregate shall be deemed to have failed in that examination. Refer to ordinance of specific programme for criteria of passing.

- 12.2 A student may apply, within two weeks from the date of the declaration of the result, for retotaling of the examination script(s) of a specific course(s) on the payment of prescribed fees. Retotaling shall mean verifying whether all the questions and their parts have been duly marked as per the question paper, and the totaling of marks. In the event of a discrepancy being found the same shall be rectified through appropriate changes in both the result as well as marks-sheet of the concerned semester end examination.
- 12.3 For completing the graduation a candidate is required to pass the paper of Environmental Studies once in the duration of degree course. The marks of Environmental Studies will not affect the division in any case
- 12.4 Credit Transfer shall be applicable to all relevant courses as per UGC and other Regulatory Authorities norms, if any, in this regard

13. Declaration of Result

The Examination Committee shall be responsible for the declaration of the result. In this regard the functions of the Examination Committee shall be as follows:

- (a) To scrutinize 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 Vice Chancellor the action to be taken in any case where the result is unbalanced.
- (b) To scrutinize the complaints against the question papers and to take necessary action.
- (c) To decide cases of candidates whose answer books were lost in transit.
- (d) To exercise such other powers as the Academic Council may delegate to it from time to time.
- (i) A candidate whose result has been declared may apply to the Controller of Examination in the prescribed format within fifteen days & 30 days with late fees of Rs. 500 or as decided by the Examination Committee from the time of the declaration of his / her result for the revaluation of any answer books/ retotaling of marks or results.

Provided that in case of revaluation no candidate shall be allowed to have more than two papers revalued.

Provided also that, no revaluation shall be allowed in case of scripts of practical, field work, sessional works, tests, thesis and project work submitted in lieu of a paper at the Examination.

- (ii) The candidates applying for revaluation of their answer scripts will have to deposit the prescribed fees which will be decided by the Examination Committee from time to time.

NOTE: If any action is to be taken against any Examiner, center Superintendent or Invigilator the matter shall be referred to the Academic Council with the recommendation of the Examination Committee.

14. Use of Unfair Means & Misbehavior:

- 14.1 No candidate shall bring any book, paper, notes electronic gadgets or other Materials with him/her in the Examination Hall which may be used by him/her in connection with the Examination, nor shall he/she communicate to or receive from any other candidate or person any information in the Examination Hall unless specifically allowed.
- 14.2 No candidate shall note or write anything on the blotting paper or Question Paper or on any other object/Material, except the answer book supplied to him/her.
- 14.3 No candidate shall assist or receive assistance from any other candidate or person at an Examination or make use of any dishonest or unfair means in connection with the Examination.
- 14.4 Any candidate detected cheating or making use of any dishonest or unfair means in connection with an Examination shall be reported to the Controller of Examinations by the Superintendent of Examinations or through him by an invigilator or an Official of the University, as the case may be. The Controller of Examinations shall place the aforesaid matter before the Examination Committee for consideration which may, if satisfied that the facts alleged are true and disclose premeditation on the part of the candidate, disqualify the candidate from passing that Examination and debar him/her from appearing at any University Examination for a period not exceeding three years.
- 14.5 Any candidate, who in the opinion of the Superintendent of Examinations is guilty of misconduct in the Examination Hall, other than the misconduct within the meaning of the aforesaid Sub-Paras 14.1 to 14.4 of this Ordinance, may be expelled by the Superintendent of Examinations for that Paper and shall be reported to the Examination Committee by the Controller of Examination. The said Committee may, if satisfied that the fact alleged are true, disqualify him/her from passing the Examination for the year.

- 14.6 In case any Examinee attempts to influence the Examiner or Officials related to Examination then it would be treated as an offence and shall attract punishment. Such a case shall be reported to the Examination Committee by the person concerned through the Controller of Examinations. The Examination Committee may, if satisfied that the facts alleged are true, disqualify the candidate from passing that Examination and debar him/her from appearing at any Examination for a period not less than one year.
- 14.7 Any candidate found guilty of seeking ways and means or harassing or pressurizing or using or threatening to use force to make any Superintendent of Examinations or Invigilator Or any Official of the University desist from his duties relating to the conduct of Examination shall be deemed to have used unfair, means and indulged in gross misconduct. Such a case shall be reported to the Examination Committee by the person concerned through the Controller of Examinations. The Examination Committee may, if satisfied that the facts alleged are true, disqualify the candidate from passing that Examination and/or expel her from the University and declare him /her to be not a fit and proper person to be admitted to any future Examination of the University.
- 14.8 Any candidate who has been punished under Sub Paras 14.5 to 14.7 above, shall not be admitted to any Course as a Regular Student. Such a student may be allowed to appear at the next year's Examination only, in which he/she is entitled to appear as an Ex-Student after the expiry of the period punishment.
- 14.9 If a candidate acts in a violent manner or uses force or makes a display of force towards the superintendent or any invigilator at the center or in its precincts endangering the personal safety of either of them or acts in a manner likely to prevent the authorities in the proper discharge of their duties, the superintendent may expel the candidate from the center and he may take police help.
- 14.10 If a candidate brings any dangerous weapon within the precincts of the examination center, he may be expelled from the center and or handed over to the police by the superintendent.
- 14.11 A candidate expelled on any of the grounds mentioned in 14.8 & 14.9 & 10 above will not be allowed to appear in the subsequent papers..

- 14.12 In every case where action is by the superintendent under 14.10, 14.12, 14.14 above a full report shall be sent to the University and the Executive Council may according to the gravity of the offence further punish a candidate by cancelling his examination and/or debarring him appearing at any of the Examination of the university for one or more years after giving the candidate an opportunity to show the cause and considering any explanation submitted by the candidate.
- 14.13 In case, a person, who is not a bona-fide candidate, is found to be taking an Examination on behalf of a bona-fide candidate, it will be assumed that this impersonation is being done at the instance and with the connivance of the bona-fide candidate and action against such person and such bona-fide candidate would be taken as under:
- (i) The bona-fide candidate, who did not take the Examination himself/herself shall be debarred from pursuing any course of studies or from appearing at any Examination of the University in future and he/she may be handed over to the Police for appropriate action.
 - (ii) In case, the person, who has impersonated the bona-fide candidate, is a student of the university, he/she shall be debarred from taking any Examination of the University in future and he/she may be handed over to the Police for appropriate action.
 - (iii) If the person, who has impersonated the bona-fide candidate, is not a student of the University, he/she may be handed over to the Police for appropriate action.
- 14.14 In case, a candidate is appearing at the Examination for improvement of Divisional Percentage of Marks and is found to be using unfair means, the result of his/her Examination in the Paper(s) in which he/she has already appeared, would also be cancelled in addition to the action that might be taken against him/her for using unfair means, while reappearing for improvement of his/her Division/ Percentage of Marks.
- 14.15 Any punishment imparted on the erring student shall be after following due consideration of the defense presented by him/her.

14.16. The Superintendent of the examination shall take action against an examinee who is found using or attempting to use unfair means in the examination hall or within the premises of the examination center during the hour of examination in the following manner:

- (i) The examinee shall be called upon to surrender all the objectionable materials found in his or her possession including the answer book and a memorandum shall be prepared with date and time.
- (ii) The Statement of the examinee and the Invigilator shall be recorded.
- (iii) The examinee shall be issued a fresh answer book marked 'Duplicate Using Unfair means' to attempt answer within the remaining time prescribed for the examination.
- (iv) All the Materials so collected and the entire evidence along with a statement of the examinee and the answer book duly signed shall be forwarded to the Registrar by name in a separate confidential sealed registered packet marked Unfair means along with the observation of the Superintendent.
- (v) The Material so collected from the examinee together with both the answer books, viz. the answer book collected while using unfair means and the other supplied afterward will be sent to the Examiner by the Registrar for assessing both the answer books separately and to report if the examinee has actually used unfair means in view of the Material collected.
- (vi) The cases of the use of unfair means at the examination as reported by the center Superintendent along with the report of the Examiner shall be examined by the Examination Committee. The committee shall after examining the cases, decide the action to be taken in each case and report it to the Board of Management through competent authority.
- (vii) A candidate found talking during the examination hours shall be warned not to do so. If the candidate continues to do so in spite of the warning by the invigilator, the answer book of such examinee shall be withdrawn and a second answer book shall be supplied. Only the second answer book shall be sent for valuation. The first book shall be cancelled and sent to the Controller of the Examination. In case the student is required to be warned again no second copy shall be given and the examinee may be expelled by the Superintendent from that particular paper.

- 14.17 If a candidate is found guilty of using or attempting to use or having used unfair means at an examination such as copying from some book or notes or from the answer of some other candidate or helping or receiving help from any other candidate or keeping with him in the Examination hall Material connected with the examination or in any other manner whatsoever, the Examination Committee or the Committee appointed for the proposed by the Examination Committee may cancel his examination and also debar him from appearing at any of the examination of the University for one year or more years according to the nature of the offence.
- 14.18 The Examination Committee may cancel the examination of a candidate and/or debar him from appearing at any examination of the university for one or more years. If it is discovered afterwards that the candidate was in any manner guilty of misconduct in connection with his examination and/or was instrumental and/or has abetted the tempering of university records including the answer book, Mark sheet, rule charts, diplomas and the like.
- 14.19 The Examination Committee may cancel the examination of a candidate and / or debar him from appearing at any exam of the university for in or more years, if it is discovered afterwards that the candidate had obtained admission to the examination by misrepresenting the facts or by submitting forged certificates/documents.
- 14.20 All the records of Examination and results except the written answer books shall be retained by the University for a maximum period of three years from the date of declaration of results of the concerned examination.

15. Students' Grievances Committee

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

CHAPTER - V**16. Appointment of Examiners**

16.1 The examination committee consisting of the concerned Dean, Chairman Board of Studies and one faculty member nominated by Vice-Chancellor shall prepare panel of examiners for different papers, practical's, viva, dissertation etc. The controller of examination shall send the panel of examiners to the Vice-Chancellor for finally appointing the examiners for different examinations.

16.2 The Vice-Chancellor shall appoint paper-setters, co-examiners, practical/viva-voce examiners ordinarily from amongst persons recommended by the examination committee. He may however, appoint a person whose name is not included in the list of names recommended by the examination committee if he is satisfied that the person in question possesses minimum qualification and his appointment will not be contrary to the provisions of the following paragraphs.

The qualification of the paper - setter and Co - Examiners shall be as follows namely.

A) Paper-setter:ExaminationQualification

(i) Post-Graduate examination
in all the Faculties

(i) Experience of teaching the subject at-post
graduate level for at least Five Years.

(OR)

Experience of teaching the subject at the
postgraduate level for at least two years and
total teaching experience of not less than
seven years, which can include experience of
teaching at under graduate level.

(ii) Degree examination in all
Faculties

(ii) Teaching the subject at Undergraduate
and/or Postgraduate for at least 3 years.

B) Co-Examiners

The qualification shall be the same as for the paper-setters but the minimum teaching/professional experience required may be less by two years than that prescribed in the case of the paper-setters.

Provided that in case of degree examination where sufficient number of internal co-examiners, in a subject with the aforesaid qualification is not available, teacher in the University Colleges, Departments and Institutions of the university with at least three years teaching experience at the degree/Post-graduate level in the subject shall be eligible for appointment as Co-examiners.

- 16.3 (i) In case of practical and Viva-Voce examinations at the Post-Graduate level, external examiner shall be a person not below the rank of an Associate Professor.
- (ii) In case of practical and Viva-Voce examination at the degree level the external examiners shall be a teacher of the subject with not less than three years' experience of teaching the subject at the degree and/or post graduate level.
- (iii) The internal examiner in case of practical examination both at the degree and the post-graduate and diploma-level shall be appointed from amongst the teachers of the University.
- (iv) The external examiner at the post-graduate level in case of Practical/Viva-Voce examination shall not ordinarily be a teacher of the University Department.
17. Ordinarily 50% of the paper setter at the post graduate and first degree examination in any subject shall be external.
18. Where in for any paper, if more than one examiner is appointed, the paper setter shall be the Head Examiner. Examiners other than the paper setter shall be the Co-examiners.
19. For appointment as Paper-setter and Co-Examiners, the teachers in the University Department shall ordinarily be considered on the basis of seniority in subject to fulfillment of other conditions for such appointment.
20. No one shall ordinarily be given more than two external practical examination-ships.
Provided that in case of center where the total strength of candidates appearing at years I, II, and III of a first degree examination is less than 120, one external examiner may be appointed for all the three examinations.
21. In case of under graduate practical examinations one external examiner shall not ordinarily examine more than 120 candidates.
22. In case of written examination an examiner shall not ordinarily evaluate more than 240 scripts and a Co-examiner shall be appointed if the number of candidates appearing in the paper is more than 300.

23. While recommending name for examiner-ship in courses where English is not the sole medium of examination, the Examination - Committee shall ensure that the examiners recommended can evaluate the scripts written in Hindi.
24. The provision of sub-paragraphs (2) above shall not apply in case of Examination in the faculties of Engineering, Technology, Education, Pharmacy, etc.
25. Examiner shall be appointed for the examination of duration of one year only but they shall be eligible for re-appointment.
26. Any person who has acted as an examiner, paper-setter Co-examiners or external Viva-Voce examiner for three consecutive years shall ordinarily not be eligible for re-appointment until a period of one year elapses between the year in which he/she last acted as an examiner and the year in which he is re-appointed.

Provided that such a gap will not be necessary in case of internal examiners if the number of available eligible examiners in the subject concerned is less than the number of internal examiners required.

Provided also that on the recommendation of the Examination Committee, a specialist or expert may be continued for two more years after the expiry of the three years period, without a gap.

27. An examiner may be discontinued any time before the expiry of the three year period if in the opinion of the Examination Committee, his work is found-to be unsatisfactory.
28. An examiner's work shall be deemed to be unsatisfactory if
 - (i) Mistakes of such nature are found in his work in the course of checking and scrutiny which affect the result or
 - (ii) He / She is found by the Examination Committee to have delayed the work without good cause or
 - (iii) There is an adverse report from the Head Examiner, or
 - (iv) In the opinion of the Examination Committee, there are reasonable doubts about his/her integrity or suspicion that he/she is accessible to examinees or their relations and
 - (v) If there are serious complaints against his/her paper e.g. that this paper was much above or below the standard or contained questions outside the prescribed course or the branch or any such condition prescribed by the Examination Committee.
29. The paper-setter shall lay down a memorandum of instructions for the guidance of the co-examiners so that the latter may be in conformity with standard of the former in the evaluation of the answer-books.

30. If for any reason an examiner is unable to evaluate the answer-books or to perform the duties of the Head Examiner after setting the question paper, he shall be entitled to receive only one-half of the amount of fees for paper setting and the balance shall be payable to the examiner who performs, the duties of the Head Examiner subsequently.
- Provided that if the paper-setter dies before he is able to take up or complete the evaluation of the answer books, full fee prescribed for paper setting shall be paid to his heirs.
31. In any subject if a Viva-Voce Examination is prescribed a board of two examiners of whom one shall be an external examiner and the other the internal examiner shall conduct the same.
32. In the case of Examinations like MBA, M.Com, M. Phil., MA etc. where a thesis is permissible in lieu of a paper or a project there shall be a Board of two examiners for evaluating the thesis. The maximum number of marks for the thesis shall be equally divided between the two examiners each of whom shall mark the thesis independently. If the evaluations of these two examiners differ by 20%, the thesis shall be referred to the third examiner, (other than a teacher of the University) who shall award mark out of half of the maximum marks for the thesis. The aggregate of two (of the three) awards nearest to each other and to the best advantage of the candidate shall be taken as the correct evaluation.
33. No person shall act as a paper-setter or examiner either in theory, viva-voce or practical examination, if any of his relations is taking the examination provided that this provision shall not debar from acting as an examiner for practical at a center other than that at which his relation is appearing.
34. No person shall act as moderator or tabulator for any examination if any of his relative is appearing or has appeared in concerned examination.
35. Notwithstanding the provisions contained in these ordinances, the Vice-Chancellor in consultation with the Academic Council and the Examination Committee may in so far as that particular examination is concerned modify all or some of the rules to meet the constraints.

ORDINANCE-3**DIPLOMA IN COMPUTER APPLICATION (D.C.A)**

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|-----|----------------------------|--|
| 3.1 | Title | Diploma in Computer Application (D.C.A) (This D.C.A shall include disciplines/specializations as mentioned in Statute no 12) |
| 3.2 | Faculty | Faculty of Science. |
| 3.3 | Duration | One years (or Two Semester). |
| 3.4 | Eligibility | Must have passed 10+02 or equivalent from any Board of secondary education or equivalent there to in any discipline. |
| 3.5 | Lateral entry: | Admissions shall be allowed as per the norms of the concerned regulatory bodies. |
| 3.6 | Seats | The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management. |
| 3.7 | Admission Procedure | As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed. |
| 3.8 | Academic Year | There would be two academic cycles one from July to June and another from January to December. |
| 3.9 | Selection Procedure | The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle. |

The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. . State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.
3. The supporting documents required for admission are not enclosed.

3.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
3.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
3.12	Eligibility to pass	As per Ordinance No 2 of the University.
3.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
3.14	Evaluation and examination	As per Ordinance No. 2 of the University.
3.15	Eligibility criteria for ATKT	As per Ordinance No.2 Of the University.

3.16 **General**

Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE - 4**BACHELOR OF COMPUTER APPLICATION (B.C.A)**

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|-----|----------------------------|--|
| 4.1 | Title | Bachelor of Computer Application(This B.C.A. shall include disciplines/specializations as mentioned in Ordinance No. 03) |
| 4.2 | Faculty | Faculty of Science. |
| 4.3 | Duration | Three years (or Six Semesters). |
| 4.4 | Eligibility | Must have passed 10+02 or equivalent from any Board of secondary education or equivalent there to in any discipline with science as one of the core subject in the class XII or equivalent. Mathematics should be the core subjects in the class XII. A candidate not having mathematics as core subject in class XII will have to pass a special Paper of Mathematics in course of six semesters in three attempts, failing which the candidate will not eligible to get the degree of BCA. |
| 4.5 | Lateral entry: | Admissions shall be allowed as per the norms of the concerned regulatory bodies. |
| 4.6 | Seats | The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management. |
| 4.7 | Admission Procedure | As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed. |
| 4.8 | Academic Year | There would be two academic cycles one from July to June and another from January to December. |
| 4.9 | Selection Procedure | The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle. |

The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

4.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
4.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
4.12	Eligibility to pass	As per Ordinance No 2 of the University.
4.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
4.14	Evaluation and examination	As per Ordinance No. 2 of the University.
4.15	Eligibility criteria for ATKT	As per Ordinance No.2 Of the University.

4.16 General

Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE - 5**MASTER OF COMPUTER APPLICATION (M.C.A)**

- 5.1 **Title** Master of Computer Application (M.C.A)(This MCA shall include disciplines/specializations as mentioned in Statute No. 12)
- 5.2 **Faculty** Faculty of Science.
- 5.3 **Duration** Three years (or Six Semesters).
- 5.4 **Eligibility** Passed Bachelor's Degree of minimum 3years duration with Mathematics at 10+2 level or at Graduate Level. Obtained at least 50% marks (45% in case of candidates belonging to reserved category) in the qualifying Examination. In case the seats are not filled then the minimum required percentage may be lowered by 5% for candidates from both categories with the permission of Vice-Chancellor.
- 5.5 **Lateral entry:** Admissions shall be allowed as per the norms of the concerned regulatory bodies.
- 5.6 **Seats** The basic unit will be of 30 seats. Multiples of this unit can also be set up by the Board of Management.
- 5.7 **Admission Procedure** As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
- 5.8 **Academic Year** There would be two academic cycles one from July to June and another from January to December.
- 5.9 **Selection Procedure** The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.

The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

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|------|--|--|
| 5.10 | Fees | The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC. |
| 5.11 | Course structure and Examination Scheme | As prescribed by the Board of Studies and approved by Academic Council. |
| 5.12 | Eligibility to pass | As per Ordinance No 2 of the University. |
| 5.13 | Prior Learning Assessment (PLA) | PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education. |
| 5.14 | Evaluation and examination | As per Ordinance No. 2 of the University. |
| 5.15 | Eligibility criteria for ATKT | As per Ordinance No.2 Of the University. |

5.16 General

Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCES - 6**BACHELOR OF BUSINESS ADMINISTRATION (BBA)**

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|-----|----------------------------|--|
| 6.1 | Title | Bachelor of Business Administration (This BBA shall include disciplines/specializations as mentioned in Statute No.12) |
| 6.2 | Faculty | Faculty of Commerce |
| 6.3 | Duration | Three years (or Six Semesters). |
| 6.4 | Eligibility | Passed 10+2 or equivalent from any secondary education board or equivalent. |
| 6.5 | Lateral entry: | Admissions shall be allowed as per the norms of the concerned regulatory bodies. |
| 6.6 | Seats | The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management. |
| 6.7 | Admission Procedure | As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed. |
| 6.8 | Academic Year | There would be two academic cycles one from July to June and another from January to December. |
| 6.9 | Selection Procedure | <p>The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.</p> <p>The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply.</p> |

Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. . State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

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| 6.10 | Fees | The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC. |
| 6.11 | Course structure and Examination Scheme | As prescribed by the Board of Studies and approved by Academic Council. |
| 6.12 | Eligibility to pass | As per Ordinance No 2 of the University. |
| 6.13 | Prior Learning Assessment (PLA) | PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education. |
| 6.14 | Evaluation and examination | As per Ordinance No. 2 of the University. |
| 6.15 | Eligibility criteria for ATKT | As per Ordinance No.2 Of the University. |

6.16 General

Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE - 7**MASTER OF BUSSINESS ADMINISTRATION (MBA)**

- 7.1 **Title** Master of Business Administration (MBA) (This MBA shall include disciplines/specializations as mentioned in Statute No.12)
- 7.2 **Faculty** Faculty of Commerce.
- 7.3 **Duration** Two years (or Four Semester)
- 7.4 **Eligibility** Graduate in any discipline from a recognised University.
- 7.5 **Lateral entry:** Admissions shall be allowed as per the norms of the concerned regulatory bodies.
- 7.6 **Seats** The basic unit will be of 30 seats. Multiples of this unit can also be set up by the Board of Management.
- 7.7 **Admission Procedure** As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
- 7.8 **Academic Year** There would be two academic cycles one from July to June and another from January to December.
- 7.9 **Selection Procedure** The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.
- The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply.

Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. . State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

7.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
7.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
7.12	Eligibility to pass	As per Ordinance No 2 of the University.
7.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
7.14	Evaluation and examination	As per Ordinance No. 2 of the University.
7.15	Eligibility criteria for ATKT	As per Ordinance No.2 Of the University.

7.16 General

Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE - 8**BACHELOR AND MASTER OF BUSINESS ADMINISTRATION-
INTEGRATED (BBA + MBA) INTEGRATED**

- 8.1 **Title** Bachelor and Master of Business Administration-Integrated (BBA + MBA) Integrated(This BBA+MBA shall include disciplines/specializations as mentioned in Statute No.12)
- 8.2 **Faculty** Faculty of Commerce.
- 8.3 **Duration** Four Years (or Eight Semester)
- 8.4 **Eligibility** Passed 10+2 or equivalent from any secondary education board or equivalent.
- 8.5 **Lateral entry:** Admissions shall be allowed as per the norms of the concerned regulatory bodies.
- 8.6 **Seats** The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- 8.7 **Admission Procedure** As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
- 8.8 **Academic Year** There would be two academic cycles one from July to June and another from January to December.
- 8.9 **Selection Procedure** The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.
- The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply.

Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. . State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

8.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
8.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
8.12	Eligibility to pass	As per Ordinance No 2 of the University.
8.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
8.14	Evaluation and examination	As per Ordinance No. 2 of the University.
8.15	Eligibility criteria for ATKT	As per Ordinance No.2 Of the University.

8.16 General

Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE - 9**EXECUTIVE - MASTER OF BUSINESS ADMINISTRATION (E-MBA)**

- 9.1 **Title** Executive - Master of Business Administration (E-MBA) (This E-MBA shall include disciplines/specializations as mentioned in Statute No .12)
- 9.2 **Faculty** Faculty of Commerce.
- 9.3 **Duration** 18 months
- 9.4 **Eligibility** Graduate or equivalent in any discipline from a recognized University or equivalent with at least two year working experience.
- 9.5 **Lateral entry:** Admissions shall be allowed as per the norms of the concerned regulatory bodies.
- 9.6 **Seats** The basic unit will be of 30 seats. Multiples of this unit can also be set up by the Board of Management.
- 9.7 **Admission Procedure** As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
- 9.8 **Academic Year** There will be one academic year from July to June.
- 9.9 **Selection Procedure** The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.

The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. . State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

9.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
9.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
9.12	Eligibility to pass	As per Ordinance No 2 of the University.
9.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
9.14	Evaluation and examination	As per Ordinance No. 2 of the University.
9.15	Eligibility criteria for ATKT	As per Ordinance No.2 Of the University.

9.16 General

Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE - 10**POST-GRADUATION DIPLOMA UNDER BUSINESS MANAGEMENT
(PGDBA)**

10.1	Title	Post-Graduation Diploma Under Business Management (PGDBA) (This PGD shall include disciplines/specializations as mentioned in Statute No.12)
10.2	Faculty	Faculty of Commerce.
10.3	Duration	One Year (or Two Semester)
10.4	Eligibility	Graduate or equivalent in any discipline from a recognized Institute/University or equivalent.
10.5	Lateral entry:	Admissions shall be allowed as per the norms of the concerned regulatory bodies.
10.6	Seats	The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
10.7	Admission Procedure	As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
10.8	Academic Year	There would be two academic cycles one from July to June and another from January to December.
10.9	Selection Procedure	The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.

The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. . State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

10.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
10.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
10.12	Eligibility to pass	As per Ordinance No 2 of the University.
10.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
10.14	Evaluation and examination	As per Ordinance No. 2 of the University.
10.15	Eligibility criteria for ATKT	As per Ordinance No.2 Of the University.

10.16 General

Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE - 11**BACHELOR OF COMMERCE (B.COM)/B.COM (HONOURS)**

- 11.1 **Title** Bachelor of Commerce (B.Com)/B.Com (Honors) (This (B.Com)/B.Com (Honors shall include disciplines/specializations as mentioned in Statute No. 12)
- 11.2 **Faculty** Faculty of Commerce.
- 11.3 **Duration** Three Years (Six Semester)
- 11.4 **Eligibility** Passed 10+2 or equivalent from any board of secondary education or equivalent.
- 11.5 **Lateral entry:** Admissions shall be allowed as per the norms of the concerned regulatory bodies.
- 11.6 **Seats** The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- 11.7 **Admission Procedure** As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
- 11.8 **Academic Year** There would be two academic cycles one from July to June and another from January to December.
- 11.9 **Selection Procedure** The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V And Radio before the start of every academic cycle.

The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. . State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

11.10 Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
11.11 Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
11.12 Eligibility to pass	As per Ordinance No 2 of the University.
11.13 Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.

- 11.14 **Evaluation and examination** As per Ordinance No. 2 of the University.
- 11.15 **Eligibility criteria for ATKT** As per Ordinance No.2 Of the University.
- 11.16 **General** Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE - 12**MASTER OF COMMERCE (M.COM)**

12.1	Title	Master of Commerce (M.Com) (This M.Com shall include disciplines/specializations as mentioned in Statute No 12)
12.2	Faculty	Faculty of Commerce.
12.3	Duration	Two years (or Four Semester)
12.4	Eligibility	Passed B.Com or equivalent from a recognized Institute/University or equivalent.
12.5	Lateral entry:	Admissions shall be allowed as per the norms of the concerned regulatory bodies.
12.6	Seats	The basic unit will be of 30 seats. Multiples of this unit can also be set up by the Board of Management.
12.7	Admission Procedure	As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
12.8	Academic Year	There would be two academic cycles one from July to June and another from January to December.
12.9	Selection Procedure	The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.

The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. . State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

12.10 Fees

The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.

12.11 Course structure and Examination Scheme

As prescribed by the Board of Studies and approved by Academic Council.

12.12 Eligibility to pass

As per Ordinance No 2 of the University.

12.13 Prior Learning Assessment (PLA)

PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.

12.14 Evaluation and examination

As per Ordinance No. 2 of the University.

12.15 Eligibility criteria for ATKT

As per Ordinance No.2 Of the University.

12.16 General

Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE - 13**BACHELOR OF TECHNOLOGY (B.TECH)**

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|------|----------------------------|---|
| 13.1 | Title | Bachelor of Technology (This B.Tech shall include disciplines/specializations as mentioned in Statute No. 12) |
| 13.2 | Faculty | Faculty of Engineering/Applied Sciences and Innovation. |
| 13.3 | Duration | Four Years (or Eight Semester) |
| 13.4 | Eligibility | Passed 10+2 examination or equivalent with Physics and Mathematics as compulsory subject along with one of the Chemistry/Biology/Technical vocational subject for Bio-Technology branch 10+02 in any PCB discipline or equivalent may also eligible for admission. The Candidate should have obtained at least 45% marks (40% in case of candidates belonging to reserved category) in the above subject taken together. In case the seats are not filled then the minimum required percentage may be lowered by 5% for candidates form both the categories with the permission of Vice-Chancellor. |
| 13.5 | Lateral entry: | Admissions shall be allowed as per the norms of the concerned regulatory bodies. |
| 13.6 | Seats | The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management. |
| 13.7 | Admission Procedure | As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be |

followed.

13.8 Academic Year

There would be two academic cycles one from July to June and another from January to December.

13.9 Selection Procedure

The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.

The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

13.10 Fees

The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.

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| 13.11 Course structure and Examination Scheme | As prescribed by the Board of Studies and approved by Academic Council. |
| 13.12 Eligibility to pass | As per Ordinance No 2 of the University. |
| 13.13 Prior Learning Assessment (PLA) | PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education. |
| 13.14 Evaluation and examination | As per Ordinance No. 2 of the University. |
| 13.15 Eligibility criteria for ATKT | As per Ordinance No.2 Of the University. |
| 13.16 General | Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time. |

ORDINANCE NO.14**MASTER OF TECHNOLOGY (M.TECH)**

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|------|----------------------------|--|
| 14.1 | Title | Master of Technology (M.Tech) (This M.Tech shall include disciplines/specializations as mentioned in Statute no. 12) |
| 14.2 | Faculty | Faculty of Engineering/Applied Sciences and Innovation. |
| 14.3 | Duration | Two years (or Four Semester) |
| 14.4 | Eligibility | Passed Bachelor's Degree or equivalent in the relevant field or M.Sc.in relevant subject or equivalent with minimum 50% marks (45% in case of candidates belonging to reserved category) in the qualifying Examination. In case the seats are not filled then the minimum required percentage may be lowered by 5% for candidates from both categories with the permission of Vice-Chancellor. |
| 14.5 | Lateral entry: | Admissions shall be allowed as per the norms of the concerned regulatory bodies. |
| 14.6 | Seats | The basic unit will be of 30 seats. Multiples of this unit can also be set up by the Board of Management. |
| 14.7 | Admission Procedure | As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed. |
| 14.8 | Academic Year | There would be two academic cycles one from July to June and another from January to December. |

14.9 Selection Procedure

The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.

The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. . State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

14.10 Fees

The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.

14.11 Course structure and Examination Scheme

As prescribed by the Board of Studies and approved by Academic Council.

14.12 Eligibility to pass

As per Ordinance No 2 of the University.

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| 14.13 Prior Learning Assessment (PLA) | PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education. |
| 14.14 Evaluation and examination | As per Ordinance No. 2 of the University. |
| 14.15 Eligibility criteria for ATKT | As per Ordinance No.2 Of the University. |
| 14.16 General | Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time. |

ORDINANCE - 15**BACHELOR AND MASTER OF BUSINESS
ADMINISTRATION/TECHNOLOGY –INTEGRATED (B.TECH +
M.B.A/M.TECH) INTEGRATED.**

15.1	Title	Bachelor and Master of Business Administration/Technology –Integrated (B.Tech + MBA/M.Tech) Integrated. (This B.TECH+MBA/M.TECH) Integrated shall include disciplines/specializations as mentioned in Statute No. 12)
15.2	Faculty	Faculty of Engineering/Applied Sciences and Innovation.
15.3	Duration	Five years (or Ten Semester)
15.4	Eligibility	Passed 10+2 examination or equivalent with Physics and Mathematics as compulsory subject along with one of the Chemistry/Biology/Technical vocational subject for Bio-Technology branch 10+02 in any PCB discipline or equivalent may also eligible for admission. The candidate should have obtained at least 45% marks (40% in case of candidates belonging to reserved category) in the above subject taken together. In case the seats are not filled then the minimum required percentage may be lowered by 5% for candidates form both the categories with the permission of Vice-Chancellor.
15.5	Lateral entry:	Admissions shall be allowed as per the norms of the concerned regulatory bodies.
15.6	Seats	The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.

15.7 Admission Procedure

As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.

15.8 Academic Year

There would be two academic cycles one from July to June and another from January to December.

15.9 Selection Procedure

The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.

The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled.

. State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

15.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
15.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
15.12	Eligibility to pass	As per Ordinance No 2 of the University.
15.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
15.14	Evaluation and examination	As per Ordinance No. 2 of the University.
15.15	Eligibility criteria for ATKT	As per Ordinance No.2 Of the University.
15.16	General	Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE - 16**DIPLOMA OF ENGINEERING**

- 16.1 **Title** Diploma of Engineering (This Diploma shall include disciplines/specializations as mentioned in Statute No. 12)
- 16.2 **Faculty** Faculty of Engineering/Applied Sciences and Innovation.
- 16.3 **Duration** Three Years (or Six Semesters)
- 16.4 **Eligibility** As per AICTE Norms.
- 16.5 **Lateral entry:** Admissions shall be allowed as per the norms of the concerned regulatory bodies.
- 16.6 **Seats** The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- 16.7 **Admission Procedure** As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
- 16.8 **Academic Year** There would be two academic cycles one from July to June and another from January to December.
- 16.9 **Selection Procedure** The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.
- The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their

admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. . State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

16.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
16.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
16.12	Eligibility to pass	As per Ordinance No 2 of the University.
16.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
16.14	Evaluation and examination	As per Ordinance No. 2 of the University.
16.15	Eligibility criteria for ATKT	As per Ordinance No.2 Of the University.

16.16 General

Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE - 17**BACHELOR OF DESIGN**

- 17.1 **Title** Bachelor of Design (This Bachelor of design shall include disciplines/specializations as mentioned in Statute No. 12)
- 17.2 **Faculty** Faculty of Design
- 17.3 **Duration** Three Years (or Six Semesters)
- 17.4 **Eligibility** Must have passed 10+2 or equivalent from any board of secondary education in any discipline or equivalent.
- 17.5 **Lateral entry:** Admissions shall be allowed as per the norms of the concerned regulatory bodies.
- 17.6 **Seats** The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- 17.7 **Admission Procedure** As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
- 17.8 **Academic Year** There would be two academic cycles one from July to June and another from January to December.
- 17.9 **Selection Procedure** The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.
- The list of selected candidates may be displayed on the Website, on the notice board and the

student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. . State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

17.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
17.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
17.12	Eligibility to pass	As per Ordinance No 2 of the University.
17.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
17.14	Evaluation and examination	As per Ordinance No. 2 of the University.
17.15	Eligibility criteria for ATKT	As per Ordinance No.2 Of the University.

17.16 General

Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time.

ORDINANCE - 18**MASTER OF DESIGN**

18.1	Title	Master of Science (This Master of Design shall include disciplines/specializations as mentioned in Statute No. 12)
18.2	Faculty	Faculty of Design
18.3	Duration	Two Years (or Four Semesters)
18.4	Eligibility	Graduate in any relevant subject of design/fashion/interior design equivalent from a recognized University/Institute.
18.5	Lateral entry:	Admissions shall be allowed as per the norms of the concerned regulatory bodies.
18.6	Seats	The basic unit will be of 30 seats. Multiples of this unit can also be set up by the Board of Management.
18.7	Admission Procedure	As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
18.8	Academic Year	There would be two academic cycles one from July to June and another from January to December.
18.9	Selection Procedure	<p>The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.</p> <p>The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will</p>

be cancelled. . State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

18.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
18.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
18.12	Eligibility to pass	As per Ordinance No 2 of the University.
18.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
18.14	Evaluation and examination	As per Ordinance No. 2 of the University.
18.15	Eligibility criteria for ATKT	As per Ordinance No.2 Of the University.
18.16	General	Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time

ORDINANCE - 19**DIPLOMA IN DESIGN**

19.1	Title	Diploma of Design (This Diploma shall include disciplines/specializations as mentioned in Statute No. 12)
19.2	Faculty	Faculty of Design
19.3	Duration	One year (or Two Semesters)
19.4	Eligibility	Must have passed 10+2 or equivalent from any board of secondary education in any discipline or equivalent.
19.5	Lateral entry:	Admissions shall be allowed as per the norms of the concerned regulatory bodies.
19.6	Seats	The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
19.7	Admission Procedure	As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
19.8	Academic Year	There would be two academic cycles one from July to June and another from January to December.
19.9	Selection Procedure	<p>The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.</p> <p>The list of selected candidates may be displayed</p>

on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. . State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

19.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
19.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
19.12	Eligibility to pass	As per Ordinance No 2 of the University.
19.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
19.14	Evaluation and examination	As per Ordinance No. 2 of the University.
19.15	Eligibility criteria for ATKT	As per Ordinance No.2 Of the University.

19.16 General

Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time

ORDINANCE - 20**POST GRADUATE DIPLOMA IN FASHION DESIGN/FASHION
TECHNOLOGY/INTERIOR DESIGN.**

20.1	Title	Post Graduate Diploma of Fashion design/Fashion technology/Interior design (This Post Graduate Diploma shall include disciplines/specializations as mentioned in Statute No. 12)
20.2	Faculty	Faculty of Design
20.3	Duration	One year (or Two Semesters)
20.4	Eligibility	Graduate or equivalent from recognized university /institute or equivalent.
20.5	Lateral entry:	Admissions shall be allowed as per the norms of the concerned regulatory bodies.
20.6	Seats	The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
20.7	Admission Procedure	As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
20.8	Academic Year	There would be two academic cycles one from July to June and another from January to December.
20.9	Selection Procedure	The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.

The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. . State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

20.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
20.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
20.12	Eligibility to pass	As per Ordinance No 2 of the University.
20.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
20.14	Evaluation and examination	As per Ordinance No. 2 of the University.
20.15	Eligibility criteria for ATKT	As per Ordinance No.2 Of the University.

20.16 General

Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time

ORDINANCE - 21**BACHELOR OF LIBRARY & INFORMATION SCIENCE (B. LIB & SCIENCE)**

- 21.1 **Title** Bachelor of Library & Information Science (M. Lib & Science) (This M.LIB & Science shall include disciplines/specializations as mentioned in Statute No. 12)
- 21.2 **Faculty** Faculty of Science
- 21.3 **Duration** One year (or Two Semesters)
- 21.4 **Eligibility** Admission to programme is open to a candidate who has passed bachelor of Library Science after graduation or equivalent from any recognized board in any stream.
- 21.5 **Lateral entry:** Admissions shall be allowed as per the norms of the concerned regulatory bodies.
- 21.6 **Seats** The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- 21.7 **Admission Procedure** As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
- 21.8 **Academic Year** There would be two academic cycles one from July to June and another from January to December.
- 21.9 **Selection Procedure** The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.
- The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about

their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. . State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

21.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
21.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
21.12	Eligibility to pass	As per Ordinance No 2 of the University.
21.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
21.14	Evaluation and examination	As per Ordinance No. 2 of the University.
21.15	Eligibility criteria for ATKT	As per Ordinance No.2 Of the University.

21.16 General

Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time

ORDINANCE - 22**MASTER OF LIBRARY & INFORMATION SCIENCE (M. LIB & SCIENCE)**

22.1	Title	Master of Library & Information Science (M. Lib & Science) (This M.LIB & Science shall include disciplines/specializations as mentioned in Statute No. 12)
22.2	Faculty	Faculty of Science
22.3	Duration	One year (or Two Semesters)
22.4	Eligibility	Admission to programme is open to a candidate who has passed bachelor of Library Science after graduation or equivalent from any recognized board in any stream.
22.5	Lateral entry:	Admissions shall be allowed as per the norms of the concerned regulatory bodies.
22.6	Seats	The basic unit will be of 30 seats. Multiples of this unit can also be set up by the Board of Management.
22.7	Admission Procedure	As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
22.8	Academic Year	There would be two academic cycles one from July to June and another from January to December.
22.9	Selection Procedure	The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.

The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. . State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

22.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
22.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
22.12	Eligibility to pass	As per Ordinance No 2 of the University.
22.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
22.14	Evaluation and examination	As per Ordinance No. 2 of the University.
22.15	Eligibility criteria for ATKT	As per Ordinance No.2 Of the University.

22.16 **General**

Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time

ORDINANCE - 23**BACHELOR OF PLANNING (B.PLAN)**

- 23.1 **Title** Bachelor of Planning (B.Plan) (This B. Plan shall include disciplines/specializations as mentioned in Statute No. 12)
- 23.2 **Faculty** Faculty of Design.
- 23.3 **Duration** Four Years (or Eight Semesters)
- 23.4 **Eligibility** Passed 10+2 level or equivalent examination with Physics and Mathematics as compulsory subjects along with one of the Chemistry/ Biology/ Engineering Drawing/ Computer Science/Technical Vocational subject .Or Obtained at least 45% marks (40% in case of candidates belonging to reserved category) marks in above subject taken together. In case the case seats are not filled then the minimum required percentage may be may be lowered by 5% for candidates from both categories with the permission of Vice-Chancellor.
- 23.5 **Lateral entry:** Admissions shall be allowed as per the norms of the concerned regulatory bodies.
- 23.6 **Seats** The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- 23.7 **Admission Procedure** As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.

23.8 Academic Year

There would be two academic cycles one from July to June and another from January to December.

23.9 Selection Procedure

The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.

The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

23.10 Fees

The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.

23.11 Course structure and Examination Scheme

As prescribed by the Board of Studies and approved by Academic Council.

23.12	Eligibility to pass	As per Ordinance No 2 of the University.
23.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
23.14	Evaluation and examination	As per Ordinance No. 2 of the University.
23.15	Eligibility criteria for ATKT	As per Ordinance No.2 Of the University.
23.16	General	Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time

ORDINANCE - 24**MASTER OF PLANNING (M. PLAN)**

24.1	Title	Master of Planning (M. Plan) (This M. Plan shall include disciplines/specializations as mentioned in Statute No. 12)
24.2	Faculty	Faculty of Design.
24.3	Duration	Two Years (or Four Semesters)
24.4	Eligibility	Passed Bachelor's Planning/Architecture/Civil Engineering or equivalent Degree. Obtained at least 50% marks (45% in case of candidates belonging to reserved category) in the qualifying Examination. In case the seats are not filled then the minimum required percentage may be lowered by 5% for candidates from both categories with the permission of Vice-Chancellor.
24.5	Lateral entry:	Admissions shall be allowed as per the norms of the concerned regulatory bodies.
24.6	Seats	The basic unit will be of 30 seats. Multiples of this unit can also be set up by the Board of Management.
24.7	Admission Procedure	As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
24.8	Academic Year	There would be two academic cycles one from July to June and another from January to December.

24.9 Selection Procedure

The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.

The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled.

. State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

24.10 Fees

The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.

24.11 Course structure and Examination Scheme

As prescribed by the Board of Studies and approved by Academic Council.

24.12 Eligibility to pass

As per Ordinance No 2 of the University.

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| 24.13 | Prior Learning Assessment (PLA) | PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education. |
| 24.14 | Evaluation and examination | As per Ordinance No. 2 of the University. |
| 24.15 | Eligibility criteria for ATKT | As per Ordinance No.2 Of the University. |
| 24.16 | General | Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time |

ORDINANCE - 25**DIPLOMA IN HOTEL MANAGEMENT (D. H. M)**

25.1	Title	Diploma in Hotel Management (D. H. M) (This Diploma shall include disciplines/specializations as mentioned in Statute No. 12)
25.2	Faculty	School of Hotel Management
25.3	Duration	One Year (or Two Semester)
25.4	Eligibility	Must have passed 10+2 or equivalent from any board of secondary education in any discipline or equivalent.
25.5	Lateral entry:	Admissions shall be allowed as per the norms of the concerned regulatory bodies.
25.6	Seats	The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
25.7	Admission Procedure	As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
25.8	Academic Year	There would be two academic cycles one from July to June and another from January to December.
25.9	Selection Procedure	The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.

The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. . State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

25.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
25.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
25.12	Eligibility to pass	As per Ordinance No 2 of the University.
25.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
25.14	Evaluation and examination	As per Ordinance No. 2 of the University.

25.15 Eligibility criteria for ATKT

As per Ordinance No.2 Of the University.

25.16 General

Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time

ORDINANCE - 26**BACHELOR OF HOTEL MANAGEMENT AND CATERING TECHNOLOGY
(B.H.M.C.T)**

- 26.1 **Title** Bachelor of Hotel Management and Catering Technology (B.H.M.C.T)(This BHMCT shall include disciplines/specializations as mentioned in Statute No. 12)
- 26.2 **Faculty** Faculty of Hotel Management
- 26.3 **Duration** Four Years (or Eight Semester)
- 26.4 **Eligibility** Must have passed 10+2 or equivalent from any board of secondary education in any discipline or equivalent.
- 26.5 **Lateral entry:** Admissions shall be allowed as per the norms of the concerned regulatory bodies.
- 26.6 **Seats** The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- 26.7 **Admission Procedure** As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
- 26.8 **Academic Year** There would be two academic cycles one from July to June and another from January to December.
- 26.9 **Selection Procedure** The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.
- The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply.

Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. . State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

26.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
26.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
26.12	Eligibility to pass	As per Ordinance No 2 of the University.
26.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
26.14	Evaluation and examination	As per Ordinance No. 2 of the University.
26.15	Eligibility criteria for ATKT	As per Ordinance No.2 Of the University.

26.16 General

Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time

ORDINANCE - 27**MASTER OF HOTEL MANAGEMENT AND CATERING TECHNOLOGY
(M.H.M.C.T)**

27.1	Title	Master of Hotel Management (M.H.M.C.T) (This MHMCT shall include disciplines/specializations as mentioned in Statute No. 12)
27.2	Faculty	Faculty of Hotel Management
27.3	Duration	Two Years (or four Semester)
27.4	Eligibility	Graduate in relevant subject or equivalent from any recognized Institute/University in any stream.
27.5	Lateral entry:	Admissions shall be allowed as per the norms of the concerned regulatory bodies.
27.6	Seats	The basic unit will be of 30 seats. Multiples of this unit can also be set up by the Board of Management.
27.7	Admission Procedure	As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
27.8	Academic Year	There would be two academic cycles one from July to June and another from January to December.
27.9	Selection Procedure	The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.

The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. . State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

27.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
27.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
27.12	Eligibility to pass	As per Ordinance No 2 of the University.
27.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
27.14	Evaluation and examination	As per Ordinance No. 2 of the University.

27.15 Eligibility criteria for ATKT

As per Ordinance No.2 Of the University.

27.16 General

Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time

ORDINANCE - 28**BACHELOR OF BUSINESS ADMINISTRATION (HOTEL MANAGEMENT)**

28.1	Title	Bachelor of Business Administration (Hotel Management) (This shall include disciplines/specializations as mentioned in Statute No. 12)
28.2	Faculty	Faculty of Hotel Management
28.3	Duration	Three Years (or Six Semesters)
28.4	Eligibility	Must have passed 10+2 or equivalent from any board of secondary education in any discipline or equivalent.
28.5	Lateral entry:	Admissions shall be allowed as per the norms of the concerned regulatory bodies.
28.6	Seats	The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
28.7	Admission Procedure	As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
28.8	Academic Year	There would be two academic cycles one from July to June and another from January to December.
28.9	Selection Procedure	The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.

The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. . State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

28.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
28.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
28.12	Eligibility to pass	As per Ordinance No 2 of the University.
28.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
28.14	Evaluation and examination	As per Ordinance No. 2 of the University.

28.15 Eligibility criteria for ATKT

As per Ordinance No.2 Of the University.

28.16 General

Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time

ORDINANCE - 29**MASTER OF BUSINESS ADMINISTRATION (HOTEL MANAGEMENT)**

29.1	Title	Master of Hotel Management (M.H.M.) (This MHM shall include disciplines/specializations as mentioned in Statute No. 12)
29.2	Faculty	Faculty of Hotel Management
29.3	Duration	Two Years (or four Semester)
29.4	Eligibility	Graduate in relevant subject or equivalent from any recognized Institute/University in any stream.
29.5	Lateral entry:	Admissions shall be allowed as per the norms of the concerned regulatory bodies.
29.6	Seats	The basic unit will be of 30 seats. Multiples of this unit can also be set up by the Board of Management.
29.7	Admission Procedure	As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
29.8	Academic Year	There would be two academic cycles one from July to June and another from January to December.
29.9	Selection Procedure	<p>The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.</p> <p>The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the</p>

Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. . State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

29.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
29.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
29.12	Eligibility to pass	As per Ordinance No 2 of the University.
29.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
29.14	Evaluation and examination	As per Ordinance No. 2 of the University.
29.15	Eligibility criteria for ATKT	As per Ordinance No.2 Of the University.

29.16 General

Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time

ORDINANCES - 30**BACHELOR OF SCIENCE (B.SC.)/ B.SC. (HONOURS)**

- 30.1 **Title** Bachelor of Science (B.Sc.)/B.Sc. (Honours) (This B.Sc/B.Sc.(Honours) shall include disciplines/specializations as mentioned in Statute No. 12)
- 30.2 **Faculty** Faculty of Science
- 30.3 **Duration** Three Years (or Six Semesters)
- 30.4 **Eligibility** Must have passed 10+2 or equivalent from any board of secondary education in any discipline or equivalent.
- 30.5 **Lateral entry:** Admissions shall be allowed as per the norms of the concerned regulatory bodies.
- 30.6 **Seats** The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
- 30.7 **Admission Procedure** As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
- 30.8 **Academic Year** There would be two academic cycles one from July to June and another from January to December.
- 30.9 **Selection Procedure** The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.
- The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply.

Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. . State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

30.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
30.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
30.12	Eligibility to pass	As per Ordinance No 2 of the University.
30.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
30.14	Evaluation and examination	As per Ordinance No. 2 of the University.
30.15	Eligibility criteria for ATKT	As per Ordinance No.2 Of the University.

30.16 General

Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time

ORDINANCES - 31**MASTER OF SCIENCE (M.SC.)**

31.1	Title	Master of Science (M.Sc.) (This M.Sc. shall include disciplines/specializations as mentioned in Statute No. 12)
31.2	Faculty	Faculty of Science.
31.3	Duration	Two Years (or Four Semesters)
31.4	Eligibility	Graduate or equivalent in relevant subject's.
31.5	Lateral entry:	Admissions shall be allowed as per the norms of the concerned regulatory bodies.
31.6	Seats	The basic unit will be of 30 seats. Multiples of this unit can also be set up by the Board of Management.
31.7	Admission Procedure	As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
31.8	Academic Year	There would be two academic cycles one from July to June and another from January to December.
31.9	Selection Procedure	The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.

The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. . State policy with regard to reservations shall be strictly followed while making admissions.

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

3. The Fees is not paid by the due date.
4. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

31.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
31.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
31.12	Eligibility to pass	As per Ordinance No 2 of the University.
31.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
31.14	Evaluation and examination	As per Ordinance No. 2 of the University.

31.15 Eligibility criteria for ATKT

As per Ordinance No.2 Of the University.

31.16 General

Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time

ORDINANCES - 32**POST GRADUATE DIPLOMA IN COMPUTER APPLICATION (PGDCA)**

32.1	Title	Post Graduate Diploma in Computer Application (PGDCA) (This PGDCA shall include disciplines/specializations as mentioned in Statute No. 12)
32.2	Faculty	Faculty of Commerce
32.3	Duration	Two Years (or Four Semesters)
32.4	Eligibility	Graduate or equivalent in any discipline from a recognised University/Institute or equivalent..
32.5	Lateral entry:	Admissions shall be allowed as per the norms of the concerned regulatory bodies.
32.6	Seats	The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
32.7	Admission Procedure	As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
32.8	Academic Year	There would be two academic cycles one from July to June and another from January to December.
32.9	Selection Procedure	<p>The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.</p> <p>The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply.</p>

Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. . State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

32.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
32.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
32.12	Eligibility to pass	As per Ordinance No 2 of the University.
32.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
32.14	Evaluation and examination	As per Ordinance No. 2 of the University.
32.15	Eligibility criteria for ATKT	As per Ordinance No.2 Of the University.

32.16 General

Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time

ORDINANCE –33**Bachelor of Fine Arts Design (B.F.A.Ds)**

33.1	Title	Bachelor of Fine Arts Design (B.F.A.Ds)
33.2	Faculty	Faculty of Design
33.3	Duration	Four years or (Eight semesters)
33.4	Eligibility	10+2 in any discipline on merit from a recognized board of secondary education
33.5	Lateral entry:	Admissions shall be allowed as per the norms of the concerned regulatory bodies.
33.6	Seats	The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
33.7	Admission Procedure	As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
33.8	Academic Year	There would be two academic cycles one from July to June and another from January to December.
33.9	Selection Procedure	<p>The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.</p> <p>The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled.</p>

State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

33.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
33.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
33.12	Eligibility to pass	As per Ordinance No 2 of the University.
33.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
33.14	Evaluation and examination	As per Ordinance No. 2 of the University.
33.15	Eligibility criteria for ATKT	As per Ordinance No.2 Of the University.
33.16	General	Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time

ORDINANCE – 34**Master of Fine Arts Design (M.F.A.Ds)**

34.1	Title	Master of Fine Arts Design (M.F.A.Ds)
34.2	Faculty	Faculty of Design
34.3	Duration	Two years or (Four semesters)
34.4	Eligibility	Graduate in any discipline on merit from a recognized university.
34.5	Lateral entry:	Admissions shall be allowed as per the norms of the concerned regulatory bodies.
34.6	Seats	The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
34.7	Admission Procedure	As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
34.8	Academic Year	There would be two academic cycles one from July to June and another from January to December.
34.9	Selection Procedure	<p>The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.</p> <p>The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled.</p>

State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

34.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
34.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
34.12	Eligibility to pass	As per Ordinance No 2 of the University.
34.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
34.14	Evaluation and examination	As per Ordinance No. 2 of the University.
34.15	Eligibility criteria for ATKT	As per Ordinance No.2 Of the University.
34.16	General	Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time

ORDINANCE –35**Bachelor of Design (Jewellery Design)**

35.1	Title	Bachelor of Design (Jewellery Design)
35.2	Faculty	Faculty of Design
35.3	Duration	Three years or (Six semesters)
35.4	Eligibility	10+2 in any discipline on merit from a recognized board of secondary education
35.5	Lateral entry:	Admissions shall be allowed as per the norms of the concerned regulatory bodies.
35.6	Seats	The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
35.7	Admission Procedure	As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
35.8	Academic Year	There would be two academic cycles one from July to June and another from January to December.
35.9	Selection Procedure	<p>The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.</p> <p>The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled.</p>

State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

35.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
35.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
35.12	Eligibility to pass	As per Ordinance No 2 of the University.
35.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
35.14	Evaluation and examination	As per Ordinance No. 2 of the University.
35.15	Eligibility criteria for ATKT	As per Ordinance No.2 Of the University.
35.16	General	Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time

ORDINANCE -36**Bachelor of Design (Textile Design)**

36.1	Title	Bachelor of Design (Textile Design)
36.2	Faculty	Faculty of Design
36.3	Duration	Three years or (Six semesters)
36.4	Eligibility	10+2 in any discipline on merit from a recognized board of secondary education
36.5	Lateral entry:	Admissions shall be allowed as per the norms of the concerned regulatory bodies.
36.6	Seats	The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
36.7	Admission Procedure	As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
36.8	Academic Year	There would be two academic cycles one from July to June and another from January to December.
36.9	Selection Procedure	<p>The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.</p> <p>The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled.</p>

State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

36.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
36.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
36.12	Eligibility to pass	As per Ordinance No 2 of the University.
36.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
36.14	Evaluation and examination	As per Ordinance No. 2 of the University.
36.15	Eligibility criteria for ATKT	As per Ordinance No.2 Of the University.
36.16	General	Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time

ORDINANCE -37**Master of Design (Jewellery Design)**

37.1	Title	Master of Design (Jewellery Design)
37.2	Faculty	Faculty of Design
37.3	Duration	Two years or (Four semesters)
37.4	Eligibility	Graduate in any discipline on merit from a recognized university.
37.5	Lateral entry:	Admissions shall be allowed as per the norms of the concerned regulatory bodies.
37.6	Seats	The basic unit will be of 30 seats. Multiples of this unit can also be set up by the Board of Management.
37.7	Admission Procedure	As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
37.8	Academic Year	There would be two academic cycles one from July to June and another from January to December.
37.9	Selection Procedure	<p>The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.</p> <p>The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. .</p>

State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

37.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
37.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
37.12	Eligibility to pass	As per Ordinance No 2 of the University.
37.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
37.14	Evaluation and examination	As per Ordinance No. 2 of the University.
37.15	Eligibility criteria for ATKT	As per Ordinance No.2 Of the University.
37.16	General	Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time

ORDINANCE -38**Master of Design (Textile Design)**

38.1	Title	Master of Design (Textile Design)
38.2	Faculty	Faculty of Design
38.3	Duration	Two years or (Four semesters)
38.4	Eligibility	Graduate in any discipline on merit from a recognized university.
38.5	Lateral entry:	Admissions shall be allowed as per the norms of the concerned regulatory bodies.
38.6	Seats	The basic unit will be of 30 seats. Multiples of this unit can also be set up by the Board of Management.
38.7	Admission Procedure	As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
38.8	Academic Year	There would be two academic cycles one from July to June and another from January to December.
38.9	Selection Procedure	<p>The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.</p> <p>The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. .</p>

State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

38.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
38.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
38.12	Eligibility to pass	As per Ordinance No 2 of the University.
38.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
38.14	Evaluation and examination	As per Ordinance No. 2 of the University.
38.15	Eligibility criteria for ATKT	As per Ordinance No.2 Of the University.
38.16	General	Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time

ORDINANCE-39**Diploma in Fashion Design**

39.1	Title	Diploma in Fashion Design
39.2	Faculty	Faculty of Design
39.3	Duration	One Year (or Two Semesters).
39.4	Eligibility	10+2 in any Discipline on merit from a recognized board of secondary education.
39.5	Lateral entry:	Admissions shall be allowed as per the norms of the concerned regulatory bodies.
39.6	Seats	The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
39.7	Admission Procedure	As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
39.8	Academic Year	There would be two academic cycles one from July to June and another from January to December.
39.9	Selection Procedure	<p>The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.</p> <p>The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. .</p>

State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

39.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
39.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
39.12	Eligibility to pass	As per Ordinance No 2 of the University.
39.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
39.14	Evaluation and examination	As per Ordinance No. 2 of the University.
39.15	Eligibility criteria for ATKT	As per Ordinance No.2 Of the University.
39.16	General	Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time

ORDINANCE-40**Diploma in Interior Design**

40.1	Title	Diploma in Interior Design
40.2	Faculty	Faculty of Design
40.3	Duration	One Year (or Two Semesters).
40.4	Eligibility	10+2 in any Discipline on merit from a recognized board of secondary education.
40.5	Lateral entry:	Admissions shall be allowed as per the norms of the concerned regulatory bodies.
40.6	Seats	The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
40.7	Admission Procedure	As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
40.8	Academic Year	There would be two academic cycles one from July to June and another from January to December.
40.9	Selection Procedure	<p>The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.</p> <p>The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. .</p>

State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

40.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
40.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
40.12	Eligibility to pass	As per Ordinance No 2 of the University.
40.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
40.14	Evaluation and examination	As per Ordinance No. 2 of the University.
40.15	Eligibility criteria for ATKT	As per Ordinance No.2 Of the University.
40.16	General	Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time

ORDINANCE-45**Diploma in Jewellery Design**

41.1	Title	Diploma in Jewellery Design
41.2	Faculty	Faculty of Design
41.3	Duration	One Year (or Two Semesters).
41.4	Eligibility	10+2 in any Discipline on merit from a recognized board of secondary education.
41.5	Lateral entry:	Admissions shall be allowed as per the norms of the concerned regulatory bodies.
41.6	Seats	The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
41.7	Admission Procedure	As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
41.8	Academic Year	There would be two academic cycles one from July to June and another from January to December.
41.9	Selection Procedure	<p>The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.</p> <p>The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. .</p>

State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

41.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
41.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
41.12	Eligibility to pass	As per Ordinance No 2 of the University.
41.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
41.14	Evaluation and examination	As per Ordinance No. 2 of the University.
41.15	Eligibility criteria for ATKT	As per Ordinance No.2 Of the University.
41.16	General	Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time

ORDINANCE-42**Diploma in Game Design & Development**

42.1	Title	Diploma in Game Design & Development
42.2	Faculty	Faculty of Design
42.3	Duration	One Year (or Two Semesters).
42.4	Eligibility	10+2 in any Discipline on merit from a recognized board of secondary education.
42.5	Lateral entry:	Admissions shall be allowed as per the norms of the concerned regulatory bodies.
42.6	Seats	The basic unit will be of 60 seats. Multiples of this unit can also be set up by the Board of Management.
42.7	Admission Procedure	As specified in ordinance No. 1 Preference will be given to students belonging to the state of Chhattisgarh. All guidelines issued by the state government related to reservations will be followed.
42.8	Academic Year	There would be two academic cycles one from July to June and another from January to December.
42.9	Selection Procedure	<p>The University will issue admission notification in newspapers, on the notice boards of the University and in other publicity media like T.V. And Radio before the start of every academic cycle.</p> <p>The list of selected candidates may be displayed on the Website, on the notice board and the student will be informed directly about their admission. The candidates whose results are awaited can also apply. Such candidates however must produce the Mark sheet/Degree Certificate as a proof for required eligibility criteria before the cut-off date failing which, the provisional admission granted will be cancelled. .</p>

State policy with regard to reservations shall be strictly followed while making admissions.

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

1. The Fees is not paid by the due date.
2. The application form is not signed by the candidate and his/her parents/guardians.

The supporting documents required for admission are not enclosed.

42.10	Fees	The course fee will be as decided by the Board of Management from time to time with the prior approval of CGPURC.
42.11	Course structure and Examination Scheme	As prescribed by the Board of Studies and approved by Academic Council.
42.12	Eligibility to pass	As per Ordinance No 2 of the University.
42.13	Prior Learning Assessment (PLA)	PLA will be done as per NSQF levels. PLA will show a path to bridge their current knowledge and skill levels to reach for better opportunities and higher education.
42.14	Evaluation and examination	As per Ordinance No. 2 of the University.
42.15	Eligibility criteria for ATKT	As per Ordinance No.2 Of the University.
42.16	General	Detailed syllabus of each paper shall be prepared by the Board of studies and duly approved by the Academic Council. In the matter, pertaining to the courses not covered herein above and in the Ordinance, the decision of the Vice Chancellor of the University shall be final. However on the recommendations of the Academic Council the Vice – Chancellor shall be competent to change the system or pattern of examination. The course content is subject to change from time to time

ORDINANCE-43**Master of Philosophy (M. Phil)****43.1 Eligibility criteria for admission to the M.Phil. Programme:**

43.1.1 Candidates for admission to the M.Phil. programme shall have a Master's degree or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) or an equivalent degree from a foreign educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions.

43.1.2 A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled and other categories of candidates as per the decision of the Commission from time to time, or for those who had obtained their Master's degree prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedures.

43.2 Duration of the Programme:

43.2.1 M.Phil programme shall be for a minimum duration of two (2) consecutive semesters / one year and a maximum of four (4) consecutive semesters / two years.

43.2.2 Extension beyond the above limits will be given in exceptional cases on the recommendation of Research Advisory Committee and approval by the Academic Council.

43.2.3 The women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of one year for M.Phil in the maximum duration.
In addition, the women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of M.Phil for up to 240 days.

43.3 Procedure for admission:

43.3.1 University shall admit M.Phil students through an Entrance Test conducted by it.

43.3.2 The University shall:

43.3.2.1 Decide on an annual basis through its academic council, a predetermined and manageable number of M.Phil. scholars to be admitted depending on the number of available Research Supervisors and other academic and physical facilities available, keeping in mind the norms regarding the scholar- teacher ratio (as indicated in Para 4.5), laboratory, library and such other facilities;

43.3.2.2 Notify well in advance in the institutional website and through advertisement in at least two (2) national newspapers, of which at least one (1) shall be in the regional language, the number of seats for admission, subject/discipline-wise distribution of available seats, criteria for admission, procedure for admission, examination centre(s) where entrance test(s) shall be conducted and all other relevant information for the benefit of the candidates;

43.3.2.3 Adhere to the National/State-level reservation policy, as applicable.

43.3.3 The admission shall be based on the criteria notified by the University, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned, and taking into account the reservation policy of the Central/State Government from time to time.

43.3.4 The University shall admit candidates by a two stage process through:

43.3.4.1 An Entrance Test shall be qualifying with qualifying marks as 50%. The syllabus of the Entrance Test shall consist of 50% of research methodology and 50% shall be subject specific. The Entrance Test shall be conducted at the Centre(s) notified in advance (changes of Centre, if any, also to be notified well in advance); and

43.3.4.2 An interview/*viva-voce* to be organized by the University when the candidates are required to discuss their research interest/area through a presentation before a duly constituted Department Research Committee.

43.3.5 The interview/*viva voce* shall also consider the following aspects, viz. whether:

43.3.5.1 The candidate possesses the competence for the proposed research;

43.3.5.2 The research work can be suitably undertaken at the Institution/College;

43.3.5.3 The proposed area of research can contribute to new/additional knowledge.

- 43.3.6 The University shall maintain the list of all the M.Phil. registered students on its website on year-wise basis. The list shall include the name of the registered candidates, topic of his/her research, name of his/her supervisor/co-supervisor, date of enrolment/registration.
- 43.4 **Allocation of Research Supervisor:** Eligibility criteria to be a Research Supervisor, Co- Supervisor, Number of M.Phil. scholars permissible per Supervisor, etc.
- 43.4.1 Any regular Professor of the University/Institution Deemed to be a University/College with at least five research publications in referred journals and any regular Associate/Assistant Professor of the university/institution deemed to be a university/college with a Ph.D. degree and at least two research publications in referred journals may be recognized as Research Supervisor. Provided that in areas/disciplines where there is no or only a limited number of referred journals, the Institution may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.
- 43.4.2 Only a full time regular teacher of the concerned University/Institution Deemed to be a University/College shall act as a supervisor. The external supervisors are not allowed. However, Co-Supervisor is allowed in inter-disciplinary areas from other departments of the same institute or from other related institutions with the approval of the Research Advisory Committee.
- 43.4.3 The allocation of Research Supervisor for a selected research scholar shall be decided by the Department concerned depending on the number of scholars per Research Supervisor, the available specialization among the Supervisors and research interests of the scholars as indicated by them at the time of interview/*viva voce*.
- 43.4.4 In case of topics which are of inter-disciplinary nature where the Department concerned feels that the expertise in the Department has to be supplemented from outside, the Department may appoint a Research Supervisor from the Department itself, who shall be known as the Research Supervisor, and a Co-Supervisor from outside the Department/Faculty/College/Institution on such terms and conditions as may be specified and agreed upon by the consenting Institutions/Colleges.

- 43.4.5 A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, cannot guide more than three (3) M.Phil. Scholars. An Associate Professor as Research Supervisor can guide up to a maximum of two (2) M.Phil. scholars and an Assistant Professor as Research Supervisor can guide up to a maximum of one (1) M.Phil.Scholar.
- 43.4.6 In case of relocation of an M.Phil woman scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the University to which the scholar intends to relocate provided all the other conditions in these regulations are followed in letter and spirit and the research work does not pertain to the project secured by the parent institution/ supervisor from any funding agency. The scholar will however give due credit to the parent guide and the institution for the part of research already done.
- 43.5 **Course Work:** Number of Credit Requirements, duration, syllabus, minimum standards for completion, etc.
- 43.5.1 The credit assigned to the M.Phil. course work shall be a minimum of 08 credits and a maximum of 16 credits.
- 43.5.2 The course work shall be treated as prerequisite for M.Phil. preparation. A minimum of four credits shall be assigned to one or more courses on Research Methodology which could cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, field work, etc. Other courses shall be advanced level courses preparing the students for M.Phil. degree.
- 43.5.3 All courses prescribed for M.Phil. course work shall be in conformity with the credit hour instructional requirement and shall specify content, instructional and assessment methods. They shall be duly approved by the authorized academic bodies.
- 43.5.4 The Department where the scholar pursues his/her research shall prescribe the course(s) to him/her based on the recommendations of the Research Advisory Committee.
- 43.5.5 All candidates admitted to the M.Phil. programmes shall be required to complete the course work prescribed by the Department during the initial one or two semesters.

43.5.6 Grades in the course work, including research methodology courses shall be finalized after a combined assessment by the Research Advisory Committee and the Department and the final grades shall be communicated to the Institution/College.

43.5.7 A M.Phil Scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC 7-point scale in the course work in order to be eligible to continue in the programme and submit the dissertation/thesis.

43.6 Research Advisory Committee and its functions:

43.6.1 There shall be a Research Advisory Committee, for each M.Phil. scholar consisting of the following members.

- (i) Vice-Chancellor or his nominee.
- (ii) Head of the Institute of the concerned faculty.
- (iii) Head of University Teaching Department in the subject.
- (iv) Chairman, Board of Studies in the Subject.
- (v) One external subject expert of the rank of University Professor to be appointed by the Vice-Chancellor ordinarily out of a panel of 5 experts given by the Chairman of the Board of Studies.

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

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

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

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

- (i) To review the research proposal and finalize the topic of research;
- (ii) To guide the research scholar
- (iii) To develop the study design and methodology of research and identify the course(s) that he/she may have to do.
- (iv) To periodically review and assist in the progress of the research work of the research scholar.

- 43.6.2 A research scholar shall appear before the Research Advisory Committee once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The six monthly progress reports shall be submitted by the Research Advisory Committee to the Institution/College with a copy to the research scholar.
- 43.6.3 In case the progress of the research scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the Research Advisory Committee may recommend to the University with specific reasons for cancellation of the registration of the research scholar.
- 43.7 **Evaluation and Assessment Methods, minimum standards/credits for award of the degree, etc.:**
- 43.7.1 The overall minimum credit requirement, including credit for the course work, for the award of M.Phil. degree shall not be less than 24 credits.
- 43.7.2 Upon satisfactory completion of course work, and obtaining the marks/grade prescribed in sub-clauses 7.8 above, as the case may be, the M.Phil. scholar shall be required to undertake research work and produce a draft dissertation/thesis within a reasonable time, as stipulated by the Institution concerned based on these Regulations.
- 43.7.3 Prior to the submission of the dissertation/thesis, the scholar shall make a presentation in the Department before the Research Advisory Committee of the Institution concerned which shall also be open to all faculty members and other research scholars. The feedback and comments obtained from them may be suitably incorporated into the draft dissertation/thesis in consultation with the Research Advisory Committee.
- 43.7.4 M.Phil scholars shall present at least one (1) research paper in a conference/seminar and make two paper presentations in conferences/seminars before the submission of the dissertation/thesis for adjudication, and produce evidence for the same in the form of presentation certificates and/or reprints.

- 43.7.5 The Academic Council of the University shall evolve mechanism using well developed software and gadgets to detect plagiarism and other forms of academic dishonesty. While submitting for evaluation, the dissertation/thesis shall have an undertaking from the research scholar and a certificate from the Research Supervisor attesting to the originality of the work, vouching that there is no plagiarism and that the work has not been submitted for the award of any other degree/diploma of the same Institution where the work was carried out, or to any other Institution.
- 43.7.6 The M.Phil dissertation submitted by a research scholar shall be evaluated by his/her Research Supervisor and at least one external examiner who is not in the employment of the Institution/College. The *viva-voce* examination, based among other things, on the critiques given in the evaluation report, shall be conducted by both of them together, and shall be open to be attended by Members of the Research Advisory Committee, all faculty members of the Department, other research scholars and other interested experts/ researchers.
- 43.7.7 The open *viva-voce* of the research scholar to defend the dissertation/thesis shall be conducted only if the evaluation report(s) of the external examiner(s) on the dissertation/thesis is/are satisfactory and include a specific recommendation for conducting the *viva-voce* examination. If the evaluation report of the external examiner in case of M.Phil dissertation is unsatisfactory and does not recommend *viva-voce*, the University shall send the dissertation to another external examiner out of the approved panel of examiners and the *viva-voce* examination shall be held only if the report of the latest examiner is satisfactory. If the report of the latest examiner is also unsatisfactory, the dissertation/ thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree.
- 43.7.8 The University shall develop appropriate methods so as to complete the entire process of evaluation of M.Phil dissertation within a period of six months from the date of submission of the dissertation/thesis.
- 43.8 **Treatment of M.Phil. through Distance Mode/Part-time:**
- 43.8.1 Notwithstanding anything contained in these Regulations or any other Rule or Regulation, for the time being in force, University shall not conduct M.Phil Programmes on distance mode.

43.9 **Depository with INFLIBNET:**

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

ORDINANCE-44**Doctor of Philosophy (Ph.D)****44.1 Eligibility criteria for admission to Ph.D. programme:**

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

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

44.2 Duration of the Programme:

- 44.2.1 Ph.D. programme shall be for a minimum duration of three years, including course work and a maximum of six years.
- 44.2.2 Extension beyond the above limits will be given in exceptional cases on the recommendation of Research Advisory Committee and approval by the Academic Council.

44.2.3 The women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of two years for Ph.D. in the maximum duration. In addition, the women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of Ph.D. for up to 240 days.

44.3 **Procedure for admission:**

44.3.1 University shall admit Ph.D. students through an Entrance Test conducted by it. The Academic Council of the University shall decide separate terms and conditions for those students who qualify UGC- NET (including JRF)/UGC-CSIR NET (including JRF)/SLET/GATE/teacher fellowship holder or have passed M.Phil programme.

44.3.2 The University shall:

44.3.2.1 Decide on an annual basis through its academic council, a predetermined and manageable number of Ph.D. scholars to be admitted depending on the number of available Research Supervisors and other academic and physical facilities available, keeping in mind the norms regarding the scholar- teacher ratio (as indicated in Para 4.5), laboratory, library and such other facilities;

44.3.2.2 Notify well in advance in the institutional website and through advertisement in at least two (2) national newspapers, of which at least one (1) shall be in the regional language, the number of seats for admission, subject/discipline-wise distribution of available seats, criteria for admission, procedure for admission, examination centre(s) where entrance test(s) shall be conducted and all other relevant information for the benefit of the candidates;

44.3.2.3 Adhere to the National/State-level reservation policy, as applicable.

44.3.3 The admission shall be based on the criteria notified by the University, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned, and taking into account the reservation policy of the Central/State Government from time to time.

44.3.4 The University shall admit candidates by a two stage process through:

- 44.3.4.1 An Entrance Test shall be qualifying with qualifying marks as 50%. The syllabus of the Entrance Test shall consist of 50% of research methodology and 50% shall be subject specific. The Entrance Test shall be conducted at the Centre(s) notified in advance (changes of Centre, if any, also to be notified well in advance); and
- 44.3.4.2 An interview/*viva-voce* to be organized by the University when the candidates are required to discuss their research interest/area through a presentation before a duly constituted Department Research Committee.
- 44.3.5 The interview/*viva voce* shall also consider the following aspects, viz. whether:
- 44.3.5.1 The candidate possesses the competence for the proposed research;
- 44.3.5.2 The research work can be suitably undertaken at the Institution/College;
- 44.3.5.3 The proposed area of research can contribute to new/additional knowledge.
- 44.3.6 The University shall maintain the list of all the Ph.D. registered students on its website on year-wise basis. The list shall include the name of the registered candidates, topic of his/her research, name of his/her supervisor/co-supervisor, date of enrolment/registration.
- 44.4 **Allocation of Research Supervisor:** Eligibility criteria to be a Research Supervisor, Co- Supervisor, Number of Ph.D. scholars permissible per Supervisor, etc.
- 44.4.1 Any regular Professor of the University/Institution Deemed to be a University/College with at least five research publications in referred journals and any regular Associate/Assistant Professor of the university/institution deemed to be a university/college with a Ph.D. degree and at least two research publications in referred journals may be recognized as Research Supervisor. Provided that in areas/disciplines where there is no or only a limited number of referred journals, the Institution may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.
- 44.4.2 Only a full time regular teacher of the concerned University/Institution Deemed to be a University/College shall act as a supervisor. The external supervisors are not allowed. However, Co-Supervisor is allowed in inter-disciplinary areas from other departments of the same institute or from other related institutions with the approval of the Research Advisory Committee.

- 44.4.3 The allocation of Research Supervisor for a selected research scholar shall be decided by the Department concerned depending on the number of scholars per Research Supervisor, the available specialization among the Supervisors and research interests of the scholars as indicated by them at the time of interview/*viva voce*.
- 44.4.4 In case of topics which are of interdisciplinary nature where the Department concerned feels that the expertise in the Department has to be supplemented from outside, the Department may appoint a Research Supervisor from the Department itself, who shall be known as the Research Supervisor, and a Co-Supervisor from outside the Department/Faculty/College /Institution on such terms and conditions as may bespecified and agreed upon by the consenting Institutions/Colleges.
- 44.4.5 A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, cannot guide more than Eight (8) Ph.D. scholars. An Associate Professor as Research Supervisor can guide up to a maximum of six (6) Ph.D. scholars and an Assistant Professor as Research Supervisor can guide up to a maximum of four (4) Ph.D. scholars.
- 44.4.6 In case of relocation of an Ph.D. woman scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the University to which the scholar intends to relocate provided all the other conditions in these regulations are followed in letter and spirit and the research work does not pertain to the project secured by the parent institution/ supervisor from any funding agency. The scholar will however give due credit to the parent guide and the institution for the part of research already done.
- 44.5 **Course Work:** Credit Requirements, number, duration, syllabus, minimum standards for completion, etc.
- 44.5.1 The credit assigned to the Ph.D. course work shall be a minimum of 08 credits and a maximum of 16 credits.
- 44.5.2 The course work shall be treated as prerequisite for Ph.D. preparation. A minimum of four credits shall be assigned to one or more courses on Research Methodology which could cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, field work, etc. Other courses shall be advanced level courses preparing the students for Ph.D. degree.

- 44.5.3 All courses prescribed for Ph.D. course work shall be in conformity with the credit hour instructional requirement and shall specify content, instructional and assessment methods. They shall be duly approved by the authorized academic bodies.
- 44.5.4 The Department where the scholar pursues his/her research shall prescribe the course(s) to him/her based on the recommendations of the Research Advisory Committee.
- 44.5.5 All candidates admitted to the Ph.D. programmes shall be required to complete the course work prescribed by the Department during the initial one or two semesters.
- 44.5.6 Candidates already holding M. Phil. degree and admitted to the Ph.D. programme, or those who have already completed the coursework in have been permitted to proceed to the Ph.D. in integrated course, may be exempted by the Department from the Ph.D. course work. All other candidates admitted to the Ph.D. programme shall be required to complete the Ph.D. course work prescribed by the Department.
- 44.5.7 Grades in the course work, including research methodology courses shall be finalized after a combined assessment by the Research Advisory Committee and the Department and the final grades shall be communicated to the Institution/College.
- 44.5.8 A Ph.D. scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC 7-point scale in the course work in order to be eligible to continue in the programme and submit the dissertation/thesis.
- 44.6 **Research Advisory Committee and its functions:**
- 44.6.1 There shall be a Research Advisory Committee, for each Ph.D. scholar consisting of the following members.
- (i) Vice-Chancellor or his nominee.
 - (ii) Head of the Institute of the concerned faculty.
 - (iii) Head of University Teaching Department in the subject.
 - (iv) Chairman, Board of Studies in the subject.
 - (v) One external subject expert of the rank of University Professor to be appointed by the Vice-Chancellor ordinarily out of a panel of 5 experts given by the Chairman of the Board of Studies. The external expert and two other members shall form the quorum.
 - (vi)

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

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

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

- (i) To review the research proposal and finalize the topic of research;
- (ii) To guide the research scholar
- (iii) To develop the study design and methodology of research and identify the course(s) that he/she may have to do.
- (iv) To periodically review and assist in the progress of the research work of the research scholar.

44.6.2 A research scholar shall appear before the Research Advisory Committee once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The six monthly progress reports shall be submitted by the Research Advisory Committee to the Institution/College with a copy to the research scholar.

44.6.3 In case the progress of the research scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the Research Advisory Committee may recommend to the University with specific reasons for cancellation of the registration of the research scholar.

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

44.7.1 Upon satisfactory completion of course work, and obtaining the marks/grade prescribed in sub-clauses 7.8 above, as the case may be, the Ph.D. scholar shall be required to undertake research work and produce a draft dissertation/thesis within a reasonable time, as stipulated by the Institution concerned based on these Regulations.

- 44.7.2 Prior to the submission of the dissertation/thesis, the scholar shall make a presentation in the Department before the Research Advisory Committee of the Institution concerned which shall also be open to all faculty members and other research scholars. The feedback and comments obtained from them may be suitably incorporated into the draft dissertation/thesis in consultation with the Research Advisory Committee.
- 44.7.3 Ph.D. scholars must publish at least one (1) research paper in referred journal and make two paper presentations in conferences/seminars before the submission of the dissertation/thesis for adjudication, and produce evidence for the same in the form of presentation certificates and/or reprints.
- 44.7.4 The Academic Council of the University shall evolve mechanism using well developed software and gadgets to detect plagiarism and other forms of academic dishonesty. While submitting for evaluation, the dissertation/thesis shall have an undertaking from the research scholar and a certificate from the Research Supervisor attesting to the originality of the work, vouching that there is no plagiarism and that the work has not been submitted for the award of any other degree/diploma of the same Institution where the work was carried out, or to any other Institution.
- 44.7.5 The Ph.D. thesis submitted by a research scholar shall be evaluated by his/her Research Supervisor and at least two external examiners, who are not in employment of the University, of whom one examiner may be from outside the country. The *viva-voce* examination, based among other things, on the critiques given in the evaluation report, shall be conducted by the Research Supervisor and at least one of the two external examiners, and shall be open to be attended by Members of the Research Advisory Committee, all faculty members of the Department, other research scholars and other interested experts/researchers.
- 44.7.6 The public *viva-voce* of the research scholar to defend the dissertation/thesis shall be conducted only if the evaluation report(s) of the external examiner(s) on the dissertation/thesis is/are satisfactory and include a specific recommendation for conducting the *viva-voce* examination. If one of the evaluation reports of the external examiner in case of Ph.D. thesis, is unsatisfactory and does not recommend *viva-voce*, the University shall send the thesis to another external examiner out of the approved panel of examiners and the *viva-voce* examination shall be held only if the report of the latest examiner is satisfactory. If the report of the latest examiner is also unsatisfactory, the dissertation/ thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree.

44.7.7 The University shall develop appropriate methods so as to complete the entire process of evaluation of Ph.D. thesis within a period of six months from the date of submission of the thesis.

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

44.8.1 Notwithstanding anything contained in these Regulations or any other Rule or Regulation, for the time being in force, University shall not conduct Ph.D. Programmes on distance mode.

44.8.2 Part-time Ph.D will be allowed provided all the conditions mentioned in the extant Ph.D Regulations are met.

44.9 **Depository with INFLIBNET:**

44.9.1 Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree, the Institution concerned shall submit an electronic copy of the Ph. D. thesis to the INFLIBNET, for hosting the same so as to make it accessible to all Institutions/Colleges.

44.9.2 Prior to the actual award of the degree, the University shall issue a provisional Certificate to the effect that the Degree has been awarded in accordance with the provisions of the UGC Regulations.

ORDINANCES No. 45**Medium of Instruction and Examination and Mode of Delivery**

- 45.1 The medium of instruction and examination at all stages of education in all courses in the University shall be English.
- 45.2 The University undertakes to run all its different courses/degrees/ programs in any or all of the following delivery modes:
 - 45.2.1 On-Campus
 - 45.2.2 ODL (Open and Distance Learning)
 - 45.2.3 Online
 - 45.2.4 Part-time
 - 45.2.5 Hybrid (combination of any two or more of the above).

ORDINANCE – 46

Award of Degrees, Diplomas, Certificates and other Academic Distinctions

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

ORDINANCE -47**Norms for the Award of Fellowships and Scholarships, Stipends, Medals and Prizes**

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

Provided that the Vice-chancellor may on the recommendation of the guide permit the Fellow/Scholar to join a Language/Computer Diploma Course and appear in an examination therefore.

Provided further that exemption could be provided for those also who wish to appear in an examination or a subject relevant to the problems of research without supplicating for a degree.

- (iv) Unless permitted by the guide to work for a specified period at some other place the Fellow/Scholar shall be required to attend the institution, where he is to work, on all working days.
- (v) If any information submitted by the Fellow/Scholar in his application is found to be incorrect, incomplete or misleading, the award may be terminated by the Academic Council after giving him opportunity of being heard.
- (vi) If at any time it should appear to the University that the progress or conduct of the Fellow/Scholar has not been satisfactory, the Fellowship/Scholarship may be suspended or withdrawn by the Academic Council/Standing committee.
- (vii) (a) A leave for a maximum of thirty days in a year in addition to general holiday may be taken by a Fellow/Scholar with the approval of the Guide and the Vice-Chancellor. The general holidays, however, do not include the vacation period e.g. summer, Dashahara, Deepawali and Christmas vacation. No other leave with Fellow/Scholar shall be admissible.
*Provided that the women awardees would be eligible for Maternity Leave at full rates for a period not exceeding Three Months once during the tenure of the award.
- (b) The Fellow/Scholar may, in special case, be allowed by the K K MODI University leave without Fellowship/Scholarship for a period not exceeding Three Months during the tenure of the award on the recommendation of the guide.
- (viii) The Fellow/Scholar shall be required to pay the fees prescribed by the institution where he works.

4. Graduate and Postgraduate Scholarships instituted by the University shall ordinarily be tenable for two academic sessions i.e. twelve months in the first year and ten months in the second year on condition that the scholarship holder produces a certificate of efficiency in studies from the Head of the Institute in the subject of study.
5. The scholarship shall be tenable from the 1st of August if the scholarship holder joins the course within one month of the date of the opening of the University/College after the summer vacation and pays the tuition fee from the commencement of the session. In any other case, it shall be tenable from the date on which the candidate joins the course.

A Scholarship shall be withdrawn in the subsequent year if the scholarship holder fails to secure at least 60% marks in the Previous Examination of the concerned course.

6. If a scholarship-holder is unable to appear at the previous examination on account of sickness or any other reasonable cause, the scholarship shall be paid only if the Head of the Institution certifies that the scholar diligently studied for the examination but was unable to take the examination for reasons beyond his/her control. Such a scholar shall not receive scholarship during the next session but shall be entitled to the scholarship for the subsequent year if the scholar passes the previous examination with the requisite standard in the succeeding year in the first attempt.
7. A scholarship-holder shall at all-time exhibit good behavior and observe all rules of discipline.
- 8.1 A scholarship shall be liable to termination, if —
 - (i) The scholarship-holder discontinues studies during the middle of a session(or)
 - (ii) The scholarship-holder after he has been given a reasonable opportunity to explain his conduct end in the opinion of the Academic Council guilty of a breach of Para 8 of this ordinance and if the Academic Council so direct, the scholarship-holder would also be liable to refund the amount of scholarship drawn by him.
- 8.2 The order of termination passed by the Academic Council shall be final.

ORDINANCE-48**Examination fees to be charged for various courses of the University**

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

- 8 The Examination fees of a candidate who dies before appearing at the Examination may be refunded in full to his / her guardian or successor.
- 9 The entire fees paid by a candidate whose application for appearing at an Examination is cancelled on account of producing fraudulent documents or giving false particulars shall stand forfeited.

ORDINANCE-49**Norms for the Residence of the Students of the University**

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

13. Each Hostel shall have Warden(s), who shall be appointed by the Vice-Chancellor on the recommendation of the Governing body for a period of three years, on such terms and conditions as may be prescribed by the Board of Management from time to time.

ORDINANCE -50**Provisions Regarding Disciplinary Actions against the Students**

1. Every student in the University shall at all times be of good behavior, show diligence in studies, maintain decorum and dignity, take proper interest in co-curricular activities, shall observe a code of conduct both within and outside the campus in a manner befitting to the student of an institute of national stature and observe all rules of discipline of the Institution of which he/she is a student and of the University.
2. Each student shall show due respect and courtesy to the teachers, administrators and other employees in and outside of the institute and good neighborly behavior towards fellow students.
3. Any violation of the code of conduct or breach of any rule or regulation of the University by the student shall constitute an act of indiscipline and shall make him / her liable for disciplinary action.
4. The following acts shall constitute acts of gross indiscipline and students indulging in any of them shall be liable to disciplinary action against them:
 - (i) Disobeying the teachers and displaying misdemeanor within and outside the University premises.
 - (ii) Indulging in Vandalism / Violence/Sexually Implicit Behavior / Harassment and damaging University and/or Public property or property of a fellow student.
 - (iii) Quarrelling, fighting and passing derogatory remarks in the University premises against its teachers/employees/canteen and mess workers etc both Offline and Online.
 - (iv) Possession and use of firearms, weapons and potentially dangerous instruments etc.
 - (v) Consumption and sale of drugs/alcohol/intoxicants / tobacco/Pornographic content in any form etc.
 - (vi) Indulging in ragging which is strictly-prohibited as Per Supreme Court Ruling.
 - (vii) Any other act which the Disciplinary Committee may determine to be undesirable.

5. When a student has been found guilty of breach of discipline within or outside the premises of the University or an institution, or persistent idleness or has been guilty of misconduct, the Head of the concerned Department/School at which such student is studying will report to the Discipline Committee and Vice Chancellor along with the Registrar. The Discipline Committee with the approval from the Vice Chancellor, according to the nature and gravity of the offence may -
 - (i) Suspend such student from attending the classes for not more than three weeks,
 - (ii) Expel such student from the University
 - (iii) Disqualify such a student from appearing at the next ensuing Examination
 - (iv) Rusticate such student.
6. Before inflicting such punishment as aforesaid, the Dean/Head of the concerned department / school shall give the student concerned an opportunity of personal hearing and record the reasons of inflicting the punishment in Writing.
7. The Head of the School/Department concerned shall have the power to temporarily suspend the student from the University for such a time as may be necessary to conduct inquiry into his / her conduct in connection with the alleged offence.
8. The period during which a student remains suspended for completion of an enquiry shall be reckoned in the calculation of his/her attendance for appearing at an Examination provided he/she is found innocent.
9. The rustication of a student from the University shall entail the removal of his / her name from the register of the enrolled students.
10. The fees of the student rusticated from the University will be confiscated.
11. A student so rusticated will not be readmitted to the University before the completion of a period of three years or prescribed duration (whichever is earlier) from the date of his / her rustication. A rusticated student seeking re- admission after the prescribed duration from the date of his/her rustication will submit an affidavit of maintaining good behavior during his / her stay in the university as a student.
12. The Proctor/Dean of Student's welfare (DSW) shall be appointed from amongst the teaching staff of the University/Departments and Institutes by the Vice-Chancellor for a period of two years to maintain the discipline. In view of competence, the teacher concern may continue with the approval of the Vice Chancellor.
13. The powers and duties of the Proctor/Dean of students' welfare (DSW) shall be determined by the Vice Chancellor from time to time.

ORDINANCE -51

**Creation of Other Bodies for Improvement of
Academic Life of the University**

1. The University shall have the following bodies for the improvement of the academic quality of the University:-

- (i) Education Policy Committee
- (ii) The Internal Quality Assurance Cell (IQA)
- (iii) Honorary degrees award committee

2. Education Policy Committee shall comprise the following:

- (i) The Vice-Chancellor -Chairperson
- (ii) The Dean, Academic Affairs
- (iii) The Chairperson UG Studies
- (iv) The Chairperson PG Studies
- (v) Three Deans/Associate Deans/Faculties by rotation or nominated by the Vice-Chancellor.
- (vi) Two students nominated by the Vice- Chancellor.
- (vii) One of the nominated faculty members shall act as the convener.
- (viii) Representative nominee of Chancellor

2.1 The committee shall consider the following:-

- (i) To consider innovative approach in all disciplines at national and international level.
- (ii) To consider all fundamental matters of education policy referred to it by the Academic Council and any other committee / academic council of any Department / Institute.
- (iii) To consider and initiate action on modification and up-gradation of syllabus
- (iv) To examine reports on future research activities.
- (v) To adopt the education policy framed by UGC/NKC/ State Government

3. The Internal Quality Assurance Cell (IQA)

3.1 The Internal Quality Assurance Cell (IQA) will comprise of the following members:

- (i) Two nominees appointed by the Sponsoring Body
- (ii) Two nominees appointed by the Chancellor
- (iii) Dean, Academic Affairs
- (iv) Dean, Education Management
- (v) Chief Finance & Audit Officer, Finance & Operations
- (vi) Registrar of the University

3.2 The functions of the IQA cell will be as follows:

To analyze, conduct and report to the Chancellor/Sponsoring Body, findings on the following aspects of University Management:

- (i) Issues related to finance, purchase; stock/inventory
- (ii) Facilities for management and maintenance
- (iii) Integrity of the University, moral issues and human resource management issues
- (iv) Grievance handling of staff and students
- (v) Management of IT systems
- (vi) Education and procedure management as per ISO and NAAC guidelines and as per the guidelines of state and national regulatory bodies

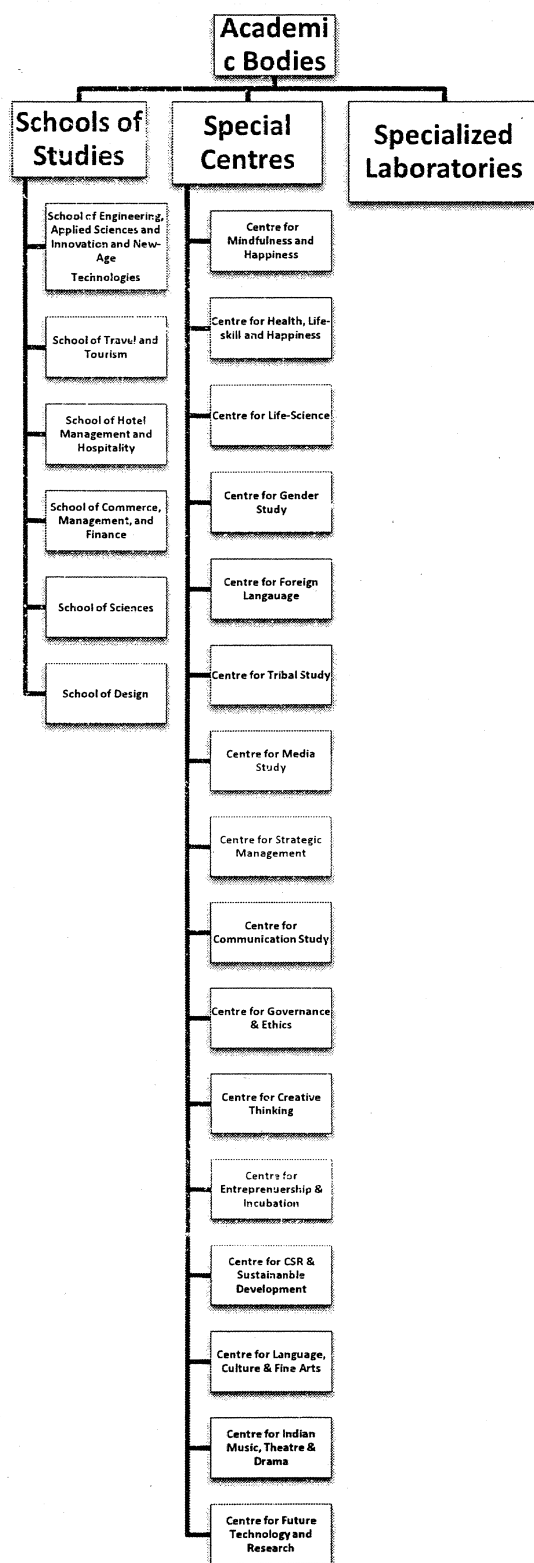
4. Honorary Degree Award Committee:

The constitution of the committee shall be as under:

- (i) The Chancellor -Chairman
- (ii) The Vice-Chancellor
- (iii) Dean, Academic Affairs
- (iv) The Registrar

4.1 The committee shall consider names of those distinguished who have made an indelible impression on the minds of the people working in areas related to the goals of the institute or who have inspired various sections of the society or who have made significant outstanding contribution in their field.

- 4.2 The committee shall forward the names so considered to the Governing Body for final decision.
5. The University shall have such Schools of Studies, Special Centres and Specialized Laboratories as may be specified in the Ordinances from time to time. The University shall, presently have the following bodies for the improvement of the academic function of the University:



ORDINANCE-52**Manner of Co-operation and Collaboration with other Universities and Institutions
of Higher Education**

1. The University shall seek cooperation and collaboration with the existing Universities and Institutes of Higher Education in India and abroad and execute a Memorandum of Understanding (MOU) detailing the ex-tent and area of cooperation and collaboration mutually agreed upon.
2. The University shall open its own distance education Study Centers, Regional Distance Education /Academic Centers; in the state of Chhattisgarh to promote Higher Education in emerging and traditional fields of studies.
3. The University may collaborate with Universities and Institutes of Excellence engaged in Higher Education in the country and abroad for the Research and consultancy work from time to time.
4. The University may collaborate with the Government Organizations Institutes for providing training, teaching and guidance to the students of economically weaker sections of the society and to the teachers of schools and colleges of the state.
5. The parties to the MOU should generally, not limited to scope defined below, agree upon the following:
 - 5.1 Degree/extend and scope of collaboration and partnership between the parties to the MOU in the field of higher education;
 - 5.2 Exchange of faculties and researchers etc;
 - 5.3 Exchange of students for a specified duration and courses;
 - 5.4 Exchange of academic materials of mutual interest including scholarly publications, curricula information and pertinent research reports;
 - 5.5 Invitation to representatives of each other's academic community to participate in conferences and colloquia.
 - 5.6 Co-op programs with industry and associations, including internships or longer periods of co-operative partnership. Industry and associations may also

collaborate by opening centre's of excellence, incubators and accelerators.

- 5.7 Cooperation in fields of mutual academic interest for purpose of developing specific education and training opportunities and programs.
- 5.8 Academic & organizational assistance as well as education and training activities in the specified fields and subjects including:
- i. Design of curricula for undergraduate and postgraduate studies;
 - ii. Development of faculty profiles;
 - iii. Internship, apprenticeship and co-op opportunities with companies;
 - iv. Establishment of periodic quality assurance practices and procedures;
 - v. Distance learning opportunities;
 - vi. Short professional training courses;
 - vii. Contact and collaboration between faculty, staff and students to carry out joint research Programs and exchange experiences in education research, including but not limited to Joint cooperative research projects, consultancy work to assist the development of new Postgraduate courses and entering into twinning arrangements.

ORDINANCE - 53

**Ordinances pertaining to the Opening of Colleges and Centres of Distance Learning
outside the Main Campus of the University;**

1. Subject to the applicable laws in force, the University may set up colleges and centres of learning within and outside the state of Chhattisgarh, as permitted from time to time in such a manner and for such purposes as the University may decide or determine from time to time.
2. The Academic Committee shall have the power to design such distance learning programmes including deciding the syllabus of course offered through such distance learning programmes, location of centres of learning etc. The learning centres and programmes formed under this statute shall come into effect after ratification by Governing Body.
3. The Centres or colleges will be governed by all applicable laws including but not limited to the present statutes, ordinances, UGC Regulations and Act, in all matters of administration, conduct and compliance.

ORDINANCE - 54**Appointment Employees, other than those for whom a provision has been made in the Statutes**

- 1) Notwithstanding anything contained in Statutes, the Board of Management may invite a person of high academic distinction and professional attainments to accept a post of Professor or Associate Professor or any other equivalent academic post in the University on such terms and conditions as it deems fit and, on the person, agreeing to do so appoint him to the post.
- 2) The Board of Management may also create supernumerary post for a specified period for appointment of such persons.
- 3) The Management may appoint a teacher or any other academic staff working in any other University or organisation for undertaking a joint project in accordance with the manner laid down in the Ordinances.
- 4) Subject to the applicable statutory regulations, the policies and terms and conditions of the appointment and service of persons appointed in accordance with this Ordinance (like salary, benefits, termination, allowances, tenure, dispute, code of conduct, work hours etc) shall be as per the employment contract entered into between the said person and the University

ORDINANCE - 55**Disciplinary Action**

1. All students pursuing any course at the University shall observe a code of conduct and maintain discipline and consider it his/her duty to behave decently at all places, as per the rules laid down by the Board of Management of the University in consultation with the Disciplinary Committee, constituted for this purpose and also abide by all rules and regulations of the University framed and notified from time to time.
2. **Grounds for Disciplinary Action:** Subject to any modification / alteration by the Disciplinary Committee, the following acts shall constitute acts of gross indiscipline and any student indulging in any of them shall render him/herself liable for disciplinary action against him/her.
 - 2.1 Disobeying the teacher/officials or misbehaving in the class.
 - 2.2 Quarrelling, fighting, hurling abuses inside the campus with/to any person, student or employee of the university or indulging in any activity which amounts to ragging and or harassment of other students or violence of any kind.
 - 2.3 Behaving in the University campus or outside in a manner which is indecent or which is meant to annoy or harass the students, teacher, officers or employee of the University.
 - 2.4 Visiting socially unacceptable websites, consuming liquor or banned substances like drugs etc.
 - 2.5 Causing damage to any University property.
 - 2.6 Indulging in acts of theft, stealing, misappropriating or any other illegal act, punishable under any law in India.
 - 2.7 Any other activity that defames the University and constitutes indiscipline. It shall also include inciting others to do any of the aforesaid acts;
 - 2.8 Irregularity in attendance, persistent idleness or negligence or indifference towards the work assigned;
 - 2.9 Disobeying any order, rules, regulations issued by the University or violation of provisions of the Statutes and Ordinances of the University.
 - 2.10 Meeting of students without the permission of the Board of Management, other than those in regular course of university or permitted by the University for various recognized student activities;
 - 2.11 Absence of more than 40% students in a particular class/ period shall amount to mass absenteeism and thus subject to disciplinary action on students indulging in mass absenteeism.

- 2.12 Any other conduct anywhere which is considered to be unbecoming of a student.

3. Proceedings of Disciplinary Committee:

4. A student found guilty of breach of discipline arising out of the grounds mentioned above (or any other ground as deemed to constitute indiscipline by Board of Management), shall be referred to the Discipline Committee, Vice Chancellor and Registrar.
5. The Vice-Chancellor shall, in consultation with the Board of Management, constitute a Discipline Committee to investigate and hear the matter brought before it under this Ordinance and take appropriate actions depending upon the nature and gravity of the offence, which may include:
6. Suspension of such student from attending the classes for not more than three weeks;
7. Suspension of such student from halls of residence for not more than three weeks;
8. Expulsion / rustication of such student from the University which entail the removal of his / her name from the register of the enrolled students.;
9. Disqualification from appearing at the next ensuing Examination;
10. Rustication from the University for a specified period;
11. Before inflicting such punishment as aforesaid, the Disciplinary Committee shall give the student concerned an opportunity of personal hearing and record the reasons of inflicting the punishment in Writing.
12. The Disciplinary Committee shall have the power to temporarily suspend the student from the Institution for such a time as may be necessary to conduct inquiry into his / her conduct in connection with the alleged offence.
13. A student rusticated in accordance with this Ordinance will not be readmitted to the University before the completion of a period of three years or any other prescribed duration.

ORDINANCE – 56**Anti-Ragging and Sexual Harassment Policy**

1. **Anti-Ragging Policy:** The University shall set-up an Anti-Ragging Committee in terms of the Supreme Court guidelines given in **University of Kerala Vs. Council, Principals', Colleges, Kerala & Ors., 2009** to implement a zero-tolerance policy towards ragging and implement such anti-ragging guidelines as laid down in the aforesaid judgement of the Hon'ble Supreme Court.
2. **Policy to prevent Sexual Harassment:** The University shall seek to create a work environment that is free from sexual harassment of any kind, whether verbal, physical or visual. A policy shall be created by the HR Department of the University to provide guidelines for prompt redressal of complaints related to sexual harassment which should be in full compliance with The Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013. All references/ complaints pertaining to any matter will be handled within the ambit of the aforesaid act and the rules framed thereunder. The policy so defined should be communicated to all employees and students and they be made aware of the complaint and redressal mechanism for same.