

इसे वेबसाईट [www.govtpressmp.nic.in](http://www.govtpressmp.nic.in)  
से भी डाउन लोड किया जा सकता है.



# मध्यप्रदेश राजपत्र

## प्राधिकार से प्रकाशित

क्रमांक 28]

भोपाल, शुक्रवार, दिनांक 15 जुलाई 2022—आषाढ़ 24, शक 1944

### भाग ४

विषय—सूची

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

### भाग ४ (क)—कुछ नहीं

#### भाग ४ (ख)

#### प्रथम अध्यादेश

#### उच्च शिक्षा विभाग

मंत्रालय, वल्लभ भवन भोपाल  
भोपाल, दिनांक 14 जुलाई 2022

क्रमांक आर- 63/सीसी/2022/अड़तीस - मध्यप्रदेश निजी विश्वविद्यालय (स्थापना एवं संचालन) अधिनियम-2007 की धारा 28 (1) के अनुक्रम में एल.एन.सी.टी विद्यापीठ निजी विश्वविद्यालय, इंदौर के प्रथम अध्यादेश क्रमांक 01 से 31 तक राज्य शासन के निर्देशों के अनुसार अधिनियम, 2007 की धारा 35 अनुसार प्रकाशित किया जाता है। संस्था के उक्त अध्यादेश प्रकाशित होने की तारीख से प्रवृत्त होंगे।

प्रथम अध्यादेश क्रमांक 01 से 31

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,  
वीरन सिंह भलावी, अवर सचिव.

**List of Ordinances of LNCT Vidhyapeeth University,  
Indore**

| Ordinance No | Title of Ordinance  |
|--------------|---|
| 1            | Faculty and Name of Programme of LNCT Vidhyapeeth, Indore   |
| 2            | Admission, Enrollment And Migration   |
| 3            | University Examination (General)  |
| 4            | Conduct Of University Examinations  |
| 5            | Conditions For Grant Of Award Of Fellowships, Scholarships, Stipend Medals And Prizes   |
| 6            | Academic And Research Activity Grants   |
| 7            | Payment/Remuneration for Examination works  |
| 8            | Fee Of Examination And Rate Of Other Fees For Various Services To Be Charged By The University  |
| 9            | Discipline and conduct of the students  |
| 10           | Residence of students   |
| 11           | Memorandum of Understanding (MOU) with National/ International Public/ Private Organization   |
| 12           | Academic Calender of University   |
| 13           | Bachelor Of Medicine And Bachelor Of Surgery (M.B.B.S.)   |
| 14           | Doctor Of Medicine (M.D.) And Master Of Surgery (M.S.)  |
| 15           | Bachelor of Ayurvedic Medicine & Surgery - BAMS   |
| 16           | Bachelor Of Physiotherapy (BPT) Occupational Therapy Course   |
| 17           | MPT-Sport/Orthopedics/Neurology/Cardiothoracic/Obstetrics & Gynecology  |
| 18           | Post Basic B.Sc.In Nursing 2 Year Degree Course   |
| 19           | Bachelor Of Science in Nursing Basic B.Sc (N) 4 Yrs Degree Course   |
| 20           | Master Of Science In Nursing (M.Sc. Nursing) 2 Year   |
| 21           | Two year Paramedical Diploma courses in OT Technician, Dialysis Technician, X-Ray Radiographers, Medical Laboratory (DMLT), Paramedical Ophthalmic Assistant, Perfusionist Cardiac Surgery Technician, Cath-Lab Technician Optometric Refraction, Anesthesia Technician, Sanitary Inspector, Blood Transfusion clinical Biochemistry, Microbiology, Yoga, Naturopathy, Pharmacy (Ayurved) |
| 22           | Bachelor of Medical Laboratory Technology (BMLT)  |
| 23           | Bachelor in X-Ray Radiographer Technology (BXRT)  |
| 24           | Master of Medical Laboratory Technology (MMLT)  |
| 25           | LLB   |
| 26           | BBA LLB   |
| 27           | BA LLB  |
| 28           | Master of Law LLM   |
| 29           | Diploma in Pharmacy (D Pharma)  |
| 30           | Bachelor of Pharmacy (B Pharma)   |
| 31           | Master of Pharmacy (M Pharma)   |

## LNCT Vidhyapeeth University, Indore

## ORDINANCE NO. 1

## Faculty and Name of Programme of LNCT Vidhyapeeth University, Indore

LNCT Vidhyapeeth University, Indore offered following Faculty mentioned in column (2), Level of Program as mentioned in column (3) and Name of Program as mentioned in column (4)

| S.No. | Faculty  | Level of Program         | Name of Program  |
|-------|--|--------------------------|--|
| 1     | 2  | 3                        | 4  |
| 1.    | Faculty of Medicine                              | Under Graduate           | M.B.B.S.   |
|       |  | Post Graduate            | M.S. / M.D.  |
|       |  | Super Specialty          | D.M./ M.Ch.  |
|       |  | Doctoral                 | Ph.D., Fellowship  |
|       |  | Post-Doctoral            | D.Sc.  |
| 2.    | Faculty of Dentistry                             | Under Graduate           | B.D.S.   |
|       |  | Post Graduate            | M.D.S.   |
|       |  | Doctoral                 | Ph.D., Fellowship  |
|       |  | Post - Doctoral          | D.Sc.  |
| 3.    | Faculty of<br>Physiotherapy                      | Under Graduate           | B.P.T.   |
|       |  | Post Graduate            | M.P.T.   |
|       |  | Doctoral                 | Ph.D., Fellowship  |
|       |  | Post - Doctoral          | D.Sc.  |
| 4.    | Faculty of Nursing<br>College                    | Under Graduate           | Post Basic B.Sc.<br>B.Sc. Nursing  |
|       |  | Post Graduate            | M.Sc. Nursing  |
|       |  | Doctoral                 | Ph.D., Fellowship  |
| 5.    | Faculty of<br>Rehabilitation<br>Science          | Under Graduate           | B.A.S..P./ BPO   |
|       |  | Post Graduate            | M.Sc. in Audiology/ M.Ed./ MPO<br>M.Sc. in Speech- Language Pathology  |
|       |  | Post Graduate<br>Diploma | Post Graduate Diploma Course in<br>Auditory Verbal Therapy   |
|       |  | Master of Philosophy     | M. Phil.   |
|       |  | Doctoral                 | Ph.D. Fellowship   |
| 6.    | Faculty of<br>Occupational<br>therapy            | Under Graduate           | B.O.T.   |
|       |  | Post Graduate            | M.O.T.   |
|       |  | Doctoral                 | Ph.D. Fellowship   |
| 7.    | Faculty of Allied and<br>Paramedical<br>Sciences | Diploma                  | Diploma in O.T.Technology<br>Diploma in Dialysis Technician<br>Diploma in X-Ray Radiographers<br>Diploma in Medical Laboratory<br>Diploma in Paramedical Ophthalmic<br>Assistant<br>Diploma in Perfusionist Cardiac Surgery<br>Technician. |

|     |                       |                       |   |
|-----|-----------------------|-----------------------|---|
|     |                       |                       | Diploma in Cath- Lab Technician                     |
|     |                       |                       | Diploma in Optometric- Refraction                   |
|     |                       |                       | Diploma in Anesthesia Technician                    |
|     |                       |                       | Diploma in Sanitary Inspector                       |
|     |                       |                       | Diploma in Blood Transfusion                        |
|     |                       |                       | Diploma in Clinical Biochemistry                    |
|     |                       |                       | Diploma in Microbiology                             |
|     |                       | Under Graduate        | Bachelor in Medical Lab Technology                  |
|     |                       |                       | Bachelor in X-Ray & Radiological Imaging            |
|     |                       |                       | Bachelor in Prosthetics and orthotics               |
|     |                       | Post Graduate         | Master in Prosthetics and Orthotics                 |
|     |                       |                       | Master in Medical Lab Technology                    |
|     |                       | Doctoral              | Ph.D., Fellowship                                   |
| 8.  | Faculty of Management | Under Graduate        | BBA   |
|     |                       |                       | BBA in Hospital Administration                      |
|     |                       | Post Graduate         | MBA   |
|     |                       |                       | Executive MBA                                       |
|     |                       |                       | MBA in Hospital Administration                      |
|     |                       |                       | Integrated BBA+MBA                                  |
|     |                       |                       | Integrated B.Com.+ MBA                              |
|     |                       | Post Graduate Diploma | PGDM  |
|     |                       | Master of Philosophy  | M. Phil.  |
|     |                       | Doctoral              | Ph.D., Fellowship                                   |
|     |                       | Post-Doctoral         | D.Lit.  |
| 9.  | Faculty of Law        | Under Graduate        | LLB   |
|     |                       |                       | Integrated BBA+LLB                                  |
|     |                       |                       | Integrated BA+LLB                                   |
|     |                       |                       | Integrated B.Com.+ LLB                              |
|     |                       | Post Graduate         | LLM   |
|     |                       | Master of Philosophy  | M. Phil.  |
|     |                       | Doctoral              | Ph.D., Fellowship                                   |
|     |                       | Post-Doctoral         | LLD   |
| 10. | Faculty of Commerce   | Under Graduate        | Bachelor of Commerce / B.Com. Research 4 Years CBCS |
|     |                       | Post Graduate         | Master of Commerce                                  |
|     |                       | Master of Philosophy  | M. Phil.  |
|     |                       | Doctoral              | Ph.D.   |
|     |                       | Post-Doctoral         | D. Lit.   |
| 11. | Faculty of Ayush      | Under Graduate        | B.A.M.S. / B.H.M.S./ B.U.M.S./ B.Y.N.S.             |
|     |                       | Post Graduate         | M.S./M.D./M.Y.N.S.                                  |
|     |                       | Doctoral              | Ph.D.   |
|     |                       | Post-Doctoral         | D.Sc.   |

|     |   |                       |  |
|-----|---|-----------------------|--|
| 12. | Faculty of Arts                           | Under Graduate        | Bachelor of Art / B. A. Research 4 year CBCS       |
|     |   | Post Graduate         | Master of Art                                      |
|     |   | Doctoral              | Ph.D.  |
|     |   | Post-Doctoral         | D.Lit.   |
| 13. | Faculty of Social Sciences and Humanities | Under Graduate        | Bachelor of Art / B. A. Research 4 year CBCS       |
|     |   | Post Graduate         | Master of Art                                      |
|     |   | Doctoral              | Ph.D.  |
|     |   | Post-Doctoral         | D.Litt.  |
| 14. | Faculty of Home Science                   | Under Graduate        | B.Sc. (H.Sc.)/ B.Sc. (H.Sc.) Research 4 years CBCS |
|     |   | Post Graduate         | M.Sc. (H.Sc.0                                      |
|     |   | Doctoral              | Ph.D.  |
|     |   | Post-Doctoral Science | D.Sc.  |
| 15. | Faculty of Science                        | Under Graduate        | B.Sc. / B.Sc. Research 4 year CBCS                 |
|     |   | Post Graduate         | M.Sc.  |
|     |   | Doctoral              | Ph.D.  |
|     |   | Post-Doctoral Science | D.Sc.  |
| 16. | Faculty of Life Science                   | Under Graduate        | B.Sc. / B.Sc. Research 4 year CBCS                 |
|     |   | Post Graduate         | M.Sc.  |
|     |   | Doctoral              | Ph.D.  |
|     |   | Post-Doctoral Science | D.Sc.  |
| 17. | Faculty of Vocational Studies             | Certificate           | C. Voc.  |
|     |   | Diploma               | D. Voc.  |
|     |   | Under Graduate        | B. Voc.  |
|     |   | Post Graduate         | M.Voc.   |
| 18. | Faculty of Media and Mass Communication   | Doctoral              | Ph.D.  |
|     |   | Under Graduate        | B.J.M.C.   |
|     |   | Post Graduate         | M.J.M.C.   |
| 19  | Faculty of Pharmacy                       | Doctoral              | Ph. D.   |
|     |   | Diploma               | D. Pharma  |
|     |   | Graduate              | B.Pharma   |
|     |   | Post Graduate         | M.Pharma   |
| 20  | Faculty of Engineering                    | Doctoral              | Ph.D.  |
|     |   | Post Doctoral         | D.Sc.  |
|     |   | Post Graduate         | M.Tech.  |
|     |   | Under Graduate        | B.E. / B.Tech.                                     |
| 21. | Faculty of Law                            | Graduate              | B.A. LLB, BBA LLB, LLB                             |
|     |   | Post Graduate         | LLM, LLD   |
|     |   | Doctoral              | Ph.D.  |
| 22. | Faculty of Agriculture                    | Graduate              | B.Sc. (Agriculture), B.Tech. (Agriculture)         |
|     |   | Post Graduate         | M.Sc. Agriculture                                  |
|     |   | Doctoral              | Ph.D.  |
| 23  | Faculty of Architecture                   | Under Graduate        | B. Architecture, B. Plan/ B. Design.               |
|     |   |                       |  |

The Faculty/ Program/ Course listed above are not comprehensive and the University reserves the right to add, delete and Alter the Program/ Course as required, as per the Decision of the Academic Council and after approval of the Governing Body of the University, subject to approval of the Regulatory Commission.

**LNCT Vidhyapeeth University, Indore****ORDINANCE NO.2****ADMISSION, ENROLLMENT AND MIGRATION****1. DEFINITIONS:**

In this ordinance, unless there is anything repugnant in the subject or context;

1.1 "Equivalent" examination means an examination which has been conducted by;

1.1.1. Any recognized Board of Higher Secondary Education, or

1.1.2. Any Indian University / Board other than this University incorporated by any law in force for the time being, and recognized by this University as equivalent to its corresponding examination.

1.1.3. Any other foreign qualifications considered equivalent by appropriate authority.

1.2 "Qualifying examination" means an examination the passing of which makes a student eligible for admission to a particular year in Course of study leading to Bachelor's or post-graduate degree or diploma or certificate of University.

**2. ADMISSION PROCEDURE:**

2.1 Admission in the University shall be made strictly on the basis of Merit.

2.2 Merit for admission in the constituent institutions of University may be determined either on the basis of marks or grade in the qualifying examination and achievements in co-curricular and extra-curricular activities or on the basis of marks or grade obtained in the Entrance Test conducted at the State or National Level, as per the norms of the Regulating Bodies or by common entrance test of the University.

2.3 The application for admission shall, among others, be accompanied by

2.3.1 The School/ College Leaving Certificate/ Transfer Certificate signed by the Head of the Institutions last attended by the student.

2.3.2 True copy of the statement of marks showing that the applicant has passed the qualifying examination, and in the case of a student, who passed the examination as a private candidate, a certificate signed by two responsible persons certifying to the good character of the applicant.

2.3.3 If an applicant for admission, as aforesaid, has passed the qualifying examination from a Board other than the Board of Secondary Education, Madhya Pradesh, or a University other than this university, he shall submit in addition to the School/ College Leaving Certificate or Transfer Certificate, an Eligibility or a Migration Certificate from the Secretary, or Registrar of such Board or University as the case may be together with immigration fee as prescribed.

2.3.4 Any other document as required by Concerned Institution.

Provided that, if it does not become possible for the applicant to obtain a Migration certificate in time for making the application, he may make the application in time stating that the certificate shall be produced as soon as it is received and for that purpose he may be allowed such time as the University may specify but not more than thirty days from the last date of the application.

- 2.4 No student migrating from any other University shall be admitted to any class in an institution unless he has passed the examination which has been declared by this University as equivalent to the qualifying examination for a student of the University.
- 2.5 An applicant for admission to a course leading to a Bachelor's degree shall not be so admitted unless he is prepared to appear in all subjects prescribed for the particular degree examination.
- 2.6 No student who has passed a part of any degree or post-graduate examination from another University shall be admitted to subsequent higher class for such examination, in any institution without the approval of the Vice-Chancellor. Vice-Chancellor may permit such candidate in consultation with the Dean of the Faculty in case of degree examination and the Chairman of the concerned Board of Studies in case of post-graduate examination.
- 2.7 No person, who is under sentence of rustication from another University or a teaching institution connected this University shall be admitted to any course or study in Institution of this University.
- 2.8 Admission of students to all institutions, those for Medicine, Dentistry, Nursing Physiotherapy, speech & Hearing, Occupational Therapy, Allied and Paramedical Sciences and other faculties in each academic year shall be completed by the first day of the academic session. Admission in various faculties shall be as per the norms of apex council.  

Provided that, a student, who is eligible for second or supplementary examination of the University shall be permitted to take provisional admission in the next higher class within the date prescribed above. If he/she fails to clear the supplementary or pass the second examination the provisional admission in the higher class shall stand automatically as cancelled.
- 2.9 The list of admitted students in medical & other related course should also be made available to NMC, DCI or any other respective apex council, to as well as Director Medical Education Department or any concerned government department, Government of M.P. and Admission & Fee Regulation Committee constituted under M.P. Niji Vyavasayik Shikshan Sansthan (Pravesh ka Viniyaman Avam Shulka Nirdharan) Adhinyam 2007 within One week from the last date of admission or as may be prescribed by competent authority.
- 2.10 The admission procedure as prescribed if any, by Medical Education Department or concerned government department, Government of M.P. and other State & Central Regulatory bodies for professional & Technical courses will be followed.

### **3. LATE ADMISSIONS:**

- 3.1 A student admitted to an Institution after the commencement of the session shall be required to pay tuition fees from July of the year unless he/ she migrates from another

constituents institution of the University and has paid his/ her fees in the former institution up to the preceding month.

- 3.2 The Head of the institution may permit a student to change his optional subjects for a course with the approval of the Vice-Chancellor, within two weeks of last date of admission as prescribed by Competent Authority. No change thereafter shall be permitted.

#### **4. TRANSFER OF STUDENT:**

- 4.1 No student shall be allowed to migrate from one institution to another under the jurisdiction of this University without a Transfer Certificate. No such transfer shall in any case be permitted after the date on which the application of a student for admission to the ensuing examination has been forwarded to the University.
- 4.2 Subject to the provision contained in Para (1) above a student, who during an academic session desires to leave the constituents institution of which he has become a member shall give notice in writing to the Head of the Institution of his intention to leave stating reasons thereof and further stating the name of the institution if any, which he wished to join.
- 4.3 If the change is to another Institution, the Head of the Institution shall consider the reasons given to justify such a change. If they are strong enough to justify such a change, he may pass order accordingly. On such orders being passed, the student in question shall:

4.3.1 Make payment of all fees due to the Institution up to the month of the application for the transfer certificate; and

4.3.2 Refund whatever, if any, scholarship or studentship has been paid to him from the funds of the Institution, if required by the Head of the Institution to do so.

When the student has made all the aforesaid payments, the Head of the Institution shall issue a Transfer Certificate.

A student seeking transfer from one Institution to another under the jurisdiction of this University shall not be required to pay such installment of Tuition fees as he has already paid in the Institution from which he is transferring.

#### **5. DISCIPLINE:**

- 5.1 Every student in the University shall at all times be of good behaviour, show diligence, maintain decorum and dignity, take proper interest in co-curricular activities and observe all rules of discipline of the institution of which he is student and of the University.
- 5.2 When a student has been guilty of breach of discipline within or outside the precincts of the University or an Institution, or persistent absenteeism, the Head of the institution with the approval of Vice Chancellor may, according to the nature and gravity of the offence:
- 5.2.1 Suspend such a student from attending classes at a time; or
- 5.2.2 Expel such a student from the institution; or

- 5.2.3 Disqualify such a student from appearing at the next ensuing examination;  
or
- 5.2.4 Rusticate such a student.
- 5.3 Before inflicting any punishment as aforesaid, the Head of the Institution shall give the student concerned an opportunity of personal hearing and record the reasons of inflicting the punishment in writing.
- 5.4 The Head of the Institution concerned shall have power to suspend, for such time as may be necessary, a student temporarily from the Institution pending inquiry into his conduct in connection with an alleged offence.
- 5.5 The period, during which a student remains suspended for completion of an inquiry shall be reckoned in the calculation of his attendance for appearing at an examination, provided he is found innocent.
- 5.6 A student who has been rusticated shall not be admitted to another Institution within the jurisdiction of this University. Ordinarily, the period of rustication shall not exceed two years. Other Universities shall be informed of the fact of the rustication.
- 5.7 The rustication of a student from an Institution shall entail the removal of his name from the Register of Enrolled Students.

#### **6. ENROLLMENT OF STUDENTS:**

- 6.1 A person, who has been admitted to an institution as per the prescribed eligibility of a particular course, shall be enrolled as a student of University by the Registrar.
- 6.2 Application for enrolment as a student of the University shall be made to the Registrar in the prescribed form. Head of Institute will ensure that all the documents are enclosed along with enrolment form and it shall be accompanied by the prescribed enrolment fee. Such application shall be submitted through Head of Institution of the College to which the student has been admitted.
- 6.3 i) No student shall be deemed to have been admitted to any course of study as a regular student of the University unless his/ her name is borne on the Register of Enrolled Students.
- ii) The fee for enrollment paid by a student shall not be refunded under any circumstances.
- 6.4 The procedure for submission of application for Enrolment of students by colleges shall be as follows:
- 6.4.1 Application on the prescribed form from students, together with the necessary fees, migration certificate, eligibility certificate, if necessary, shall reach the University Registrar within two weeks from the last date of admission of the academic year in which the student is admitted.
- 6.4.2 On the payment of late fee as prescribed, the Vice Chancellor may permit the enrolment of student whose application, enrolment fee or the migration certificate have been submitted after the due date if the Vice Chancellor is

satisfied that the delay in submission is not due to any lack of diligence on the part of the student.

- 6.5 No person, who is under sentence, expulsion or rustication from another University, shall be admitted to any course of study during the period for which the sentence/ expulsion/ rustication is in operation.
- 6.6 A student who is enrolled in the University may apply for a change/ correction in one's own name or surname to the Registrar of the University with the prescribed fee (not refundable) and required documents along with affidavit.
- 6.7 Any change, addition or modification, shall be recorded in the University Register in red ink under the attestation of the Registrar and a certificate to that effect shall be issued to the applicant.
- 6.8 Under no circumstances shall any alteration be made in the University certificate, diploma degree, and other document issued in favour of the applicant prior to the order for a change/ correction in the name.
- 6.9 In all subsequent documents, certificates, diplomas and degrees of the University the former as well as the new name shall be entered and all correspondence shall be carried on in like manner.
- 6.10 Name of the student will only be changed provided procedure as per law and prevailing rules/regulations.

#### **7. MIGRATION:**

Migration of students from the University to another may be granted on any genuine grounds such as completion of studies, death of parents/ near relative or on medical grounds if he/ she applies along with migration form and prescribed migration fees as decided by university.

However, the migration in professional colleges will be governed by Rules/ Regulation of Statutory Bodies, such as NMC, DCI, INC, BCI & AICTE or any other statutory body.

#### **8. CONSIDERATION FOR SPECIAL CATEGORIES:**

Seats for admission and fees in any course of study for the persons belonging to special categories shall be regulated in accordance with the norms/ guidelines prescribed by the UGC & other concerned Statutory Bodies/ policy of State Govt. or applicable extant instructions from time to time.

**ORDINANCE NO.3****UNIVERSITY EXAMINATIONS (GENERAL)****1. DEFINITIONS:**

In the ordinance unless the context requires otherwise, following meaning shall apply.

1.1 "Regular Candidate" means a person, who has prosecuted a regular course of studying any teaching department of the LNCT Vidhyapeeth University and seeks admission to an examination of the University as such.

1.2 "Ex-student/ Repeater Candidate" means a person, who was admitted to an examination as a regular candidate and was not declared successful thereat or was not able to appear in the examination though the admission card was correctly issued to him by the University and seeks admission again to the said examination.

1.3 "Detained Candidate" means the candidate who has taken admission in the University as a regular student but he has not been permitted to appear in the examination due to shortfall of attendance, indiscipline or by any other reason.

1.4 A "Regular Course of Study" means:

1.4.1 In case of the student pursuing Medicine and Dentistry course, attendance should be at least seventy five percent of lectures and eighty five percent of practical and clinicals conducted separately. This will vary according to the apex controlling authority norms at different times.

1.4.2 In case of students pursuing course of other faculties should attend the theory and practical classes as prescribed by governing council.

1.4.3 Courses where no governing council exist student should attend 75% theory and Practical Class separately.

1.5 "Forwarding Officer" means: The Principal of the college/ HOD where the candidate had prosecuted a regular course of study. Attested means attested by the forwarding officer.

**2. ADMISSION OF A REGULAR CANDIDATE TO AN EXAMINATION OF THE UNIVERSITY**

2.1 Candidate can get admission in regular course, provided they have applied in the course/ college and got selected. Also the regular candidates must possess the minimum academic qualification for admission to the examination to which he seeks admission and has prosecuted a regular course of study for that examination.

2.2 Where a candidate offers an additional/ optional 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.

2.3 In computing the attendance for fulfillment of the condition regarding prosecution of regular course of study:

- 2.3.1 Attendance at lectures delivered and practical/ clinical/ sessional, if any held during the academic session shall be counted.
- 2.3.2 Attendance shall be calculated from the date of commencement of course.
- 2.3.3 Attendance 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 may revert as a result of his failure to pass in the second/supplementary examination.
- 2.3.4 Attendance at N.C.C./ N.S.S. Camp during the session shall be taken as full attendance at Lectures/ Practical on each day of camp and the days of journey to such camp.
- 2.3.5 Participation as a member of a University/ College team in any inter University or inter- Collegiate competition shall be taken as full attendance on the days of such competition and the days of journey for participation therein.
- 2.4 For special reasons such as prolonged illness deficiency in percentage of attendance not exceeding ten percent of the total number of lectures delivered and practical/clinical/sessional held in each subject may be condoned by the Vice-Chancellor.
- 2.5 A regular candidate eligible for an examination shall submit their examination form on or before the last date notified by the Controller of Examination.
- 2.5.1 Submit an examination form for appearing to the examination through the Dean/ Principal/ Head of the University Teaching Departments indicating the subject in which he desires to present himself for the examination.
- 2.5.2 Pay along with the examination form, the fee prescribed for the examination concerned together with a fee for the supply of marks obtained by him/ her in each paper at the examination.
- 2.6 The head of Institute shall forward the application submitted by regular candidates together with the examination fee and marks fee to Controller of Examinations on or before the last date notified for the purpose by the University. In case of each application, the Head of Institutions, shall certify that the candidate;
- 2.6.1 Possesses the minimum academic qualification as prescribed by Regulatory Body/ LNCT Vidhyapeeth University, for appearing at the examination to which he seeks admission.
- 2.6.2 Is having good conduct.
- 2.7 The Head of the Institutions/College, concerned shall send to the Controller of Examinations at least three weeks before the commencement of the examination concerned three separate lists as detailed below:-
- 2.7.1 List A: List of those candidates who have full filled the minimum criteria of prescribed attendance as per regulatory body of that course/ University Policy.

- 2.7.2 List B: List of those candidates whose attendance is short by not more than 10% for condonation by the Vice Chancellor, the Principal/ Head of the Institutions concerned are required to give specific reasons for condonation of shortage along with their recommendation.
- 2.7.3 List C: List of those candidates whose shortage of attendance exceeds 10% and who are to be debarred from appearing at the examination.
- 2.8 The Head of the Institutions/ college may detain a regular candidate from taking an examination, if he does not pay out standing college dues, or does not return the college property and all the articles and uniforms issued to him or does not pay the cost there of in case of loss, within one month preceding the examination or if the conduct of the student has been unsatisfactory between the time of submission of his application form to the Registrar for admission to the examination and the date of the commencement of the examination.
- However, this detention (on grounds other than shortage of attendance) must be notified by Board of Studies.

### **3 ADMISSION OF AN EX-STUDENT/ REPEATER CANDIDATE TO EXAMINATIONS OF THE UNIVERSITY:**

- 3.1 No ex-student/repeater candidate shall be admitted to an examination of the University unless he/ she submits with his/ her application for appearing in the examination:
- 3.1.1 The statement of marks (in original) obtained by him/ her at the said examination issued by the University together with an attested copy thereof, or
- 3.1.2 In case he was duly admitted to the said examination as a regular candidate but could not appear thereat, a certificate from the Principal/ Head of the College last attended by him showing the year, the roll number and the examination to which he was admitted as a regular candidate.
- 3.2 No person shall be admitted as an ex-student/ repeater candidate at any examination in the various faculties if he has failed to secure the minimum marks required for passing in the sessional. In case of repeater student the norms of Statutory Bodies will always be followed.
- 3.3 An ex-student/repeater candidate for an examination shall:
- 3.3.1 Submit through the Head/Principal of the college, wherein he had prosecuted a regular course of study, an application for admission to the examination in the prescribed form on or before the last date notified by the University and specify therein.

- 3.3.1.1 Whether he/she is a candidate for the full examination or for supplementary examination.
- 3.3.1.2 The subject or subjects in which he/ she desires to present himself/herself for the examination.
- 3.3.2 Submit with his application evidence or having been admitted to the examination earlier as required in paragraph 3.1 above.
- 3.3.3 Attach with his application for admission to the examination, his/her latest passport size photograph duly attested by the forwarding officer.
- 3.3.4 Pay the fee prescribed for the examination together with the additional fee as prescribed by university for the statement of marks obtained in each paper at the examination. Fees shall be paid through crossed Bank Draft in favour of University or in any other manner prescribed by the University.
- 3.4 An ex-student/ repeater candidate 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.
- 3.5 An ex-student/ repeater candidate will be required to appear in the examination in accordance with syllabus specifying the scope of studies in different subjects notified in the University.
- 3.6 Every ex-student/ repeater candidate shall appear at the examination center at which the regular candidates from the college in which he had prosecuted a regular course of study shall be appearing. Provided that the Registrar may, for sufficient reasons, required or allow a candidate to change his/her Examination Centre.
- 3.7 In the event of change of Regulations, scheme and contents in the Courses and introductions of revised schemes, the old Regulations shall continue for two academic year or four University Examinations.
- 3.8 The students of old scheme will be permitted to appear in the University Examinations for next two academic years or four University examinations to complete the respective subjects, failing which the students shall come under the new scheme.

#### **4. GENERAL CONDITIONS APPLICABLE TO ALL CANDIDATES:**

- 4.1 No candidate shall be allowed to peruse more than one degree examination or more than one degree courses simultaneously in the same academic year.
- 4.2 A candidate who has passed the Bachelor's Degree Part I, or Part II Examination or the previous examination for a Master's Degree of another University may, with the permission of the Vice Chancellor be admitted to the next higher examination of the University for the Degree concerned provided the course offered by the candidate at such other University is equivalent to the course of the University for

the Corresponding Examination. However, this clause shall be applicable to the courses which are notified in the University. Said transfer can only be allowed if candidate gets permission from competent government authority/ Statutory body.

- 4.3 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.
- 4.4 The Controller of Examination shall issue an admission card in favour of a candidate if;
  - 4.4.1 The application of the candidate is complete in all particulars in accordance with the provisions applicable to him/her and in order.
  - 4.4.2 The candidate is eligible for admission to examination, and
  - 4.4.3 The fees as prescribed have been paid by the candidate.
- 4.5 The admission card issued in favour of a candidate and also the permission given to candidate to appear at an examination may be withdrawn if it is found that:
  - 4.5.1 The admission card was issued or permission was given through mistake and the candidate was not eligible to appear in the examination.
  - 4.5.2 Any of the particulars/ vital information given or documents submitted by the candidate in or with the application for enrollment, admission to a Institution or admission to an examination is false or incorrect.
- 4.6 The Registrar may, if he is satisfied that an admission card has been lost or destroyed, grant a duplicate admission card on payment of a further fee, as prescribed. Such card shall show at a prominent place the word "Duplicate".
- 4.7 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/her admission card whenever required by the Superintendent or the invigilator.
- 4.8 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/her in disciplined conduct or insolent behaviour towards the Superintendent or any invigilator, the candidate may be excluded from that particular day's examination and if he/she persists in misbehavior he may be excluded from the rest of the examination by the Superintendent of the Center.
- 4.9 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 preventing to the authorities in the discharge of their duties, the Superintendent may expel the candidate from the center and he may take help from security agencies/ police.

4.10 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.

4.11A candidate expelled on the any of the grounds mentioned in (4.9) or (4.10) above will not be allowed to appear in the subsequent papers.

4.12 In every case where action is taken by the Superintendent under (4.9), (4.10) or (4.11) above, a full report shall be sent to the University and the Board of Management may according to the gravity of the offence, further punish a candidate by cancelling his/her examination and/ or debarring him from appearing at the examinations of the University for one or more years after giving the candidate an opportunity to show cause and considering any explanation submitted by the candidate.

4.13:

4.13.1 The candidate may be debarred from appearing at the examination; if a candidate is found guilty of using or attempting to use or having used unfair means at an examination such as copying 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 Board or the Committee on use of unfair means appointed for the purpose by the Board may cancel his examination and also debar him from appearing at the examination of the University for one or more years according to the nature of the offence.

4.13.2 The University may cancel the examination of a candidate and/ or debar him/from appearing at an 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/her examination and was instrumental in or had abetted the tempering of University records including the answer books, mark sheets, result-charts, diplomas and the like.

4.13.3 The Board may cancel the examination of a candidate and/ or debar him/her from appearing at an examination of the University for one or more years, if it is discovered afterwards that the candidate had obtained admission to the examination by misrepresenting facts or by submitting false or forged certificate documents.

under 4.13.4 When the University intends to award any of the aforesaid penalties clause (4.13.1), (4.13.2), or (4.13.3) above it shall give the candidate concerned an opportunity to show cause in writing within fifteen days of the issue of such "show Cause" letter as to why the proposed penalty may not be imposed on him and shall consider the explanation, if any, if filed within the specified time before awarding the penalty.

4.14 A candidate, who is unable to present himself for an examination or part due to sickness or other cause there of shall not be entitled to any refund of his/her fees. Provided that, the Vice Chancellor may in a case in which he is satisfied

about the genuineness, or merit of it, order for adjustment of the following portion of the fee towards the immediately next examination.

4.14.1 Examination Fee after deduction of 50%

4.14.2 Full Fee for statement of marks.

Others fees paid by the candidate shall lapse to the University. Application for such adjustment from a candidate accompanied by a Medical Certificate of illness, if applicable, must be sent so as to reach the Registrar not earlier than 15 days and not later than 30 days from the date of commencement of the examination at which the candidate was to appear.

Provided however, that a candidate shall not be entitled to the adjustment of examination fee mentioned in the foregoing paragraph if he/she changes the Faculty or his/her subject in case of Post-graduate examination.

- thesis
- 4.15 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.
- 4.16 A candidate whose result has been declared may apply to the Registrar in the prescribed form within twenty days of the declaration of his result for the revaluation of any of his answer books. Provided also that, no revaluation shall be allowed in case of scripts of practical, field work, sessional work test and submitted in lieu of a paper at the examination.
- 4.17 A candidate, who has passed any Final Degree Examination may, after the declaration of his result and before the date of the next convocation apply to the Registrar for a Provisional Certificate of passing the examination of the University. Such application shall be accompanied by a fee, as prescribed by the University.
- 4.18 No Person, who is under sentence of expulsion or rustication from an Institution, and is debarred from appearing at an examination of the University for any period of time, shall be granted a Migration Certificate during the period for which the sentence is in operation.
- 4.19 Duplicate of University Degree/Diplomas Certificates 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 real need for a duplicate. In such cases, a duplicate of the Degree/Diploma may be granted on receipt of fee as prescribed by the University.
- 4.20 The names of first 10% to a maximum of ten successful candidates in each regular course who obtain first division in first attempt examination, other than second full examination, who obtain First Division shall be declared in order of Merit for each class/subject as the case may be.
- 4.21 Grace marks as given by Statutory Bodies norms and/or as prescribed in respective ordinance.

- 4.22 The Vice-Chancellor may award one grace mark in case the candidate is failing by one mark or missing a Division by one mark. Where the deficiency is not condoned, one mark shall nowhere be added. provide that, the benefit under this paragraph shall not be allowed to enable a candidate to get the benefit under paragraph 4.20.
- 4.23 The scope of studies in different subjects for an examination shall be as prescribed by the University from time to time and printed in the prospectus for the examination concerned.
- 4.24 The scope of studies in different subjects for an examination shall be as prescribed by the University from time to time and printed in the prospectus for the examination concerned. In case of semester system/ annual system courses the candidate will be promoted to next semester/ year even if he/she fails in previous semesters/year. He/she can appear in the failed subject along with the regular semester/annual system provided if it is in accordance with the provision of the concerned regulatory body, if any.
- 4.25 There shall be a second full examination as far as possible in August/September or as notified on university website every year for candidates, who have failed earlier or having been admitted to the examination were unable to appear in the any teaching department/subject of LNCT Vidhyapeeth University provided the examination concerned is not conducted on a Semester basis. Candidates who are declared eligible to appear at a Supplementary Examination shall also be eligible to appear as supplementary candidates in these examinations. Every candidate desirous of appearing at the Second Examination shall submit an application as indicated in this Ordinance with the requisite fees. The results of candidates appearing in the Second Examination shall be declared in accordance with the provisions of the Ordinances.
- 4.26 Such candidates as are eligible to appear in the Second Examination may be provisionally admitted to the next higher class in an institution and their attendance in the higher class shall be counted in cases they are declared successful at the Second Examination. If the candidate fails at the Examination, the admission to the higher class shall be cancelled and the candidate shall revert to the lower class.
- 4.27 The following shall be eligible to appear at the Supplementary Examination
- 4.27.1 Candidates who have failed at the examination.
- 4.27.2 Candidates for examinations other than those enumerated in (4.26.1) above, who are declared eligible to appear at a supplementary examination in accordance with the provisions of the respective examination Ordinance.
- 4.28 Except when provided otherwise in the Ordinance or the Regulation concerned, candidate who has been declared eligible for a Supplementary Examination may appear as a Supplementary Examination Candidate in the two examinations immediately following the examination in which he was declare to be so eligible and thereafter he shall be required to appear in all the papers at the next examination.
- 4.29 A candidate appearing in the Supplementary Examination shall be declared to have passed he examination if he secures the minimum pass marks in the subject or group as the case may be, except when provided otherwise in the examination Ordinance concerned. Such a candidate shall be deemed to have obtained only the minimum passing marks in the subject or group as the case may be and such minimum passing marks shall be taken into account in determining the division at the examination.
- 4.30 Members (other than local members) of the Authorities, Bodies and Committees of the University, Moderators, Examiners Inspectors etc. appointed to inspect colleges or Centers of Examination shall be paid travelling allowance and daily allowance for attending meetings or for journeys connected with examinations the affairs (other than Convocation) of the University, at the rates and subject to the conditions, being paid to other Authorities, Officers, teachers and employees of the University from time to time as prescribed in the Ordinances/Rules.

**ORDINANCE NO. 04**  
**CONDUCT OF UNIVERSITY EXAMINATIONS**

**1. SHORT TITLE AND COMMENCEMENT:**

- 1.1 This ordinance may be called LNCT Vidhyapeeth University (Regarding conduct of Examination) Ordinance 2021.
- 1.2 This shall come into force with effect from the publication in Madhya Pradesh Gazette.

**2. DEFINITIONS:**

In this ordinance, unless the context otherwise requires;

- 2.1 "Act" means the Madhya Pradesh Niji Ayurvigyan Vishwavidyalaya Act, 2007 as amended time to time.
- 2.2 "Employee" means every whole-time officer, teacher or other employee of the University appointed permanently to a substantive post and includes those appointments on contract for a definite period of not less than three years;
- 2.3 "Ordinance" means the Ordinance made under the provisions of Act;
- 2.4 "Section" means Section of the Act;
- 2.5 "State Government" means the Government of Madhya Pradesh;
- 2.6 Words and expression used but not defined in this ordinance shall have the meaning as assigned to them in the Act.

**3. OTHER DEFINITIONS:**

In this Ordinance relating to the conduct of examinations, unless there is anything repugnant in the subject or context,

- 3.1 "Academic Year" means a year commencing on such date as may be decided by the Academic Council/ Statutory Council.
- 3.2 "Admission to an Examination" means the issuance of an admission card to a candidate in token of his/her having completed all the conditions laid down in the relevant Ordinance(s) by a Competent Authority of the University.

Provided that, a candidate who does not fulfill all such conditions may, at the discretion of the Competent Authority of the University, be admitted provisionally, however, in case all conditions are not fulfilled by him/her subsequently, his/her admission shall be liable to be cancelled.

- 3.3 "Applicant" means a person who has submitted an application to the University in the prescribed form for admission to an examination.

- 3.4 "Candidate" means a person who has been admitted to an examination by the University
- 3.5 "Collegiate Candidate" means an applicant who has applied for an admission to University Examination through all Department/ Recognized Institution, in which he/she has been prosecuting a regular course of studies.
- 3.6 "Examinee" means a person who actually presents himself/herself for an examination or a part thereof to which he/she has been admitted.
- 3.7 "Examination fee" means the fee inclusive of the fee payable for the statements of marks as may be prescribed by the competent authority from time to time.
- 3.8 "Repeater Student" is a student, who, having once been admitted to an examination of this University is again required to take the same examination by reason of his/her failure or absence thereat and shall include a student who may have joined a college/ Department/ Recognized Institution again in the same class.
- 3.9 **Examination:**
- 3.9.1 "Under-Graduate Examination" means an examination leading to the Graduate Degree of the University.
- 3.9.2 "Post Graduate Diploma Examination" means an examination leading to Post Graduate Diploma of the University.
- 3.9.3 "Post Graduate Degree Examination" means an examination leading to Post Graduate Degree of the University.
- 3.9.4 "Super Specialty Examination" means an examination leading to the Super Specialty Degree of the University after the Post Graduation.
- 3.10 "Verification" means recounting and re-totalling of marks of all answer(s) evaluated earlier, including assessment and allotment of marks to any un-assessed answer(s) in the concerned answer book.
- 3.11 "Attempt" means either partial or complete appearance by a candidate at an examination. Mere remittance of examination fees shall not amount to an attempt at an examination.
- 3.12 "Unfair means committee" means the committee to investigate into the cases of unfair means which shall be constituted as per the Act.
- 3.13 "Student" means and includes a person who is enrolled as such by the University/ Constituent Institution, for receiving instructions, qualifying for any degree, diploma or certificate awarded by the University.
- 3.14 **Moderation of Answer Sheet:** Moderation is a process in which a second senior examiner reevaluates an answer sheet section wise irrespective of the marks given by the first Examiner. It gives the same benefit to the student as in the case of revaluation.
- 3.15 **Moderation of Question Papers:**

- 3.15.1 Moderation of Question Papers is a process where a moderator moderates the Question papers previously set by the paper setters.
- 3.15.2 Save as otherwise specifically provided, the conditions prescribed for admission to examinations under this Ordinance shall apply to all persons who seek to take the examinations of the University.
- 3.15.3 A collegiate candidate, desirous of taking a University examination, unless otherwise provided in any Ordinance, shall prosecute a regular course of study in one or more Colleges / Departments / Recognized Institutions of the University for the Course leading to the examination for which he/she applies for not less than the period prescribed in the concerned Ordinance.

**Explanation-** Prosecution of a regular course of study', means attendance at least not less than 75% of the lectures delivered in each subject of the course of instruction and 80% in practical work for the examination during the total academic period or as prescribed concerned apex council, Attendance in both cases shall be calculated till such date before the commencement of the written examination or up to the end of the academic term whichever is later.

- 3.15.4 The Principal/ Dean shall send to the Controller of Examinations a certificate of completion of required attendance and other requirements the applicant as prescribed by the University from his college, two weeks before the date of the commencement of the written examination.
- 3.15.5 Notwithstanding anything in any Examination Ordinance, the following provisions shall apply in regard to the deficiency in attendance at lectures and practical for the course of study in the various faculties, namely:-
- 3.15.5.1 A deficiency of attendance at lectures or practical's maximum to the extent of 10% may be condoned by the Vice Chancellor on being satisfied that the same deficiency in attendance was due to circumstances beyond the control of the student. The Principal/ Dean shall submit to the Controller of Examinations, two weeks before the commencement of the examination, a list of such students whose deficiency has been condoned stating the reasons thereof.
- 3.15.5.2 In no case the deficiency above 10% shall be condoned.
- 3.15.6 A collegiate candidate shall submit his application form for admission to the examination through the Principal/ Dean of his college along with prescribed fees.
- 3.15.7 The Principal / Dean shall forward such forms and fees to the Controller of Examinations on or before the date notified by the University.
- 3.15.8 Application forms received after the prescribed date will not be accepted.

for

3.15.9 Candidates who have migrated from other Universities or Boards shall produce a Migration Certificate from the concerned University or Board along with two copies of their attested photo copies with the application admission to an examination in the University.

and  
said

3.15.10 The Syllabi and the scheme for the University Examinations shall be such as may be prescribed from time to time by the Academic Council/ Statutory council.

3.15.11 The Board of management shall notify the academic terms, vacations holidays for the Academic year at or before the commencement of the academic year.

3.15.12 The Board of management shall notify the University Holidays and the discretionary/ special holidays in a particular academic year.

3.15.13 The Syllabus and the Text-books, if any, to be prescribed or recommended in connection with any subject in which the University conducts examination shall be Faculties and Boards of Studies. All changes in the Syllabi or in the scheme of examinations shall be notified for general information before the commencement of the courses leading to the examination.

3.15.14 No question shall be put at any University Examinations calling for or necessitating a declaration of religious faith and / or belief on the part of the examinee.

3.15.15 --

3.15.15.1 A candidate who is unable to present himself for an examination or a part thereof shall not be entitled to any refund of his/her fees under any condition.

3.15.15.2 If a candidate suppresses some vital information or gives false information to appear at an examination for which he/she is not eligible or entitled, the total amount of fee paid by him/her shall be forfeited. He/ She may be debarred for one term from appearing in further examination and/ or a fine of Rs. 5000/- or as decided by controller of examination from time to time will be imposed. However, in case of subsequent indulgence of similar nature, the period of debarment may be extended up to three terms.

3.15.16 All examinations except viva-voice shall be conducted by means of printed or cyclostyled question papers including such other modality as may be prescribed by the University from time to time. They shall be sent to the examinees on the same day and at the same time and hour at all examination centers.

3.15.17 Notwithstanding anything contrary to this Ordinance, no person shall be admitted to a University Examination if he / she have already passed the same examination or corresponding examination of any other University, which has been recognized as equivalent to that examination.

3.15.18 The University shall prepare and publish a Schedule of Examinations for each and every course conducted by it at least 3 months before the examinations.

**Explanation:** "Schedule of Examination" means a table giving details about the time, day and date of commencement of each paper which is a part of a scheme of examinations. The practical examination schedule shall be declared separately.

3.15.19 As per Act, all arrangements for the conduct of the Examinations shall be made by the Management Council and Academic council. Various other duties assigned to Board of management related to examination including arrangements for publication of results of examinations and other tests.

For the smooth and time bound declaration of results and for the fast disposal of the other matters of examination related to the Board of management, the Academic council may appoint a high power committee **Board of Examination.**

3.15.19.1 The "Board of Examination" will consist of the following members:

- 3.15.19.1.1 Vice-Chancellor who shall be the Chairman of the Board;
- 3.15.19.1.2 The Dean of the Faculty concerned;
- 3.15.19.1.3 The controller of examination (secretary);
- 3.15.19.1.4 The Chairman of the Board of Studies concerned;
- 3.15.19.1.5 One local member of the Academic Council to be nominated by the Vice-Chancellor;
- 3.15.19.1.6 One local members of the Board of management to be nominated.

3.15.19.2 The "Board of Examination" shall have all the powers of the Board of management and Academic Council for the conduct of examination and publication of the results.

3.15.19.3 The Board of management/ Board of Examination, may, authorize the Controller of Examination to publish the results of the examinations as passed by the "Special result Committee" on the notice board of the office of the University. The results, when published, shall simultaneously be communicated to the Principals of the colleges concerned.

3.15.19.4 The "Board of Examination" shall be responsible to make all the arrangements for the conduct of free and fair examination.

3.15.19.5 All the decisions taken by the "Board of Examination" shall be placed in the very next meeting of board of management.

3.15.19.6 If the board of management is appealed against any decision taken by the "Board of Examination" the Board of management will have the power to revert the decision taken by the "Board of Examination".

3.15.19.7 The Vice-Chancellor shall have the power to convene a meeting of the Committee whenever he/ she deems it necessary.

3.15.19.8 The tenure of "Board of Examination" shall not be more than four years.

#### 4. **CONTROLLER OF EXAMINATION:**

- 4.1 Controller of Examinations (COE) shall be principal officers of the University, bestowed with the full responsibilities of arranging and conducting the university examinations, fair and free from any malpractice and within the prescribed time schedule.
- 4.2 All arrangements for the conduct of examinations to be held by the University shall be made by the Controller of Examination, in accordance with Rules and regulations framed by the University from time to time.
- 4.3 He/ she shall prepare the examination schedules of all the courses for the whole academic year in advance as per the guidelines set by Board of Studies and Academic Council.
- 4.4 He/ She shall be responsible for maintaining total Confidentiality in the discharge of duties by himself/ herself and their staff.
- 4.5 He/ she shall take utmost care to complete the task of conducting the examination and declaration of results within stipulated time frame work.
- 4.6 Process of Conduct of Examination for each course shall commence at least three months before the schedule date.
- 4.7 The controller of examination shall supply sufficient number of copies of question paper and Answer books required at each center to the center incharge in reasonable time.

#### 5. **EXAMINATION CENTERS AND MANPOWER:**

- 5.1 Controller of Examinations in consultation with the Registrar shall identify centers to conduct the University, Theory, Practical/ Clinical examinations in various institutions for different courses and obtain VC's approval.
- 5.2 The examination centers for Theory examinations shall have adequate space and furniture for making arrangement for seating students allotted to the center.
- 5.3 The examination center for theory examination shall have provision of Secured room to store examination material, Toilets and drinking water facility in proximity of examination hall / halls.

- 5.4 The practical/Clinical examinations shall be preferably held in the respective departments of the Institutions.
- 5.5 Each constituent Institution is expected to make provision for minimum required infrastructure for conduction of University examinations.
- 5.6 The Controller of Examinations shall appoint the manpower required to conduct theory, Practical/ Clinical examinations in various center.
- 5.7 The person's whose relative is appearing for the examination, shall not be assigned any responsibility of that examination or that Center.
- 5.8 The Controller of Examination with the approval of Vice-Chancellor may cancel examination at all centers if he/ she is satisfied that there has been a leakage of question paper/ papers or any other irregularity that warrants such a step.
- 5.9 Controller of examination may change the examination center of the examinee/ examinees irrespective of Institution to which they belong anytime it deems without assigning any reason.
- 5.10 The Controller of Examination may, on the recommendation of the Chief Superintendent, appoint a writer to write down dictation pertaining to answer to questions at the examination on behalf of the examinee, who is unable to write himself/ herself on account of temporarily handicapped (who should be in possession of Medical Certificate issued by Competent Authority) provided that such a writer shall be a man/ woman possessing qualification of at least two class examination lower than the examinee concerned.
- 5.11 The Controller of Examination may issue such general instructions for the guidance of the Examiners, Center Superintendents, Tabulators, Collators, Moderators, as it considers necessary for the proper discharge of their duties.
- 5.12 Subject to the provisions of this Ordinance, the Board of, Management may from time to time make, alter or modify rules and procedure about the conduct of examinations in consultation with the Academic Bodies.
- 5.13 Any person who is entrusted with the examination work relating to paper setting, invigilation, supervision, evaluation, conduct of practical examination, printing of question papers and answer books, tabulation and preparation of marks cards and all such activities incidental thereto and connected therewith, shall discharge such duties prudently and with utmost integrity for attainment of the academic standards.
- 5.14 If any of their relatives are appearing in the examinations where they are posted, shall report the matter in writing to the Chief Superintendent before accepting the responsibility. Failure to disclose such matter will be viewed as an act of gross misconduct.
- 5.15 If any person who has been allotted the examination work is found guilty of breach of duties or is involved in any misbehaviour, shall be liable for punishment and/ or with a fine equivalent to any loss suffered by the University/ College due to the breach of duty or misbehaviour.

- 5.16 Whoever instigates or abets the commission of act mentioned above shall also be liable for the same action as provided for the person who acts in this manner.
- 5.17 The Controller, may from time to time appoint flying Squad to see that the conduct of the Examination is strictly according to the rules and procedure laid down, free from malpractice.
- 5.18 The Controller, may from time to time appoint flying Squad to see that the conduct of the Examination is strictly according to the rules and procedure laid down, free from malpractice with the prior approval of Vice Chancellor and as per State Govt. norms from time to time accordingly.
- 5.19 The squad may consist of two Officers not below the rank of Assistant Professor and shall be drawn from other Institutions in the LNCT Vidhyapeeth University.
- 5.20 The squad may consist of two officers, not below the rank of Professors and shall be drawn from other Institutions in the University.
- 5.21 The squad shall record in writing, the malpractice, deficiencies, if any and obtain signature of Chief Superintendent before sending the report to the Controller for further action.
- 5.22 If the report alleges very serious breach of rules, the University 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, a report of the action taken shall be made to the Board of Management at its next meeting.
- 5.23 Controller of Examinations shall appoint the Chief Superintendent of the Center (in normal course-Head of the Institution) at each center for the purpose of conducting Theory Practical / Clinical examinations with the prior approval of Vice Chancellor.
- 5.24 Authorized Manpower required to conduct the theory examinations.
- 5.24.1 The Chief Superintendent for each center.
- 5.24.2 Superintendent for the center.
- 5.24.3 Chief Invigilator for each hall room.
- 5.24.4 Invigilators-One invigilator for every 20 students.
- 5.24.5 Supporting staff.
- 5.24.6 Examination clerk to prepare the data, stationery, and attendance sheets, packing material etc.
- 5.24.7 Clerk to help in sorting, packing and sealing of packets of answer books.
- 5.24.8 Water men/women - one each in hall/room.
- 5.25 Chief Superintendent shall appoint the personnel mentioned under 5.24.2 to 5.24.5 in the above list from among the teaching faculty. Care shall be taken to avoid teachers from the specialty of subject of examination and relatives of the examinees. Copy of appointment order shall be communicated to the Controller of Examination.

- 5.26 Chief Superintendent shall appoint the personnel mentioned under 5.22.5 in the above list from among the non-teaching staff.
- 5.27 Persons not assigned any examination duty, will neither be permitted to involve themselves nor interfere in any part of examinations. Such act will be viewed as breach of conduct rules.
- 5.28 Authorized Manpower required to conduct Practical/ clinical examination.
- 5.28.1 The chief superintendent for each center.
- 5.28.2 Internal and external examiners. (Appointed by the Controller)
- 5.28.3 Not more than two expert assistants from among the teaching staff in subject to help in organizing, marking attendance, etc. as required by the examiners. The expert assistant shall neither interfere in the actual examination process nor valuation of any part of assignments and awarding of marks.
- 5.28.4 One technical assistant (Staff nurse in case of clinical examinations) to Organize patients, material and instruments.
- 5.28.5 Not more than two attenders.
- 5.29 **Duties and Responsibilities of Chief Superintendent:**
- 5.29.1 Chief Superintendent shall be Head the center to conduct the Theory/ practical/ clinical examinations in proper, peaceful and fair manner as per the rules stipulated by the University.
- 5.29.2 He/ she shall be responsible and custodian of the Seal of the Institution.
- 5.29.3 He/ she shall be responsible and custodian of all the related confidential Documents including question papers, answer books, marks sheets, proforma etc.
- 5.29.4 He/ she is authorized to appoint the personnel as mentioned in Section 5.24.2 to 5.24.5.
- 5.29.5 He/she shall oversee the proper seating arrangement for the examinee candidates. Minimum of 3 ft distance shall be maintained between two candidates on either side.
- 5.29.6 He/ she shall arrange to physically check the Examination Hall/ room before commencement of examination for any hidden books and writing material.
- 5.29.7 He/she shall be responsible for arrangement and ensure the attendance of personal assigned the duties on the particular day.
- 5.29.8 He/ she shall be ensure-proper and timely distribution of Answer books and Question papers to the examinees in each hall/ room.
- 5.29.9 He/ she shall ensure that the answer books collected from the students are arranged in proper order and sealed in tamper proof bags.

- 5.27.10 He/ she shall be responsible for return of these bundles to Controller at the earliest, preferably on the same day.
- 5.29.11 He/she shall ensure that the practical/ clinical examinations are held in fair as per the stipulations and within prescribed time.
- 5.27.12 He/she shall ensure that the stationery including answer books, mark award sheets for practical/ clinical examinations are provided to the internal examiner.
- 5.29.13 He/she shall ensure that the answer sheets of practical/ clinical examinations arranged in order and sealed in tamper proof bags.
- 5.29.14 He/she shall arrange to send the mark award lists after the examination to the controller at the earliest, preferably same day.
- 5.27.15 He/she shall ensure that no person other than persons on duty shall enter the hall/room. Even the teachers of concerned subject shall not be allowed.
- 5.27.16 The Superintendent shall, wherever necessary, send a confidential Report to the Controller of Examination about the conduct of examination, mentioning there in the performance of the Invigilators and the general behaviour of the examinees.
- 5.27.17 He/she shall send a daily report on the number of examinees attending each of the examinations, absentee numbers and such other information relating to the examination being held at the Center as may be necessary, along with any other matter which he/she thinks fit to brought to the notice of the University.
- 5.29.18 He/she shall also be responsible for maintenance and submission, to Controller of Examination of the University, the account of advance of money, if received, and expenditure incurred in connection with the conduct of the examinations.
- 5.29.19 The Center Superintendent shall have the power to expel an examinee from Examination/s on subsequent days, on any of the following grounds:-
- 5.29.19.1 That the examinee created a nuisance or serious disturbance at the examination center.
- 5.29.19.2 That the examinee showed a seriously aggressive attitude towards an Invigilator or member of the staff entrusted the examination work.
- 5.29.19.3 If, necessary, the Superintendent may get Police assistance. Where a candidate is expelled, the Controller Examination shall be informed immediately.
- 5.29.20 Unless otherwise directed, only teachers of the Institution shall be appointed as Invigilators by the Center Superintendent, preferably that a

teacher of the subject to the written, Examination at any session shall not, be an Invigilator at such session of the examination. However, Subject teacher (Preferably HOD) should be called once at the beginning of theory paper to take care of any misprint.

- 5.29.21 It shall be the duty of the Center Superintendent to ensure that an examinee is the same person, who had filled in the form of application for appearing at the examination, by way of checking the photograph on the form.

pasted

### 5.30 Duties and Responsibilities of Superintendent:

5.30.1 Shall carry out the tasks as assigned by the Chief Superintendent.

5.30.2 He/she shall co-ordinate and compliment in the discharge of duty of the Chief Superintendent in conduction of examinations in fair manner as per prescribed stipulations and free from any malpractice.

### 5.31 Duties and Responsibilities of Chief Invigilator:

5.31.1 He/ she shall be overall responsible for disciplined and fair conduction of examinations in his/her hall/ room.

5.31.2 He/ she shall ensure that examinees occupy their allotted seats within the stipulated time.

5.31.3 He/ she shall make announcement drawing attention of students to check their pockets, clothing and desks for presence of any writing material. Such material if any, shall be collected before commencement of examination.

5.31.4 He/ she shall ensure that no student carries with him/her any prohibited material like Mobile phones, I-Pad, laptop, palm discs and any other electronic devices. Calculators shall not be permitted unless permitted by the examination protocol.

5.31.5 He/ she shall ensure smooth and quick distribution of Answer books and question papers according to prescribed guidelines.

5.31.6 He/ she shall ensure that the examinees do not talk either with other students or with invigilator.

5.31.7 He/ she shall ensure that no examinee enters the hall or room after 30 minutes and no examinee leaves before end of stipulated 30 minutes from commencements.

5.31.8 He/ she shall permit the examinee to leave the hall after 30 minutes only, if the examinee do not wish to continue writing. However their answer book and question paper shall be retained.

5.31.9 He/she may permit the student for attending nature calls once for not more than 5 minutes.

5.31.10 He/she shall ensure supply of drinking water within the hall/ room.

5.31.11 He/she shall keep on making rounds in the examination hall/room and ensure that the invigilators also do the rounds regularly to keep watch on copying/malpractice.

5.31.12 He/she shall ensure that the candidates fill up the first page properly and additional sheets are tagged securely.

5.31.13 He/she shall ensure that the students sign in attendance sheets and entries of number of additional sheets issued to the examinees are entered against their respective names. Proper account of additional answer sheets shall be maintained. Unused additional answer books and main answer books of absentee students shall be handed over to the Chief Superintendent.

5.31.14 He/she shall be responsible for collection and arrangement of answer books in serial order after completion of examination, which shall then be handed over to the Chief Superintendent.

5.31.15 In cases of copying or malpractice, he/she shall ensure that proper recording and action as stipulated under the section of Malpractice given in the subsequent paras are followed to.

5.31.16 He/ she shall follow any other guidelines issued by the Chief Superintendent from time to time.

### 5.32 Examiners & Moderators:

5.32.1 Examiners and moderators shall be appointed by the Vice-Chancellor in consultation with a committee.

"The Examiners and moderators committee" shall consist of the following members:-

5.32.1.1 The Dean of the Faculty concerned who shall be the Chairman of the committee;

5.32.1.2 The Chairman of the Board of Studies concerned;

5.32.1.3 A member of the Board of Studies concerned to be nominated for the purpose by the Vice-Chancellor.

5.32.2 If during the course of an examination, an examiner becomes for any cause, incapable of acting as such, the Vice-Chancellor shall appoint any other examiner to fill the vacancy.

list  
his  
5.32.3 The Vice-Chancellor may, appoint a person whose name is not included in the of names recommended by the Examiners and Moderators committee, if he is satisfied that the person in question possesses the minimum qualification and appointment will not be contrary to the provisions of the statutes and ordinance

5.33 Each Board of Studies shall submit to "The Examiners and Moderators Committee", a panel of names, along with their addresses, phone numbers, and

Email address suitable for appointment as Paper Setters/Examiners in each paper of each subject/practical assigned to that Board of Studies.

5.33.1 The Board of Studies will recommend:

5.33.1.1 A panel of not less than six names for the appointment of the paper setter of each written paper;

5.33.1.2 A list of names of persons for appointment as co-examiners where necessary, the number of names included in the list being least fifty percent in excess of the number to be appointed.

5.33.1.3 A list of names of persons for appointment as examiners in each practical/viva-voice examination, the number of names included in the list being sufficient for the conduct of practical / viva-voice examination at different centers.

5.33.1.4. A list of names of persons for appointment as moderators in each subject of examination.

#### 5.34 Vigilance Squads:

5.34.1 The Vigilance Squad/s of not less than three and not more than four members shall be appointed by the Vice-Chancellor to visit the Centers of University Examination to:

5.34.1.1 Ensure that the University Examinations are conducted as per norms laid down.

5.34.1.2 Observe whether the Senior Supervisor and Block-Supervisor are following scrupulously instructions for conduct of the University Examinations.

5.34.1.3 Check the students who try to resort to malpractice at the time of University examinations and report such cases to the University.

5.34.2 The Vigilance Squad is authorized to visit any Examination Center without prior intimation and enter office of the in charge of Examination Center to check the record and other material relating to the conduct of examination. They can enter in any block of Examination for checking candidate's identity card fee receipt, tickets etc. to ascertain the authenticity of the candidate. The vigilance Squad shall be authorized to detect use of malpractice and unfair means in the Examination.

5.34.3 The Vice-Chancellor shall appoint Vigilance Squad which may include- Senior Teachers of recognized Institute/ University teachers and desirably one lady teacher; and any other person as the Vice-Chancellor considers appropriate.

5.34.4 The Chairman of Vigilance Squad/s shall submit the report on surprise visit directly to the Vice-Chancellor with a copy to the concerned Dean/Principal. The Vigilance Squad/s may make suggestions in the matter of proper conduct of examinations, if necessary.

shall 5.34.5 The Dean/Principal of the College where the centre of examination is located be responsible for the smooth conduct of examination. He shall ensure strict vigilance against the use of unfair means by the students and shall be responsible for reporting such cases to the University as well as the law enforcing authority.

**5.35 Examiners:**

5.35.1 There shall be two categories of examiners. Internal and External.

5.35.2 Internal Examiner shall be a full time faculty member working in Constituent Institutions of the LNCT Vidhyapeeth University.

5.35.3 External Examiner shall be a full time teaching faculty from Universities other than the LNCT Vidhyapeeth University.

5.35.4 Both Internal and External examiners shall possess the minimum qualification and experience as prescribed by the respective Regulatory Bodies.

5.35.5 The thesis/dissertation shall be examined by two external examiners, who shall not be the examiner for theory and clinical.

5.36 The qualification of the paper setters and co-examiners shall be as follows, namely:

**5.36.1 Paper setters: Qualification:\*(As per the statutory council norms)\***

**5.36.1.1 Postgraduate examinations**

- Experience of teaching the subject at the Postgraduate level for at least five years. OR

- Experience of teaching the subject at the Postgraduate level for at least four years together with research experience/total teaching experience at the degree and /or postgraduate level for at least eight years.

**OR**

- As per the concerned statutory council or apex council norms.

**5.36.1.2 Degree Examinations**

- Teaching the subject at degree or Postgraduate level for at least five years.

**5.36.1.3 Diploma Examinations**

- Teaching experience of at least three years of degree or five years of diploma classes.

5.36.1.4 **Superspeciality:** As per the concerned statutory council or apex council norms or as decided by academic council/ examination of LNCT Vidhyapeeth University.

5.36.1.5 **Fellowship:** As per the concerned statutory council or apex council norms or as decided by academic council/ board of examination of University.

5.36.1.6 **Certificate:** As per the concerned statutory council or apex council norms or as decided by academic council/ board of examination of University.

#### 5.36.2 **Co-Examiners: Qualification:**

The qualifications shall be the same as per paper setters. The minimum teaching/ professional experience required shall be same as that prescribed in case of the paper setter:

**Provided that,** in case of postgraduate examination, degree examinations and diploma examination, where sufficient number of paper setter and Co-examiners in a subject with the aforesaid qualifications is not available, the Vice-Chancellor in consultation with the Board of Examination can change the eligibility criteria.

5.37 The Controller of Examinations shall maintain a permanent list of teachers (Examiners bank) in the University along with their academic qualifications, teaching experience in examination in which they have acted as examiner, moderator, and paper setter in the past and such other information as may be relevant.

#### 5.38 **Internal & External Examinations:**

5.38.1 "Internal Examiner" means.

5.38.1.1 In case of a theory paper, an examiner including a paper setter who is teacher in a University Teaching Department or College maintained by or affiliated to the University.

5.38.1.2 In case of practical and viva-voice examination an examiner who is a teacher in the Institution whose candidates are being examined at the examination centre.

5.38.2 "External Examiner" means an examiner in a written paper other than the paper setter.

5.38.3 "Co-Examiner" means an examiner in a written paper other than the paper setter.

5.38.4 "Thesis Examiner" means two external examiners, who shall not be the examiner for theory and clinical.

5.39 Intimation of appointment to the examiners shall be accompanied by a copy of the instructions/guidelines relating to the examination for which they are appointed, as also information regarding the remuneration which they will be entitled to draw, if they act as examiners. The examiners shall also be furnished with a list of all matters, which they are expected to attend to and shall be required to send to the Controller of Examinations.

- 5.40 Each paper setter shall set and submit to the Controller of Examinations, the required number of copies of question papers that he/she sets in a sealed cover, enclosed within another sealed cover within prescribed period. He/she shall also furnish a certificate to the effect that he/she has destroyed all the notes and manuscripts in connection with the question paper(s) he/she has set. Copyright of any question paper set by an examiner shall vest with the University.
- 5.41 Paper-setters, who do not set and submit their question papers to the Controller of Examinations within the prescribed time limit shall, ipso facto, cease to be examiners.
- 5.42 Examiners shall be appointed for examinations to be held in that academic year; however, they shall be eligible for reappointment. The examiners shall be required to maintain confidentiality about their appointment at examination and marks awarded by them to examinees.
- 5.43 A confidential record of mistakes committed by examiners shall be preserved by the Controller of Examinations for future guidance/ necessary action.
- 5.44 The question papers, unless otherwise specified, shall be set in English.

**5.45 Panel of Examiners**

5.45.1 The Controller shall arrange to get the panel of both Internal and External Examiners for UG and PG courses prepared by respective Board of Studies.

5.45.2 **Examination Committee.** There shall be a minimum of 6 examiners in external panel in each subject. Such panels can be reviewed each year by additions and deletions as required.

5.45.3 Controller of Examinations shall get the list of panel of examiners approved by the VC.

5.45.4 Controller shall short list the names of examiners for practical/ clinical examinations in the respective subjects for each examination 30 days in advance to facilitate the fixing of examination dates.

5.45.5 Such panel also shall be approved by Vice-Chancellor.

**5.46 Theory Question Papers:**

5.46.1 The process of procuring question papers for theory examination shall be initiated 6 months in advance.

5.46.2 Examination Committee will short list a panel of three names for the appointment of the paper setter of each written paper.

5.46.3 The **Examination Committee** will also short list a panel of three names of appointment of practical/ viva-voce examiner as well as evaluator and re-evaluator.

5.46.4 He/she shall supply syllabus, scheme of question and marks and Acceptance and Declaration forms to the examiner. Acceptance and Declaration shall be obtained in a form to the effect that examiner is ready to accept the examination as paper setter as well as declare commitment to maintain confidentiality. He/ She also certify whether any of relatives (Blood) are appearing for the examination or not.

5.46.5 He/She shall make arrangement to procure two sets of question papers 6 month in advance of commencement of each examination to maintain availability of at least one sets of question paper as reserve.

5.46.6 University will develop question bank for each subject for all the courses conducted by the University. Controller of Examination will randomly put up the papers in prescribed pattern before the Vice Chancellor shall select the paper randomly.

#### 5.47 Scrutiny and Moderation of Theory Question papers:

5.47.1 Controller of Examination shall nominate one Examiner from the panel in each subject as Moderator and get it approved by Vice Chancellor.

5.47.2 He/she shall get the question papers scrutinized by the respective Moderator in confidential room either in the presence of himself /herself or his/her authorized nominee.

5.47.3 The responsibility of Moderator is to scrutinize the question paper of his/her subject.

5.47.4 Moderators shall not carry personal bags/ briefs/ mobile and any writing materials while entering the room of moderation.

5.47.5 Moderator can correct the spellings, ensure that framing of questions within the prescribed syllabus, ensure proper distribution marks and questions in sections.

5.47.6 Moderators shall be authorized to correct spellings and make minor changes. If the questions are found to be repeated, the Moderator can replace one duplicate question with a new question. Questions which are outside the syllabus also shall be replaced by another question.

5.47.7 Such changes if any shall be recorded in Confidential Register maintained for such purpose.

5.47.8 After completing the scrutiny a fresh copy shall be typed and prepared then and there itself by computer operator of confidential section and both the copies shall be sealed in secure envelope and stored in secure locker in the custody of Controller.

5.47.9 Controller shall be in custody of at least six sets of such moderated question papers at a given time. The sets shall be stored securely in safe custody.

5.47.10 Account of number of sets with details of Examinations/ subjects shall be maintained in the Question paper Register. Status of seal shall be certified by he moderator and controller on the each envelop.

5.47.11 One set, preferably from older lot shall be used for each examination.

5.47.12 These are replaced by new sets of Question papers from time to time.

**5.48 Printing of required number of Question papers at the time of theory Examination:**

5.48.1 Printing of question papers in all the subjects of each Examination shall be done 1 day prior to the commencement of respective Examination.

5.48.2 One set of question papers in the subject, preferably from old lot shall be taken out from the safe custody by the Controller himself/ herself or In charge functionary, if Controller is on leave.

5.48.3 The certificate of status of seal shall be verified and certified again at the time of removal of envelope from the safe custody and the same shall be recorded in the Question paper Register.

**5.49 Printing and safe custody of question papers:**

5.47.1 The Controller shall arrange, under personal supervision the printing of the required number of question papers based on the number of students appearing in the ensuing examination and additional number of 50 papers.

5.47.2 Pack of 10-20 question papers shall be sealed in the pre-labeled envelopes for distribution to the respective Institutions later.

5.47.3 All the envelopes shall be stored in the safe custody of the Controller till final distribution to the centers.

**5.50 Answer Books and additional sheets:**

5.50.1 Controller shall be responsible for getting printed and stocked all the Stationary, like answer books both for theory and practical/ Clinical examinations required in the process of University examinations.

5.50.2 Controller shall arrange to get designed Main Answer books and additional of booklets as required to conduct "CODED" system and Not coded system examination.

5.50.3 Such stationary required shall be kept in stock, ready for accounting and distribution to various Institutions to conduct Examination.

5.50.4 Other stationary like, examination application forms, Admit Cards, mark award sheets, attendance sheets, daily reports of examinations, Malpractice

in reports, reports of Vigilance squad etc. shall be made readily available in stock advance.

5.50.5 Controller shall be responsible for distribution and proper accounting of Stationary and various constituent institutions.

**5.51 Appointment of Paper setters, Examiners, Senior Supervisors and conduct of examinations etc.:**

or 5.51.1 No person can claim appointment as paper setter/ examiner/ moderator any other examination work as a matter of right. Appointments of persons as paper setters / examiners/ moderators shall be ordinarily made at the time of annual examination. However, if it is necessary to do so, the appointment of paper setters may be made at the time of October examination.

5.51.2 The paper setters/ examiners/ moderators shall not refuse to accept the assignment of the examination work. they shall also ensure that their availability for assignment is communicated to the University, in the prescribed time limit. If no communication is received within the prescribed time limit, it will be presumed that the assignment is not accepted by the paper setter/examiner/moderator.

5.51.3 The paper setters/examiners/moderators shall follow all the Ordinances given by the University from time to time in respect of pattern of question papers, setting of question papers, model answers scheme of marking etc.

will 5.51.4 The Dean/Principal of the concerned college shall himself/ herself be the chief Superintendent/ Centre Incharge. Where substitute arrangement is required, it shall be done only by prior permission of the University. However, the Dean/ Principal shall alone be responsible for any laps/ lapses occurring during the conduct of examination. The eligibility conditions of appointment of examiners also apply to centre in charge.

5.49.5 He shall ensure that the stationery required for the conduct of examinations, question papers etc. are received at the examination centre. He shall also ensure the packets of question papers are intact and duly sealed and are opened in his presence 20 minutes before the start of the examinations.

report. 5.49.6 He shall also ensure that the students are not resorting to unfair means/ Practices. In case any undesirable incidents occur, he shall immediately report the cases of unfair means to the Controller of Examination is along with his He should not leave the examination centre during the examination period.

5.49.7 He shall ensure that the answer books are distributed to the students 10 minute before the start of the examination.

5.49.8 The examination forms of the students shall be accepted by the Dean/ Principal within the time prescribed by the University from time to time. The forms so accepted shall be submitted to the University within a week from the last day of acceptance of forms in the college along with the fees so collected, by demand draft.

5.49.9 The receipt of examination forms in the University, the name list, summary and Admit cards of the students shall be sent to the concerned

examination centers by the University generally 15 days before the commencement of the concerned examination.

over,  
be 5.49.10 The Dean/Principal shall, immediately after the examination is dispatched the answer books to the University where coding will be done and will be sent to the CAP centers.

5.49.11 The Director of the CAP appointed by the University shall receive the bundles of answer books sent by the University.

5.49.12 The director of the CAP shall arrange for the assessment of the answer books centrally as per Central Assessment Programme prescribed by the University.

5.49.13 The director of the CAP shall submit the mark lists to the Controller of Examinations as provided in the CAP scheme and as per the instructions issued by the University from time to time.

5.49.14 As soon as the mark lists are received in the University examination section, the same should be processed immediately. After the approval of "Special Result Committee", the results shall be reported to the board of management or Board of Examination for the publication of the results.

5.49.15 The results of the concerned examinations shall ordinarily be declared within the specified period as prescribed by the board of management from time to time and the University shall dispatch the result along with the statement of marks and passing certificates (wherever necessary) to the colleges for distributing the same to the concerned students.

period 5.49.16 The answer papers of examinations shall be preserved for a period of at least 1 year from the date of declaration of result of the examinations concerned.

#### 5.50 Notification of schedule of registration for the examination:

5.50.1 The Controller shall notify the time table schedule and also schedule of registration of eligible candidates in prescribed form along with the prescribed fee after due approval from VC. The notification shall contain last date for registration without and with late fee.

with 5.50.2 The Head of the Institution shall collect duly filled forms and admit card along with fee before the due date. Consolidated amount collected shall be paid to the University account within 3 days, after the due date.

5.50.3 The Head of the Institution shall prepare a consolidated list of all the students registered, in alphabetical order with the details of subjects in following 3 separate categories as per eligibility forward them to the Controller within three days of due date.

5.50.3.1 List A- List of those candidates who have full filled the minimum criteria of prescribed attendance as per regulatory body of that course/University policy.

- 5.50.3.2 List B- List of those candidates whose attendance is short by not more than 10% for condonation by the Vice Chancellor, the Principal/Head of Institutions concerned are required to give specific reasons for condonation of shortage along with their recommendation.
- 5.50.3.3 List C- List of those candidates whose shortage of attendance exceeds 10% and who are to be debarred from appearing at the examination.
- 5.50.3.4 List D - The list of candidates who have not qualified in internal assessment marks (as per apex council), Candidate shall not be permitted to appear in the examination.
- 5.50.3.5 Controller shall be responsible to scrutinize the forms as per criteria of eligibility before issuing Admit Cards.
- 5.50.3.6 Admit Cards of the eligible candidates with the signature of Controller shall be sent to the respective Institutions for distributions not later than 7 days before the commencement of examinations.
- 5.51 The Vice-Chancellor shall ordinarily appoint the Principal/ Dean of College or the Head of the Institution which is designated as a centre of examination, as the Centre-in-charge/ Chief Supervisor for the University Examinations at that Centre. He/she shall also appoint another suitable person as an independent observer to one or more centers.
- 5.52 Examinees at all examinations shall strictly abide by the instructions that may be issued to them by the competent authority from time to time.
- 5.53 The Controller of Examinations shall supply sufficient number of copies of question and answer papers required at each centre to the Centre-in-charge in reasonable time.
- 5.54 The results of the examinees shall be tabulated in a prescribed form.
- 5.55 The results of each examination shall be prepared by a person, here in after referred to as tabulator/ computer programmer.
- 5.56 Tabulator/Computer Programmer shall be appointed by the Vice-Chancellor in consultation with Controller of Examination. Tabulator/ Computer Programmer shall be either teachers of Health Sciences Colleges constituent to the University or staff members of the University office or both or an agency nominated by the Vice-Chancellor.
- 5.57 The results tabulated by the tabulators/Computer Programmer shall be scrutinized by a committee or person hereinafter called the "Scrutineer" appointed by the Vice-Chancellor in consultation with "Board of Examination".
- 5.57.1 The rates of remuneration payable to the Tabulators or Scrutineers shall be fixed by Board of Management from time to time.
- 5.57.2 The Tabulator/ Computer Programmer shall perform the following duties.
- 5.57.2.1 Posting of marks obtained by the examinee in the tabulation Register.
- 5.57.2.2 Totaling of posted marks.

5.57.2.3 Indicating failures in accordance with the provisions of the Ordinance.

5.57.2.4 Stating the result at the specified place.

(Explanation: The result for purposes of this Ordinance includes Pass, Fail, Distinction, Exemption and such other terms as may be prescribed by the Ordinance)

5.57.2.5 Preparation of list of examinees entitled for any awards or prizes.

5.57.2.6 Preparation of the result-sheet in the proforma prescribed for its publication.

5.57.3 "Scrutineer" means a person or committee who is appointed by the Vice-Chancellor in consultation with "Board of Examination" and who actually does the work of scrutiny of the results.

**"Scrutiny" means and includes:**

5.57.3.1 Checking of posting made by the tabulators from the original statement submitted by the examiner;

5.57.3.2 Checking of totals/aggregates posted by tabulator/Computer Programmer,

5.57.3.3 Checking of appropriate marking indicating failures;

5.57.3.4 Checking of result prepared by the Tabulator (both in the tabulation Register and the Result Sheet) including Distinction, Pass, Fail, Exemption etc.

**5.58 Moderation:**

5.58.1 The Vice-Chancellor shall, for the examinations of every year, appoint a Committee for moderation of results, if required, which shall consist of-

5.58.1.1 The Dean of the Faculty concerned (Chairman)

5.58.1.2 One member nominated by the Vice-Chancellor.

5.58.1.3 Examination Controller (secretary)

5.58.2 The reports, action taken and proposed by the committee shall be placed before the Vice-Chancellor; the decision taken by the Vice-Chancellor shall be final.

5.59 The Vice-Chancellor shall have the power to convene a meeting of the Committee whenever he/she deems it necessary.

5.60 The Moderation Committee shall set norms of moderation and scrutinise moderation of results which shall be placed before the Board of management or Board of Examination formed by board of management, for approval, if required.

5.61 A "Special Result Committee" consisting of three local members of the Academic Council shall be appointed by the Academic Council each year to approve the results of examinations. The Chairman of the committee shall be from amongst its members. No result shall be declared unless it is approved by the "Special Result Committee". The committee will directly report to the Vice-Chancellor or as per the provisions made in this statute.

**5.62 Functions of the "Special Result Committee":**

5.62.1 To scrutinize and pass the result of the examinations, after satisfying itself that the results on the whole and in the various subjects are in conformity with usual standards and to give its recommend to the board of management/ Board of Examination. A copy of results shall also be sent to the Controller of Examination for publication of the results.

5.62.2 The "Special Result Committee" may interpret the provisions of any Ordinance, Rules and Regulations in so far as it is necessary for declaration of results, but it shall not make any alterations or changes in the Ordinance, Rules or Regulations. The interpretation of the Committee shall be placed before the Vice-Chancellor whose decision thereon shall be final.

5.62.3 The committee shall, after considering the discrepancies pointed out by the Tabulators/ Computer Programmer and Scrutineers, or in any case where the result is unbalanced, make its recommendations to the Moderation Committee constituted by the Vice-Chancellor from year to year, for moderation of the results, if required.

5.62.4 In exceptional cases, the Special Examination Committee may suggest any amendment or modification of any examination Ordinance, which, in its opinion is necessary to the committee of academic council/standing committee of academic council.

5.62.5 To scrutinize complaints against question papers and propose necessary action to the Moderation Committee constituted by the Vice-Chancellor.

5.62.6 To decide cases of candidates who answered wrong paper and propose necessary action to the Moderation Committee constituted by the Vice-Chancellor;

5.62.7 To decide cases of candidates whose answer books were lost in transit and propose necessary action to the Moderation Committee constituted by the Vice-Chancellor.

5.62.8 To exercise such other powers as the academic council may delegate to it from time to time.

**5.63 Re-totaling and Revaluation of written Papers:**

5.63.1 Provision of system of re-totaling and revaluation is available for written paper only. The provision is not available in practical or clinical and viva or Internal Assessment.

5.63.2 Student who wish to apply for re-totaling and/ or revaluation in one or more subject shall apply for the same in the prescribed form along with the prescribed fees with 15 days from the date of declaration of result.

5.63.3 The re-totaling of paper shall be done by the University official or the professor nominated by the Vice Chancellor. old and new marks shall be entered on the prescribed form. If the total in found different in re-totaling the result shall be modified.

5.63.4 Answer book for revaluation shall be coded any marks entered in the A/B shall be Hidden/ covered with opaque tape.

5.63.5 Revaluation of answer book shall be done by two external subject expert other than the original examiner.

5.63.6 If the average marks awarded by the two external subject expert varies from the marks given by original examination by more than 10% of the maximum marks in the paper. Then only the result awarded by two external examiner and the two valuers and nearest to each other will be taken to represent the correct valuation. This average of marks will be awarded to the candidate for the revision of his/her result.

Provided that in case in which "if the average marks awarded by two external examiners is more than 20% of maximum marks on the paper than A/B shall be revalued by third examiner.

5.63.7 The A/B for the revaluation of third examiner shall be open along with marks awarded by other two valuers.

5.63.8 The marks awarded finally by the third examiner shall be taken to represent correct and final valuation and result recast accordingly.

5.63.9 Fresh results of all the students who applied for revaluation, shall be Recomputed and notified by the examination controller with due approval of Vice-Chancellor

5.64 Head of passing of various courses on their respective faculties will be decided by the academic council, board of studies or the provision of the apex bodies.

**5.65 Number of Attempt:**

**5.65.1 Maximum numbers of attempts and period of passing first professional examination:** For the professional courses where the first University examination is conducted after one year, the applicant shall pass the first professional examination course as per the norms of Apex council.

5.65.2 Heads of passing of various courses in their respective faculties will be as per the Provision of the Regulatory Body Norms.

5.65.3 The candidate to be eligible to pass in a subject shall pass in all heads of passing in the respective subjects in the same attempt.

5.65.4 Scheme and pattern of examination of various faculties will be as listed in respective subject syllabus.

5.66 **The Standard of Passing :** A candidate to be eligible to pass the examination must have obtained not less than 33% of marks in each of the passing heads of the respective subject except where percentage of passing marks has been decided by the regulatory council.

5.66.1 **Distinction:** 75% and above marks obtained out of the maximum marks allotted to a subject.

5.66.2 A candidate shall be eligible for the award of distinction only if he/she has obtained 75% or more marks in an examination in the first attempt.

5.67 **Internal Assessment:**

**Theory and Practical internal assessment marks shall be added as follows.**

5.67.1 The number and marking pattern (Theory and practical marks distribution) of the periodicals/ terminal & preliminary examination should be as per the syllabus.

5.67.2 After every examination for internal assessment, the result should be submitted within 15 days of the examination to the University with following formalities.

5.67.2.1 Result sheet should bear the signature of the students in front of their names and marks awarded.

5.67.2.2 The result sheet should be duly signed by the examining teacher/s and the head of the department and countersigned by the Dean/Principal of the college.

5.67.2.3 The result sheet should have date mentioned on it.

5.67.2.4 The result sheet should be sealed properly.

5.67.3 The result of each examination should be put up on the notice board of the department of college for a period of one week.

5.67.4 The final result of the internal assessment examinations should be submitted to the University in the format within specified period before the start of University examination.

5.67.5 All the answer books, question papers and related documents should be retained with the college for at least one year after the declaration of the University examination result.

5.67.6 A committee should be formed at the college level to deal with the problems related to the internal assessment examinations. This committee should comprise of at least three professors and should be constituted by the Dean/Principal of the college.

5.67.6.1 In case of absence of student's for any of the internal assessment examination, the committee should decide about the genuineness of the reason for absence of the student/s for the examination like sickness certificates or some other equally important reason submitted by the student. After verifying the genuineness of the reason for the absence, the committee may allow the candidate to appear for the additional examination.

5.67.6.2 In case of any complaint from the candidate regarding the internal assessment examination, a written complaint should be lodged with the H.O.D./ Dean. Such complaints should be discussed in the committee meeting. The decision of the committee will be communicated to the student.

5.67.6.3 A candidate who is not satisfied with the decision of the committee at college level can appeal to the University for redressal of his

5.67.7 One additional examination should be arranged in the entire period of the course to help the student to avail the opportunity of compensating the loss due to his/ her absence in any one of the internal assessment examinations (periodical/ terminal/ preliminary). Those candidates whose genuineness of reason for the absence is verified and who are permitted by the committee to appear for the additional examination can appear for such examination. Such an additional examination should be arranged after preliminary examination and before University examination in any case before submitting final result of Internal Assessment Examination to the University.

#### 5.68 Grace Marks:

Grace Marks in allied specialty will be as per the norms of the Apex council of that faculty, in case apex council of that faculty does not mention about grace marks, the benefit of grace marks given in different head of passing will be as per norms of University.

Provided further that the benefit of total gracing marks under this Ordinance, are for particular year and for particular examination, accumulation of the gracing marks cannot be claimed.

#### 5.69 Amendment of Result:

5.69.1 Due to errors:- In any case where it is found that the result of an examination has been affected by errors, the Controller of Examinations shall have power to amend such a result in such a manner as shall be in accordance with the true position and to make such declaration as is necessary, with the necessary approval of Vice-date Chancellor, provided the errors are reported / detected within 2 months from the date of declaration of results. Errors detected thereafter shall be placed before the Board of management.

#### Error means-

5.69.1.1 Error in computer/ data entry, printing or programming and the like.

5.69.1.2 Clerical error, manual or machine, in totaling or entering of marks on ledger/register.

5.69.1.3 Error due to negligence or oversight of examiner or any other person connected with evaluation, moderation and result preparation.

**5.69.2 Due to fraud, malpractice etc.:**

In any case where the result of an examination has been ascertained and published and it is found that such result has been affected by any malpractices, fraud or any other improper conduct whereby an examinee has benefited and that such examinee, has in the opinion of the board of management been party or privy to or connived at such malpractice, fraud or improper conduct, the Board of examinations shall have power at any time, notwithstanding the issue the Certificate or the award of Prize or Scholarship, to amend the result of such examinee and to make such declaration as the Board of Examination considers necessary in that behalf.

**5.70 Unfair means Resorted to by the Candidate (MALPRACTICE):**

**5.70.1 General:**

5.70.1.1 One receipt of a report regarding use of unfair means by any candidate at any University examination, including breach of any of the rules laid down by the University Authorities, for proper conduct of examination, the Board of management /Board of Examination, shall have power at any time to institute inquiry and to punish for such unfair means.

Or

- Breach of the rules by exclusion of such student from any University examination

Or

- From any University course in a College Or

- In the University Department Or

- From any Convocation for the purpose of conferring degree either permanently

Or

- For a specified period, Or

- By cancellation of the result of the student in the University examination for which the student appeared Or

- By deprivation of any University scholarship held by him/her

Or

- By cancellation of the award of any University prize or medal to him/her  
Or

- By imposition of fine Or

- In any two or more of the aforesaid ways within a period of one year.

5.70.1.2 Where the examinations of the University courses are conducted by the constituent Colleges on behalf of the University, the Dean/Principal/Head of the concerned constituent College/ Institution, on receipt of a report regarding use of unfair means by any student at any such examination, including breach of any of the rules laid down by the University Authorities or by the College/Institution for, proper conduct of examination, shall have power at any time to institute inquiry and to punish such unfair means or breach of any of the rules by exclusion of such a student from any such examination or any University course in any College/Institution either permanently or for a specified period or by cancellation of the result of the student in the College/ Institution examination for which he/she appeared or by deprivation of any College/ Institution Scholarship or by cancellation of the award of any College/ Institution prize or medal to him/her or by imposition of fine or in any two or more of the aforesaid ways.

5.70.1.3 On receipt of report regarding malpractices use or lapses committed by any paper setter, examiner, moderator, referee, teacher or any other person connected with the conduct of examination held by the University or Colleges including breach of the rules laid down for proper conduct of examination, the Management Body in the cases of the examinations conducted by the College/Institution on behalf of the University, as the case may be, shall have power at any time to institute inquiry and to punish such malpractices or lapses by declaring disqualified the concerned paper setter, examiner, moderator, referee, teacher or any other person connected with the conduct of examination work either permanently or for a specified period or by referring his/her case to the concerned authorities for taking such disciplinary action as deemed fit as per the rules provided for or in any two or more of the aforesaid ways.

5.70.1.4 The Controller, may from time to time appoint flying Squad to see that the conduct of the Examination is strictly according to the rules and procedure laid down, free from malpractice with the prior approval of Vice Chancellor and as per State Govt. norms from time to time accordingly.

5.70.1.5 The squad may consist of two Officers not below the rank of Assistant Professor and shall be drawn from other Institutions in the Vidhyapeeth University.

#### 5.70.2 Competent Authority:

5.70.2.1 The board of management/ "Board of Examination", shall be the competent authority to take appropriate disciplinary action against the students

using, attempting to use, aiding, abetting, instigating or allowing to use unfair means at the examination conducted by the University.

5.70.2.2 The Dean/ Principal of the constituent College or Head of the Recognized Institution shall be the competent authority to take appropriate disciplinary action against the student's using, attempting to use, aiding, abetting, instigating or allowing to use unfair means at the examination conducted by the College or Institution on behalf of the University.

**5.70.3 "Definition -Unfair means"- Unless the context otherwise requires:**

5.70.3.1 "Unfair means" include one or more of the following acts of commission or omissions on the part of student's during the examination period.

5.70.3.1.1 Possessing unfair means material and or copying there from.

5.70.3.1.2 Transcribing any unauthorised material or any other use thereof.

5.70.3.1.3 Intimidating or using obscene Language or threatening or use of violence against invigilator or person on for the conduct of examination or man-handling him/her or leaving the examination hall without permission of the supervisor or causing disturbances in any manner in the examination proceedings.

5.70.3.1.4 Unauthorised communicating with other examinees or anyone else inside or outside the examination hall.

5.70.3.1.5 Mutual / Mass copying.

5.70.3.1.6 Smuggling-out or smuggling-in of either blank or written answer books as copying material.

5.70.3.1.7 Smuggling-in blank or written answer book and forging signature of the Jr. Supervisor thereon.

5.70.3.1.8 Interfering with or counterfeiting of University/College/ Institution seal, or answer books or office stationery used in the examinations.

5.70.3.1.9 Insertion of currency notes in the answer books or attempting to bribe any of the people connected with conduct of examinations.

5.70.3.1.10 Impersonation at the University/ College/ Institution examination.

5.70.3.1.11 Revealing identity in any form in the answer written or in any other part of the answer book by the student at the University or College or Institution examination.

duty

5.70.3.1.12 Or any other similar act/s of commission and/ or Omission/s which may be considered as unfair means by the competent authority.

#### 5.71-

5.71.1 During examination, examinees and other students shall be under disciplinary control of the Chief Superintendent.

5.71.2 "Chief Superintendent" means Dean/Principal of the College concerned or Head of the University Department or Recognized Institute concerned, where concerned examination is being conducted, and any other person duly authorized by him or person appointed as In-charge of examination, by prior approval of the University.

5.71.2.1 "Unfair means relating to examination" means and includes directly or indirectly committing or attempting to commit or threatening to commit any act of coercion, undue influence or fraud or malpractice with a view to obtaining wrongful loss to other person/s.

5.71.2.2 "Unfair means material" means and includes any material whatsoever, related to the subject of the examination, printed, typed, handwritten or otherwise found on the person or on clothes, or body of the examinee or on wood or other material, in any manner or in the form of chart, diagram, map or drawing or electronic aid etc. which is not allowed in the examination hall.

5.71.2.3 "Possession of unfair means material by a student" means having any unauthorized material on his/ her person or desk or chair or table or at any place within his/ her reach, in the examination centre and its environs or premises at any time from the commencement of the examination till its conclusion.

5.71.2.4 "Student found in possession" means a student, reported in writing, as having been found in possession of unfair means material by Jr. Supervisor, Sr. Supervisor, member of the vigilance Committee or Examination Squad or any other person authorised for this purpose, in this behalf, even if the unfair means material is not produced as evidence because of it being reported as swallowed or destroyed or snatched away or otherwise taken away or spoiled by the student or by any other person acting on his behalf to such an extent that it has become illegible, provided report to that effect is submitted by the Sr. Supervisor or Chief Superintendent or any other authorized person to the Controller of examinations or Dean/ Principal or Head of the institution concerned or any officer authorised in this behalf.

5.72.3 Chief Superintendent of the Examination Centre shall, in the case of unfair means, follow the procedure as under:

5.72.3.1 The examinee shall be called upon to surrender to the chief Superintendent, the unfair means material found in his or her possession, if any, and his/her answer book.

5.72.3.2 Signature of the concerned student shall be obtained on the relevant materials and list thereon. Concerned Sr. Supervisor and the Chief Superintendent shall also sign on all the relevant materials and documents.

5.72.3.3 Statement of the student and his/her undertaking in the prescribed format (Appendix-I & II) and statement of the concerned Jr. Supervisor and Sr. Supervisor (Appendix- III) shall be recorded in writing by the Chief Superintendent. If the student refuses to make statement or to give an undertaking, the concerned Sr. Supervisor and Chief Superintendent shall record accordingly under their signatures.

5.72.3.4 Chief Superintendent shall take one or more of the following decisions depending upon seriousness/gravity of the case:

5.72.4.1 In the case of impersonation or violence, expel the concerned student from the examination and not allow him/her to appear for the remaining examination.

5.72.4.2 Obtain undertaking from the examinee to the effect that the decision of the concerned competent authority in his/her case shall be final and binding and allow him/ her to continue with his/her examination.

5.72.4.3 May report the case to the concerned Police Station (Appendix-IV).

5.72.4.4 All the materials and list of material mentioned in sub-clause (5.72.4.1) and the undertaking with the statement of the student and that of the Jr. Supervisor as mentioned in clause No. (5.72.4.2) and (5.72.4.3) and the answer book/s shall be forwarded by the Chief Superintendent, along with his report, to the concerned Controller of Examinations / Dean/ Principal / Head of the Institution, as the case may be, in a separate and confidential sealed envelope marked "suspected unfair means case".

5.72.4.5 In case of unfair means of oral type, the Jr. Supervisor and the Sr. supervisor or concerned authorised person shall record the facts in writing and shall report the same to the concerned Controller of Examinations/ Dean/Principal/Head of the Institution, as the case may be.

#### 5.72.5 Appointment of Unfair Means Inquiry Committee:

5.72.5.1 For the purpose of investigating unfair means resorted to by examinees at the University examination, the board of management/ Board of Examination, shall appoint a Committee. The term of the Committee shall not be more than four years.

5.72.5.2 For the purpose of investigating unfair means resorted to by examinees at the examination held by the college/ institution, the Unfair Means inquiry Committee appointed by the college/ institution shall consist of five teachers (other than the Dean/ Principal/Head) to be nominated by the Dean/Principal/ Head of the Institution, one of whom shall be designated as Chairperson. The members of the College/

Institution Examination committee shall not be appointed members on the Unfair Means Inquiry Committee.

5.72.5.3 The Unfair Means Inquiry Committee will function as a recommendatory body and submit its recommendations in the form of a report to concerned competent authority, which will issue final orders with regard to the penal action to be taken against the examinee/s after taking into account the reported facts and findings of the case by the Committee and after ensuring that reasonable opportunity has been given to the concerned implicated examinee in his/her defense, that the principle of natural justice has been followed that and the recommended quantum of punishment is in accordance with the guidelines laid down in this behalf.

#### 5.72.6 Procedure of the Committee should be as under

5.72.6.1 The Controller of Examinations of the University/ Dean/Principal of the College or Head of the recognized Institution, or the Officer authorized by them, as the case may be, shall inform the examinee concerned in writing of the act of unfair means alleged to have been committed by him/ her, and shall ask him/ her to show cause as to why the charge/s levelled against him/her should not be held as proved and why the punishment stipulated in the show cause notice should not be imposed.

on 5.72.6.2 The examinee may appear before the Inquiry Committee a day, time and place fixed for the meeting, with written reply/ explanation to the show cause notice served on him/her therein. The examinee himself/herself only shall present his/her case before the Committee.

5.72.6.3 The documents that are being taken into consideration or are to be relied upon for the purpose of proving charge/s against the examinee should be shown to him/her by the Inquiry committee, if the examinee presents himself/herself before the committee. The evidence, if any, should be recorded in the presence of the delinquent examinee.

5.72.6.4 Reasonable opportunity, including oral hearing, shall be given to the student in his/her defence before the Committee. The reply/ explanation given by the student to the show cause notice shall be considered by the Committee before making final recommendation in the case.

5.72.6.5 The Committee should follow the above procedure in the spirit of the principles of natural justice.

5.72.6.6 After serving a show cause notice, if the implicated examinee fails to appear before the Inquiry Committee on the day, time and place fixed for the meeting, the student may be given one more opportunity to appear before the Committee in his/her defence. If even after offering two chances, the student concerned fails to appear before the Committee, the Committee shall take decision in his/her case in

absentia, on the basis of the available evidence/ documents which shall be binding on the student concerned.

5.72.6.7 The committee shall submit its report to the concerned competent authority along with its recommendations regarding punishment to be inflicted or otherwise.

### 5.73.7 Punishment:

The Competent Authority concerned i.e. the board of management/Board of Examination, in the cases of University examination, the concerned Dean/ Principal in the cases of College examination, and the Head in the cases of examination held by the recognized Institution, after Taking into consideration the report of the Committee shall pass such orders as it deems fit including granting the student benefit of doubt, issuing warning or exonerating him/her from the charges and shall impose any one or more of the following punishments on the student/s found guilty of using unfair means:

5.73.7.1 Annulment of performance of the examinee in full or in part in the examination he/she has appeared for.

5.73.7.2 Debarring examinee from appearing for any examination of the University or College or Institution for a stipulated period not exceeding five years.

5.73.7.3 Debarring examinee from taking admission for any course in the University or College or Institution for a stipulated period not exceeding five years.

5.73.7.4 Cancellation of the University or College or Institution Scholarship/s or award/s or prize or medal etc. awarded to him/her in that examination.

5.73.7.5 In addition to the above mentioned punishment, the competent authority may impose a fine on the examinee declared guilty. If the examinee concerned fails to pay the fine within a stipulated period, the competent authority may impose on such a examinee additional punishment/ penalty as it may deem fit.

5.73.7.6 As far as possible the quantum of punishment should be as prescribed (category-wise) below.

5.73.7.7 The examinee concerned is to be informed of the punishment finally imposed on him/her in writing by the competent authority or by the officer authorized by it in this behalf, under intimation to the college/institution he/she belongs to and to the Centre in charge.

**5.73.8 The Board Categories of Unfair Means Resorted by examinee at the University/ College/ Institution Examinations and the Quantum of Punishment for each Category thereof.**

| Sr. No.  | Nature of Malpractice           | Quantum of Punishment   |
|----------|---------------------------------|---|
| 5.73.8.1 | Possession of copying material. | Annulment of the performance of the student at the University/College/ Institution examination in full* |

|            |  |  |
|------------|--|--|
|            |  | (Note- This quantum of punishment shall apply also to the following nature of malpractices at Sr. no. 5.70.3.1.2 to 5.70.3.12 in addition to the punishment prescribed thereat.      |
| 5.73.8.2   | Actual copying from the copying material.  | Exclusion of the student from University or College or Institution examination for one additional examination.   |
| 5.73.8.3   | Possession of another student's answer book  | Exclusion of the student from University or College or Institution for one additional examination. (BOTH THE STUDENTS)   |
| 5.73.8.4   | Possession of another student's answer book + actual evidence of copying there from.   | Exclusion of the student's from University or College or Institution copying examination for two additional examinations (BOTH THE STUDENTS)   |
| 5.73.8.5   | Mutual/ Mass copying   | Exclusion of the students from College or Institution University examination for two additional examinations.  |
| 5.73.8.6   | Smuggling -out or smuggling in of answer book as copying material.   | Exclusion of the student from University or College or Institution examination for two additional examinations.  |
| 5.73.8.6.1 | Smuggling of written answer book based on the question paper set at the examination.   | Exclusion of the student from University or College or Institution examination for three additional examination.   |
| 5.73.8.6.2 | Smuggling -in of written answer book and forging signature of the Jr. Supervisor thereon   | Exclusion of the student from University or College or Institution examination for four additional examinations.<br><b>Period of exclusion shall be counted as towards attempts.</b> |
| 5.73.8.7   | Attempt to forge the signature of the Jr. Supervisor on the answer book or supplement.   | Exclusion of the student from University or College or Institution examinations for four additional examinations.  |
| 5.73.8.8   | Interfering with or counterfeiting of University/ College/ Institution seal, or answer books or office stationery used in the examinations.  | Exclusion of the examinee/s from University or College or Institution examination for four additional examinations.  |
| 5.73.8.9   | Answer book, main or supplement, written outside the examination hall or any other insertion in answer book.   | Exclusion of the examinee from University or College or Institution examination for four additional examinations.  |
| 5.73.8.10  | To bribe or attempting to bribe any of the person/s connected with the conduct of examinations.  | Exclusion of the examinee from University or College or Institution examination for four additional examinations.  |
| 5.73.8.11  | Using obscene language/ violence/ threat at the examination centre by a student at the University/ College/ Institution examination to Jr./Sr. Supervisors/ Chief Superintendent or Examiners. | Exclusion of the examinee from University or College or Institution examinations for four additional examinations.   |
| 5.73.8.12  | Impersonation at the University/   | Exclusion of the examinee from University  |

|           |  |  |
|-----------|--|--|
|           | College/ Institution examination.  | or College or Institution examination for five additional examinations (both the students if impersonator is University or College or Institute Student)                     |
| 5.73.8.13 | Revealing identity in any form in the answer written or in any other part of the answer book part of the answer book by the student at the University of College or Institution examination. | Annulment of the performance of the student at the University or College or Institution examination in full.   |
| 5.73.8.14 | Found having written on palms or on the body, or on the clothes while in the examination.  | Annulment of the performance of the examinee at the University or College or Institution examination in full.  |
| 5.73.8.15 | All other malpractices not covered in the aforesaid categories.  | Annulment of the performance of the student at the University or College or Institution Examination in full and severe punishment depending upon the gravity of the offence. |

**Note:** Vice-Chancellor will have discretion to change any of the category of punishment.

5.73.8.16 If on a previous occasion a disciplinary action was taken against a student for malpractice used at examination and he/she is caught again for malpractice used at the examination in this event, he/she shall be dealt with severely. Enhanced punishment can be imposed on such students. This enhanced punishment may extend to double the punishment for the offence, when committed at the second or subsequent examination.

5.73.8.17 Practical/ Dissertation/ Project Report Examination Student involved in malpractices at Practical/ Dissertation/ Project Report examinations shall be dealt with as per the punishment provided for the theory examination.

5.73.8.18 The Competent authority, in addition to the above mentioned punishments, may impose a fine on the student declared guilty.

\*(Note: The term "Annulment of Performance in full" includes performance of the student at the theory as well as annual Practical examination, but does not include performance at term work, project work with its term work, oral or practical & dissertation examinations unless malpractice is used threat.)

#### 5.73.9 Malpractice by Faculty/ Staff:

Malpractices used or Lapses Committed by any Paper- Setters, Examiners, Moderators, Referees, Teachers or any other persons connected with the Conduct of Examination.

5.73.9.1 The Board of management/ Board of Examination, shall be the competent authority to take appropriate disciplinary action against the paper-setter, examiners, moderators, referees, teachers or any other persons connected with the conduct of

examinations committing lapses or using, attempting to use, aiding, abetting, instigating or allowing to use malpractice/s at the examinations conducted by the University.

5.73.9.2 Local Managing Committee/ Advisory Committee of the constituent college shall be the competent authority to take appropriate disciplinary action against the paper setters, a examiners, moderators, referees, teachers or any other persons connected with the conduct of internal examinations committing lapses or using, attempting to use, aiding, abetting, instigating or allowing to use malpractice/s at the internal examination conducted by the constituent/affiliated/conducted colleges' or Recognized Institution on behalf of the University. The action taken should be reported to the University within two weeks.

5.73.9.2 Definition: Unless the Context otherwise requires-

5.73.9.2.1 "Paper-setter, examiner, moderator, referee and teacher" means and includes person/s duly appointed as such for the examination by the competent authority and the term "any other person connected with the conduct of examination" means and includes person/s appointed on examination duty by the competent authority.

5.73.9.2.2 Malpractice/lapses includes one or more of the following acts of commission or omissions on the part of the person/s included in (5.73.9.2.1) relating to the examination:

5.73.9.2.2.1 Leakage of question/s or question paper set at the University/ College/ Institution examination before the time of examination.

5.73.9.2.2.2 Examiner/ Moderator Intentionally awarding marks to student in assessment of answer books, dissertation or project work to which the student is not entitled or not assigning marks to the student to which the student is entitled.

5.73.9.2.2.3 Paper-setter omitting a question, Sr. No. of question, repeating question or setting question outside the scope of syllabus.

5.73.9.2.2.4 Examiner / Referee showing negligence in detecting malpractice used by student's.

5.73.9.2.2.5 Jr. Supervisor, Sr. Supervisor, Chief Superintendent/ Centre In charge showing negligence/ apathy in carrying out duties or aiding/ abetting/ allowing/ instigating students to use malpractice/s.

5.73.9.2.2.6 Or any other similar Act's of commission and or omission's which may be considered as malpractices or lapses by the competent authority.

5.73.9.2.3 "Malpractice or lapse relating to examination" means and includes directly or indirectly committing or attempting to commit or threatening to commit any act of unfair means, fraud or undue influence with a view to obtaining wrongful gain for himself/herself or for any other person or causing wrongful loss to other person/s omitting to do what he/she is bound to do as duties.

5.73.9.2.4 "College" means, constituent or affiliated college or recognized institution of a University.

**5.73.9.3 Investigating Committee:**

5.73.9.3.1 The Committee appointed by the board of management/ Board of Examination, to investigate into unfair means resorted to by student/s at the University examinations shall also investigate the cases of malpractices used and/ or lapses committed by the paper-setters, examiners, moderators, referees, teachers or any other persons connected with the conduct of examinations at the University examinations.

5.73.9.3.2 Similarly, a Committee appointed by the College or Institution to investigate unfair means resorted to by student at the concerned examinations shall also investigate malpractices/ lapses on the part of paper-setters, examiners, moderators, referees, teachers or any other persons connected with the conduct of examinations conducted by the affiliated/ conducted colleges or institution on behalf of the University.

**5.73.9.4 Procedure for Investigation of malpractices by Faculty/ Staff:**

5.73.9.4.1 The cases of alleged use of unfair means or lapses committed by the paper-setters, examiners, moderators, referees, teachers or any other persons connected with the conduct of examinations, reported to the University/ College/ Institution shall be scrutinized by the concerned Officer/ In-charge of the sub-section/ Unit to which the case is primarily pertained at the Examination Section of the University/ College/ Institution, who will collect preliminary information to find out whether there is a prima-facie case so as to fix up primary responsibility for framing a charge-sheet and then shall submit the said case with his primary report to the concerned competent authority. If the competent authority is satisfied that there is a prima-facie case, it shall place the same before the Unfair Means Inquiry Committee for further investigation. The concerned Officer of the Sub- Section/ Unit through which the case has originated or the case is pertaining to, shall be the Presenting Officer of the case before the Inquiry Committee, Police Authorities and Court of justice and Shall deal with the case till it is finally disposed of.

5.73.9.4.2 The Competent Authority or the Officer authorised by it in this behalf, shall inform the implicated person (paper-setter, examiner, moderator, referee, teacher or any other person connected with the conduct of examination) in writing about the act of malpractices used and alleged or lapses committed by him/ her at the examination and shall ask him/her to show cause as to why the charge/s levelled against him/her should not be held as proved and why the punishment stipulated in the show cause notice should not be inflicted on him/her.

5.73.9.4.3 The concerned person be asked to appear before the inquiry Committee on a day, time and place fixed for meeting, with written reply/ explanation to the show cause notice served on him/her and charge leveled against him/her therein. The concerned person/ himself/herself only shall present his/her case before the committee.

5.73.9.4.4 The documents that are being taken into consideration or the be relied upon for the purpose of proving charge/s against the concerned person shall be shown to him/her by the Inquiry Committee if he/she presents himself/herself before the

committee. The evidence, if any, should be recorded in the presence of the delinquent.

5.73.9.4.5 Reasonable opportunity, including oral hearing, shall be given to the concerned person in his/her defence before the committee. The reply/explanation given to the show cause notice shall also be considered by the Committee before making final report/ recommendation.

5.73.9.4.6 The Committee should follow the above procedure in the spirit of principle of natural justice.

5.73.9.4.7 If the concerned person fails to appear before the Committee on the day, time and place fixed for the meeting, he/she be given one more opportunity to appear before the committee in his/her defence. If, even after offering two chances, the concerned person fails to appear before the Committee, the Committee shall take decision in his/her case in his/her absence on the basis of whatever evidences/ documents which are available before it and the same shall be binding on the concerned person or otherwise.

#### 5.73.10 Punishment:

The competent authority, after taking into consideration the report of the Committee, shall pass such orders as it deems fit, including granting the implicated person benefit of doubt, issuing warning or exonerating him/her from the charge/s and shall inflict any one or more of the following punishments on the implicated person found guilty of using malpractice/s or committing lapses at the examination:-

5.73.10.1 Declaring disqualified the concerned paper-setter, examiner, moderator, referee, teacher or any other person connected with the conduct of examination, from any examination work either permanently or for a specific period.

5.73.10.2 Imposing fine. If the concerned person fails to pay the fine within a stipulated period, the Competent Authority may impose on such a person additional punishment/ penalty as it may deem fit.

5.73.10.3 Referring his/her case to the concerned disciplinary authorities for taking such disciplinary action as deemed fit as per the rules governing his/her service conditions.

5.73.10.4 The competent authority or the Officer authorised in this behalf, shall inform the concerned person of the decision taken in his/her case and the punishments imposed on him/her.

5.73.10.5 An appeal made within 30 days of imposition of the punishment, other than the punishment referred to in clause no. (5.73.10.3) above, shall lie with the Board of management if the case is pertaining to the University examination or with the management of the College or Institution, if the case is pertaining to the college/institutions examination and their decision in the appeal shall be final and binding.

5.73.10.6 The Competent Authority shall supply a typed copy of the relevant extract of the fact-finding report of the inquiry Committee, as well as the documents relied upon

(if not strictly confidential), pertaining to his/her case to the appellant/ petitioner, if applied for in writing.

5.73.10.7 The court matters in respective cases of malpractices/ lapses should be dealt with by the respective competent authority.

5.73.10.8 As far as possible the quantum of punishment should be prescribed category-wise as here under:-

Action for Malpractices and lapses on the part of the Paper -Setter, Examiner, Moderator, Referee, Teacher or any other person connected with the Conduct of University/ College/ Institution Examination.

| S.No.<br>(1) | Nature of Malpractice/ Lapses<br>(2)  | Punishment<br>(3)   |
|--------------|---|---|
| 5.73.11.1    | Paper-setter found responsible for leakage of the question set in the University/ College /Institution examination/s whether intentionally or due to the negligence before the time of examination.   | Disqualification from any examination work + disciplinary action by concerned authorities as per the rules applicable.                |
| 5.73.11.2    | Leakage of question/ question paper set in the University/ College/ Institution examination before the time of examination at the University/ College Institution or examination centre by any person/s connected with the conduct of the examination.      | Disciplinary action against the guilty/ responsible person/s as per the prevailing rules/ standard code by the concerned authorities. |
| 5.73.11.3    | Favouring a student (Examinee) by examiner moderator, referee in assessment of answer books/ dissertation/ Project Report/ Thesis by assigning the student marks to which the student is not entitled, at the University/ College/ Institution examination. | Disqualification from any examination Work and disciplinary action by concerned authorities.  |
| 5.73.11.4    | Examiner/ Moderator/ Referee Intentionally/ negligently not assigning the student in assessment of his/her answer-books/ dissertation/ Project work, the marks to which the student is entitled to at the University/ College/ Institution examinations.    | Disqualification from any examination work + disciplinary action by the concerned authorities.  |
| 5.73.11.5    | Paper-setter omitting question at the time of finalisation of question paper set at examination or repeating sr. No. of question while writing.   | Disqualification from any examination work for a period of three years.   |
| 5.73.11.6    | Paper-setter setting questions outside the scope of the syllabus.   | Disqualification from any examination work for a period of three years.   |
| 5.73.11.7    | While assessing answer books examiner showing negligence in detecting malpractices used by the student/s.   | As decided by the authorities of the University/ College/ Institution.  |
| 5.73.11.8    | Guiding Teacher showing negligence in supervision of dissertation/ Project work (e.g. use of manipulated data by a student)   | As decided by the authorities of the University/ College/ Institution   |
| 5.73.11.9    | Sr. Supervisor/ Chief Superintendent showing  | As decided by the   |

|            |   |   |
|------------|---|---|
|            | apathy in carrying out duties related to examinations (e.g. not taking a round to the examination hall at the examination Centre during examination period or opening the packet of question paper before prescribed time | authorities of the University/ College/ Institution.  |
| 5.73.11.10 | Jr. Supervisor helping student in copying answers while in the examination or showing negligence in reporting cases of copying answers by students when on supervision duty.  | Disqualification from any examination work up to a period of three years + disciplinary action by the concerned authorities as per the rule if he/she is a University/ College/ Institution employee. |
| 5.73.11.11 | Jr. Supervisor helping student (examinee) in mass-copying while on examination duty.  | Permanent disqualification from any examination work + disciplinary action by the concerned authorities as per the rule if he/she is a University/ College/ Institution employee.                     |

**Note:** Vice-Chancellor will have discretion to change/ modify any category of punishment.

5.73.11.12 The competent authority, in addition to the above mentioned punishment, may impose a fine on the concerned person, if declared guilty.

5.73.11.13 The competent authority, may report the case of the concerned implicated person to the appropriate Police Authorities as per the prevailing act.

#### 5.74 Central Assessment Programme Scheme (CAP):

5.74.1 If the examiner at the time of assessment of answer book suspects that there is a prima/facie evidence that the examinee/s whose answer book/s the examiner is assessing appears to have resorted to unfair means in the examination, the examiner shall forward his/her report, preferably through the CAP Director along with the evidence, to the Controller of Examinations/ Dean/ Principal/ Head of the Institution as the case may be, with his/her opinion in separate confidential sealed envelope marked as "Suspected unfair means case."

5.74.2 A prima facie case of unfair means reported to the University/ College/ Institution by the Chief Superintendent/ Centre Incharge/ Jr. /Sr. Supervisor and 'or examiners shall be inquired into by the Committee appointed by the Board of management standing committee of examination/ Dean / Principal/ Head of the Institution, as the case may be. In the event cases of unfair means are reported through any other sources, the concerned officer/ In-charge of the sub-section/Unit to which the case primarily pertained, at the Examination Section of the University/College/ Institution shall scrutinize the case, collect preliminary information to find out whether there is a prima-facie

case so as to fix up primary responsibility for framing a charge sheet and then shall submit the said case with his/her primary report to the concerned Competent Authority. If the Competent Authority is satisfied that there is a prima-facie case it shall place the same before the Unfair Means inquiry Committee for further investigation. The concerned Officer of the Sub-section/ Unit, through which the case has originated or to who the case is pertaining to, shall be the Presenting Officer of the case before the Inquiry Committees, Police Authorities and Court of Justice and shall deal with the case till it is finally disposed of.

5.74.3 Examination Result's of the concerned student/s involved in such cases shall be withheld till the Competent Authority arrives at a final decision in the matter and the concerned examinee/s and the College/ Institution to which he/she belongs to, shall be informed accordingly.

#### 5.75 Preliminary:

The conduct of examinations and declaration of results is one of the important activities of the University. the scheme of Central Assessment Programme is being introduced by way of this Ordinance with a view to:-

- Declaring the results in the shortest possible time,
- Increasing the reliability of the results,
- Maintaining uniformity and consistency in the assessment,
- Increasing accuracy and efficiency in the declaration of results and
- Creating confidence amongst the students about the assessment system.

The Central Assessment Programme shall consist of the following stages:

5.75.1 Pre-assessment work.

5.75.2 Assessment and Moderation process.

5.75.3 Post-Assessment work.

#### 5.75.1 Pre-Assessment Work:

5.75.1.1 To Fix the venue of the Central Assessment Programme (CAP)

5.75.1.2 **Appointment of CAP Director:**

The Director for the Central Assessment Programme shall be appointed by the University from amongst the following.

5.75.1.2.1 Dean /Principal of the concerned Affiliated College or is nominee from amongst the senior faculty members.

5.75.1.2.2 Head of the concerned Institute.

5.75.1.2.3 Head of the concerned University Department or his nominee not below the rank of Reader.

The Director shall communicate his acceptance along with the undertaking in the prescribed form (Appendix- VI)

**5.73.1.3 Invitation to Examiners/ Moderators:**

The University shall provide a list indicating the number of students appearing for each subject and other relevant information to the Director. The Director/ Controller of Examinations shall ascertain the number of examiners and moderators required per subject. The Director shall make arrangements regarding the space and the supporting staff required for the CAP.

The Director of CAP/ Controller of Examinations shall send invitation letters to all the examiners and moderators shown in the lists finalized by the University well in advance so as to enable the examiners and moderators to communicate their acceptance. In case of any difficulty in doing so, the Director, CAP shall consult the Controller of examinations and take decision. All the instructions regarding CAP shall also be sent to the examiners and moderators. In case of shortage of examiners/ moderators as reported by the Director, CAP, the substitute appointments of examiners/ moderators shall be made by the CAP Director from the list of examiners provided by the University/ Controller of Examination.

**5.75.1.4 Collection of Answer Books:**

It is the responsibility of the Dean/Principal of the College/ Director of the recognized Institute to see that the answer books of the examinations held at his/her centers are sent promptly to CAP Centers/ University as per instructions given by the University from time to time.

**5.75.1.5 Preparation for CAP**

**5.75.1.5.1** The Director of CAP shall make adequate arrangements to receive answer books coming from the University/ examination centers from time to time.

**5.75.1.5.2** On receipt of the answer books at the CAP venue/ University, the staff employed for this work shall check the number of answer books, Junior Supervisor's Reports and ascertain as to whether the number of Candidates present and absent indicated in the report are correct. In case of any discrepancy, it shall be resolved in consultation with the Deputy Registrar (Exams)/ or an Officer nominated by the Controller of Examinations/ Chief examination superintendent.

**5.75.1.5.3** It shall be seen and verified that all the answer books of the subject, are received from the centers of examinations/ University. This shall be checked with the subject wise and center wise summaries of the examination concerned. In case of non-receipt of answer books from any examination centre/ University, the Controller of Examinations/

the CAP Director shall take immediate steps for receiving the said answer books from the concerned examination centre/ University.

5.75.1.5.4 The bundle of answer books so prepared shall preferably be computer-coded, masked and the coded sheets shall be inserted in the bundles of answer books. The Junior Supervisor's report shall be taken out and kept in a separate file. Papers or bundles tied or presented in a doubtful manner be separated and further decision regarding their evaluation be taken in consultation with the Controller of Examination.

**5.75.1.6 Assessment and Moderation Process:**

The University shall issue instructions to the concerned on the following:

- 5.75.1.6.1 Consistency and uniformity in assessment.
- 5.75.1.6.2 Remedial measures in respect of discrepancies detected/ noticed in the question Paper.
- 5.75.1.6.3 Unfair means noticed by the assessor/s.
- 5.75.1.6.4 Administrative, Financial and organizational details.

**5.75.1.7 Post-Assessment:**

The University shall issue instructions on the following:

- 5.75.1.7.1 Decoding/ unmasking of assessed answer books.
- 5.75.1.7.2 Scrutiny and verification of assessed answer books.
- 5.75.1.7.3 Preparation and schedule of submission of mark lists to the University.

5.76 In case, where any matter related to examination is required to be regulated by Statutes, Ordinances, rules or Regulations but is so Statutes, Ordinances, Rules or Regulations are made in that behalf, the Vice-Chancellor may, for the time being, in consultation with the Board of Examination, regulate matter by issuing such directions as the Vice-Chancellor thinks necessary, and shall at the earliest opportunity or within 365 days whichever is less, thereafter, place them before the board of management or other authority or body concerned for approval as per act.

5.77 Additionally the exam rules of Apex body of respective Health Science Council will be applicable, in case of any controversy the rules of University will be treated as final or the matter as decided by the Vice-Chancellor, shall be treated as final.

**LNCT Vidhyapeeth University, Indore****ORDINANCE NO. 05****CONDITIONS FOR GRANT OF AWARD, FELLOWSHIPS, SCHOLARSHIPS,  
STIPEND MEDALS AND PRIZES****1. COMMITTEE:**

1.1 The awards of Fellowships, Research and other Scholarships, Stipends etc. shall be made by the Board of management on the recommendation of a Committee consisting of:

- The Vice Chancellor, as Chairperson
- Chancellor's Nominee
- Two Deans of Faculties
- One Chairperson of Board of Studies to be nominated by Academic Council for two years in rotation.
- Controller of Examination
- Chief Finance & Accounts Officer
- The Registrar as Member Secretary.

1.2 Deans will be nominated by Vice-Chancellor for a period of two years by rotation

2. Subject to the general conditions applicable to all Fellowships and Scholarships as laid down in paragraph 4 below, the value, duration and conditions of award shall be such as are laid down by the University from time to time.
3. The value and duration of Research or other Scholarships Instituted by the University shall be laid down by the Board of management in consultation with the Academic Council.
4. The award of fellowships, research and other scholarships shall be made subject to the following conditions.
  - 4.1 The fellow/scholar will do whole time research work under an approved guide on a subject approved by the Committee.
  - 4.2 The fellow/scholar shall not accept or hold any appointment paid or otherwise or receive any emoluments, salary, stipend, etc. from any other source during the tenure of the award nor shall he/she engage himself in any profession or trade during that period. He/ She may, however, undertake teaching assignment of not more than nine hours a week in the Institution, where he/she will work at the stipend as decided-in-rules.

- 4.3 The fellow/scholar shall not join any other course of study or appear in any examination after commencing work under the fellowship/scholarship programme.
- 4.4 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/she is to work, on all working days.
- 4.5 If any information submitted by the fellow/scholar in his/her application is found to be in-correct, incomplete or misleading, the award may be terminated by the Board of Management after giving him/her an opportunity of being heard.
- 4.6 It at any time it should appear to the Vice Chancellor that the progress or conduct of the fellow/scholar has not been satisfactory, the fellowship/scholarship may be suspended or withdrawn.
- 4.7 i) Leave for a maximum of (21 days earned leave + 12 days casual leave) 33 days in a year in addition to general holidays may be taken by a fellow/scholar with the approval of the guide and the sanction of the Vice-Chancellor. The general holidays, however, do not included the vacation period of e.g. Summer, Dusherra, Diwali, X-Mas vacations. No other leave with fellowship/scholarship shall be admissible.
- ii) The fellow/ scholar may, in a special case, be allowed by the Vice Chancellor leave without stipend for a period not exceeding three months during the tenure of the award on the Recommendation of the guide.
- 4.8 The fellow /scholar shall be required to pay the fees prescribed by the Institution where he works.
5. Post-graduate scholarship Instituted by the University shall ordinarily be tenable for two academic sessions i.e. twelve months in the first year and 10 months in the second year on condition that the scholarship holder produces a certificate of efficiency in studies from the Head of the Department in the subject of study or the Head of the Institution.
6. The scholarship shall be tenable from the 1st July if the scholarship-holder join the college within one month of the date of the opening of the 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 college.
7. The payment of scholarship shall be done in accordance with the procedure that may be laid down by the Academic Council.
8. The drawl of scholarship shall be done in accordance with the procedure that may be laid down by the Academic Council.
9. A scholarship-holder shall not combine any other course of study with the course for which the award is made.
10. A scholarship shall be cancelled in the Final Year if the scholarship-holder fails to secure at least 60 marks in the Previous Examination of the concerned Degree.
11. If a scholarship-holder is unable to appear at the previous examination on account of sickness or any other reasonable cause, the scholarship for the months of March and

- April 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 control. Such a scholar shall not receive scholarship during the next session, but shall be entitled to the scholarship during the studies for the Final Examination, if the scholar passes the Previous Examination with the requisite standard in the succeeding year in the first attempt.
12. A scholarship-holder shall at all times be of good behaviour and observe all rules of discipline.
13. 13.1 Scholarship shall be liable to termination, if:
- The scholarship-holder discontinues studies during the middle of a session, or
  - the scholarship-holder, after he has been given a reasonable opportunity to explain his conduct, is in the opinion of the Board of Management guilty of a breach of Para 13 of this Ordinance; and if the Board of Management so directs, the Scholarship-holder shall also be liable to refund the amount of scholarship drawn by him.
- 13.2 The order of termination shall be passed by the Vice Chancellor and shall be final.

#### AWARD OF UNIVERSITY MEDALS AND PRIZES

1. The University shall award, with a view to augmenting academic interest and activities among the students. Gold and Silver medals every year on the basis of results of annual examinations.
2. 2.1 The quantum of Gold or Silver as the case may be, to be used for a medal shall be such as are approved by the Governing Body and permissible under the central Gold control Act.
- 2.2 The expenditure on the preparation and award of medals shall be met from the Fund of the University for which necessary provision shall be made in the annual budget or from endowment fund created for this purpose.
- 2.3 If in a year the actual cost of the award of Medals exceeds the budgetary provision, the Governing Body shall lay down the manner in which the excess expenditure is to be met.
3. University Gold & Silver medals shall be awarded only on the basis of the results at University examinations.
4. A gold and a silver medal shall be awarded for each of the following examinations in all branches to successful candidates as mentioned below:-
- 4.1 A gold medal and silver medal to the two successful candidates who have been placed in First division and have secured respectively highest and second highest percentage of Marks from among the candidates appeared any of the Bachelor Degree all faculties of LNCTVU and other courses being run by University. However the candidate must have passed all semester examinations of the consecutive years in

single and first attempt. To decide the Gold Medal marks obtained by the candidates from the first university to final university examination will be computed.

4.2 A gold medal and a silver medal to the two candidates who have been placed in First division and have secured respectively, highest and second highest percentage of Marks from among the successful candidates of degree for the Master Degree of all faculties of University and other postgraduate courses being run by University. Provided that the candidate must have passed all University/semester examinations of the consecutive years in single and first attempt.

The committee comprising of the following shall select the candidates for the awards of medals and prizes:-

- i. The Vice Chancellor (Chairman)
- ii. Chancellor's Nominee.
- iii. Three Deans of Faculties to be nominated by the Vice Chancellor in rotation.
- iv. Two Chairpersons of Board of studies to be nominated by Academic Council.
- v. Registrar as secretary.

5. University shall institute medals and prizes through endowment and donations received from individuals and trusts as may be approved by the Governing Body from time to time.

6. Notwithstanding anything contained in the foreign paragraphs, award of University Medal for anyone or all of the Examinations mentioned in Para 04 may be withheld, suspended or cancelled if:-

- In respect of a year no candidate is found eligible for the award under the provision of Para 04 above.
- The Vice Chancellor finds, after considering a report of the Head of the Institution; that the eligible student concerned is not worthy to receive the award on account of a serious charge against him/her, like gross misconduct etc. (c) if the Governing Boay is satisfied that the conduct of the examinee concerned at one or more of the centers was not proper.

7. The inscriptions on the medals shall be as follows:-

7.1 On one side of the Medal.- the following words shall be inscribed over the round shaped University emblem, VISHWAVIDYALAYA SWARNA PADAK AUR RAJAT PADAKE as the case may be in Hindi and University Gold/Silver medal in English.

7.2 On the other side the medal the following shall be inscribed

- ..... Exam (Name of examination)
- ..... Streams (Name of Faculty)
- ..... Month/Final Exam (Semester/ Year of Exam)

२

- ..... First place/ Second place (Position First/Second)
- ..... Short name of recipient

8. If for an examination two or more examinees are found eligible for the award for having obtained equal marks or grade point average, the medal shall be awarded:

8.1 In the case of a Bachelor's Degree Examination to both the candidates.

8.2 In case of Master Degree Examination also to both the candidates.

**LNCT Vidhyapeeth University, Indore****ORDINANCE NO. 06****"ACADEMIC & RESEARCH ACTIVITY GRANTS"****1. PREMBLE:**

1.1 Research forms a very vital part of progress in academic matters of an Institute. The University is keen on providing research facilities in its Institutions. To succeed in its goal of High Quality Research, it is necessary that the management not only provides the infrastructure but also encourages the teachers and staff to participate in research activities for sharing and updating the knowledge.

1.2 Knowledge is dynamic and not static. Knowledge shall not be confined within the four walls. It shall be disseminated. Knowledge multiples by many folds, if it is allowed to be shared in classes, clinics, symposia, workshops, conferences and other scientific platforms.

1.3 Active research work, exposure to scientific seminars, workshops and symposia are important part of learning and spread of knowledge.

1.4 In view of the above the guidelines are framed for deputation of personnel for various conferences, continued education and quality improvement programme etc. The guidelines shall be known as Academic and Research Activity Grants (ARAG).

**2. CLASIFICATIONOF STAFF:**

The teaching staff is classified into the following groups:

|         |   |   |
|---------|---|---|
| Group A | — | Heads of Institutions (Principals/Dean/Directors/HOD)                                   |
| Group B | — | Professors and Associate Professors / Readers.  |
| Group C | — | Asst. Professors/ Sr. Lecturers (Possessing P.G. Degree in the respective specialties). |

**3. FINANCIAL AIDS:**

3.1 FOR RESEARCH WORK: To encourage research activities, consolidated amount is granted as an aid for the projects.

- Quantum of grants is based on the requirements of individual projects.
- The maximum amount shall not exceed per project, as prescribed by the University.
- Staff is required to submit the details of project including aims and objectives, material and methods, ethical clearance etc. and provisional cost, report along with time frame.

- full.  
role
- d. The project shall be submitted to the Head of Institution through the respective Heads of the Departments as per prescribed protocol.
  - e. Research work forms the property of the Sponsoring Body/ LNCT Vidhyapeeth University. Research worker shall seek prior written permission for presentation/ publication of the research work in part or
  - f. If the work is not completed within stipulated time, Head of Institution may consider extending the time for a reasonable period, if required.
  - g. The grant may be recovered in case the work is either abandoned or incomple
  - h. Due credit shall be recorded in the research work, Publications on the of the Sponsoring Body.

### 3.2 FOR SCREENING COMMITTEE:

- a. The Head of Institution shall constitute a "Screening Committee" consisting of Head of Institution and two other senior faculty members.
- b. The Screening Committee shall send its recommendation including Quantum of funds required to the management for the approval of grant.
- c. The Management reserves its right to accept fully/partially the recommendations of screening committee.

### 3.3 PERMISSIONS/SANCTIONS:

- etc.
- a. The permission may be accorded to attend national conferences, continuing Education Programs, seminars, workshops and symposium related to respective field of individuals.
  - b. Ordinarily the duration of such visits should not exceed more than two weeks.
  - c. Not more than 50% of teaching staff from the same department will be permitted to attend the conference at one time,

### 3.4 SANCTIONING AUTHORITY: sanctions Authority will consists of-

- a. Vice Chancellor- Chairpersons.
- b. Nominee of Chancellor
- c. Two Dean of Faculty- Nominated by Vice Chancellor.
- d. One Chairperson of Board of Studies- Nominated by Academic Council.
- e. Chief Finance Officer & Accounts Officer- Member.
- f. Registrar- Member Secretary.

**3.5 ELIGIBILITY OF STAFF:****3.5.1 For Head of the Institutions:**

- a. Minimum service in the organization shall be one year.
- b. Eligible to attend one event in a year.
- c. Eligible for Airfare/First AC fare from Indore to the place of event and back.
- d. Eligible for re-imbusement of registration fee in full.
- e. Eligible for grant of accommodation at actual or at the rate not more than as prescribed amount per day.
- f. Eligible for additional grant, as prescribed, if he/she is presenting a scientific research paper.
- g. Re-imbusement will be done on production of tickets and receipts.

**3.5.2 For Professors/Associate Professors/ Readers:**

- a. Minimum service in the organization shall be one year.
- b. Eligible to attend one event in a year.
- c. Eligible for II AC fare from Indore to the place of event and back.
- d. Eligible for re-imbusement of registration fee in full but not exceeding the amount as prescribed.
- e. Eligible for grant of accommodation at actual rate or at the rate not more than the amount as prescribed per day.
- f. Eligible for additional grant of amount, as prescribed, if he/she is presenting research paper/poster/table presentation.
- g. Re-imbusement will be done on production of tickets and receipts.

**3.5.3 For Assistant Professors/ Sr. Lecturers:**

- a. Minimum service in the organization shall be one year.
- b. Eligible to attend one event in a year.
- c. Eligible for II AC fare from Indore to the place of event and back.
- d. Eligible for re-imbusement of registration fee in full but not exceeding the amount as prescribed.
- f. Eligible for additional grant of amount, as prescribed, if he/she is presenting research paper/ poster/table presentation.

g. Re-imburement will be done on production of tickets and receipts.

**4. PUBLICATIONS:**

To encourage and appreciate the contribution of teachers in spread of research work through recognized journals, the University may grant financial aid.

- 4.1 An incentive amount, as prescribed by the University, will be given on publication of research article in indexed foreign and Indian journal.
- 4.2 An incentive amount, as prescribed by the University, will be given to review/general/ case reports article published in indexed Foreign/Indian journals.
- 4.3 Teachers shall apply for the above incentives to Head of Institutions with five hard copies and one Soft copy of publication.
- 4.4 Incentives will be granted on the approval of Screening Committee.

**5. SPECIAL PERMISSION:**

- 5.1 Deputation to international conferences etc. and relaxation of the above guidelines for re-imburement at higher value if any, shall be at the sole discretion of the Chancellor on the merits of each case.
- 5.2 The teaching faculty not covered under Para 2 above for Academic & Research Activity Grant may also be considered by the Chancellor based on the recommendation of Vice Chancellor.

**LNCT Vidhyapeeth University, Indore****ORDINANCE NO. 07****PAYMENT/REMUNERATION FOR EXAMINATION WORK**

1. The rates of remuneration for all purposes relating to examination & others shall be as per decision of Board of Management of University.
2. The actual freight/postal/courier/other expenses incurred by the examiner will be paid by the University.
3. The Traveling & other allowances will be payable as per University/ state Government rules.
4. In case of a work for which no remuneration has been prescribed in University Rules, the rate then shall be determined by the Vice-chancellor from time to time.

Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/ advice of a Committee consisting of any or all the Deans of the schools. The decision of the Vice-Chancellor shall be final and binding.

**LNCT Vidhyapeeth University, Indore****ORDINANCE NO. 08****FEES OF EXAMINATION & RATES OF OTHER FEES  
FOR VARIOUS SERVICES TO BE CHARGED BY THE UNIVERSITY****1. FEE STRUCTURE:**

The examination fees & rates of other fees, prepared by the Finance Committee which is approved by the Board of Management and reviewed by M.P. Private University Regulatory Commission shall be payable by the students of the University Departments/Constituent Units for various examinations & other services, from time to time 7 which will be notified in the University website and notice board.

**2. REFUND AND ADJUSTMENT OF FEE:**

2.1 A student, who due to sickness or otherwise is unable to present himself at an examination, shall not be entitled to receive a refund of his fee. Provided the VC, if he is satisfied about the genuineness, or merit of it, may order for adjustment of fee towards the immediate next examination.

2.2 Application for such adjustment from a candidate shall be accompanied by a Medical Certificate of illness, if applicable, not later than ten days from the date of commencement of the examination at which the candidate was to appear. provided, however, that a candidate shall not be entitled to the adjustment of examination fee mentioned above if he changes the faculty or his course unit in case of any examination.

2.3 Examination and fees-of a candidate whose application for appearing at an examination has been rejected for some reason, or who could not furnish his form within the prescribed date, necessary fees having been paid in University account, may be refunded after a deduction of a sum as specified by the University. Examination fee of a candidate who dies before appearing in the examination shall be refunded in full to his guardian or his successor.

2.4 The entire fees paid by a candidate, whose application for appearing at an examination is called on account of producing fraudulent documents or giving false particulars, or are debarred/ detained from taking examination due to shortage of attendance or otherwise shall stand forfeited.

**LNCT Vidhyapeeth University, Indore****ORDINANCE NO. 09****DISCIPLINE AND CONDUCT OF THE STUDENT****1. OBLIGATIONS OF THE STUDENT:**

- 1.1 Conduct himself/herself properly
- 1.2 Maintain proper behaviour
- 1.3 Observe strict discipline both within the campus & outside of the University, and also in Hostel.
- 1.4 Ensure that no act of this consciously or unconsciously brings the University or any establishment or authority connected with it into disrespect.

**2. ANY ACT/S OF THE STUDENT WHICH IS CONTRARY TO THE CLAUSE (1), SHALL CONSTITUTE MISCONDUCT AND / OR INDISCIPLINE:**

- 2.1 Any act of the student which directly or indirectly causes or attempts to cause disturbance in the lawful functioning of the University.
- 2.2 The student who is repeatedly absent from the class, lectures, tutorials, practical's, clinical and other courses.
- 2.3 The student not abiding by the instructions of the Faculty members and not interacting with them with due respect.
- 2.4 Any student found misbehaving in the campus/class or behaving arrogantly, violently towards the faculty, staff or fellow student.
- 2.5 The students who is not present for all the class tests, midterm tests, terminal and preliminary examinations.
- 2.6 Permitting or conniving with any person/parent/guardian, which is not authorized to occupy hostel room, residential quarter, or any other accommodation or any part thereof of the University.
- 2.7 Obstruction to any student or group of students in any legitimate activities, in class-rooms/laboratories/field or places of social and cultural activities within the campus of the Institution.
- 2.8 Possessing or using any fire arms, lethal weapon, explosives or dangerous substances in the premises of the University.

2.9 Indulging in any act which would cause embarrassment or annoyance to any student/authority/staff or any member of the staff.

2.10 Stealing or damaging any farm produce or any property belonging to the University, staff member or student.

2.11 Securing admission in the University, to any undergraduate or post graduate program or any other course by fabrication or suppression of facts or information.

2.12 If the student fails to complete the assignments regularly and has poor academic Performance as assessed by the regular class teachers and internal assessment, he/she will not be allowed to appear for the LNCT Vidhyapeeth University examination.

2.13 If a student remains absent for lectures, practical or class test and examinations without prior permission of the Principal or the head of the departments, she/he will not be compensated for extra class.

2.14 Students should read the notices regularly on notice boards in the academic complex, library and the department notice boards. Failure to know the rules of University will not be an excuse for any reimbursement.

2.15 Damage of property of the university and its constituent's institutes like tampering with fixtures, fittings, equipments, instruments, furniture, books, periodicals, walls, windows panels, vehicles etc., will be viewed very seriously.

2.16 Recording of any electronic images in the form of photographs, audio or video recording of any person without the person's knowledge, when such recording is likely to cause injury, distress, or damage the reputation of such person; is prohibited in any part of the College and hostel premises. The storing, sharing or distributing of such unauthorized records by any means is also prohibited.

2.17 Use of mobile phones and head phones during college hours is prohibited.

2.18 As per the rules and regulations of LNCT Vidhyapeeth University, Indore, prescribed attendance in a subject for appearing in the examination is compulsory inclusive of attendance in non-lecture teaching i.e. seminars, group discussion, tutorials, demonstrations, practical's, hospital (tertiary, secondary, primary)posting and bedside clinics etc.

2.19 The students must present in proper dress code with apron/ lab coat, name badge and identity card on all week days/ working days and during clinical duties.

2.20 Admission of the student will be cancelled at any point of time in case of:

2.20.1. Not submitting the required documents in time.

2.20.2 Failing to fulfill required eligibility criteria of the program.

2.20.3 Submission of fake or incorrect documents.

2.20.4 Admission gained by resorting to fraudulent means, illegal gratification or any unfair practice detected at any stage during the entire program.

2.20.5 Not paying the stipulated fees on time.

**3. PROHIBITION OF RAGGING:**

3.1 Ragging in any form is strictly prohibited in the campus and outside. The UGC Regulations on "Curbing the Menace of Ragging in Higher Educational University, 2009" (as amended) and the MCI (Prevention and Prohibiting Ragging in Medical Colleges/ University) Regulations 2009, and other regulatory body/ council shall be applicable to all students of the LNCT Vidhyapeeth University.

3.2 It is mandatory to fill the online Anti Ragging Undertaking, by every student at the time of the admission and on Commencement of every academic year.

3.3 Smoking or consumption of alcoholic beverages or use of banned materials inside the College, Hostel and Campus is strictly prohibited. Any violation on the part of the students will be viewed very seriously and they will be suspended from the college immediately pending enquiry and in the case of hostellers, they will be expelled from the hostels immediately. Such students will not be permitted to attend classes/sit of examinations and enter the campus without the written permission of the competent authority.

**4. ATTENDANCE & PROGRESS:**

Each student shall always maintain decency, decorum and good conduct, besides keeping steady progress and required attendance. The conduct/ academic performance/ attendance of each student shall be reviewed periodically and appropriate action, including detaining from appearing for the LNCT Vidhyapeeth University Exam/ expelling from the Hostel or College, as the case may be, will be taken against the erring student. The students shall abide by such decision of the authorities of the Institution/ LNCT Vidhyapeeth University.

**5. PAYMENT OF TUITION AND OTHER FEES:**

5.1 On admission of candidates to the first year of the course of study, all the fees mentioned in the letter of admission, viz., annual tuition fee, registration and eligibility fee, health insurance, caution deposit, hostel and mess fee, etc., as applicable, should be paid on or before the prescribed date without fails to remit tuition fee and other fees within the last date as notified, he/she will forfeit his/her admission to the course concerned.

5.2 In respect of subsequent year(s) of study, tuition fee and other specified fees shall be paid on or before the date as notified to the parents/students and on the Notice Board of the University/ Institution/ College concerned. Late payment, if any, will attract penalty as specified.

5.3 Similarly, examination fee, as prescribed and notified from time to time, shall be paid on or before the due date. If there is any delay, it will attract penalty as specified. If any student fails to remit the examination fee even after lapse of the period specified for payment with penalty, such student will not be issued admission card for the LNCT Vidhyapeeth University examination(s) / debarred from appearing for the LNCT Vidhyapeeth University examination(s).

5.4 All fees, once paid to the LNCT Vidhyapeeth University account, will not be refunded or adjusted for any other purpose under any circumstance.

**6 RULES RELATING TO LNCT Vidhyapeeth UNIVERSITY EXAMINATIONS:**

6.1 The candidates appearing for the LNCT Vidhyapeeth University theory examinations shall be under the direct disciplinary control of the Center In-charge. Possession of call phone or any electronic device or incriminatory materials by a candidate or found copying from any device from any device in the examination hall, is strictly prohibited.

6.2 Disciplinary action will be initiated if any candidate indulges in any malpractice (unfair means) as enumerated in the LNCT Vidhyapeeth University Examination Manual.

## **7. RULES OF HOSTEL STUDENTS:**

All Residents of the Hostel shall observe the following rules for the smooth and efficient running of the hostel and for their comfortable stay:

7.1 Only bonafide students of LNCT Vidhyapeeth University are eligible for admission to the hostels.

7.2 Students who fail to remit the Hostel fee when they fall due, even after a reminder in writing, shall vacate the hostel room allotted to them, forthwith.

7.3 No posters or pictures should be stuck inside and outside the room or anywhere around the premises of the hostel or College. Hostlers should avoid sticking bills and posters on the windows, doors and walls (except name strips on the room door). In case the room is found not in order, fine will be levied on the erring student.

7.4 Residents should switch off fans and lights before leaving their rooms.

7.5 The Residents are advised to close the taps after use in order to avoid wastage of water.

7.6 Dining services will be provided only in the mess and there will be no room service.

7.7 Whenever any hosteller falls sick the same should be reported by his/her to the warden who will provide all necessary assistance to get appropriate treatment or medicine.

7.8 While going out of hostel the students should enter their name in the register & sign the same by mentioning proper reason.

7.9 To leave the hostel premises, permission of the Chief Warden is absolutely necessary. Students who want to stay overnight to visit their parents or guardians should approach the Chief Warden for permission. Permission will be granted only after obtaining written request from the parent/guardian duly signed by them, which will be duly entered in a register maintained in each block by the warden.

7.10 All rooms, corridors, toilets etc. must be kept clean and any student who violates the rule shall be expelled from the hostel.

7.11 Hostel facility is provided with a view to help the student to pursue his/her studies in good environment and to facilitate/ promote his/her academic progress. A student who fails to keep up the congenial atmosphere and environment in the Hostel or to perform will and maintain academic progress shall not be allowed to use the hostel facility and shall vacate his/her room immediately on intimation from the Chief Warden/ Dean/ Principal/ Director of Faculties.

All students will be governed by the rules stated above and by those that will be framed from time to time during the academic year.

Failure on the part of the students to abide by the disciplinary rules will result in such punishment including expulsion from the University/College/Hostel as may be imposed by the LNCT Vidhyapeeth University/ Head of the Institution.

The decision of the LNCTU Vidhyapeeth University/Head of the Institution with regard to disciplinary cases shall be final and all the students shall abide by such decision.

**8. POWERS OF COMPETENT AUTHORITY (REGISTRAR/ DEAN/ PRINCIPAL/ DIRECTOR AT THE INSTITUTE LEVEL):**

The Competent authority may impose any one or more of the following punishment/s on the student found guilty of misconduct, indiscipline, in proportion thereof:

- 8.1 Warning/ reprimand
- 8.2 Fine
- 8.3 Cancellation/withheld scholarship/award/prize/medal
- 8.4 Expulsion from the Hostel
- 8.5 Expulsion from the University
- 8.6 Cancellation of the result of the student concerned in the examination of the University.
- 8.7 Temporary annulment from the Hostel/University
- 8.8 Rustication from the University.

**9. PROCEDURE FOR INQUIRY:**

If the competent authority is satisfied that there is a prima facie case inflicting penalties, mentioned in clause No. 8, the authority shall make inquiry, in following manner.

9.1 Due notice in writing shall be given to the student concerned about his alleged act of misconduct/indiscipline.

9.2 Student charged shall be required within prescribed days of the notice to submit his/her written representation about such charge/s.

9.3 If the student fails to submit written representation within specified time limit, the inquiry may be held ex prate.

9.4 If the student charged desired to see the relevant documents, such of the documents, as are being taken into consideration for the purpose of proving the charge/s, may at the discretion of the inquiry authority, be shown to the student.

9.5 The student charged shall be required to produce documents, if any in support of his defense. The inquiry authority may admit relevant evidence/documents.

9.6 Inquiry Authority shall record findings on each implication of misconduct or indiscipline, and the reason for such finding and submit the report along with proceedings to the competent Authority.

9.7 The competent Authority on the basis of findings, shall pass such orders as it deems fit.

Provided; procedure prescribed above need not be followed, when the student charged admits the charges in writing.

**10. APPEAL:**

If the punishment/fine/rustication imposed on a student by Registrar/ Dean/ Principal/ Director, such student shall be entitled to prefer an appeal before the Vice-Chancellor within thirty (30) days of the receipt of the order.

**LNCT Vidhyapeeth University, Indore****ORDINANCE NO. 10****RESIDENCE OF STUDENTS**

The University Premises has Hostel facility for students. The Conditions for providing residence facility are as under:-

**1. GENERAL:**

- 1.1 These rules may be called the rules for Hostels of the LNCT Vidhyapeeth University Indore (M.P)
- 1.2 These rules shall be applicable to all the Hostel of the University.

**2. ADMISSION:**

- 2.1 Application for admission to Hostel shall be made on the prescribed form to be obtained from office of the Dean, Students Welfare (DSW) on payment of fees as prescribed. The application form filled should reach hostel/DSW office before the prescribed date.
- 2.2 Incomplete or wrongly filled application forms shall not be considered.
- 2.3 Each applicant for admission shall furnish a character certificate from the Head of the institution last attended, along with application.
- 2.4 After an applicant has been admitted or readmitted he/she may be allotted a bed in a room by the warden.
- 2.5 Old hostellers seeking readmission must also apply for admission ensuring clearance of No Dues of previous year (if any), then deposit their readmission due.
- 2.6 No student, who has failed or dropped out in the examination or warned for any disciplinary action shall be readmitted to the hostel.
- 2.7 The parents of the students shall submit a passport size colored photograph of the local guardian, duly signed by both (parent and guardian), to the hostel warden at the beginning of the semester /admission to the hostel to enable the hostel warden to identify the person when he/she comes to meet the ward in the hostel, or makes a request for taking the ward home.
- 2.8 No student shall be allowed to reside in any hostel after completion of his/her degree for which he/she was admitted. In the event of taking admission in others course in the university his/her admission in the hostel shall be considered a fresh.
- 2.9 Initially a bonafide student may be considered for admission for one session only and in case of unsatisfactory conduct, re-admission in the university shall not be considered.

2.10 Hostel rooms shall have to be vacated during summer vacation for maintenance. In exceptional cases student may be permitted to stay on payment of special charges to be decided by the Hostel Management Committee.

2.11 students shall not be allowed to keep any furniture other than those provided by the hostel in their rooms without prior permission of the warden.

2.12 Music systems/radio/T.V. are not allowed in the rooms, however it may be permitted with earphone attachment.

2.13 Students shall cooperate in keeping the Hostels and their surroundings clean by, not disposing of garbage and waste materials here and there but in dustbins at designated places.

2.14 Hostellers shall be responsible for the security of their own property. They must not leave their room/box unlocked in their absence. Luxury items are strongly discouraged and the management is not responsible for security/safety problems arising out of this.

2.15 In case of any emergency during the night, the hostellers shall contact the hostel warden for help. Girls may contact the warden through, the Ayah / Watchman of the hostel. Local guardians/ parents of girl hostellers may telephone the hostel warden and not the girls directly after 7:00 pm in case of emergency.

### **3. FEES, RENTS & OTHER CHARGES**

3.1 Hostellers shall pay a rent as prescribed by the University for the term for which they have been admitted or readmitted. In addition to the above every students readmitted shall pay admission fee. Late fees shall be charged after the date fixed to deposit the fees notified by the University. A student, if admitted after beginning of the session, shall pay the admission fee and university dues and room rent from the commencement of academic year up to and including the fee for the month in which he has been admitted (not less than six month).

3.2 Every students admitted or readmitted to the hostel shall pay caution money refundable at the time on leaving the hostel on completion of the course/degree.

3.3 In case, the study course is not completed within the stipulated period and the hosteller is required to extend his/her stay in the hostel for completing the course he/she may be allowed to continue his/her stay in the hostel on the recommendation of the course coordinator and concerned warden with payment of hostel in multiples of a semester. this facility however shall not be provided to the students who are required to prolong their stay on account of repeat examination.

### **4. CANTEEN.**

4.1 The facility of mess /canteen shall be provided by the University on payment basis, cooking is strictly prohibited in the hostel.

4.2 Every hosteller shall be required to pay mess charges in advance as noticed by the Hostel Committee.

### **5. HOSTEL ROOM AND ALLOTMENT**

✳ The following priority is fixed for providing accommodation in the University Hostel.

5.1 Undergraduate boys/girls and whose parents are residing in, rural areas and students belonging to economically weaker sections of the society shall be given preference over other boys/girls.

5.2 Physically Handicapped Students.

5.3 SCs/STs/OBCs Students.

5.4 Students pursuing professional courses that require longer hour practical or fieldwork shall have priority over others.

5.5 Local students (staying within 15 kilometers from the campus), research scholars shall not be allowed due to space limitation in the hostel.

5.6 All hostel students residing in the hostel shall be required to submit an undertaking as per Performa approved by Dean Student welfare.

## 6. ATTENDANCE

Attendance shall be taken in hostel every evening at prescribed time. Absence without prior information to warden, at the time of attendance is an offense. The warden shall adversely deal with any attempt of proxy or wrong entry in the attendance register.

## 7. HOSTEL MANAGEMENT COMMITTEES

There shall be Hostel Management Committee, Standing committee for Hostellers Discipline and a Hostel Committee appointed by the Vice-Chancellor For the help of the warden for smooth running of the hostel, The term of the committee shall be one year, which may be extended by the Vice- Chancellor for another year, (a) Hostel Management Committee

The Committee shall comprise:

- i. Dean student Welfare- - Chairman
- ii. Chief warden and all Wardens - Member
- iii, One Student's representative from each Hostel - Member/Members
- iv. One Dean nominated by the vice-Chancellor - Member

### 7.1.1 Hostel Disciplinary & Anti Ragging Committee

There shall be a Hostellers Disciplinary & Anti Ragging Committee to deal with student's indiscipline, misconduct & ragging cases defined in the hostel ordinance:

- i. Dean Student Welfare - Chairman
- ii. One Dean nominated by the Vice-Chancellor - Member
- iii Warden of concerned hostel - Member
- iv. Chief Proctor - Member

### 7.1.2 Hostel Committees

- ✶ There shall be a Hostel Committee in every hostel nominated / elected by the warden with the consent of hostellers for smooth running of day-to-day affairs of the hostel

The Committee shall consist of the following-

- i Hostel Warden - Chairman
- ii One hostel student representative from each Hostel- Member/ Members.
- iii One hostel prefect and one-Associate prefect for various functions like food, health and extracurricular activities. - Member/members.

### **8. MISCONDUCT & INDISCIPLINE INCLUDING RAGGING**

- 8.1 Gambling of any kind and use of liquor/drug and smoking etc. is strictly prohibited in the hostel and campus.
- 8.2 Guests of the opposite sex shall not be entertained in the hostel. The Hostellers however may be permitted to meet their relatives at pre-permitted place during designated time.
- 8.3 Pornographic literature and exotic posters/displays etc. are not permitted in the hostels.
- 8.4. No hosteller shall be allowed to change the room allotted in the hostel without prior permission of the warden. The warden may order at any time change of rooms or mutual exchange of rooms without assigning any reasons.
- 8.5 Use of electric heater & iron etc. are not allowed in the hostel. Heavy fine may be imposed for violation of this rule.
- 8.6. Hostellers are strictly prohibited to keep firearms with them. No pets such as dog etc. are permitted to be kept in the hostel by the hostellers.
- 8.7. In exigencies all hostellers shall vacate their room at given order/time by the Vice-Chancellor/Registrar for any reason whatsoever and hand over the charges of their rooms to the warden failing which warden shall be authorized to break open the room. The University shall accept no responsibility for the private property of the concerned students found in the rooms.
- 8.8. Hostellers shall not give shelter to any outsider; anyone found guilty on this account shall be severely punished including removal from the hostel of accommodation the University.
- 8.9. No meeting shall be held in the hostel premises without the prior permission of the warden.
- 8.10 No notice is allowed to be exhibited on a Notice Board or circulated to the hostellers unless it has been signed or countersigned by the warden /D.S:W./Registrar /V.C.
- 8.11 Hostellers shall not cause damage or interfere in any manner with the Notice Board of the hostel. A breach of this rule shall be severely dealt with.
- 8.12. No Incidence of ragging should be there in the hostels. There will be Zero Tolerance for Ragging.

**Note:** For notification or communication to the hostellers a notice by the warden on the hostel Notice Board shall be considered adequate. Hostellers should watch the Notice Board regularly and follow general or specific instructions given from time to time. For matters common to all the hostellers or students, the display shall be on the Notice Board of the Dean of Students Welfare Hostel Office. No separate notice would be sent to them.

### **9. DISCIPLINARY ACTION**

- 9.1. Every hosteller shall maintain a high standard of discipline, have respect for the tradition of the University and conduct in a dignified manner within and outside the hostel. They should do nothing, which may cause noise, disturbance or distraction in studies or may be deemed irregular in anyway.
- 9.2. The warden shall keep a conduct register exclusively for recording the misconduct of the students along with details of punishments, warnings etc. While the register will have one page for one student for noting misconduct, it should have another page to note down good conducts/acts in the nature of Good Samaritan.
- 9.3. Resort to any form of strike by the hostellers without following the legally provided remedial channels/procedures shall be deemed as a serious breach of discipline and the student shall ipso facto stand expelled from the hostel/ University.
- 9.4. Any indiscipline or misconduct committed by the hosteller or group of hostellers shall be brought to the notice of Hostel disciplinary Committee for taking appropriate action.
- 9.5. Depending upon the gravity of the misconduct committed by the hosteller matter can be brought to the notice of the Chief Proctor or Registrar or Vice-Chancellor who may pass order in writing for taking appropriate action.
- 9.6. In case the situation in the hostel deteriorates to a level that requires protection, the Chief Proctor in consultation with DSW/Warden may call the security to get the hostel vacated by the Hostellers. such action taken however shall be brought to the notice of the Registrar and Vice Chancellor in writing
- 9.7. Any hosteller found guilty of indiscipline, defiance of orders, rowdy behavior or any other misconduct is liable to be fined up to Rs. 10000/- and / or instant removal or expulsion or rustication from the hostel university.
- 9.8. No student shall be permitted to appeal against the decision of the warden to any authority other than Hostel Management Committee. If the appeal is against the decision of the Hostel Management Committee, it should be made to Vice-Chancellor.
- 9.9. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this ordinance, or in the event of differences of interpretation, the vice-chancellor may take a decision after obtaining, if necessary, the opinion/ advice of a Committee consisting of any or all the Directors/Head of the institutes. The rescission of the Vice-Chancellor shall be final.
- 9.10. NOC From Hostel warden is Mandatory to be submitted for receiving any Certificate/Documents/Mark sheet/Result etc.

## LNCT Vidhyapeeth UNIVERSITY, INDORE

## ORDINANCE No. 11

MEMORANDUM OF UNDERSTANDING (MOU) WITH  
NATIONAL/INTERNATIONAL PUBLIC/PRIVATE ORGANIZATIONS**1. PREAMBLE:**

With a view of sharing a common desire to explore, extend and strengthen the functional relationship between the Universities and National laboratories, Industrial houses, well established R & D set up(s) in order to share the facilities and expertise and expertise available with each of them, the educational institutions may enter in to MoU on following broad understanding:

2. In general, there are three broad levels of cooperation with other Higher Education institution which may be supported and formalized through:

**2.1 Letters of Cooperation or Agreement:**

2.1.1 Letters of Cooperation or Letters of Agreement may be worked out between Schools/Faculties of the same University/Institution and those in other institutions. it may be defined as:

**"An agreement between two or more Departments/ Institutions/Industries/ Parties on a specification or narrow set of areas that do not constitute a legally binding document but instead can recognize that cooperating would be mutual benefit and would serve as an indication of continued interest in joint projects"**

- 2.1.2 These Letters of cooperation should be agreed by the rules set within the Universities/ Departments/Organizations. Letters of Cooperation are often signed in advance of an M. O. U. as a means of agreement on general cooperation.

**2.2 Memorandum of Understanding:**

2.2.1 A Memorandum of Understanding (MOU) is an overall facilitating document linking the University/or any Educational organization or one of its designated units with another institution(S)/Industries.

- 2.2.2 An MOU is between the University and the other body on behalf of a school, Faculty or Centre. Recognizing that MOUs, are intended to facilitate future cooperation, it is more intended to facilitate future cooperation, it is important to address potential obstacles at the time the MOU is being developed. A "Memorandum of Understanding" or MOU can be defined as:

**"A legal document describing an agreement between parties.....It expresses a convergence of will between the parties, it expresses a convergence of will between the parties, indicating an intended common line of action, but which can have a direct effect on the University including that of a legal commitment. it is**

- **more formal alternative to other mechanisms such as "Letter of consent" or "Letter of Cooperation"**

**2.2.3** An MOU may be signed between the collaborating Universities/Institutions/Organisations for a period as may be agreed to spelling out the modalities of the collaboration/association on the types of activities.

**2.2.4** Due Diligence for an MOU:

**2.2.4.1** Due Diligence is the process by which the organization that the University/Organization is proposing to work with is deemed to be a valid, suitable and widely partner. Where an organization approaches the university/Education organization with the intention of presenting joint programmes a faculty member designated by the University will take responsibility for liaising with the institution, and will act as the proposer for the partner and must supply information with any MOU proposal:

**2.2.4.2** The following issues should be covered clearly in the MOU process

- Highlight the institutional background of the partner(s) e.g. date established, location of main branch (and other branches, if relevant), profit or non-profit, public or private, accreditation body, disciplines, level of qualifications offered, ranking (if appropriate), other partners (if known), recognition by a professional or statutory accrediting agency.
  - Identify the type of linkage being proposed, objectives, resources implications, and fit with the University/ Educational Organization's strategic objectives.
  - Outline the synergy between the proposed agreement and the Faculty/School/Centre/Units mandate and direction.

### **2.3 Strategic Alliances:**

A University may enter into a strategic alliances with National and International partner Organizations.

**2.3.1** The most In-depth agreement with another Higher Education Institution is the 'Strategic Alliance' Strategic alliances can be defined as:

**" A mutually beneficial long-term formal relationship formed between two or more parties to pursue a set of agreed upon goals or to meet a critical organizational need while remaining independent organizations. it is a cooperate in the carrying out of a business activity where each brings different strengths and capabilities to the arrangement"**

**2.3.2** Strategic alliances are the highest value relationships a University/ Educational Organization can have with other institution. They usually involved agreed developments in a number of areas. Strategic alliance partners must have a 'strategic fit' with the university. Having commitment and buy-in from the senior management of the partner institution is also vital.

**2.3.3** International partnership are solely based around broad strategic fit with university strategy in potentially the following areas:

**2.3.3.1** Research collaboration & pursuing funding opportunities.

**2.3.3.2** Academic collaboration in Learning Innovation

- 2.3.3.3 Targeting of students in graduation, post graduation or post doctoral recruitment.
  - 2.3.3.4 Joint ventures such as Public-Private partnerships
  - 2.3.3.5 Other elements such as student, staff swaps, guest speakers, networking.
  - 2.4 Letters of Cooperation or Agreement
  - 2.5 Adoption of Government facilities / small government institutes- with the consent of government with intention of providing better educational and health care facilities.
3. Any understanding/ collaboration with International Organization should meet criteria laid down by University grants Commission, New Delhi from time to time.

**LNCT Vidhyapeeth UNIVERSITY, INDORE****ORDINANCE No. 12****ACADEMIC CALENDAR OF UNIVERSITY****1. SHORT TITLE AND COMMENCEMENT :**

1.1 This ordinance may be called Regarding Academic Calendar of the University.

1.2 This shall come into force with effect from the date of publication in the Madhya Pradesh Gazette.

**2. DEFINITIONS:**

In this statute, unless the context otherwise requires;

2.1 "Act" means the Madhya Pradesh Act no 17 of 2007 as amended time to time.

2.2 "Employee" means every whole-time officer; teacher or other employee of the University appointed permanently to a substantive post and includes those appointments on contract for a definite period of not less than three years and persons whose services have been lent to the University by Government:

2.3 "State Government" means the Government of Madhya Pradesh:

3. The Academic calendar shall be prepared for next academic year before the expiry of the current academic year, encompassing all the essential events and activities related to the University.
4. The academic calendar shall be clearly specified the dates from which 1<sup>st</sup> term (Session) begins and ends and includes beginning dates of the next term (session).
5. The summer vacation will be for 30 days. The dates beginning and end of summer vacation shall be clearly specified in the calendar.
6. The winter vacation shall be for 10 days. The dates of beginning and end of winter vacation shall be clearly specified.
7. Gazetted and optional holidays should be included in the event calendar.
8. The teaching staff members in all the constituted institutes of LNCT University, shall have holidays and vacation only as per the academic calendar.
9. The teaching staff members of the institutes constituted to the university who are required to work on winter and summer vacation should be compensated by crediting. These working days to their earned leave account and should be compensated accordingly as per state government/LNCT University rules.
10. Considering the winter and summer vacation and all holidays, the academic year shall minimum 240 teaching days in a academic year.

11. The Deans/ Principals should inform the university about the number of actual teaching days during the academic year in their college/Institute and they should ensure that actual teaching days are optimally used for academic purposes.
12. Non-teaching staffs working in teaching department are entitled to avail holidays like non-teaching government servant, but they will be available for departmental work as directed by the head of department. such non teaching employee shall be given compensatory Holiday. Compensatory Holidays should not be accumulate for more than 3 days and should not be allowed to be carried forward to the next calendar year Compensatory Holidays can be prefixed or suffixed or both to leave due and or holidays.
13. The Vice Chancellor / University Authority can pass regulation and notification time to time making changes in the leave structure or otherwise in favor maintaining the academic calendar and the academic interest of the students.
14. Notwithstanding anything contained in foregoing clauses, shall not supersede the calendar issued by the state government as issued from time to time after approval of the co-ordination committee of the M.P. State University act 1973 in view of general and special circumstances as well.

**LNCT Vidhyapeeth University, Indore****ORDINANCE NO. 13****BACHELOR OF MEDICINE AND BACHELOR OF SURGERY (M.B.B.S.)****1. AIMS & OBJECTIVES:****1.1 AIMS**

1.1.1 Graduate medical curriculum is oriented towards training Students to undertake the responsibilities of a physician of first contact who is capable of looking after the preventive, promotive, curative & rehabilitative aspect of medicine.

s1.1.2 with wide range of career opportunities available today, a graduate has a wide choice of career opportunities, The training, though based and flexible shall aim to provide an educational experience of the essentials required for health care in our country. Training is designed to meet internationally acceptable standards.

1.1.3 To undertake the responsibilities of service situations which is a changing condition and is various types, It is essential to provide adequate placement training tailored to the needs of such services as to enable the graduates to become effective instruments of implementation of those requirements. To avail of opportunities and be able to conduct professional requirements, the graduate shall endeavour to have acquired basic training in different aspects of medical-care.

1.1.4 The importance of the community aspects of health care and of rural health care services is to be recognized. This aspect of education & training of graduates shall be adequately recognized in the prescribed curriculum. Its importance has been systematically upgraded over the past years and adequate exposure to such experiences should be available throughout all the three phases of education & training. This has to be further emphasized and intensified by providing exposure to field practice areas and training during the internship period. The aim of the period of rural training during internship is to enable the fresh graduates to function efficiently under such settings.

1.1.5 The educational experience shall emphasize health and community orientation instead of only disease and hospital orientation or being- concentrated on curative aspects. As such all the basic concepts of modern scientific medical education are to be adequately dealt with.

1.1.6 There, must be enough experiences to be provided for self learning. The methods and techniques that would ensure this must become a part of teaching-learning process.

1.1.7 The medical graduate of modern scientific medicine shall endeavour to become capable of functioning independently in both urban and rural environment. He/she shall endeavour to give emphasis on fundamental aspects of the subjects taught and on common problems of health and disease avoiding unnecessary details of specialization.

**1.1.8** The importance of social factors in relation to the problem of health and diseases shall receive proper emphasis throughout the course and to achieve this purpose, the educational process shall also be community based than only hospital based. The importance of population control and family welfare planning shall be emphasized throughout the period of training with the importance of health and development duly emphasized.

**1.1.9** Adequate emphasis is to be placed on cultivating logical and scientific habits of thought, clarity of expression and independence of judgment, ability to collect and analyse information and to correlate them.

**1.1.10** The educational process shall be placed in a historic background as an evolving process and not merely as an acquisition of a large number of disjointed facts without a proper perspective. The history of Medicine with reference to the evolution of medical knowledge both in this country and rest of the world shall form a part of this process.

**1.1.11** Lectures alone are generally not adequate as a method of training and are a poor means of transferring/acquiring information and even less effective at skill development and in generating the appropriate attitudes. Every effort shall be made to encourage the use of active methods related to demonstration and on firsthand experience. Students will be encouraged to learn in small groups, through peer interactions so as to gain maximal experience through contacts with patients and the communities in which they live. While the curriculum objectives often refer to areas of knowledge or science, they are best taught in a setting of clinical relevance and hands on experience for students who assimilate and make this knowledge a part of their own working skills.

**1.1.12** The graduate medical education in clinical subjects shall be based primarily on out-patient teaching, emergency departments and within the community including peripheral health care institutions. The out-patient departments shall be suitably planned to provide training to graduates in small groups.

**1.1.13** Clinics shall be organised in small groups of preferably not more than 15 students so that a teacher can give personal attention to each student with a view to improve his skill and competence in handling of the patients.

**1.1.14** Proper records of the work shall be maintained which will form the basis for the students' internal assessment and shall be available to the inspectors. At the time of inspection of the college by the National Medical Commission.

**1.1.15** Maximal efforts shall be made to encourage integrated teaching between traditional subject areas using a problem based learning approach pre-clinical disciplines in both understanding and resolution of the problem. Every attempt shall be made to de-emphasize compartmentalization of disciplines so as to achieve both horizontal and vertical integration in different phases.

**1.1.16** Every attempt shall be made to encourage students to participate in group discussions and seminars to enable them to develop personality, character, expression and other faculties which are necessary for a medical graduate to function either in solo practice or as a team leader when he begins his independent career. A discussion group shall not have more than 15 students

1.1.17 Faculty member shall avail modern educational Technology while teaching the students and to attain this objective, Medical Education Units/ Departments shall be established in the medical college for faculty development and providing learning resource material to teachers.

1.1.18 To derive maximum advantage out of this revised curriculum, the vacation period to students in one calendar year shall not exceed one month, during the 4 34 years Bachelor of Medicine and Bachelor of Surgery (MBBS) Course.

1.1.19 Institution shall insure that adequate financial and technical inputs are provided.

1.1.20 History of Medicine The students will be given an outline on History of Medicine This will be taught in an integrated manner by subject specialists and will be coordinated by the Medical Education Unit of the Institution.

1.1.21 The Institution shall have a curriculum committee which would plan curricula and instructional method which will be regularly updated.

1.1.22 Integration of ICT in learning process will be implemented.

## 1.2 OBJECTIVES

At the end of undergraduate program, the medical student should be able to:

1.2.1 Recognize 'health for all' as a national goal and health right of all citizens and by undergoing training for medical profession fulfill his/her social obligations towards realization of this goal

1.2.2 Learn every aspect of National policies on health and devote himself/herself to its practical implementation

1.2.3 Achieve competence in practice of holistic medicine, encompassing promotive, preventive, curative and rehabilitative aspects of common diseases.

1.2.4 Develop scientific temper, acquire educational experience for proficiency in profession and promote healthy living

1.2.5 Become exemplary citizen by observation of medical ethics and fulfilling social and professional obligations, so as to respond to national aspirations.

1.2.6 Be competent in diagnosis and management of common health problems of the individual and the community, commensurate with his/her position as a member of the health team at the primary, secondary or tertiary levels, using his/her clinical skills based on history, physical examination and relevant investigations.

1.2.7 Be competent to practice preventive, promotive, curative and rehabilitative medicine in respect to the commonly encountered health problems

1.2.8 Appreciate rationale for, different therapeutic modalities; be familiar with the administration of the "essential drugs" and their common side effects

1.2.9 Be able to appreciate the socio-psychological, cultural, economic and environmental factors affecting health and develop humane attitude towards the patients in discharging one's professional responsibilities.

1.2.10 Possess the attitude for continued self learning and to seek further expertise or to pursue research in any chosen area of medicine

1.2.11 Possess the attitude for continued self learning and to seek further expertise or to pursue research in any chosen area of medicine, research and documentation skills.

1.2.12 Be familiar with the basic factors which are essential for the implementation of the National Health Programmes including practical aspects of the following.

- Family Welfare and Maternal and Child Health(MCH)
- Sanitation and water supply.
- Prevention and control of communicable and non-communicable disease
- Immunization
- Health Education
- IPHS standard of health at various level of service delivery, medical waste disposal
- Organizational institutional arrangements.

1.2.13 Acquire basic management skills in the area of human resources, materials and resource management related to health care delivery, General and hospital management, principal inventory skills and counseling.

1.2.14 Be able to identify community health problems and learn to work to resolve these by designing, instituting corrective steps and evaluating outcome of such measures.

1.2.15 Be able to work as a leading partner in health care teams and acquire proficiency in communication skill

1.2.16 Be competent to work in a variety of health care settings.

1.2.17 Have personal characteristics and attitudes required for professional life such as personal integrity, sense of responsibility and dependability and ability to relate to or show concern for other individuals.

1.2.18 All efforts must be made to equip the medical graduate to acquire the practical skills.

## 2. ACADEMIC QUALIFICATION AND SELECTION CRITERIA FOR ADMISSION:

**2.1 Eligibility Criteria:** No Candidate shall be allowed to be admitted to the Medical Curriculum proper of first Bachelor of Medicine and Bachelor of Surgery (MBBS) Course until He/she has qualified the National Eligibility Entrance Test, and he/she shall not be allowed to appear for the National Eligibility-cum-Entrance Test until

2.1.1 He/she shall complete the age of 17 years on or before 31st December of the year of admission to the MBBS Course

2.1.2 He/she has passed qualifying examination as under

2.1.3 The higher secondary examination or the Indian School Certificate

Examination which is equivalent to 10+2 Higher Secondary Examination after a period of 12 years study, the last two years of study comprising of physics, Chemistry, Biology/Bio-technology and Mathematics or any other elective subjects with English at a level not less than the core course for English as prescribed by the National Council for Educational Research and Training after the introduction of the 10+2+3 years educational structure as recommended by the National Committee on education

**Note :** Where the course content is not as prescribed for 10+2 education structure of the National Committee, the candidates will have to undergo a period of one year pre-professional training before admission to the Medical colleges

Or

2.1.4 The Intermediate examination in science of an Indian University/Board or other recognized examining body with Physics, Chemistry and Biology/Bio-technology which shall include a practical test in these subjects and also English has a compulsory subject

Or

2.1.5 The pre-professional / pre - medical examination with Physics Chemistry and Biology/ Biotechnology, after passing either the higher secondary school examination, or The pre-university or an equivalent examination. The pre-Professional/Pre-medical examination shall include a practical test in Physics, Chemistry and Biology/Bio-technology and also English as a compulsory subject.

Or

2.1.6 The first year of the three years degree course of a recognized University, with Physics, Chemistry and Biology/Bio-technology including a practical test in these subjects provided the examination is a "University Examination" and candidate has passed 10+2 with English at a level not less than a core course

Or

2.1.7 B.Sc examination of an Indian University, provided that he/she has passed the B Sc examination with not less than two of the following subjects examination Physics, Chemistry, Biology/Bio- technology and further that he/she has passed the earlier

- ✓ qualifying examination with the following subjects-Physics, Chemistry, Biology/ Biotechnology and English.

Or

2.18 Any other examination which, in scope and standard is found to be equivalent to the intermediate science examination of an Indian University/Board, taking Physics, Chemistry and Biology/Bio-technology including practical test in each of these subjects and English.

Note: The pre-medical course may be conducted either at Medical College or a Science College. After the 10+2 course is introduced, the integrated courses should be abolished.

**Selection of Students:** The selection of students to MBBS course shall be based solely on merit of the candidate and determination of merit shall be on the basis of a Competitive Entrance Test

## 2.2 Procedure for selection to MBBS course shall be as follows:-

2.2.1 A candidate must have passed in the subjects of Physics, Chemistry, Biology/Bio-technology and English individually and must have obtained a minimum of 50% marks taken together in Physics, Chemistry & Biology/Bio-technology at the qualifying examination and in addition must have come in the merit list prepared as a result of such competitive entrance examination by securing not less than 50% marks in Physics, Chemistry and Biology/Bio-technology taken together in the competitive examination

2.2.2 In respect of candidates belonging to Scheduled Castes, Scheduled Tribes or other Backward Classes the marks obtained in Physics, Chemistry and Biology/Bio-technology taken together in qualifying examination and competitive entrance examination be 40% instead of 50% as stated above.

2.2.3 Provided that a candidate who has appeared in the qualifying examination the result of which has not been declared, he may be provisionally permitted to take up the competitive entrance examination and in case of selection for admission to the MBBS course, he shall not be admitted to that course until he fulfills the eligibility criteria.

2.2.4 Provided that the eligibility criteria for admission to persons with locomotory disability of lower limbs will be a minimum of 45% marks instead of 50% taken together in qualifying examination and competitive entrance examination for admission in MBBS course

2.2.5 There shall be a uniform entrance examination to all medical educational institutions at the under graduate level namely 'National Eligibility-cum Entrance Test' for admission to MBBS course in each academic year and shall be conducted under overall supervision of the Ministry of Health & Family Welfare, Government of India.

2.2.6 The "designated authority" to conduct the 'National Eligibility-Cum Entrance Test' shall be the Central Board of Secondary Education or any other body/organization so designated by the Ministry of Health & Family Welfare, Government of India, in consultation with the National Medical Commission.

2.2.7 The language and manner of conducting the 'National Eligibility-Cum Entrance Test' shall determined by the "designated authority" in consultation with the National Medical Commission and the Ministry of Health and Family Welfare, Government of India

2.2.8 In order to be eligible for admission to MBBS Course for a academic year, it shall be necessary for a candidate to obtain minimum of marks at 50th percentile in 'National Eligibility-cum-Entrance Test to MBBS course' held for the said academic year. However, in respect of candidates belonging to Scheduled Castes, Scheduled Tribes, Other Backward Classes, the minimum marks shall be at 40th percentile. In respect of candidates with benchmark disabilities specified under the Rights of Persons with Disabilities Act, 2016, the minimum marks shall be at 45th percentile. The percentile shall be determined on the basis of highest marks secured in the All-India common merit list for admission in 'National Eligibility-cum-Entrance Test for admission to MBBS course. Provided when sufficient number of candidates in the respective categories fail to secure minimum marks as prescribed in National Eligibility-cum-Entrance Test held for any academic year for admission to MBBS Course, the Central Government in consultation with National Medical Commission may at its discretion lower the minimum marks required for admission to MBBS Course for candidates belonging to respective categories and marks so lowered by the Central Government shall be applicable for the said academic year only.

2.2.9 The reservation of seats in Medical Colleges for respective categories shall be as per applicable Law prevailing in States/Union Territories. An All India merit list as well as State/Union Territory-wise merit list of the eligible candidates shall be prepared on the basis of marks obtained in 'National Eligibility-cum-Entrance Test and candidates shall be admitted to MBBS course from the said lists only

2.2.10 No candidate who has failed to obtain the minimum Eligibility marks as above shall be admitted to MBBS course in the said academic year.

2.2.11 No authority/institution shall admit any candidate to the MBBS course in contravention of the criteria/procedure as laid down by these Regulations and / or in violation of the judgments passed by the Hon'ble Supreme Court in respect of admissions, Any candidate admitted in contravention/violation of aforesaid shall be discharged by the Council forthwith. The authority / institution which grants admission to any student in contravention / violation of the Regulations and / or the judgments passed by the Hon'ble Supreme Court, shall also be liable to face such action as may be prescribed by the Council, including surrender of seats equivalent to the extent of such admission made from its sanctioned intake capacity for the succeeding academic year/years

2.2.12 All admission to MBBS course within the respective categories shall be based solely on the marks obtained in the 'National Eligibility Cum Entrance Test.'

### **3. COURSE STRUCTURE:**

#### **3.1 TRAINING PERIOD AND TIME DISTRIBUTION**

3.1.1. Every student shall undergo a period of certified study extending over 4 and 1/2 academic years divided into 9 semesters, (1 e. of 6 months each) from the date of commencement of his study for the subjects comprising the medical curriculum to the date of completion of the examination and followed by one year compulsory rotating internship. Each semester will consist of approximately 120 teaching days of 8 hours each college working time, including one hour of lunch.

#### **3.1.2 The period of 4 and 1/2 years is divided into three phases as follows --**

**Phase-** (two semesters)- consisting of Pre-clinical subjects (Human Anatomy, Physiology including Bio-Physics, Bio-chemistry and introduction to Community Medicine

including Humanities). Besides 60 hours for introduction to Community Medicine including Humanities, rest of the time shall be somewhat equally divided between Anatomy and Physiology plus Biochemistry combined (Physiology 2/3 & Biochemistry 1/3).

**Phase-II** (3 semesters) - consisting of para-clinical/ clinical subjects. During this phase teaching of para-clinical and clinical subjects shall be done concurrently. The para-clinical subjects shall consist of Pathology, Pharmacology, Microbiology, Forensic Medicine including Toxicology and part of Community Medicine. The clinical subjects shall consist of all those detailed below in Phase III. Out of the time for Para-clinical teaching approximately equal time be allotted to Pathology, Pharmacology, Microbiology and Forensic Medicine and Community Medicine combined (1/3 Forensic Medicine & 2/3 Community Medicine).

**Phase-III** (Continuation of study of clinical subjects for seven semesters after passing Phase-i)

The clinical subjects to be taught during Phase II & III are Medicine and its allied specialties, Surgery and its allied specialties, Obstetrics and Gynaecology and Community Medicine.

Besides clinical posting as per schedule mentioned herewith, rest of the teaching hours be divided for didactic lectures, demonstrations, seminars, group discussions etc. in various subjects.

The Medicine and its allied specialties training will include General Medicine, Paediatrics, Tuberculosis and Chest, Skin and Sexually Transmitted Diseases, Psychiatry, Radio-diagnosis, Infectious diseases etc. The Surgery and its allied specialties training will include General Surgery, Orthopaedic Surgery including Physio-therapy and Rehabilitation, Ophthalmology, Otorhinolaryngology, Anaesthesia, Dentistry, Radio-therapy etc. The Obstetrics & Gynaecology training will include family medicine, family welfare planning etc.

3.1.3 The first 2 semester (approximately 240 teaching days) shall be occupied in the Phase I (Pre-clinical) subjects and introduction to a broader understanding of the perspectives of medical education leading to delivery of health care. No student shall be permitted to join the Phase II (Para-clinical/clinical) group of subjects until he has passed in all the Phase I (Pre-clinical subjects).

3.1.4 After passing pre-clinical subjects, 1 and ½ year 3 semesters) shall be devoted to para-clinical subjects. Phase II will be devoted to para-clinical & clinical subjects, along with clinical postings. During clinical phase (Phase III) pre-clinical and para-clinical teaching will be integrated into the teaching of clinical subjects where relevant.

3.1.5 Didactic lectures shall not exceed one third of the time schedule; two third schedule shall include practical, clinical or/and group discussions. Learning process shall include living experiences, problem oriented approach, case studies and community health care activities.

3.1.6 The University shall organize admission processes in such a way that teaching in first semester starts by 1<sup>st</sup> of August each year for this purpose; they shall follow the time schedule indicated in Appendix

3.1.6.1 There shall be no admission of students in respect of any academic session beyond 30<sup>th</sup> September under any circumstance. The University shall not register any student admitted beyond the said date.

3.1.6.2 National Medical Council may direct that any student identified as having obtained admission after the last date for closure of admission be discharged from the course of study, or any medical qualification granted to such a student shall not

be a recognised qualification for the purpose of the Indian Medical Council Act, 1956. The institution which grants admission to any student after the last date specified from the same shall also be liable to free such action as may be prescribed by NHM including surrender of seats equivalent to the extent of such admission made from its sanctioned intake capacity for the succeeding academic year.

3.1.7 The supplementary examination for 1st professional MBBS examination may be conducted within 6 months so that the students who pass can join the main batch and the failed students will have to appear in the subsequent year provided that the students who pass the supplementary examination shall be allowed to appear in the second professional MBBS examination only after he/she completes the full course of study of three semester i.e. 18 months) for the second professional MBBS examination irrespective of the examination of the main batch

### 3.2 PHASE DISTRIBUTION AND TIMING OF EXAMINATION

|          |          |          |   |
|----------|----------|----------|---|
| 6 MONTHS | 6 MONTHS | 6 MONTHS | I Professional examination<br>(during second semester)                              |
| 1        | 2        |          | II Professional examination<br>(during fifth semester)                              |
| 3        | 4        | 5        | III Professional Part I<br>(during 7th semester)                                    |
| 6        | 7        |          | III Professional Part II (Final Professional)<br>(during 9 <sup>th</sup> Semesters) |
| 8        | 9        |          |   |

### 3.2.1 Passing in 1st Professional is Compulsory before 'proceeding to Phase II training

3.2.2 A student, who fails in the IInd professional examination, shall not be allowed to appear IIIrd Professional Part I examination unless he passes all subjects of IInd Professional examination

3.2.3 Passing in IIIrd Professional (Part I) examination is not compulsory before entering for 8th & 9th semester training, however, passing of - Professional (Part I) is compulsory for being eligible for IIIrd Professional (Part II) examination

3.2.4 During third to ninth semesters, clinical postings of three hours duration daily as specified in the Table below is suggested for various departments, after Introductory Course in Clinical Methods in Medicine & Surgery of two weeks each for the whole class.

| Total Subject   | 3rd Semester | 4th Semester | 5th Semester | 6th Semester | 7th Semester | 8th Semester | 9th Semester | Total (Wks) |
|---|--------------|--------------|--------------|--------------|--------------|--------------|--------------|-------------|
| General***<br>Medicine  | 6            | -            | 4            | -            | 4            | 6            | 6            | 26          |
| Paediatrics   | -            | 2            | -            | 2            | 2            | 4            | -            | 10          |
| Tuberculosis<br>and Chest Diseases                                    | -            | 2            | -            | -            | -            | -            | -            | 02          |
| Skin & STD  | -            | 2            | -            | 2            | -            | 2            | -            | 06          |
| Psychiatry  | -            | -            | 2            | -            | -            | -            | -            | 02          |
| Radiology*  | -            | -            | -            | -            | 2            | -            | -            | 02          |
| General****<br>Surgery  | 6            |              | 4            |              | 4            | 6            | 6            | 26          |
| Orthopaedics**  |              |              | 4            | 4            |              |              | 2            | 10          |
| Ophthalmology   |              | 4            |              | 4            |              |              | 2            | 10          |
| Ear Nose and throat   |              | 4            |              | 4            |              |              |              | 8           |
| Obstetrics and<br>Gynaecology<br>including Family<br>Welfare Planning | 2            | 4            | 4            |              | 4            | 4            | 6            | 24          |
| Community Medicine  | 4            | 4            | -            | 4            |              |              |              | 12          |
| Casualty  | -            | -            | -            | 2            | -            | -            | -            | 02          |
| Dentistry   | -            | -            | -            | -            | 2            | -            | -            | 02          |
| <b>Total<br/>(in weeks)</b>   | <b>18</b>    | <b>22</b>    | <b>18</b>    | <b>22</b>    | <b>18</b>    | <b>22</b>    | <b>22</b>    | <b>142</b>  |

Clinical methods in Medicine and Surgery for whole class will be for 2 weeks each respectively at the start of 3rd semester

\* This posting includes training in Radio diagnosis and Radiotherapy where existent.

\*\* This posting includes exposure to Rehabilitation and Physiotherapy

\*\*\* This posting includes exposure to laboratory medicine and infectious diseases

\*\*\*\* This includes maternity training and Family medicine and the 3rd semester posting shall be in Family Welfare\Planning.

### 3.3 Migration

3.3.1 Migration of students from one medical college to another medical College may be granted on any genuine ground subject to the availability of vacancy in the college where migration is sought and fulfilling the other requirements laid down in the Regulations. Migration would be restricted to 5% of the sanctioned intake of the college during the year. No migration will be permitted on any ground from one medical college to another located within the same city.

3.3.2 Migration of students from one College to another is permissible only if both the colleges are recognized by the Central Government under section 11 (2) of the Indian Medical Council Act, 1956 and further subject to the condition that it shall not result in increase in the sanctioned intake capacity for the academic year concerned in respect of the receiving medical college.

3.3.3 The applicant candidate shall be eligible to apply for migration only after qualifying in the first professional MBBS examination Migration during clinical course of study shall not be allowed on any ground.

3.3.4 For the purpose of migration an applicant candidate shall first obtain "No Objection Certificate" from the college where he is studying for the present and the university to which that college is affiliated and also from the college to which the migration is sought and the university to which that college is affiliated. He / She shall submit his application for migration within a period of one month of passing (Declaration of result) of the 1st Professional MBBS examination along with the above cited for "No Objection Certificates" to (a) the Director of Medical Education of the State, if migration is sought from one college to another within the same State or (b) the Medical Council of India, if the migration is sought from one college to another located outside the State.

3.3.5 A student who has joined another college on migration shall be eligible to appear in the II<sup>nd</sup> professional MBBS examination only after attaining the minimum attendance in that college in the subjects, lectures, seminars etc. required for appearing in the examination prescribed under Regulation 12 (1)

#### Note-1:

The LNCT Vidhyapeeth University, Indore /Institutions shall frame appropriate guidelines for grant of No Objection Certificate or migration, as the case may be, to the students subject to provisions of these regulations.

#### Note-2:

Any request for migration not covered under the provisions of these Regulations shall be referred to the National Medical Commission for consideration on individual merits by the

Director (Medical Education) of the State or the Head of Central Government institution concerned. The decision taken by the Council on such requests shall be final.

**Note-3:**

The Institution shall send intimation to the National Medical Commission about the number of students admitted by them on migration within one month of their joining. It shall be open to the Council to undertake verification of the compliance of the provisions of the regulations governing migration by the Colleges at any point of time.

**4. COMMENCEMENT OF COURSE:**

4.1 The MBBS course shall commence with effect from 1st August of respective year or as per prevailing rules.

4.2 The last date up to which students can be admitted against vacancies arising due to any reason shall be 30th September of respective year or as per prevailing rules

**5. REGULATION RELATING TO ASSESSMENT OF ACADEMIC GROWTH OF STUDENTS**

5.1 Examination Regulation – Essentialities for qualifying to appear in Professional examinations. The performance in essential component of training are to be assessed based on

5.1.1 **Attendance**

75% attendance in a subject for appearing in the examination is Compulsory inclusive of attendance in non-lecture teaching i.e. seminars, group discussions, tutorials, demonstrations, practical's, hospital (Tertiary, Secondary, Primary) posting and bed side clinics etc

5.1.2 **Internal Assessment**

5.1.2.1 It shall be based on day to day assessment (see note), evaluation of student assignment, preparation for seminar, clinical case presentation etc:

5.1.2.2 Regular periodical examinations shall be conducted throughout the course The questions of number of examinations shall be decided by the Institutions.

5.1.2.3 Day to day records shall be given importance during internal assessment.

5.1.2.4 Weight age for the internal assessment shall be 20% of the total marks in each subject

5.1.2.5 Student must secure at least 35% marks of the total marks fixed for internal assessment in a particular subject in order to be eligible to appear in final university examination of that subject.

5.1.2.6 Internal assessment shall relate to different ways in which Student participation in learning process during semesters in evaluate

Some examples are as follows:

- Preparation of subject for student's seminar.
  - Preparation of a clinical case for discussion
  - Clinical case study/problem solving exercise.
  - Participation in Project for health care in the community (Planning stage to evaluation)
  - Proficiency in carrying out a practical or a skill small research project
  - Multiple choice questions (MCQ) test after completion of a system/teaching.
- Each item tested shall be objectively assessed and recorded.  
Some of the items can be assigned as Home work / Vacation work.

## 6. APPOINTMENT OF EXAMINERS:

6.1 No person shall be appointed as an examiner in any of the subjects of the Professional examination leading to and including the final Professional examinations for the award of the MBBS degree unless he has taken at least five years previously, a post graduate degree of a recognized university or an equivalent qualification in the particular subject as per recommendation of the Council on teachers eligibility qualifications and has had at least five years of total teaching experience in the subject concerned in a college affiliated to a recognized university at a faculty position

6.2 There shall be at least four examiners for 100 students, out of whom not less than 50% must be external examiners. Of the four examiners, the senior most internal examiner will act as the Chairman and coordinator of the whole examination programme so that uniformity in the matter of assessment of candidates is maintained Where candidates appearing are more than 100, one additional examiner, for every additional 50 or part thereof candidates appearing, be appointed

6.3 Non-medical scientists engaged in the teaching of medical students as whole time teachers, may be appointed examiners in their concerned subjects provided they possess requisite doctorate qualifications and five year teaching experience of medical students after obtaining their postgraduate qualifications. Provided further that the 50% of the examiners (Internal & External) are from the medical qualification stream

6.4 External examiners shall not be from the same university and preferably be from outside the state

6.5 There shall be a Chairman of the Board of paper-setters who shall be an internal examiner and shall moderate the questions.

6.6 Except Head of the department of subject concerned in a college/institution, all other with the rank of reader or equivalent and above with requisite qualifications and experience shall be appointed second internal examiners by rotation in their subjects, provided that where there are no posts of readers, then an Assistant Professor of 5 years standing as Assistant Professor may be considered for

appointment as examiner.

## **7. UNIVERSITY EXAMINATIONS: THEORY AND PRACTICAL/CLINICAL:**

7.1 Theory papers will be prepared by the examiners as prescribed. Nature of questions will be short answer type/objective type, marks for each part indicated separately. Question papers should preferably be of short structure/objective type.

7.2 Practicals/clinicals will be conducted in the laboratories or hospital wards. The objective will be to assess proficiency in skills, conduct of experiment, interpretation of data and logical conclusion. Clinical cases should preferably include common diseases and not esoteric syndromes or rare disorders. Emphasis should be on candidate's capability in eliciting physical signs and their interpretation.

7.3 Viva/oral includes evaluation of management approach and handling of emergencies. Candidates' skill in interpretation of common investigative data, x-rays, identification of specimens, ECG etc also is to be evaluated.

7.4 The examinations are to be designed with a view to ascertain whether the candidate has acquired the necessary knowledge, minimum skills along with clear concepts of the fundamentals which are necessary for him to carry out his professional day to day work competently. Evaluation will be carried out on an objective basis.

7.5 Question papers should preferably be of short structure/objective type.

7.6 Clinical cases/practicals shall take into account common diseases which the student is likely to come in contact in practice. Rare cases/obscure syndromes, long cases of neurology shall not be put for final examination.

7.7 During evaluation it shall be ascertained if the candidate has acquired the desired Practical skill.

7.8 There shall be one main examination in a year and a supplementary to be held not later than 6 months after the publication of its results. Universities Examinations shall be held as under:-

### **7.8.1 First Professional.**

In the second Semester of Phase 1 training, in the subjects of Anatomy, Physiology and Bio-Chemistry

### **7.8.2 Second Professional:-**

In the Fifth Semester of Phase II training, in the subjects of Pathology, Microbiology, Pharmacology and Forensic Medicine

### **7.8.3 Third Professional -**

Part I- in the Seventh Semester of Phase III, in the subjects Ophthalmology, Oto-rhyno-laryngology and Community Medicine.

**7.8.4 Third Professional:-**

Part II-(Final Professional) - At the end of Phase III training in the subjects of Medicine, Surgery, Obstetrics & Gynecology and Pediatrics.

**Note:**

- Results of University examinations shall be declared before the start of teaching for next semester.
- Passing in 1st Professional is compulsory before proceeding to Phase II training
- A student, who fails in the IInd professional examination, should not be allowed to appear III<sup>rd</sup> Professional Part I examination unless he passes all subjects of IInd Professional examination.
- Passing in III<sup>rd</sup> Professional (Part-1) is compulsory for being eligible for III<sup>rd</sup> Professional (Part II) examination

**7.9 Distribution of marks to various disciplines:****7.9.1 First Professional examination :( Pre-clinical Subjects):-****> Anatomy:**

|  |   |           |
|--|---|-----------|
| Theory   | Two papers of 50 marks each<br>(One applied question of 10 marks in each paper) | 100 marks |
| Oral (Viva)                                      |   | 20 marks  |
| Practical  |   | 40 marks  |
| Internal Assessment<br>(Theory-20, Practical-20) |   | 40 marks  |

|       |           |
|-------|-----------|
| Total | 200 marks |
|-------|-----------|

**> Physiology including Biophysics**

|  |   |           |
|--|---|-----------|
| Theory   | Two papers of 50 marks each<br>(One applied question of 10 marks in each paper) | 100 marks |
| Oral (Viva)  |   | 20 marks  |
| Practical  |   | 20 marks  |
| Internal Assessment (Theory-20; Practical-20)<br>(Theory-20, Practical-20) |   | 40 marks  |

|       |           |
|-------|-----------|
| Total | 200 marks |
|-------|-----------|

**Biochemistry**

|   |   |           |
|---|---|-----------|
| Theory  | Two papers of 50 marks each<br>(One applied question of 10 marks in each paper) | 100 marks |
| Oral (Viva)                                   |   | 20 marks  |
| Practical                                     |   | 40 marks  |
| Internal Assessment (Theory 20, Practical-20) |   | 40 marks  |

|       |           |
|-------|-----------|
| Total | 200 marks |
|-------|-----------|

Pass. In each of the subjects, a candidate must obtain 50% in aggregate with a minimum of 50% in Theory including orals and minimum of 50% in Practicals.

## 7.9.2 Second Professional Examination:(Para-clinical subjects)

⇒ **Pathology**

|   |          |
|---|----------|
| Theory-Two papers of 40 marks each<br>(One applied question of 10 marks each paper) | 80 marks |
| Oral (Viva)   | 15 marks |
| Practical   | 25 marks |

|   |          |
|---|----------|
| Internal assessment (Theory-15; Practical-15) | 30 marks |
|---|----------|

|       |           |
|-------|-----------|
| Total | 150 marks |
|-------|-----------|

⇒ **Microbiology**

|   |          |
|---|----------|
| Theory-Two papers of 40 marks each<br>(One applied question of 10 marks each paper) | 80 marks |
| Oral (Viva)   | 15 marks |
| Practical   | 25 marks |

|  |          |
|--|----------|
| internal assessment<br>(Theory 15; Practical-15) | 30 marks |
|--|----------|

|       |           |
|-------|-----------|
| Total | 150 marks |
|-------|-----------|

⇒ **Pharmacology**

|  |          |
|--|----------|
| Theory-Two papers of 40 marks each<br>Containing one question on clinical therapeutics | 80 marks |
| Oral (Viva)  | 15 marks |
| Practical  | 25 marks |

|  |          |
|--|----------|
| Internal assessment<br>(Theory-15; Practical-15) | 30 marks |
|--|----------|

|       |           |
|-------|-----------|
| Total | 150 marks |
|-------|-----------|

⇒ **Forensic Medicine**

|   |          |
|---|----------|
| Theory one paper                                  | 40 Marks |
| Oral (Viva)                                       | 10 marks |
| Practical   | 30 marks |
| Internal assessment<br>(Theory-10; Practical -10) | 20 marks |

|       |           |
|-------|-----------|
| Total | 100 marks |
|-------|-----------|

Pass in each of the subjects a candidate must obtain 50% aggregate with a minimum of 50% in theory including oral and minimum of 50% in practicals /clinical

## IIIrd Professional — Part I (Clinical Subjects)

Part 1. To be conducted during end period of seventh semester.

➤ **Ophthalmology**

|   |          |
|---|----------|
| Theory: One paper<br>(Should contain one question on pre-clinical and para-clinical aspects, of 10 marks) | 40 marks |
| Oral (Viva)   | 10 marks |
| Clinical  | 30 marks |
| Internal assessment (Theory- 10, Practical-10)  | 20 marks |

|       |           |
|-------|-----------|
| Total | 100 marks |
|-------|-----------|

**> Oto-Rhino-Laryngology**

|  |                  |
|--|------------------|
| Theory One paper   | 40 marks         |
| (Should contain one question on pre-clinical and para-clinical aspects, of 10 marks) |                  |
| Oral (Viva) Clinical   | 10 Marks         |
| Internal assessment  | 30 Marks         |
| (Theory 10, Practical-10)  | 20 Marks         |
| <b>Total</b>   | <b>100 Marks</b> |

**> Community Medicine including Humanities**

|   |                  |
|---|------------------|
| Theory Two papers of 60 marks each  | 120 marks        |
| (Includes problem solving, applied aspects of management at primary level Including essential drugs, occupational (agro based) diseases, rehabilitation and social aspects of community). |                  |
| Oral (Viva)   | 10 Marks         |
| Practical/Project evaluation  | 30 Marks         |
| Internal assessment (Theory 20, Practical-20)   | 40 Marks         |
| <b>Total</b>  | <b>200 Marks</b> |

➤ **Pass:**

In each of the subjects a candidate must obtain 50% in aggregate with a minimum of 50% in Theory including orals and minimum of 50% on Practicals/clinicals.

**7.9.4 Third Professional — Part II**

Each paper shall have two sections. Questions requiring essay type answers may be avoided.

➤ **Medicine**

Theory- Two papers of 60 marks each 120 marks

Paper I - General Medicine

Paper II — General Medicine (including Psychiatry, Dermatology and S.T.D.)

(Shall contain one question on basic sciences and allied subjects)

Oral (Viva) Interpretation of X-ray ECG, etc. 20 marks

Clinical (Bed side) 100 marks

Internal assessment 60 marks

(Theory-30, Practical-30)

|       |           |
|-------|-----------|
| Total | 300 marks |
|-------|-----------|

➤ **Surgery**

Theory-Two papers of 60 marks each 120 marks

Paper-1- General Surgery (Section 1)

Orthopaedics (Section 2)

Paper II- General Surgery including

Anaesthesiology, Dental diseases and Radiology.

(Shall contain one basic sciences and allied subjects)

Oral (Viva) Interpretation of Investigative data 20 marks

Clinical (Bed Side) 100 Marks

Internal assessment 60 marks

(Theory-30; Practical-30) 60 marks

|       |           |
|-------|-----------|
| Total | 300 marks |
|-------|-----------|

Paper 1 of Surgery shall have one section in Orthopaedics The quest on Orthopaedic Surgery be set and assessed by examiners who are teachers in the orthopaedic surgery.

➤ **Obstetrics and Gynaecology**

Theory Two papers of 40 marks each 80 marks

Paper I - Obstetrics including social obstetrics.

Paper II - Gynaecology, Family Welfare and Demography

(Shall contain one question on basic sciences and allied subjects)

Oral (Viva) including record of dell very cases (20+10) 30 marks

Clinical 50 marks

Internal assessment

(Theory-20; Piratical 20) 40 marks

|       |           |
|-------|-----------|
| Total | 200 marks |
|-------|-----------|

☐ **Paediatrics (Including Neonatolog)**

One paper 40

marks

(Shall contain one question on basic sciences and allied subjects)

Oral (Viva) 10 marks

CIINiCd i 30 marks

Internal assessment 20 marks

(Theory-10; Practical-10 marks)

|       |           |
|-------|-----------|
| Total | 100 marks |
|-------|-----------|

Pass in each of the subjects a candidate must obtain 50% In aggregate with a minimum of 50% in Practical/Clinical.

## 7.10 Criteria for Passing

7.10.1 Results of University examinations shall be preferably declared before the start of teaching for next semester

7.10.2 Passing in 1<sup>st</sup> Professional is compulsory before proceeding to Phase II training.

7.10.3 A student who fails in the II<sup>nd</sup> professional examination, should not be allowed to appear III<sup>rd</sup> Professional Part I examination unless he passes all subjects of II<sup>nd</sup> Professional examination.

7.10.4 Passing in III<sup>rd</sup> Professional (Part-1) is compulsory for being eligible for III<sup>rd</sup> Professional (Part-II) examination.

## 7.11. Division and Merit list

7.11.1. The division shall be awarded only after 3<sup>rd</sup> part II University examination and shall be based on the aggregate marks obtained by the candidate at his/her successful attempts at the 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> part I and 3<sup>rd</sup> part II MBBS University examinations

There shall be only three divisions as follows-

- Distinction /honors : 75% and above
- 1st division : 60a and above but below 75%
- 2<sup>nd</sup> division : 50% and above but below 60%

7.11.2 The merit shall be declared by the university after the declaration of result of 3<sup>rd</sup> Part II M B B S university examination on the basis of the integrated performance of all the four MBBS. university examinations. The merit list shall include first 10 candidates securing at least 1<sup>st</sup> division and passing all MBBS university examination in first attempts with all subjects taken together.

## 7.12. Condonation of deficiency in marks

7.12.1 Grace Marks in allied specialty will be as per the norms of the Apex council of that faculty, in case apex council of that faculty does not mention about grace marks, the benefit of grace marks given in different head of passing shall not exceed one percent of aggregate marks in that examination upto maximum of 5 marks or as decided by University policy.

7.12.2 Provided further that the benefit of gracing of marks under this Ordinance, shall be applicable only if the candidate passes the entire examination in the same attempt.

7.12.3 Provided further that the benefit of total gracing marks under this Ordinance, may be divided between more than one subjects if the candidate passes the entire Examination in the same attempt.

7.12.4 Provided further that the benefit of total gracing marks under this Ordinance, are for particular year and for particular examination, accumulation of the gracing marks cannot be claimed.

7.12.5 After award of grace marks the result of the concerned M B B.S. University examination shall be declared as "Pass by grace".

## 8. REVALUATION RE-TOTALING

8.1 Re-totaling- The university on application and remittance of stipulated fees as prescribed by the university shall permit a recounting or opportunity to recount the marks received for various questions in an answer paper/papers for theory of all subjects for which a candidate has appeared in the university examination. Any error in addition of marks awarded, if identified shall be suitably rectified.

8.2 Revaluation – Revaluation of theory papers in all years of study of the M.B.B.S. course shall be permissible by the university on application and remittance of the prescribed fees within the stipulated time such answer script shall be re- evaluated by not less than two duly qualified examiners and the average obtained shall be awarded to the candidate and the result reconsidered accordingly.

## 9. INTERNSHIP:

Internship is a phase of training wherein a graduate will acquire the skills and Competencies for practice of medical and health care under supervision so that he/she can be certified for independent medical practice as an Indian Medical Graduate in order to make trained work force available, it may be considered as a phase of training where in the graduate is expected to conduct actual practice under the supervision of a trained order , The learning methods have to be done during the MBBS course itself with larger number of hands on session and practice on simulators.

9.1 Goal: The goal of the internship programme is to train medical students to fulfill their roles as doctors of first contact in the community

9.2 Objectives: At the end of the internship period, the medical graduate will possess all competencies required of an Indian Medical Graduate, namely

9.2.1 Independently provide preventive, promotive, curative and palliative care with compassion.

- 9.2.2 Function as leader and member of the health care team and health system,
- 9.2.3 Communicate effectively with patients, families, colleagues and the Community,
- 9.2.4 Be certified in diagnostic and therapeutic skills in different disciplines of medicine taught in the undergraduate programme,
- 9.2.5 Be a lifelong learner committed to continuous improvement of skills and knowledge,
- 9.2.6 Be a professional committed to excellence and is ethical, responsive and accountable to patients, community and profession.

### 9.3 Time Distribution

|  |          |
|--|----------|
| Community Medicine (Residential posting)                   | 2 months |
| General Medicine including 15 days of Psychiatry           | 2 months |
| General Surgery including 15 days Anaesthesia              | 2 months |
| Obstetrics & Gynaecology including Family Welfare Planning | 2 months |
| Pediatrics   | 1 month  |
| Orthopaedics including P M-& R                             | 1 month  |
| Otorhinolaryngology  | 15 days  |
| Ophthalmology  | 15 days  |
| Casualty   | 15 days  |
| Elective posting (1x15 days)                               | 15 days  |

#### Subjects for Elective posting will be as follows

- Dermatology, Venereology & Leprosy
- Respiratory Medicine
- Radio diagnosis
- Forensic Medicine & Toxicology
- Blood Bank
- Psychiatry

Note:- Structure internship with assessment at the end in the college.

### 9.4 GENERAL CONSIDERATIONS AND TEACHING APPROACH

The provisions contained in Part – II of these Regulations shall apply to the MBBS course starting from academic year 2019-20 onwards.

#### 9.4.1 Indian Medical Graduate Training Programme

The undergraduate medical education programme is designed with a goal to create an "Indian Medical Graduate" (IMG) possessing requisite knowledge, skills, attitudes, values and responsiveness, so that she or may function appropriately and effectively as a physician of first contact of the community while being globally relevant to achieve this, the following national and institutional goals for the learner of the Indian Medical Graduate training programme are hereby prescribed.

### 9.4.2 National Goals:

At the end of undergraduate program, the Indian Medical Graduate should be able to:

Recognize "health for all" as a national goal and health right of all citizens and by undergoing training for medical profession to fulfill his/her social obligations towards realization of this goal.

9.4.2.1 Learn every aspect of National policies on health and devote her / him to its practical implementation.

9.4.2.2.1 Achieve competence in practice of holistic medicine, encompassing, promotive, preventive, curative and rehabilitative aspects of common diseases.

9.4.2.2.2 Develop scientific temper, acquire educational experience for proficiency in profession and promote healthy living

9.4.2.4 Become exemplary citizen by observance of medical ethics and fulfilling social and professional obligations, so as to respond to national aspirations.

### 9.4.3 Institutional Goals'

9.4.3.1. In consonance with the national goals *each* medical institution should evolve institutional goals to define the kind of trained manpower (or professionals) they intend to produce. The Indian Medical Graduates coming out of a medical institute should be competent in diagnosis and management of common health problems of the individual and the community, commensurate with his/her position as a member of the health team at the primary, secondary or tertiary levels, using his/her clinical skills based on history, physical examination and relevant investigations.

9.4.3.2 be competent to practice preventive, promotive, curative, palliative and rehabilitative medicine in respect to the commonly encountered health problems.

9.4.3.3 appreciate rationale for different therapeutic modalities; be familiar with the administration of "essential medicines" and their common adverse effects

9.4.3.4 be able to appreciate the *socio-* psychological, cultural, economic and environmental factors affecting health and develop humane attitude towards the patients in discharging one's professional responsibilities.

9.4.3.5 Possess the attitude for continued self-Learning and to seek further expertise or to pursue research in any chosen area of medicine, action research and documentation skills

9.4.3.6. be familiar with the basic factors which are essential for the

implementation of the National Health Programmes including practical aspects of the following:

- 9.4.3.7 Family Welfare and Maternal and Child Health (MCH)
- 9.4.3.8 Sanitation and water supply
- 9.4.3.9 Prevention and control of communicable and non-communicable diseases.
- 9.4.3.10 Immunization
- 9.4.3.11 Health Education
- 9.4.3.12 Indian Public Health Standards (IPHS), at various levels of service delivery.
  - 9.4.3.12.1 Bio medical waste disposal
- 9.4.3.13 Organizational and/or institutional arrangements.
- 9.4.3.14 Acquire basic management skills in the area of human resources, materials and resource management related to health care delivery, hospital management, inventory skills and counseling.
- 9.4.3.15 Be able to identify community health problems and learn to work to resolve these by designing, instituting corrective steps and evaluating outcome of such measures.
- 9.4.3.16 Be able to work as a leading partner in health care teams and acquire proficiency in communication skills.
- 9.4.3.17 Be competent to work in a variety of health care settings
- 9.4.3.18 Have personal characteristics and attitudes required for professional life such as personal integrity, sense of responsibility and dependability and ability to relate to or show concern for other individuals.

## 10. All efforts *must* be made to equip the medical graduate to acquire the desired skills

### 10.1. Goals and Roles for the Learner

In order to fulfill the goal of the IMG training programme, the medical graduate must be able to function in the following roles appropriately and effectively -

10.1.1 Clinician who understands and provides preventive, promotive, curative, palliative and holistic care with compassion.

10.1.2 Leader and member of the health care team and system with capabilities to collect, analyze, synthesize and communicate health data appropriately

10.1.3 Communicator with patients, families, colleagues and community.

10.1.4 Lifelong learner committed to continuous improvement of skills and knowledge

10.1.5 Professional, who is committed to excellence, is ethical, responsive and accountable to patients, community and profession

#### 41. Competency Based Training Programme of the Indian Medical Graduate:

Competency based learning would include designing and implementing medical education curriculum that focuses on the desired and observable ability in real life situations. In order to effectively fulfill the roles, the Indian Medical Graduate would have obtained the following set of competencies at the time of graduation:

11.1 Clinician, who understands and provides preventive, promotive, curative, palliative and holistic care with compassion

11.2 Demonstrate knowledge of normal human structure, function and development from a molecular, cellular, biologic, clinical, behavioural and social perspective.

11.3 Demonstrate knowledge of abnormal human structure, function and development from a molecular, cellular, biological, clinical, behavioural and social perspective

11.4 Demonstrate knowledge of medico legal, societal, ethical and humanitarian principles that influence health care

11.5 Demonstrate knowledge of national and regional health care policies including the National Health Mission that incorporates National Rural Health Mission (NRHM) and National Urban Health Mission (NUHM), frameworks, economics and systems that influence health promotion, health care delivery, disease prevention, effectiveness, responsiveness, quality and patient safety.

11.6 Demonstrate ability to elicit and record *from* the patient, and other relevant sources including relatives and caregivers, a history that is complete and relevant to disease identification, disease prevention and health promotion.

11.7 Demonstrate ability to elicit and record from the patient, and other relevant sources including relatives and caregivers, a history that is to gender, age, vulnerability, social and economic status, patient preferences belief and value,

11.8 Demonstrate ability to perform a physical examination that is complete and relevant to disease identification, disease prevention and health promotion.

11.9 Demonstrate ability to perform a physical examination that is contextual to social and economic status, patient preferences and values

11.10 Demonstrate effective clinical problem solving, judgment and ability to interpret and integrate available data in order to address patient problems, generate differential diagnoses and develop individualized management plans that include preventive, promotive and therapeutic goals.

11.11 Maintain accurate clear and appropriate record of the patient in conformation with legal and administrative frame works.

11.12 Demonstrate ability to choose the appropriate diagnostic tests and interpret these tests based on scientific validity, cost effectiveness and clinical context.

11.13 Demonstrate ability to prescribe and safely administer appropriate

therapies including nutritional interventions, pharmacotherapy and interventions based on the principles of rational drug therapy, scientific validity, evidence and cost that conform to established national and regional health programmes and policies for the following:

11.14 Disease prevention,

11.15 Health promotion and cure,

11.16 Pain and distress alleviation, and

11.17 Rehabilitation.

11.18 Demonstrate ability to provide a continuum of care at the primary and/or secondary level that addresses chronicity, mental and physical disability.

11.19 Demonstrate ability to appropriately identify and refer patients who may require specialized

11.20 Demonstrate familiarity with basic, Clinical and translational research as it applies to the care of the patient.

#### **11.21 Leader and member of the health care team and system**

11.21.1 Work effectively and appropriately with colleagues in an inter professional health care team respecting diversity of roles responsibilities and competencies of other professionals.

11.21.2 and function effectively, responsibly and appropriately as a health care team leader in primary and secondary health care settings

11.21.3 Educate and motivate other members of the team and work in a collaborative and collegial fashion that will help maximize the health care delivery potential of the team.

11.21.4 Access and utilize components of the health care system and health delivery in a manner that is appropriate, cost effective, fair and in compliance with the national health care priorities and policies, as well as be able to collect, analyze and utilize health data.

11.21.5 Participate appropriately and effectively in measures that will advance quality of health care and patient safety within the health care system.

11.21.6 Recognize and advocate health promotion, disease prevention and health care quality improvement through prevention and early recognition. in a) life style diseases and b) cancers, in collaboration with other members of the health care team.

#### **11.22 Communicator with patients, families, colleagues and community**

11.22.1 Demonstrate ability to communicate adequately, sensitively, effectively and respectfully with patients in a language that the patient understands and in a manner that will improve patient satisfaction and health care outcomes.

11.22.2 Demonstrate ability to establish professional relationships with patients and families that are positive, understanding, humane, ethical, empathetic, and trustworthy

11.22.3 Demonstrate ability to communicate with patients in a manner respectful of patient's

preferences, values, prior experience, beliefs, confidentiality and privacy.

11.22.4 Demonstrate ability to communicate with patients, colleagues and families in a manner that encourages participation and shared decision-making

**11.23 Lifelong learner committed to continuous improvement of skills and knowledge**

11.23.1 Demonstrate ability to perform an objective self-assessment of knowledge and skills, continue learning, refine existing skills and acquire new skills.

11.23.2 Demonstrate ability to apply newly gained knowledge or skills to the care of the patient.

11.23.3 Demonstrate ability to introspect and utilize experiences, to enhance personal and professional growth and learning.

11.23.4 Demonstrate ability to search (including through electronic means), and critically evaluate the medical literature and apply the information in the care of the patient

11.23.5 Be able to identify and select an appropriate career pathway that is professional rewarding and personally fulfilling.

**11.24 Professional who is committed to excellence, is ethical, responsive and accountable to patients, community and the profession**

11.24.1 Practice selflessness, integrity, responsibility, accountability and respect

11.24.2 Respect and maintain professional boundaries between patients, colleagues and society.

11.24.3 Demonstrate ability to recognize and manage ethical and

and 11.24.4 Abide by prescribed ethical and legal codes of conduct and practice

11.24.5 Demonstrate a commitment to the growth of the medical profession as a whole.

**11. Broad Outline on training format**

In order to ensure that training is in alignment with the goals and competencies

12.1 There shall be a 'Foundation Course' to orient medical learners to MBBS programme, and provide them with requisite knowledge, communication (including electronic), technical and language skills.

12.1 The curricular contents shall be vertically and horizontally aligned and integrated to the maximum extent possible in order to enhance learner's interest and eliminate redundancy and overlap.

12.2 Teaching-learning methods shall be learner centric and shall predominantly include small group learning, interactive teaching methods and case based learning.

12.3 Clinical training shall emphasize early clinical exposure, skill

acquisition, certification in essential skills, community/primary/secondary care-based learning experiences and emergencies.

12.4 Training shall primarily focus on preventive and community based approaches to health and disease, with specific emphasis on national health priorities such as family welfare, communicable and non-communicable diseases including cancer, epidemics and disaster management

12.5 Acquisition and certification of skills shall be through experiences in patient care, diagnostic and skill laboratories.

12.6 The development of ethical values and overall professional growth as an integral part of curriculum shall be emphasized through a structured longitudinal and dedicated programme on professional development including attitude, ethics and communication.

12.7 Progress of the medical learner shall be documented through structured periodic assessment that includes formative and summative assessments. Logs of skill based training shall be also maintained. Appropriate Faculty Development Programmes shall be conducted regularly by institutions to facilitate medical teachers at all levels to continuously update their professional and teaching skills, and align their teaching skills to curricular objectives

### 13. CANCELLATION OF ADMISSION:

13.1. The admission of the student at any stage of the study shall be cancelled by the Vice Chancellor based on the recommendation of the head of the institution if:

13.1.1 He/She is not found to be qualified or eligible as per NMC norms and guidelines

13.1.2 He/ She is found to have produced false / forged documents or found to have used unfair means to secure admission.

13.1.3 He/ She is found to be involved in serious breach of discipline in the institution or the university campus.

### 14. GENERAL:

Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a committee consisting of any or all the Dean/Director/Principal/Head of Department/ Institutions / Constituent College/Schools. The decision of the Vice Chancellor shall be final.

## APPENDIX - A

## Prescribed Teaching Hours:-

Following minimum teaching hours are prescribed in various disciplines,

|                                 |   |   |
|---------------------------------|---|---|
| <b>A. Pre-Clinical Subjects</b> |   | <b>(Phase –I First and Second Semester)</b>                   |
| Anatomy                         | : | 650 Hrs.  |
| Physiology                      | : | 480 Hrs.  |
| Bio-Chemistry                   | : | 240 Hrs.  |
| Community Medicine              | : | 60 Hrs.   |
| <b>B. Pre-Clinical Subjects</b> |   | <b>(Phase –II 5<sup>th</sup> and 7<sup>th</sup> Semester)</b> |
| Pathology                       | : | 300 Hrs.  |
| Physiology                      | : | 300 Hrs.  |
| Microbiology                    | : | 250 Hrs.  |
| Community Medicine              | : | 60 Hrs. (Including 8 weeks posting of 3 hrs each)             |
| Forensic Medicine               | : | 100 Hrs   |

Teaching of Para-clinical Subjects shall be 4 Hrs Per day in 3<sup>d</sup> Semester and 3Hrs per Day in 4<sup>th</sup> and 5<sup>th</sup> Semester

**C. Clinical Subjects**

1. Clinical Posting as per chart attached.
- 2 Theory lectures, demonstrations and Seminars etc in addition of clinical postings as under The clinical lectures to be held from 4<sup>th</sup> Semester onwards (See attached time table)

| Subject      | Duration |
|--------------|----------|
| Gen. Meicine | 300 Hrs. |
| Gen. Surgery | 300 Hrs. |
| Pediatrics   | 100 Hrs. |

|                       |         |
|-----------------------|---------|
| Orthopedic            | 100 Hrs |
| T B. & Chest          | 20 Hrs  |
| Ophthalmology         | 100 Hrs |
| Psychiatry            | 20 Hrs  |
| ENT                   | 70 Hrs  |
| Skin and STD          | 30 Hrs  |
| Radiology             | 20 Hrs  |
| Community<br>Medicine | 50 Hrs  |
| Dentistry             | 10 Hrs  |
| Anesthesia            | 300 Hrs |

**NOTE: -**

- This period of training is minimum suggested.
- Adjustments where required depending on availability of time shall be made
- This period of training does not include university exams nation period.
- Extra time available be devoted to other Sub-specialities.
- Clinical methods in Medicine and Surgery for whole class will be for 2 weeks each respectively at the start of 3rd semester  
This posting shall include training in Radio diagnosis
- This posting includes exposure to Rehabilitation Physiotherapy
- This posting includes exposure to laboratory medicine and infectious diseases.
- This posting includes exposure to dressing and Anaesthesia
- This includes maternity training and Family medicine and the 3rd semester posting shall be in Family Welfare Planning

## LNCT Vidhyapeeth University, Indore

## ORDINANCE No. 14

## DOCTOR OF MEDICINE (M.D.) AND MASTER OF SURGERY (M.S.)

## GENERAL RULE

These general rules are subject to alterations from time to time. The degree shall be conferred after the acceptance of thesis and passing in examination (Written, Viva and Practical).

SUBJECTS OF AWARDSM.D.

- 1 Anesthesiology
- 2 Anatomy
- 3 Biochemistry
- 4 Community Medicine
- 5 Dermatology, Venerology and Leprosy
- 6 Family Medicine
- 7 Forensic Medicine
- 8 General Medicine
- 9 Geriatrics
- 10 Hospital Administration
- 11 Immuno Haematology and Blood Transfusion
- 12 Microbiology
- 13 Nuclear Medicine
- 14 Pathology
- 15 Paediatrics
- 16 Pharmacology
- 17 Physical Medicine Rehabilitation
- 18 Physiology
- 19 Psychiatry
20. Radio-diagnosis
- 21 Radiation Oncology
- 22 Sports Medicine

- 23 Respiratory Medicine
- 24 Emergency Medicine
- 25 Palliative Medicine
- 26 Master of Public Health (Epidemiology)

---

M.S.

1. Otorhinolaryngology
2. General Surgery
3. Ophthalmology
4. Orthopedics
5. Obstetrics & Gynecology
6. Traumatology & Surgery

**1. GENERAL CONDITIONS: -**

- 1.1 Postgraduate Medical Education in broad specialties shall be of three years duration In the case of degree course and two years in the case of Diploma Course after MBBS and In the case of superspecialties the duration shall be of three years after MD/MS
- 1.2 Postgraduate curriculum shall be competency based.
- 1.3 Learning in postgraduate programme shall be essentially autonomous and self-directed.
- 1.4 A combination of both formative and summative assessment is vital for the successful completion of the PG programme.
- 1.5 The training of PG students shall involve learning experience 'decide from' or 'targeted to' the needs of the community. It shall, therefore be necessary to expose.

**2. AIMS & OBJECTIVES:****2.1 AIMS:**

The goal of postgraduate medical education shall be to produce competent specialists and/or Medical teachers.

2.1.1 Who shall recognize the health needs of the community, and carry out professional obligations ethically and in keeping with the objectives of the national health policy

2.1.2 Who shall have mastered most of the competencies, pertaining to the speciality, that are required to be practiced at the secondary and the tertiary levels of the health care delivery system,

2.1.3 Who shall be aware of the contemporary advance and developments in the discipline concerned,

2.1.4 Who shall have acquired a spirit of scientific inquiry and is oriented to the principles of research methodology and epidemiology, and

2.1.5 Who shall have acquired the basic skills in teaching of the medical and paramedical professionals

**2.2 OBJECTIVES:**

At the end of the postgraduate training in the discipline concerned the student shall be able to:-

- 2.2.1 Recognize the importance to the concerned speciality in the context of the health needs of the community and the national priorities in the health section
- 2.2.2 Practice the speciality concerned ethically and in step with the principles of primary health care.
- 2.2.3 Demonstrate sufficient understanding of the basic sciences relevant to the concerned speciality
- 2.2.4 Identify social, economic, environmental, biological and emotional determinants of health in a given case, and take them into account while planning therapeutic, rehabilitative, preventive and primitive measure/strategies
- 2.2.5 Diagnose and manage majority of the conditions in the speciality concerned on the basis of clinical assessment, and appropriately selected and conducted investigations.
- 2.2.6 Plan and advice measures for the prevention and rehabilitation of patients suffering from disease and disability, related to the speciality.
- 2.2.7 Demonstrate skills in documentation of individual case details as well as morbidity and mortality rate-relevant to the assigned situation.
- 2.2.8 Demonstrate empathy and humane approach towards patients and their families and

- exhibit interpersonal behavior in accordance with the societal norms and expectations.
- 2.2.9 Play the assigned role on the Implementation of national health program, effectively and responsibly.
- 2.2.10. Organize and supervise the chosen/assigned health care services demonstrating adequate managerial skills in the clinic/hospital or the field situation
- 2.2.11 Develop skills as a self directed learner, recognize continuing education needs, select and use appropriate learning resources
- 2.2.12 Demonstrate competence in basic concepts of research methodology and epidemiology, and be able to critically analyse relevant published research literature
- 2.2.13 Develop skills in using educational methods and techniques as applicable to the teaching of medical/nursing students, general physicians and paramedical health workers
- 2.2.14 Function as an effective leader of a health team engaged in health care, research or training.

### 2.3 STATEMENT OF THE COMPETENCIES:

Keeping in view the general objectives of postgraduate training, each discipline has developed specific competencies which has been defined and spelt out in clear terms. Each department has produced a statement to bring it to the notice of the trainees in the beginning of the program so that he or she can direct the efforts towards the attainment of these competencies.

### 2.4 COMPONENTS OF THE POSTGRADUATE CURRICULUM:

The major components of the Postgraduate curriculum shall be:

2.4.1 Theoretical knowledge

2.4.2 Practical and clinical skills.

2.4.3 Writing Thesis / Research articles.

2.4.4 Attitudes including communication skills.

2.4.5 Training in research methodology, Medical Ethics and Medico legal aspects.-

## 3. COURSE STRUCTURE:

### 3.1 Training Period and Time Distribution

The period of training for obtaining the degrees shall be three complete years

Including the period of examination

Provided that in the case of students having a recognized two year postgraduate diploma course in the same subject, the period of training, including the period of examination, shall be two years

### 3.2 Timing of Examinations

The examinations shall be organised on the basis of grading or marking system to evaluate and certify candidate's level of knowledge, skill and competence at the end of the training and obtaining a minimum of 50% marks in theory as well as practical separately shall be mandatory for passing the whole examination. The examination for M S., / M D, shall be held at the end of 3

academic years (six academic terms) The academic terms shall mean six months training period.

#### 1. GOAL'

- 4.1 The goal of postgraduate medical education shall be to produce competent specialist and/or Medical Teachers
- 4.2 Who shall recognize the health needs of the community, and carry out Professional obligations ethically and in keeping with the objectives of the national health policy
- 4.3 Who shall have mastered most of the competencies pertaining to the specialty, that are required to be practiced at the secondary and the tertiary levels of the health care delivery system
- 4.4 Who shall be aware of the contemporary advance and developments in the discipline concerned
- 4.5 Who shall have acquired a spirit of scientific inquiry and is oriented to the principles of research methodology and epidemiology,
- 4.6 Who shall have acquired the basic skills in teaching of the medical and paramedical professionals

#### 2. ACADEMIC QUALIFICATION AND SELECTION CRITERIA FOR ADMISSION:

##### 5.1 Eligibility Criteria: Candidate for M.D./M.S. Degree must be-

A candidate who has passed final year M.B.B.S examination after pursuing a study in a medical college recognized by the National Medical Commission (NMC), from a recognized Medical College affiliated to any other University recognized as equivalent thereto, and has completed one year compulsory rotating internship in a teaching Institution or other Institution recognized by the National Medical Commission (NMC), and has obtained permanent registration with Medical Council of India or NMC or any State Medical Council shall be eligible for admission, or should obtain the same within one month from the date of his admission, failing which the admission of the candidate shall be cancelled.

##### 5.2 Procedure for selection of candidates for post graduate courses shall be as follows:

5.2.1 There shall be a uniform entrance examination to all medical educational institutions at the Postgraduate level namely 'National Eligibility-cum-Entrance Test' for admission to postgraduate courses in each academic year and shall be conducted under the overall supervision of the Ministry of Health & Family Welfare, Government of India.

5.2.2 The "designated authority" to conduct the 'National Eligibility-cum-Entrance Test' shall be the National Test Agency (NTA) or any other body/organization so designated by the Ministry of Health and Family Welfare, Government of India.

5.2.3 In order to be eligible for admission to Postgraduate Course for an academic year, it shall be necessary for a candidate to obtain minimum of marks at 50 percentile in the 'National Eligibility-Cum-Entrance Test for Postgraduate courses' held for the said academic year. However, in respect of candidates belonging to Scheduled Castes, Scheduled Tribes, and Other Backward

Classes, the minimum marks shall be at 40 percentile In respect of candidates with benchmark disabilities specified under the Rights of Persons with Disabilities Act, 2016, the minimum marks shall be at 45 percentile for General Category and 40 percentile for SC/ST/OBC The percentile shall be determined on the basis of highest marks secured in the All India Common merit list in National Eligibility- cum Entrance Test for Postgraduate courses.

Provided when sufficient number of candidates in the respective categories fail to secure minimum marks as prescribed in National Eligibility cum-Entrance Test held for any academic year for admission to Postgraduate Courses, the Central Government in consultation with National Medical Commission (NMC) may at its discretion lower the minimum marks required for admission to Post Graduate Course for candidates belonging to respective categories and marks so lowered by the Central Government shall be applicable for the academic year only.

**5.2.4** The reservation of seats in Medical Colleges/institutions for respective Categories shall be as per applicable Law prevailing in States/Union Territories. An all India merit list as well as State-wise merit list of the eligible candidates shall be prepared on the basis of the marks obtained in National Eligibility cum-Entrance Test and candidates shall be admitted to Postgraduate Courses from the said merit lists only.

**5.2.5.** 5% seats of annual sanctioned intake capacity shall be filled up by persons with benchmark disabilities in accordance with the provisions of the Rights of Persons with Disabilities Act, 2016, based on the merit list of National Eligibility-Cum-Entrance Test for admission to Postgraduate Medical Courses.

**5.2.6** No candidate who has failed to obtain the minimum eligibility marks as prescribed in Sub-Clause (3) above shall be admitted to any Postgraduate courses in the said academic year.

**5.2.7** The University and State Government /DME will organize admission process in such a way that teaching in broad specialty postgraduate courses (MD/MS/DNB) starts as per NMC /State Government norms. For this purpose, they shall follow the time schedule indicated below:

**Admission schedule for Postgraduate courses (Broad Speciality):**

| S. No. | Schedule for Admission              | State Counseling  |
|--------|-------------------------------------|---|
| 1      | Conduct of Exam                     | Schedule will be followed as prescribed by NMC/Government from time to time |
| 2      | Declaration of Result               |   |
| 3      | 1st Round of Counseling             |   |
| 4      | Last date of Joining                |   |
| 5      | 2 <sup>nd</sup> round of Counseling |   |
| 6      | Last date of Joining                |   |
| 7      | Mop up Round / CLC Round            |   |
| 8      | Last date of Joining                |   |

|    |  |  |
|----|--|--|
| 9  | Forwarding the list of students in order of merit equaling to ten times the number of vacant seats to the Medical Colleges by the Counseling Authority |  |
| 10 | Last date of Joining   |  |

All India Quota Seats remaining vacant after last date for joining will be deemed to be converted into State Quota

- Institute/ College/ Courses permitted after 28<sup>th</sup> February will not be considered for admission/ allotment of seats for current academic year
- In any circumstances, last date for admission/ joining will not be extended after 31<sup>st</sup> May.
- For the purpose of ensuring faithful obedience to the above time- schedule, Saturday, Sunday or Holidays (except National Holiday) shall be treated as working day

**5.2.8** There shall be no admission of students in respect of any academic session beyond 31<sup>st</sup> May for postgraduate courses. The University shall not register any student admitted beyond the said date.

**5.2.9** No authority / institution shall admit any candidate to any postgraduate medicine course in contravention of the criteria / procedure as laid down by these Regulations and / or in violation of the judgments passed by the Hon'ble Supreme Court in respect of admissions Any candidate admitted in contravention / violation of aforesaid shall be discharged by the Council forthwith. The authority / institution which grants admission to any student in contravention / violation of the Regulations and / or the judgments passed by the Hon'ble Supreme Court, shall also be liable to face such action as may be prescribed by the Council, including surrender of seats equivalent to the extent of such admission made from its sanctioned intake capacity for the succeeding academic year / years

### **5.3 COMMON COUNSELING:**

There shall be a common counseling for admission to all Postgraduate Courses (MD/MS) in all Medical Educational Institutions on the basis of merit list of the National Eligibility cum Entrance Test, which shall be conducted by the statutory authority / state Government

### **6. MIGRATION.**

Migration/transfer of students undergoing any postgraduate course shall not be permitted

### **7. COMMENCEMENT OF COURSE:**

As per directions issued by competent authority such as NMC, DME/ State Government

## 8. ATTENDANCE, PROGRESS AND CONDUCT:

8.1 A candidate pursuing degree course should work in the concerned department of the institution for the full period as a full time student, No candidate is permitted to run a clinic/ laboratory/ nursing home while studying postgraduate course

8.2 Each year shall be taken as a unit for the purpose of calculating attendance.

8.3 Every student shall attend symposia, seminars, conferences, journal review Meetings, grand rounds, GPC, case presentation, clinics and lectures during each year as prescribed by the department and not absent himself / herself from work without valid reasons

8.4 Every candidate is required to attend a minimum of 80% of the training during each academic year of the post graduate course Provided further that leave of any Kind shall not be counted as part of academic term without prejudice to minimum 80% attendance of training period every year Similarly, the matter of grant of leave to Post Graduate students shall be regulated as per respective University / State Government rules

8.5 Any student who fails to complete the course in the manner mated above shall not be permitted to appear for the University Examinations.

## 9. METHOD OF TRAINING:

The students undergoing postgraduate courses shall exposed to the following

9.1 Basics of statistics to understand and critically evaluate published research paper.

9.2 Exposure to human behaviors students.

9.3 Basic understanding of pharmaco-economics.

9.4 Introduction to the non-linear mathematics.

9.5 The training given with due care to the Post Graduate students in the recognized Institutions for the award of various Post Graduate medical degrees/diplomas shall determine the expertise of the specialist medical teachers produced as a result of the educational program during the period of stay in the institution. All the candidates joining the postgraduate training programme shall work as full time residents during the period of training and shall attend not less than 80% (Eighty percent) of the imparted training during each academic year including assignments, assessed full time responsibilities and participation in all facets of the educational process

9.6 Every institution undertaking postgraduate training program shall set up an academic cell or a curriculum committee, under the chairmanship of a senior faculty member, which shall work out the details of the training program in each specialty in consultation with other department faculty staff and also coordinate and monitor the implementation of these training programs.

9.7 The training program shall be updated as and when required. The structured training program shall be strictly followed, to enable the examiners to

determine the training undergone by the candidates and the National Medical Commission (NIVIC) inspectors to assess the same at the time of inspection.

9.8 Postgraduate students shall maintain a record (log) book of the work carried out by them and the training program undergone during the period of training including details of surgical operations assisted or done independently (for M.S candidates)

9.9 The record books shall be checked and assessed by the faculty members imparting the training.

9.10 During the training for degree/diploma to be awarded in clinical disciplines, there shall be proper training in basic medical sciences related to the disciplines concerned, during the training for the degree to be awarded in basic medical sciences, there shall be training in applied aspects of the subject, and there shall be training in allied subjects related to the disciplines concerned. In all postgraduate training programs, both clinical and basic medical sciences, emphasis is to be laid on preventive and social aspects and emergency care. Facilities for autopsies, biopsies, cytopsies, endoscopic and imaging etc., also be made available for training purposes

9.11 The postgraduate students shall be required to participate in the teaching and training program of undergraduate students and interns.

9.12 Training in medical audit, management, health economics, health information system, basics of statistics, exposure to human behavior studies, knowledge of pharmaco economics and introduction to non-linear mathematics shall be imparted to the postgraduate students.

9.13 Implementation of training programs for the award of various postgraduate degrees and diplomas shall include the following. -

#### **9.13 Doctor of Medicine (M.D)/Master of Surgery (M.S)**

9.13.1 1 Basic Medical Sciences Lectures, seminars, journal clubs, group discussions, participation in laboratory and experimental work, and involvement in research studies in the Concerned specialty and exposure to the applied aspects of the subject relevant to clinical specialties.

9.13.1 2 clinical discipline In service training, with the students being given graded responsibility in the management and treatment of patients entrusted to their care; participation in Seminars, Journal clubs, group discussions, clinical meetings, grand rounds, and clinico-pathological conferences, practical training in diagnosis, Medical and surgical treatment; training in the basic medical sciences, as well as in allied clinical specialties

**PERIOD OF TRAINING:** The period of training for M.D./M.S shall be three years including examination period provided that, in case of student possessing two years recognized PG Diploma course in the same subject the period of training shall be of two years.

**10. PERIODIC TESTS-**

In case of degree courses of three years duration (MD/MS), the concerned departments may conduct three tests, two of them be annual tests, one at the end of first year and the other in the second year. The third test may be held three months before the final examination. The tests may include written papers, practicals / clinical and viva voce. Records and marks obtained in such tests will be maintained by the Head of the Department and sent to the University, when called for.

Records: Records and marks obtained in tests will be maintained by the Head of the Department and will be made available to the University.

**11. MONITORING LEARNING PROGRESS:**

It is essential to monitor the learning progress of each candidate through continuous appraisal and regular assessment. It not only helps teachers to evaluate students, but also students to evaluate themselves. The monitoring should be done by the staff of the department based on participation of students in various teaching / learning activities. It may be structured and assessment be done using checklists that assess various aspects.

The learning outcomes to be assessed should include

- (i) Personal Attitudes,
- (ii) Acquisition of Knowledge,
- (iii) Clinical and operative skills,
- (iv) Teaching skills and
- (v) Dissertation

**11.1 Personal Attitudes. The essential items are:**

- Initiative
- Organizational ability
- Potential to cope with stressful situations and undertake responsibility
- Trustworthiness and reliability
- To understand and communicate intelligibly with patients and others
- To behave in a manner which establishes professional relationships with patients and colleagues
- Ability to work in team
- A critical enquiring approach to the acquisition of knowledge

The methods used mainly consist of observation. It is appreciated that these items require a degree of subjective assessment by the guide, supervisors and peers

**11.2 Acquisition of Knowledge:** The methods used comprise of 'Log Book' which records participation in various teaching / learning activities by the students. The number of activities attended and the number in which presentations are made are to be recorded. The log book should periodically be validated by the supervisors. Some of the activities are listed. The list is not complete. Institutions may include additional activities, if so, desired.

- Journal Review Meeting (Journal Club) The ability to do literature search, in depth study, presentation skills, and use of audio- visual aids are to be assessed The assessment is made by faculty members and peers attending the meeting using a checklist
  - Seminars / Symposia The topics should be assigned to the student well in advance to facilitate in depth study. The ability to do literature search, in depth study, presentation skills and use of audio visual aids are to be assessed using a checklist
  - Clinico-pathological conferences: This should be a multidisciplinary case study of an interesting case to train the candidate to solve diagnostic and the therapeutic problems by using an analytical approach The presenter(s) are to be assessed using a check list similar to that used for seminar
  - Medical Audit Periodic morbidity and mortality meeting be held. Attendance and participation in these must be insisted upon This may not be included in assessment.
- 11.3 Teaching skills: Candidates should be encouraged to teach undergraduate medical students and Paramedical students, if any This performance should be based on assessment by the faculty members of the department and from feedback from the undergraduate students

## 12. SCHEME OF EXAMINATION AND PASSING HEADS:

12.1 University shall conduct examination at the end of three academic years for MD, MS Courses University shall conduct not more than two examinations in a year, with an interval of not less than four and not more than six months between the two examinations

12.2 MD/MS examination in any subject shall consist of thesis, theory papers and Clinical/practical and oral examination.

### 12.3 Passing head and standard of Passing: -

There will be two heads of passing -

12.3.1 Four papers of theory shall form one head of passing

12.3.2 Clinical, oral, and practical taken together shall form the second head of Passing

12.3.3 A candidate must pass in both the heads that is the whole examination at one and in the same attempt A candidate passing in one head and failing to pass in the other head will be declared fail and shall not be entitled to any exemption in the subsequent attempt

### 12.4 To pass a candidate must obtain'

12.4.1 Fifty percent of the total marks in theory examination (Total of all the four papers must be 50 of the total marks of theory) Obtaining a minimum of 40% marks in each theory paper and not less than 50% marks in practical examination shall be mandatory for passing the examination as a whole in the said degree examination

12.4.2 Fifty percent of the total marks in clinical, oral and practical taken together

12.5 **Declaration of distinction:** A successful candidate passing the University examination in first attempt will be declared to have passed the examination with distinction, if the grand total aggregate marks is 75 percent and above. Distinction will not be awarded for candidates passing the examination in more than one attempt

**13. SCHEME OF THEORY EXAMINATION:**

13.1 There shall be four theory papers at M.D /M S examination, of 100 marks each

13.2 Each Paper shall be of 3 hours duration

Out of these one shall be of Basic Medical Sciences and one shall be of recent advances.

**Pattern of Question Paper for M.D. / M.S. as given below:**

| S.No  | Nature of Questions            | Division of Marks | Total Marks |
|---|--------------------------------|-------------------|-------------|
| 1   | Long Answer Question           | 1X20              | 20 Marks    |
| 2   | Long Answer Question           | 1X20              | 20 Marks    |
| 3   | 6 SAQs (a) (b) (c) (d) (e) (f) | 6X10              | 60 Marks    |
| • Their shall be Three Long answer Questions where the candidate has to attempt any Two out of Three  |                                |                   |             |
| • Their shall be Eight Short answer Questions where the candidate has to attempt any Six out of Eight |                                |                   |             |

**PAPER WISE DISTRIBUTION AS GIVEN BELOW:**

M.D./ M.S. (Super Speciality)

| S.No | COURSE TITLE | PAPER NO  |
|------|--------------|-----------|
| 1    | MD/MS        | Paper - 1 |
|      |              | Paper - 2 |
|      |              | Paper - 3 |
|      |              | Paper - 1 |

**14. SCHEME OF PRACTICAL EXAMINATION:**

14.1 Clinical examination for the subject in clinical sciences shall be conducted to test the knowledge and competence of the candidates for undertaking independent work as a specialist/teacher, for which candidate shall examine a minimum one long case and two short cases

14.2 Practical examination for the subjects in Basic Medical Sciences shall be Conducted to test the knowledge and competence of the candidate for making valid and relevant observations based on the ex per mental/Laboratory studies and his ability to perform such studies as are relevant to his subjects

14.3 The oral examination shall aim at assessing the candidate's knowledge and Competence about the subject, investigative procedures, therapeutic technique and other aspects of the Speciality, which form a part of the examination.

14.4 The maximum number of candidates to be examined in clinical/Practical and viva on any day shall not exceed 8 for M.D /M.S. degree examinations.

14.5 The 4 Examiners will sit together to examine the candidate for long cases. At least one internal & one external examiner would assess the candidate for short cases. All 4 examiners will conduct viva voce

14.6 There will be 400 marks for the Practical/ Clinical Examination

**15. GUIDELINES FOR APPOINTMENT OF EXAMINERS:**

15.1 No person shall be appointed as an examiner in any subject unless he fulfills the minimum requirements for recognition as a post Graduate teacher as laid down by the National Medical Commission (NMC) and has teaching experience of 8 (Eight) years as a Asst Professor out of which he has not less than 3 (Three) Years' teaching experience after obtaining Post Graduate degree For external examiners, he should have minimum six years' experience as recognized Post Graduate teacher in the concerned subject Out of internal examiners, one examiner shall be Professor and Head of Department or Head of Department.

15.2 There Shall be at least four examiners in each subject at an examination out of which at least 50% (Fifty percent) shall be external examiners. The external examiner who fulfills the condition laid down in clause a) above shall ordinarily be invited from another recognized medical college, preferably from outside the State.

15.3 An external examiner may be ordinarily appointed for not more than three years consecutively thereafter he may be reappointed after an interval of two years.

15.4 The Head of the department of the institution *concerned* shall ordinarily be one of the internal examiners and second internal exam inner shall rotate after every two year.

15.5 Under exceptional circumstances, examinations may be held with 3 (three) examiners provided two of them are external and National Medical Council is intimated the justifications of such action Result shall not be published in such cases without the approval of National Medical Commission.

**14. THESIS / DISSERTATION GUIDELINES:**

Every candidate shall carry out work on an assigned research project under the guidance of a recognized post-graduate teacher, the results of which shall be written up and submitted in the form of a Thesis/Dissertation work for writing the Thesis is aimed at contributing to the development of a spirit of enquiry, besides exposing the candidate to the techniques of research, critical analysis, statistical methods acquaintance with the latest advances in medical sciences and the manner of identifying and consulting available literature.

The topic of thesis shall be as selected by the candidate. The institutional ethics committee (college level) will approve the topic. The title of the topic along with plan of work not exceeding 500 words in prescribed preforma under intimation to the Dean should be submitted to the Deputy Registrar (Academics) of the University with the recommendation of guide/PG teacher within a period of 06 months from the date of registration or as notified by the University from time to time. Ordinarily the University shall approve the topic. Unless communicated otherwise within a period of two months from the date of receipt of plan of work by the University it shall be assumed that the topic of dissertation is approved and no communication is necessary in the connection. Change of topic will not be allowed once title is submitted to the University, except with prior permission of the University. In case of delay in submission of topic of dissertation and plan of work the period of training of the candidate shall be extended proportionately for which the entire responsibility shall be upon the candidate/guide/Dean University in such has shall not bear any responsibility for providing facility of training for the extended period.

The dissertation should be written under the Following headings.

- i. Introduction
- ii. Aims or objectives of study
- iii. Review of Literature
- iv. Material and Methods
- v. Results
- vi. Discussion
- vii. Bibliography
- viii. Annexure

The written text of dissertation shall be not less than 50 pages excluding references tables, questionnaires and other annexure. It should be neatly typed in double lines spacing on one side of paper (A4 size, 8 27" X 1.1.69") and bound properly. Spiral binding should be avoided. The guide, head of the department and head of the institution shall certify the dissertation.

Four hard copies of dissertation along with soft copy on a CD thus prepared shall be submitted to the Controller of Examination, six months before final examination on or before the dates notified by the University.

Examiners appointed by the University shall value the dissertation. Approval of dissertation work is an essential precondition for a candidate to appear in the University examination.

Candidate submitting thesis after the last date shall not be eligible to appear in ensuing University examination even if they are issued hall ticket/admit card. If Thesis is rejected, the candidate will have to appear after six months, after making necessary modification and resubmission.

To be eligible to be declared as successful in the PG Degree examination, it is compulsory for candidate to pass in all heads of the examination in the same attempt. No candidate passing in all other heads of examination will be declared successful unless his/her dissertation is recommended for acceptance by at least two out of three examiners appointed to evaluate the thesis/dissertation.

Thesis shall be examined by a minimum of 3 examiners, (Appointed by University) One internal and Two external who shall not be examiners for theory and clinical. At least two examiners shall approve the same 3 Months before final examination otherwise candidate will lose his 6 months. Result of thesis should be ordinarily declared after 33 months.

In case a thesis is rejected the same shall be communicated to the candidate along with the reasons for rejection ordinarily prior to the commencement of theory examination. The thesis shall not contain anything, which can reveal the identity of the candidate/institution of the candidate.

However, it shall contain certificate issued by the guide countersigned by the Dean, certifying therein that the work done by the candidate has been carried out under the supervision of the guide for his/her entire satisfaction. This certificate should be independent and should not be attached inside the thesis.

#### **GUIDE:**

The academic qualification and teaching experience required for recognition by this University as a guide for dissertation work is as per National Medical Commission (NMC). Teachers in a medical college/institution having a total of eight years teaching experience out of which at least five years teaching experience as lecturer or Assistant Professor gained after obtaining Post Graduate teachers.

A Co-guide may be included provided the work requires substantial contribution from a sister department or from another medical institution recognized for teaching/training by National Medical Commission (NMC). The Co guide shall be a recognized postgraduate teacher.

#### **CHANGE OF GUIDE:**

In the event of a registered guide leaving the college for any reason or in the event of death of guide, guide may be changed with prior permission from the University.

#### **17. CANCELLATION OF ADMISSION:**

17.1 The admission of the student at any stage of the study shall be cancelled by the Vice Chancellor based on the recommendation of the head of the institution if:

17.1.1 He/She is found to have produced false /forged documents or found to have used unfair means to secure admission.

17.1.2 He/She is found to be involved in serious breach of discipline in the institution/Constituent college or the University campus.

**LNCT Vidhyapeeth University, Indore**

**ORDINANCE No. 15**

**BACHELOR OF AYURVEDIC MEDICAL & SURGERY (BAMS)**

This ordinance shall provide regulation of LNCT Vidhyapeeth University running Bachelor degree Program of Ayurvedic Medicine & Surgery (B.A.M.S.) The programme shall be governed by the norms, rules and guidelines of the concerned council the Central Council of Indian Medicine, New Delhi and the policies of Government of India/ Government of Madhya Pradesh

**1. STRUCTURE OF B.A.M.S. PROGRAMME:**

The duration of the programme of instruction for the degree of Ayurvedacharya (Bachelor of Ayurvedic Medical & Surgery) shall be Four Years and six Months, followed by compulsory Rotatory Internship for one year.

This period of five Year and six Months will be divided as follows:

|                                |           |
|--------------------------------|-----------|
| First Professional             | 12 months |
| Second Professional            | 12 months |
| Third Professional             | 12 months |
| Final Professional             | 18 months |
| Compulsory Rotatory Internship | 12 months |

**2. ELIGIBILITY FOR ADMISSION:**

- 2.1 Admission to the Programme is open to a candidate who has passed his/her 12<sup>th</sup> examination from any recognized board in Physics, Chemistry & Biology and English as Compulsory subject with 50% or any equivalent degree, for general category and 40% for SC, ST and other Backward classes.
- 2.2 Candidate with benchmark disabilities under the Right of Person with Disabilities Act, 2016 (49 of 2016), the minimum qualifying marks in qualifying examination in physics, Chemistry & Biology shall be 45% for General Category & 40% for SC, ST and other Backward classes.
- 2.3 No Candidate shall be admitted to BAMS Degree course unless he/She has attained the age of seventeen years on or before the 31<sup>st</sup> December of the year of admission in the year of the course and not older than the age of twenty five years on or before the 31<sup>st</sup> December of the year of admission in the first year of the course, provided that the upper age limit may be relaxed by five years for SC, ST and other Backward classes and Physically handicapped candidates.
- 2.4 The candidates need to appear in the 'National Eligibility Entrance Test' (NEET) for admission to under-graduate course in each academic year and shall be conducted by an authority designated by the Central Government.
- 2.5 In order to be eligible for admission to under – graduate course for an academic year, it shall be necessary for a candidate to obtain minimum of marks at 50<sup>th</sup> percentile in the 'National Eligibility Entrance Test' for under-graduate course held for the said academic year, all guidelines issued by Government of India and State Government for admission will be followed.

**3. ADMISSION PROCESS:**

Admission to the program shall be made by an admission committee approved by the Vice Chancellor. The admission process shall take place on the criteria approved by the Committee. Following the norms of Central Council of Indian Medicine, New Delhi.

**4. NUMBER OF SEATS FOR PEROGRAM:**

It will be decided by the university from to time, as the norms laid down by Central Council of Indian Medicine, New Delhi / other concerned Apex Regulatory Bodies and as approved by Government of India.

**5. FEE STRUCTURE:**

- 5.1 Tuition Fees and other permitted fees is payable yearly.
- 5.2 The Examination fee to be paid by a candidate shall be as per university norms for each examination or a part thereof.
- 5.3 Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each year
- 5.4 Fees, once paid, and if student has started attending the classes, will not refundable in any case except for the caution money. In some cases of genuine hardship, the Vice- Chancellor may permit an extension in the last date of payment of fees however; all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- 5.5 The Fees of this Course shall be as decided by the Board of Management of the University and after the approval of M.P. Private University Regulatory Commission.
- 5.6 The fees structured laid down in the admission bulletin of the specific year will remain applicable all through the course duration of the candidates who have taken admission the concerned academic year.

**6. ACADEMIC SYSTEM:**

- 6.1 There will be normally/one academic cycle every year from July to June.
- 6.2 Examination Curriculum & Related Regulation: As recommended by Academic Council, as per norms/guidelines of regulatory authorities.
- 6.3 The examination shall be held according to the syllabus prescribed by central council of Indian Medicine New Delhi and adopted by the University for regular students. Provided that the syllabus for candidates for the compartment examination shall be the same as was in force in the last Annual Examination.
- 6.4 The period of theory and practical shall not be less than 60 minutes (one hour). The duration of the practical of clinical subjects and Rachna Sharir (Dissection) shall be of at least 120 minutes (Two hours).
- 6.5 Clinical training of the students in hospital attached with college as per regulation laid by central regulatory authorities.

**7. ATTENDANCE:**

Attendance in theory and practical classes shall be compulsory as per statues. Presently, it is 75% in theory and 75% in practical.

**8. ELIGIBILITY FOR THE AWARD OF THE DEGREE:**

- 8.1 The minimum marks required to pass in each subject shall be 50% (written & practical separately).
- 8.2 The final results shall be declared after raking into account the marks obtained by the candidate in all the examination & candidates who obtain more than 75% marks and passed in the first attempt all the examinations within the normal period of instruction shall be declared to have passed with distinction.
- 8.3 The grace marks shall be allowed according to the general ordinance relating to "Award of Grace Marks"
- 8.4 Every successful candidate shall be granted a Certificate-cum detail marks card of each examination Marks obtained in each subject shall be supplied to and half year examinations of Ayurvedacharya will be issued a Degree of

Ayurvedacharya (Bachelor of Ayurvedic Medicine & Surgery) B.A.M.S after completion of internship.

- 8.5 Every candidate on passing the Ayurvedacharya (Bachelor of Ayurvedic Medicine & Surgery) course of studies shall be required to, undergo compulsory rotaroy Internship training for a period of one year as under before the degree of Ayurvedacharya (Bachelor of Ayurvedachaya Medicine & Surgery) is conferred upon his / her.

| Departments                  | Distribution of six months | Distribution of Twelve months |
|------------------------------|----------------------------|-------------------------------|
| 1.Kayachikitsa               | 2 Months                   | 4 Months                      |
| 2.Shalya                     | 1 Months                   | 2 Months                      |
| 3.Shalya                     | 1 Months                   | 2 Months                      |
| 4.Prasuti Tantra & Stri Roga | 1 Months                   | 2 Months                      |
| 5.Kaunarbhritya              | 15 Days                    | 1 Months                      |
| 6.Panchkarma                 | 15 Days                    | 1 Months                      |

- 8.6 Six months training of interns will be carried out with an object to orient and acquaint the intern with National health program .The Intern will have to join in one of the following institute for undertaking such training.

- Primary Health centre
- Community Health Centre/ District Hospital
- Any Hospital of Modern Medicine
- Any Ayurveda Hospital or Dispensary
- All the above centers (a,b,c and d ) will have to be recognized by the concerned University and concerned Government designated authority for taking such a training

**NOTE:** Internship will start after the declaration of final year B.A.M.S examination result and Registration of Madhya Pradesh Ayurveda Unani Chikitsa Board, Bhopal

#### 9. RE-EVALUATION/ RE-TOTALING:

- 9.1 Student may apply for re-evaluation and/or Re-totaling of the answer sheet of the appeared subject, post result for any doubt in the marks obtained.
- 9.2 Student may go for all the appeared subjects of that session for Re- evaluation as well as Re-totaling simultaneously, within stipulated time, as prescribed by the University

#### 10. GENERAL INSTRUCITONS:

- 10.1 Board of Management of the University shall be the competent authority to decide on the matters which are not covered in this ordinance.
- 10.2 The subject to be studied in different year include lab work, practical, implant training, project etc shall be as per the course regulating authority, University schemes, approved by Board of Students of the University on the basis of Authority norms and the Board of Management of the University.
- 10.3 Not with standing anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of Interpretation, the Vice-chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of any or Dean and/or all the

Directors/Dean of all Department/Institutions Schools The decision of the Vice-Chancellor shall be final

- 10.4 The Reservation of SC/ST Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India
- 10.5 The medium of Instruction and Examination shall be Hindi and English.

**LNCT Vidhyapeeth University, Indore****ORDINANCE No.16****BACHELOR OF PHYSIOTHERAPY (BPT)**

This ordinance shall provide regulation of LNCT Vidhyapeeth University running degree program in physiotherapy (BPT)

The degree of Bachelor of Physiotherapy shall comprise a course of study spread over a period of 4 academic years followed by six months compulsory full time internship and the candidates will be full time regular students of the course.

**1. AIMS AND OBJECTIVES:****1.1 AIMS:**

- 1.1.1 To promote sustainable development of higher education consistent with statutory and regulatory requirements.
- 1.1.2 To plan and continuously provide necessary infrastructure, learning resources required of quality education and innovation
- 1.1.3 To stimulate to extend the frontiers of knowledge, through faculty development and continuing education programs
- 1.1.4 To make research a significant activity involving staff, students and society.
- 1.1.5 To promote industry /organization ,interaction /collaborations with regional/ national/ international bodies.
- 1.1.6 To establish healthy systems for communication among all stakeholders for vision oriented growth.
- 1.1.7 To fulfill the national obligation through rural health missions.
- 1.1.8 Proficiency in the diagnosis and skills of basic physiotherapy procedures and techniques with adequate theoretical basis and rationale of medical/Physiotherapy & allied health sciences.
- 1.1.9 To detect and evaluate the anatomical, patho-physiological impairments, resulting in dysfunction of various age group & occupation; as well as epidemiological features in the population & to arrive at appropriate diagnosis.
- 1.1.10 To understand the rationale & basic investigative Diagnostic approach to the medical system and surgical intervention regimens & accordingly plan & implement specific physiotherapeutic measures effectively.
- 1.1.11 To Practice Professional Autonomy & Ethical principles with referral as well as first contact clients in conformity with ethical code for physiotherapists .
- 1.1.12 To practice Moral and Ethical values and Evidence Based Practices with regard to Physiotherapy.

**1.2 OBJECTIVES:**

The objective of the course shall allow the students

- 1.2.1 To implement effectively the programs through creativity and innovation in teaching, learning and evaluation.
- 1.2.2 To make existing programs more career oriented through effective system of review and redesign of curriculum.

- 1.2.3 To impart spirit of enquiry and scientific temperament among students through research oriented activities.
- 1.2.4 To enhance reading and learning capabilities among faculty and students and inculcate sense of lifelong learning.
- 1.2.5 To promulgate process for effective, continuous, objective oriented student performance evaluation.
- 1.2.6 To ordinate periodic performance evaluation of the faculty.
- 1.2.7 To incorporate themes to build values, civic responsibilities & sense of national integrity.
- 1.2.8 To ensure that the academic, career & personal counselling are in-built into the system of curriculum delivery.
- 1.2.9 To strengthen, develop and implementation staff and student welfare programs.
- 1.2.10 To adopt and implement principles of participation, transparency and accountability in governance of academic and administrative activities.
- 1.2.11 To constantly display sensitivity and respond to changing educational, social, and community demands.
- 1.2.12 To promote public-private partnership.
- 1.2.13 To acquire adequate theoretical & practical knowledge in the basic medical subjects.
- 1.2.14 To impart Electrotherapy & Therapeutic Exercise procedures with adequate theoretical & practical base
- 1.2.15 To enable the student to acquire skills in the evaluation & diagnosis of the physical problems presented by the patients.
- 1.2.16 To build up a learning process that shall include living experience, problem oriented approach, case studies & community health care activities.
- 1.2.17 To impart competency in physiotherapeutic measure of specific choice towards preventive, curative, Symptomatic & Restorative or Rehabilitative & Promotive goals in a variety of health care settings.
- 1.2.18 To develop professional autonomy through independent physical diagnosis and prescription as a physiotherapist for primary clients and all physiotherapy related referrals.
- 1.2.19 To endorse physiotherapeutic moral and ethical codes as per international standards with emphasis on the conduct of professional practice for patient's welfare as the primary responsibility.
- 1.2.20 To develop confidence in clinical, teaching and administrative assignments and continue to seek further knowledge in the fields of physiotherapy.
- 1.2.21 To introduce the students to the fundamentals of Biostatistics & Physiotherapy Research activities.
- 1.2.22 To teach every aspect of National Policies on health and devote himself/herself to its practical implementation.

## **2. DURATION OF THE COURSE:**

Duration of the course leading to Degree of Bachelor of Physiotherapy (BPT) shall be regular full time four and half calendar years (Including Six Months rotatory internship)

## **3. STRUCTURE OF BPT CURRICULUM:**

- 3.1 Bachelor of Physiotherapy course shall be taught within four years with following distribution.
  - First Year B.P.T.
  - Second Year B.P.T.
  - Third Year B.P.T.
  - Fourth Year B.P.T.
- 3.2 The Practical work also includes the clinical work wherever applicable.
- 3.3 The students shall carry over two subjects from one year to the following year and must pass in the fail subject before appearing in the next year examination. The student shall carry two subjects from first year to second year, second year to third year as well as third year to fourth year and must pass in the fail subjects before appearing the next year examination.
- 3.4 Compulsory Rotatory Internship shall be not less than 6 months.
- 3.5 The Student admitted in BPT Course shall have to complete the course within the maximum permissible duration of 8 years, from the date of admission or as per University Policy.
- 3.6 The examination shall be held twice a year, one regular (Main exam) to be held as per university schedule or as may be fixed by controller of examination / apex body.

## **4. ACADEMIC QUALIFICATION & SECTION CRITERIA FOR ADMISSION:**

- 4.1 Admission to the First year in Bachelor of Physiotherapy degree course shall be 10+2 system of education in science group or equivalent examination with Chemistry, Physics & Biology, as main subjects conducted by a recognized Board/Council/ University with minimum of 50% marks. However for SC/ST/OBC candidate the percentage will be relaxed as per Government Norms
- 4.2 Selection of candidate will be on basis of the entrance examination or in the absence of entrance examination purely on merit on the basis of marks obtained in qualifying examination.
- 4.3 The minimum age for admission shall be 17 years on 31<sup>st</sup> December of academic year of admission.
- 4.4 On admission, every candidate shall have to get fitness certificate from SAIMS Hospital.
- 4.5 The course shall be commencing from the as per apex council/university schedule of every academic year.

## **5. REGULATIONS RELATING TO THE ASSESSMENT OF ACADEMIC GROWTH OF THE STUDENT:**

The assessment of academic growth of the student shall be done on the basis of three sessional Examination (As decided by apex council/University) and one University Examination (conducted at the end of the academic year).

The medium of Instruction and Examination shall be English throughout the course of the study.

### **5.1 Attendance**

5.1.1 Candidates appearing as regular student for any annual examination are required to attend 75% of the total lectures delivered and 85% of practical classes held separately in each subject of the course of the course of the study or as per University Policy.

5.1.2 The total lecture and practical shall be conducted as per scheme.

### **5.2 Sessional Examinations**

Three sessional Examination shall be conducted for each subject, Separately for theory and practical.

## **6. REQUIREMENTS FOR EXAMINATION AND ATTENDANCE:**

### **6.1 Examination will be conducted by the university:**

- 1<sup>st</sup> year at the end of the 1<sup>st</sup> year.
- 2<sup>nd</sup> year at the end of the 2<sup>nd</sup> year.
- 3<sup>rd</sup> year at the end of the 3<sup>rd</sup> year.
- B.P.T. Final Examination at the end of the 4<sup>th</sup> year.

Examination shall be in Theory and Practical. A candidate will be permitted to appear for the University Examination in the subject only if:

- He has not less than 75% of attendance in Theory and 85% Practical in each subject or as per University Policy.
- He obtains a Progress Certificate from Head of the institution if having satisfactory completed the course of study prescribed in the subject as required by the regulations and his conduct has been satisfactory .

6.2 Students may carry two subjects from one year to the following year and must pass in the failed subjects before appearing in the next year exam.

6.3 Students may carry two subjects from 2<sup>nd</sup> year 3<sup>rd</sup> year must pass in failed subject before appearing in 3<sup>rd</sup> year annual exam.

6.4 Students may carry two subjects from 3<sup>rd</sup> year to 4<sup>th</sup> year and must pass in failed subject before appearing in the 4<sup>th</sup> year exam.

6.5 There will be two examination in a year with an interval of four to six months between the two examinations.

## **7. SCHEME OF EXAMINATION:**

The examinations are to be conducted to assess whether the candidate has required the necessary minimum skill and clear concepts of the fundamentals essential for day to day professional work.

- 7.1 The Examination will be held twice a year for all four years respectively.
- 7.2 The students desirous for appearing for the University Examination shall submit the application form duly filled in along with prescribed examination fees. Incomplete application form submitted without prescribed fee or application form submitted after due date will be rejected; and student shall not be allowed to appear for the examination.
- 7.3 A student who satisfies the clause 4 and following requirements duly certified by the principal of the physiotherapy college/institution recognized by this University for B.P.T course shall be eligible to appear in the first B.P.T. examination:
  - 7.3.1 of having good character;
  - 7.3.2 of having attendant the prescribed course,
  - 7.3.3 of having attended not less than;
    - 75% of all course of lectures delivered, and
    - 85% of full course of practical's held separately
- 7.4 A student who possesses the qualifications and satisfies the following requirements duly certified by the principal of the physiotherapy college/institution recognized by this university for the B.P.T. course shall be eligible to appear in Second/Third/Final year B.P.T. examination.
  - 7.4.1 of having good character;
  - 7.4.2 of having attendant the prescribed course,
  - 7.4.3 of having attended not less than;
    - 75% of all course of lectures delivered, and
    - 85% of full course of practical's held separately or as per university policy..
- 7.5 **Internal assessment;**
  - 7.5.1 It shall be based on day to day assessment (see note), evaluation of student assignment, preparation for seminar, clinical case presentation etc.
  - 7.5.2 Regular periodical examinations shall be conducted throughout the course the question of number of examinations is decided by the institution/university.
  - 7.5.3 Day to day records should be given importance during internal assessment.
  - 7.5.4 Weight age for the internal assessment shall be 20% of the total marks in each subject

Note : Internal assessment shall relate to different ways in which student's participation in learning process during semesters is evaluated , some examples are s follows.

- Preparation of subject for student's seminar.
- Preparation of a clinical for discussion.
- Clinical case study/problem solving exercise.
- Participation in project for health care in the community (planning stage to evaluation).
- Proficiency in carrying out a practical or a skill in some, all research project.
- Multiple choice questions/Very short questions (MCQ/VSQs) test after completion of a system / teaching.

Each item tested shall be objectively assessed and recorded. Some of the items can be assigned as home work / vacation work.

### 7.6 Criteria for Passing:

7.6.1 In all the University examinations, the candidate shall have to obtain 50% Marks separately in Theory plus viva voce plus internal Assessment and practical plus internal assessment examination separately.

7.6.2 The candidate must secure minimum 50% marks in each head of passing. There shall be three head of passing i.e. Theory, Practical & Internal assessment. However candidate securing 35% marks in internal assessment will have to compensate 15% marks in University examination - Theory/Practical to pass the Subject.

7.6.3 The grace marks shall be allowed according to the general ordinance relating to "Award of Grace Marks."

7.7 Each Theory paper will be of three hours.

7.8 Not more than 40 candidates should be examined in one day in clinical or practical examination / subject.

7.9 The medium of examination shall be English.

7.10 If candidate fails either in Theory or in practical examination of a subject he/she will have to appear for both theory and practical/clinical examination Again.

7.11 Internal assessment marks list shall be submitted to the University office at least two weeks before the commencement of theory examinations. The Institute shall adopt uniform criteria for internal assessment for which a record, i.e., attendance and evaluated answer sheets of internal exam of such student shall be maintained in the institution, which will be shown to the student and such records shall be maintained for 3 months after the declaration of university results

7.12 The candidate is required to obtain pass marks in each of the theory and practical candidate has to pass all subject separately in main exam internal exam. The internal assessment award of any candidate who fails in one or more papers of any semester examination shall be carried forward to the next examination. He /she will, however, have the option to improve his/her

marks of sessional examinations at the time of appearing in the betterment test.

- 7.13 A candidate who has completed the prescribed course and is unable to appear in the examination or having appeared has failed, may be admitted to subsequent examinations, on payment of the prescribed fee on each occasion and on presenting a certificate signed by the principal of physiotherapy college / institution in which he/ she completed the course, that he/she subsequent to his/ her last failure attended a course of training /hospital practice, in the subjects of the examination as the Principal may determine
- 7.14 The examination shall be held according to the scheme of examination and syllabus prescribed by the Academic Council. A candidate who fails in an examination or having been eligible fails to appear in an examination shall take the examination according to syllabus prescribed by the university for regular students provide that the syllabus for the candidate of supplementary examination shall be the same as was in force in the last main examination.
- 7.15 Syllabus & Scheme of the examination shall be decided by the Academic Council of the University from time as per guidelines from MP Paramedical council.
- 7.16 Question Paper Pattern
- Section A - MCQs/VSQs (Answer to be given in 50-60 words) (02×10=20)
  - Section B – SAQs (Answer to be given in 250-300 words) (05×10=50)
  - Section C – LAQs (Answer to be given in 450-500words) (02×10=30)

#### First Year B.P.T. Examination

| S.NO.                   | Subject  | Internal Assessment |           | University examination |      |           | Total      |
|-------------------------|--|---------------------|-----------|------------------------|------|-----------|------------|
|                         |  | Theory              | Practical | Theory                 | Viva | Practical |            |
| 1                       | Human Anatomy  | 20                  | 20        | 100                    | 20   | 40        | 200        |
| 2                       | Human Physiology   | 20                  | 20        | 100                    | 20   | 40        | 200        |
| 3                       | Fundamental of Physics, Biomechanics & Biomechanical             | 20                  | 20        | 100                    | 20   | 40        | 200        |
| 4                       | Fundamental of Medical Electronics & Principles of Bioelectrical | 20                  | 20        | 100                    | 20   | 40        | 200        |
| 5                       | Psychology & Sociology   | 20                  | ----      | 80                     | --   | --        | 100        |
| <b>Total Max. Marks</b> |  |                     |           |                        |      |           | <b>900</b> |

N.B.- Viva marks will be added in theory marks along with internal assessment theory marks; candidate have to get min.50% marks in theory, viva and internal assessment collectively for passing the examination (Theory + Viva + Internal assessment).

#### Second Year B.P.T. Examination

| S.NO. | Subject                     | Internal Assessment |           | University examination |      |           | Total |
|-------|-----------------------------|---------------------|-----------|------------------------|------|-----------|-------|
|       |                             | Theory              | Practical | Theory                 | Viva | Practical |       |
| 1     | Pathology & Microbiology    | 20                  | --        | 80                     | --   | --        | 100   |
| 2     | Biochemistry & Pharmacology | 20                  | --        | 80                     | --   | --        | 100   |

|                         |   |    |    |     |    |     |            |
|-------------------------|---|----|----|-----|----|-----|------------|
| 3-                      | Medicine including Paediatrics & Geriatrics | 20 | -- | 80  | -- | --  | 100        |
| 4                       | General surgery, Obstetrics & Gynaecology   | 20 | -- | 80  | -- | --  | 100        |
| 5                       | Exercise therapy including yoga             | 20 | 20 | 100 | 20 | 40  | 200        |
| 6                       | Electrotherapy                              | 20 | 20 | 100 | 20 | 400 | 200        |
| <b>Total Max. Marks</b> |   |    |    |     |    |     | <b>800</b> |

NB.- Viva marks will be added in theory marks along with internal assessment theory marks; candidate have to get min.50% marks in theory, viva and internal assessment collectively for passing the examination (Theory + Viva + Internal assessment).

#### Third Year B.P.T. Examination

| S.NO                    | Subject                                       | Internal Assessment |           | University examination |      |           | Total      |
|-------------------------|---|---------------------|-----------|------------------------|------|-----------|------------|
|                         |   | Theory              | Practical | Theory                 | Viva | Practical |            |
| 1                       | Neurology including psychiatry & Neurosurgery | 20                  | --        | 80                     | --   | --        | 100        |
| 2                       | Orthopaedics                                  | 20                  | --        | 80                     | --   | --        | 100        |
| 3                       | Applied Biomechanics & kinesiology            | 20                  | --        | 80                     | --   | --        | 100        |
| 4                       | Physiotherapeutic in neurology & Neurosurgery | 20                  | 20        | 100                    | 20   | 40        | 200        |
| 5                       | Physiotherapeutic in Orthopaedic Conditions   | 20                  | 20        | 100                    | 20   | 40        | 200        |
| 6                       | Physical Evaluation, Diagnosis & Prescription | 20                  | 20        | 100                    | 20   | 400       | 200        |
| <b>Total Max. Marks</b> |   |                     |           |                        |      |           | <b>900</b> |

N.B. - Viva marks will be added in theory marks along with internal assessment theory marks; candidate have to get min.50% marks in theory, viva and internal assessment collectively for passing the examination (Theory + Viva + Internal assessment).

#### Fourth Year B.P.T. Examination

| S.NO. | Subject  | Internal Assessment |           | University examination |      |           | Total |
|-------|--|---------------------|-----------|------------------------|------|-----------|-------|
|       |  | Theory              | Practical | Theory                 | Viva | Practical |       |
| 1     | Community PT, Rehabilitation & Disability Prevention     | 20                  | --        | 80                     | --   | --        | 100   |
| 2     | Research methodology & Biostatistics                     | 20                  | --        | 80                     | --   | --        | 100   |
| 3     | Cardiothoracic diseases and surgeries                    | 20                  | --        | 80                     | --   | --        | 100   |
| 4     | Physiotherapeutic in General & Cardiothoracic Conditions | 20                  | 20        | 100                    | 20   | 40        | 200   |
| 5     | Sports Physiotherapy                                     | 20                  | 20        | 100                    | 20   | 40        | 200   |

|                         |   |    |     |    |    |    |            |
|-------------------------|---|----|-----|----|----|----|------------|
| 6                       | PT Ethics, Management & Administration** NUES | -- | 100 | -- | -- | -- | 100        |
| 7                       | Project Work **NUES                           | -- | 100 | -- | -- | -- | 100        |
| <b>Total Max. Marks</b> |   |    |     |    |    |    | <b>900</b> |

N.B.- Viva marks will be added in theory marks along with internal assessment theory; candidate have to get min.50% marks in theory viva and internal assessment collectively for passing the examination (Theory + Viva + Internal assessment).

\*\*NUES= Non-University Examination Subject

**8. APPOINTMENT OF THE EXAMINERS / QUESTION PAPER SETTERS;**

The Appointment of examiners for the University Examination shall be based on following criteria;

- 8.1 For Theory paper setting and valuation there shall be two examiners for each subject, one Internal Examiner and one External Examiner shall be required . Both the examiners shall have minimum qualification and experience as an Assistant professor with 3 year teaching experience in the concerned subject.
- 8.2 For the Practical Examinations there shall be two examiners for each subject, one External Examiner and one Internal Examiner, with minimum qualification and experience as an assistant Professor with 3 years teaching experience in the concerned subject.
- 8.3 The External Examiner shall, be the subject expert from outside the university having Masters/ Post Graduate qualification in the concerned subject with minimum 3 years teaching experience.
- 8.4 The Faculty of the Subject/ Head of the Department with minimum 3 years of teaching experience shall be the Internal-cum-convener examiner for the examinations.

**9. DIVISION AND MERIT LIST:**

- 9.1 The Division shall be awarded after Annual University Examination in each academic year and shall be based on the aggregate marks obtained by the Candidates at his / her successful attempts in annual university examination.

There shall be Divisions as follows:

**Distinction:** 75% and above of grand total marks in First attempt.  
**First Division:** >60% and <75% of grand total marks in First attempt.  
**Second Division:** >50% and <60% of grand total marks in First attempt.

**Distinction in individual subject:** >75% marks in individual subject shall be Indicated exclusively in the mark sheet provided in First attempt.

All the other successful candidates, who pass in the examination in more than 1<sup>st</sup> /one attempt shall be declared pass irrespective of percentage of marks

- 9.2 The merit shall be declared by the University after the final year university examination, on the basis of the aggregate marks of all academic years in University examination, the merit list shall include the first 5 candidates securing at least first Division and passing all the appeared subject in annual-examination in first attempt.

**10. RE-EVALUATION / RE-TOTALING:**

- 10.1 Student may apply for Re-evaluation and /or Re-totalling the answer sheet of the Appeared subject; post result for any doubt in the marks obtained.
- 10.2 Student may go for all the appeared subjects of that session for Re-evaluation as well as Re-totalling simultaneously, within stipulated time, as prescribed by the university.

**11. COMPULSORY ROTATORY INTERNSHIP:**

- 11.1 Candidates seeking entry to the internship period must have passed all examinations in all subjects (i.e. He / She must have secured total credits of the Programme).
- 11.2 Candidates need to pursue internship from LNCT UNIVERSITY sciences or its constituent hospitals only.
- 11.3 Duration 6months inclusive of posting in rural setup/CBR/similar setup.
- 11.4 During the internship candidate shall have to work full time average 7 hours per day ( each working day ) for 6 calendar months (total credit hours- 1260).
- 11.5 Each candidate is allowed maximum of 6 holidays during entire internship Programme and in case of any exigencies during which the candidate remains absent for a period more than 6 days, he /she will have to work for the extra days during which the candidate has remained absent. This will be subject to approval from institution head.
- 11.6 Assessment: The interns / candidate shall maintain the record of work, which will Be verified and certified by the head of the Department under whom he/ she works. Apart from scrutiny of the record of work, the head of the department shall undertake assessment and evaluation of training in attendance, discipline, knowledge, skills and attitude for the duration of training.. The assessment report of the candidate shall be sent to the parent institution
- 11.7 Based on the record of work and date of evaluation the Director / Principal shall issue certificate of satisfactory completion of training following which the university shall award the Bachelor of physiotherapy degree or declare the candidate eligible for the same.
- 11.8 In the event of unsatisfactory report, the said intern shall have to repeat the Internship for the period to be decided by the head of the institution concerned.
- 11.9 Intern will abide by all the rules & regulations of institution / Hospital where they are posted.
- 11.10 Intern shall be responsible for proper use of equipment's of the institute / Hospital where they are posted. He /She shall be liable to pay for damages caused to the equipment resulting from improper use by him /her.
- 11.11 Internship duration can be extended by the Principal / director on the grounds:
- 11.11.1 Remaining absent in excess of the permitted 6 days leave period, which is due: An intern will compensate by working extra for each day leave taken.
- 11.11.2 Unsatisfactory reports in terms of performance of the intern, submitted by the department In-charge, the said intern shall have to repeat the internship for a period at least two months further.

11.11.3 Case of indiscipline at any level a discipline and action committee will be Formed in the college / institution convened by internship coordinator/ HOD PT& headed by Director/Principal. In case of any lack of discipline, Breach of trust or indulgence in any criminal activity on the part of the interns when reported by the concerned departments of Hospitals / institutions where the interns have been posted the defaulting intern shall be called back immediately and subjected to disciplinary proceedings by the Disciplinary Action Committee.

11.11.4 **Punishments:**

- Suspension of internship for a period of 3-4 weeks for the reasons to be recorded. Following this disciplinary suspension , internship can be resumed only after submission of an appropriate undertaking/guarantee/surely. Period of suspension shall be considered as break in internship. Disciplinary Action Committee shall decide the period of suspension and resumed of internship for a specific period.
- Rustication & Termination. In case of a serious complaint of indiscipline or breach of trust against intern or any criminal activity done by intern according to the law of the country , he / she may be rustication along with termination of internship Hon'ble court of law can resume the internship in this case only on the abrogation of criminal charges against him.

**EVALUATION OF STUDENT UNDER PRACTICAL/ INTERNSHIP:**

| S.NO | Description   | Satisfactory / Unsatisfactory |
|------|---|-------------------------------|
| 1.   | Attendance  |                               |
| 2.   | Discipline and general behaviour in the Department            |                               |
| 3.   | Approach to patients  |                               |
| 4.   | Inquisitiveness regarding the subject                         |                               |
| 5.   | Knowledge about evaluation of conditions                      |                               |
| 6.   | Knowledge about various therapeutic modalities                |                               |
| 7.   | Knowledge about actual application of therapeutic skills      |                               |
| 8.   | No of patients/Evaluation/case presentations/ Case discussion |                               |

**12. CANCELLATION OF ADMISSION:**

The admission of a student at any stage of study shall be cancelled by the Vice Chancellor based on recommendation of Head of the Institution, If

- 12.1 He / She is not found qualified as per Government norms / statutory body norms and guidelines or the eligibility criteria prescribed by the University.
- 12.2 He / She is found to have produced false / forged documents or found to have Used Unfair means to secure admission.

- ८ 12.3 He / She is found involved in serious breach of discipline in the institution or in the University campus.  
12.4 He / She is found involved in any Police matter

**13. THE QUALIFIED PHYSIOTHERAPIST WILL BE ABLE TO :**

- 13.1 Demonstrate appropriate knowledge, skills and attitude required for the .  
Competent, reflective practice of physiotherapy  
13.2 Demonstrate the necessary critical skills to be able to adapt to and utilize  
new Developments in physiotherapy practice for the benefit of the patient  
13.3 Demonstrate the ability to analyse and evaluate physiotherapeutic  
interventions.  
13.4 Identify the needs of the patient using assessment techniques and  
determine the Objectives of patient management.  
13.5 Carry out and progress safe and effective patient management programs  
13.6 Critically evaluate their own and performance within an interdisciplinary  
team.  
13.7 Demonstrate the ability to apply research techniques to the practice of  
Physiotherapy Treatment protocol.  
13.8 Able to make assess, Evaluate and diagnose IPD/OPD patient and to set a  
Physiotherapy Treatment protocol.

**14. GENERAL:**

Notwithstanding anything started in this Ordinance, for any unforeseen issues arising, And not covered by this Ordinance, or in the event of differences , or in the event of interpretation, the event of differences of interpretation, the Vice chancellor may take a decision after obtaining, the opinion / advice of a committee consisting of any or all the Dean / Director /Principal /Head of Department/ Institutions/ constituent College/ Schools. The decision of the Vice Chancellor shall be final.

**LNCT VIDHYAPEETH UNIVERSITY, INDORE**  
**ORDINANCE NO. 17**  
**MASTER OF PHYSIOTHERAPY (MPT)**

➤ **PROMULGATION:**

MPT / Master of Physiotherapy is a post graduate Physiotherapy Degree Course that shall be conferred upon a candidate who has pursued a course of not less than two years of academic session, in an affiliated and recognized teaching institute as a regular candidate and who has passed two years theory and practical examinations with regular attendance and clinical posting allotted.

➤ **TITLE AND COMMENCEMENT:**

Master Degree Program in physiotherapy (MPT) form LNCT Vidhyapeeth University shall offer seven specialties & the Respective Degree shall be called as follows-

| Master Degree Program         | Specialty                                  |
|-------------------------------|--|
| Master of physiotherapy (MPT) | Orthopaedic Physiotherapy                  |
| Master of physiotherapy (MPT) | Neurological physiotherapy                 |
| Master of physiotherapy (MPT) | Cardio respiratory Pulmonary Physiotherapy |
| Master of physiotherapy (MPT) | Sports Physiotherapy                       |
| Master of physiotherapy (MPT) | Geriatric Physiotherapy                    |
| Master of physiotherapy (MPT) | Gynaecology Physiotherapy                  |
| Master of physiotherapy (MPT) | Paediatric Physiotherapy                   |

➤ **COURSE OUTLINE:**

The Master Degree in Physiotherapy is a two-year program consisting of classroom teaching, self-academic activities and clinical Posting.

3.1 In the first year, theoretical basis of specialty physiotherapy is refreshed along With research methodology and biostatistics. The students are posted in their Area clinical expertise specialty during this period. They are required to choose Their study for dissertation and submit and submit a synopsis within 4 months From the date of starting the college.

3.2. During the second year the student will be posted in their area of specialty. They Are required to complete and submit their dissertation. The learning program Includes seminars, journal reviews, case presentations, case discussion and Classroom teaching. Some of the clinical posting are provided are other reputed centres in the country in order to offer a wider spectrum of experience. The students are encouraged to attend conference, workshop to enhance their knowledge during the course of study. University examinations are held at the end of the second year.

➤ **GOALS OF COURSE:**

4.1 To set the standard in the said discipline, to enable autonomous practice as a Specialist & to prepare a post graduate student towards his/her professional autonomy with self regulating discipline at per with global standards.

4.2 Formation of base of the professional practice by referral as well as first contact mode using evidence-based practice.

4.3 Impartation of research basis in order to validate techniques & technology in practice to physiotherapy.

4.4 To imbibe the required skill and professionalism in the students pertaining to Concept to quality care at the institutional as well as the community levels

4.5 Inculcation of appropriate professional relationship in multidisciplinary set up

- ✓ 4.6 Patient management and co partnership basis
- 4.6 Preparation of student to address problems related to health education and community physiotherapy
- 4.7 Practicing the concept of protection of rights of the community during referral as well as first contact practice.
- 4.8 Incorporation of concept of management in physiotherapy.
- 4.9 Experience in clinical training and undergraduate teaching partly.
- 4.10 Providing the honest, competent and accountable physiotherapy services to the Community.

➤ **ELIGIBILITY FOR ADMISSION OF STUDENTS:**

- 5.1 Master of physiotherapy course shall be open to those who have passed 10+2 (Physics, Chemistry, English & Biology) and full time Bachelor of Physiotherapy BPT degree from institutions any recognized university where the mode of Study is a full time regular program, with minimum 4½ years duration (Including 6 months of compulsory rotating internship in Physiotherapy) from LNCT Vidhyapeeth University or any other university in India or abroad as equivalent with not less than 50% of marks in aggregate.

In case of SC/ST/OBC students the relaxation of the eligibility percentage for the admission will be as per the Madhya Pradesh state Government rules.

Admission to the course will be as per the performance of the student in the entrance examination; however the student should have minimum 50% aggregate in BPT for appearing in the entrance exam. The candidate selected as per his/her merit cum preference for particular subject has to join the course on the date of course commencement as notified on University website.

- 5.1 Eligible candidate should apply to LNCT Vidhyapeeth University with the Following documents along with the prescribed fee
- B.P.T./B.P.Th./B.Sc (PT) provisional / Degree certificate issued by the respective university.
  - Mark sheet of all the university examination passed.
  - Completion of internship certificate.
  - Bonafide and character certificate from the Head of Institution last attended.
  - Leaving / Transfer certificate from the Institution last attended.
  - Physical fitness certificate from a registered Medical Practitioner.
  - Proof of SC/ST or category -1 as the case may be.
  - A candidate migration certificate who has been admitted to postgraduate course should register his/her name in the University within a month of admission after paying the registration fee.

➤ **COMMENCEMENT OF CLASSES:**

The date of classes will be communicated to the candidates at the time of counselling similar shall be notified at SAU website. Candidate will be required to be present in the campus and report to the Head of the college for inaugural address so that they are aware of the various requirements, facilities structures and orientation of the Department and the university.

➤ **DURATION OF COURSE:**

The duration of the certified study for the Master of physiotherapy shall be full time regular course and its duration shall extend over a period of two continuous academic year's on a full time basis for the award of the degree. The student for the award of the MPT degree shall have to qualify in all papers prescribed for the MPT course within a period or FOUR Years from the date He / She joined the course.

➤ **MEDIUM OF INSTRUCTION:**

✓

English will be the medium of instruction for the subject of study and for the examination of the MPT course.

➤ **COURSE OF STUDY:**

The course of the study, subjects and teaching schedule for I & II year MPT is shown separately in table 1 and 2.

**TABLE 1**  
**MPT PART 1(First 12 Months)**

| S.NO  | SUBJECT  |                                      | TEACHING HOURS |                        |       |
|-------|--|--------------------------------------|----------------|------------------------|-------|
|       |  |                                      | Theory         | Clinical/<br>Practical | Total |
| 1     | 1a   | Basic Medical Science                | 100            | 75                     | 175   |
|       | 1b   | Principles of Physiotherapy Practice | 50             | 75                     | 125   |
| 2     | 2a   | Biomechanics                         | 100            | 75                     | 175   |
|       | 2b   | Kinesiology                          | 100            | 75                     | 175   |
| 3     | 3a   | Research Methodology & Biostatics    | 100            | -                      | 100   |
|       | 3b   | Educational Technology               | 50             | -                      | 50    |
| 4     | Exercise Physiology and Nutrition  |                                      | 175            | 50                     | 225   |
| 5     | Clinical training  |                                      | -              | 650                    | 650   |
| 6     | Seminar, Journal Club, Teaching Skills, C<br>Presentation, Field Works etc |                                      | -              | 150                    | 150   |
| Total |  |                                      |                |                        | 1825  |

**TABLE 2**

**MPT PART 2 (13<sup>th</sup> to 24<sup>th</sup> Months)**

| S.NO  | ECTS  | Teaching Hours |                        |       |
|-------|---|----------------|------------------------|-------|
|       |   | Theory         | Clinical/<br>Practical | Total |
| 1     | Physical diagnosis and<br>Rehabilitation  | 175            | 175                    | 350   |
| 2.    | Elective-I*   | 150            | 100                    | 250   |
| 3     | Elective-II**(Advanced<br>Therapeutics)   | 150            | 100                    | 250   |
| 4     | Dissertation  | -              | 150                    | 150   |
| 5     | Clinical Training   | -              | 650                    | 650   |
| 6     | Seminar, Journal Club, Teaching<br>Skills, Case Presentation, Field<br>Works etc. | -              | 150                    | 150   |
| Total |   |                |                        | 1800  |

**Elective-I\*: Subjects-**

- M.P.T. Orthopaedic Physiotherapy.
- M.P.T. Neurology Physiotherapy.
- M.P.T. Cardio respiratory Cardio respiratory Physiotherapy.
- M.P.T. Sports: Sports Physiotherapy.
- M.P.T. Geriatric ,Geriatric Physiotherapy.
- M.P.T. Obstetrics & Gynaecology Obs.& Gynaecological  
Physiotherapy.
- M.P.T. Paediatric: Paediatric Physiotherapy.

**Elective-II\*\*: Subjects-(Advanced Physiotherapy)**

**M.P.T. Orthopaedic: Advanced Physiotherapeutic in Orthopaedic**

**Physiotherapy.**

**M.P.T. Neurology:** Advanced Physiotherapeutic in Neurological Physiotherapy.

**M.P.T. Cardio respiratory:** Advanced Physiotherapeutic in cardio respiratory Physiotherapy

**M.P.T. Sports:** Advanced Physiotherapeutic in sports Physiotherapy.

**M.P.T. Geriatric:** Advanced Physiotherapeutic in Geriatric Physiotherapy.

- **M.P.T. Obstetrics & Gynaecology:** Advanced Physiotherapeutic in Obs. & Gynaecological Physiotherapy.

- **M.P.T. Paediatric:** Advanced Physiotherapeutic in Paediatric Physiotherapy.

➤ **MPT COURSE TRAINING METHODS:**

10.1 The training of postgraduate for MPT degree shall be both practical & theoretical learning experience on a full time pattern with graded responsibilities in the management and treatment of patients entrusted to his / her care.

10.2 The participation of all the student in all facts of educational process is essential. Every candidate should take part in seminars, group discussion, clinical rounds, care demonstrations, clinics, journal review meeting & CME.

10.3 Every candidate should be required to participate in the teaching and training programs of undergraduate students. Training should include involvement in laboratory experimental work and research studies. MPT course enable an individual to learn the important aspects of the Physiotherapy in various fields.

➤ **MONITORING PROCESS OF STUDY (INTERNAL MONITORING)**

The monitoring is done by the staff of the department based on participation of students in various teaching / learning activities. It may be structured and assessment will be done using checklists that assess various aspects.

11.1 Logbook: every candidate shall maintain a logbook and record his / her participation in the training programmes conducted by the department such as, general reviews, seminars etc. Special mention may be made of the presentations by the candidate as well as details of clinical or laboratory procedures, if any conducted by the candidate. The work diary shall be scrutinized and certified by the head of the department and Head of the institution and presented in the university examination.

11.2 Periodic Tests: The college may conduct periodic tests. The test may include written theory papers, practical, viva voce and clinical in the pattern of university examination. Records and marks obtained in such test will be maintain by the head of department and sent to the university when called for.

➤ **ATTENDANCE REQUIREMENT TO APPEAR FOR EXAMINATION:**

12.1 No candidate shall be permitted to appear for the examination unless he / she puts 80% of the training during each academic year of the post graduation course and produces the necessary certificate of study & attendance from head of the institute as per University attendance policy.

12.2 A candidate who does not satisfy the requirement of attendance even in one subject or more will not be permitted to appear for University Examination. He / she will be required to make up the deficit in attendance to become eligible to take subsequent examination.

eligible to take subsequent examination.

- 12.3 Dean / Principal of the college are empowered to condone 10% of attendance on valid grounds. Monthly attendance of students has to be sent to the university every month from the respective affiliated colleges.

➤ **DISSERTATION / THESIS:**

Every candidate pursuing MPT degree course is required to carry out work on a selected research project under the guidance of a recognized postgraduate teacher. The results of such a work shall be submitted in the form of dissertation.

Every candidate pursuing MPT degree course is required to carry out work on a selected research project under the guidance of a recognized postgraduate teacher.

The results of such a work shall be submitted in the form of dissertation.

The dissertation is aimed to train a graduate student in research methods and techniques. It includes identification of a problem, formulation of a hypothesis search and review of literature getting acquainted with recent advances, designing of a research study, collection of data, critical analysis, and comparison of results and drawing conclusions.

Every candidate shall submit to the registrar of university in the prescribed perform a synopsis containing particulars or proposed dissertation work within 4 months from the date of commencement of the course on or before the dates notified by the university. The synopsis shall be sent through the proper channel. Such synopsis will be reviewed and the university will register the dissertation topic. All the synopsis of dissertation have to be approved by the Institutional Ethical Committee.

No change in the dissertation topic or guide shall be made without prior approval of the university. Guide will be only a facilitator, advisor of the concept and hold responsibility in correctly directing the candidate in the methodology and not responsible for the outcome and results.

The dissertation should be written under the following headings

- Title page
- Certificates
- Acknowledgement
- List of Abbreviation
- Table of Contents
- List of Graphs
- List of Figures
- List of Tables
- Introduction
- Aims and Objectives
- Review of Literature
- Material and Methods
- Results
- Discussion
- Conclusion
- References
- Appendices

The written text of dissertation shall not be less than 50 pages and shall not exceed 100 pages excluding references, tables, questionnaires and other annexure. It

should be neatly typed in double line spacing on one side of paper (A4size, 8 27" × 11 69" and bound properly. Spiral binding should be avoided. The guide, head of the department and head of the institution shall certify the dissertation.

Five copies of dissertation thus prepared shall be submitted to the Registrar (Evaluation), three months before final examination on or before dates notified by the university.

The examiners appointed by the university shall value the dissertation. Approval of dissertation work is an essential precondition for a candidate to appear in the university examination. The dissertation shall be evaluated by the evaluator (Examiners) apart from the guide out of which one is external. Evaluator acceptance other than the guide will be considered as a precondition for eligibility to take.

➤ **GUIDE:**

14.1 **Qualification of Guide:** he academic qualification and teaching experience required for recognition by this university is as per the criteria for recognition of MPT teachers for guides.

**Criteria for recognition of MPT teacher / Guide**

- Five years of teaching experience after Post-graduation as lecturer / assistant professor working on a full time position at a Recognized teaching institute.
- Guide should be of same elective to student.
- The age of Guide / Teacher shall not exceed 65 years.
- The guide student ratio should be 1.5.

14.2 **Change of Guide:** In the event of registered guide leaving the college for any reason or in the event of death of guide, guide may be changed with prior permission from the university.

14.3 Candidate cannot be left without guide for more than 3 months total during their Post-graduation study. (i.e. in the event of resignation of guide college should Appoint the guide within 3 months as per the essential criteria of guide ) or as Prescribed by University / Government.

15.0 **EXAM:**

15.1 **Schedule of Examination:** the candidate admitted in an academic year will be registered to take up their University Examination after completion of two academic years. Subject of first year MPT college / Institution examination; Basic Medical Sciences & Principles of Physiotherapy Practice, Biomechanics & Kinesiology, Research Methodology & Biostatistics and Educational Methodology, Exercise Physiology & Nutrition Subjects in second year University Examination will be as per the elective Specialization (Orthopaedics / Neurology / Cardio respiratory / Sports / Geriatrics / Gynaecology / Paediatric) Physical Diagnosis & Rehabilitation which Will be common subjects to all the students.

\* Advanced Physiotherapeutic would be additional elective subject as per specialization.

15.2 **Essentiality to appear in Exam:**

15.2.1 Candidate must be having attendance as described.

15.2.2 Dissertation submitted by student must be accepted by authority.

15.3 **Commencement of the Examination:** There shall be two university examinations: Main and Supplementary examination as per university notification every year Academic year for MPT Final year candidates only. For MPT course (which is of two years duration). The University examination will be

held at the end of second year only However, at the end of first academic year. Internal examination will be conducted at the college level itself and the result has to be sent to the university as per the scheduled notification. (These marks will be included in the final transcripts), and the students are eligible to appear their final year examination at SAU, subject to passing in first year internal examination conducted at college /institutional level.

- 15.4 **Working days in an academic Calendar / Admissions:** The admission of students into various programs should be completed as per statutory body guidelines. There shall be 240 minimum teaching days in one academic year
- 15.5 **Scheme of Examination:** The exam of Master in Physiotherapy will be taken by theory, Practical & Viva-voce.

| <b>MPT 1<sup>ST</sup> Year (Common for All Candidates):</b><br>Institutional /Examination as per University Notification |   |            |                       |
|--|---|------------|-----------------------|
| Paper  | Subject   | Max. Marks | Minimum passing Marks |
| Paper 1  | Basic Medical Sciences & Principles<br>Physiotherapy Practice       | 100        | 50                    |
| Paper 2  | Biomechanics & Kinesiology  | 100        | 50                    |
| Paper 3  | Research Methodology & Biostatistics and<br>Educational Methodology | 100        | 50                    |
| Paper 4  | Exercise Physiology & Nutrition                                     | 100        | 50                    |
| <b>Total Max. Marks</b>  |   | <b>400</b> |                       |

(There shall be institutional /college level theory examination as per university Notification, Marks to be sent to university)

| <b>MPT 2<sup>nd</sup> /Final Year University Examination</b> |  |         |           |      |            |
|--|--|---------|-----------|------|------------|
| Paper  | Subject  | Written | Practical | Viva | Total      |
| Paper 1  | Physical diagnosis & Rehabilitation            | 100     | 100       | 50   | 250        |
| Paper 2  | Elective-I*                                    | 100     | 100       | 50   | 250        |
| Paper 3  | Elective-II** (Advanced<br>Physiotherapeutic ) | 100     | -         | -    | 100        |
|  | Dissertation                                   | -       | -         | 100  | 100        |
| <b>Total Max. Marks</b>                                      |  |         |           |      | <b>700</b> |

Note – Viva marks will be added in practical marks; candidate have to get Min 50% marks i.e. 75 marks in practical and viva collectively for passing the Practical examination.

**Elective-I\*: Subjects – (Clause-9)**

**Elective-II\*\*:Subjects (Advanced Physiotherapy) – (clause-9)**

- 15.6 **Passing Marks of Examination:**

15.6.1 The passing marks of examination would be 50% for each subject and also in total marks obtained the candidate has to pass in theory and practical examination separately for theory 50% passing marks separately.

15.6.2. The candidate should pass separately in two heads i.e. in Theory and Practical /viva (with 50% marks).

- 15.6.3 The candidate has to pass separately in each subject in internal Assessment examination (with 50% marks ) in order to be eligible to appear in university examinations.
- 15.6.4 The grace marks shall be allowed according to the university Policy.
- 15.7 **Supplementary Exam:** A candidate will have to reappear to the whole examination including theory & practical during the supplementary examination. Supplementary examination can be conducted after 6 months of the main examination.
- 15.8 After completion of two academic years of studies he/she shall not have any privileges of a regular student.

#### 16.0 **DECLARATION OF CLASS :**

##### **A Successful candidate-**

- 16.1 Who secure 75% and above in the aggregate marks shall be declared to have Secured 'FIRST CLASS WITH DISTINCTION' Provided he/she passes the Whole examination in the FIRST ATTEMPT
- 16.2 Who secure above 60% & Less than 75% in the aggregate marks shall be Declared to have passed the examination in the 'FIRST CLASS', Provided He/ she passes the whole examination in the FIRST ATTEMPT.
- 16.3 Who secure above 50% & less than 60% in the aggregate marks shall be Declared to have passed the examinations in the 'SECOND CLASS', Provided he/ she passes the whole examination in the FIRST ATTEMPT.
- 16.4 All other successful candidate who passed the examination in more than first / one attempt shall be declared to have PASS CLASS; irrespective of percentage of marks secured.

#### 17.0 **A SUCCESSFUL CANDIDATE OF THE M.P.T. PART-I AND PART-II EXAMINATION SHALL BE AWARDED DEGREE IN FOLLOWING NOMENCLATURE:**

- 17.1 M.P.T. In Orthopaedic Physiotherapy.
- 17.2 M.P.T. In Neurological Physiotherapy.
- 17.3 M.P.T In Cardio respiratory Physiotherapy.
- 17.4 M.P.T. In Sports Physiotherapy.
- 17.5 M.P.T. In Geriatric Physiotherapy.
- 17.6 M.P.T. In Gynaecology Physiotherapy.
- 17.7 M.P.T. In Paediatric Physiotherapy.

#### **18. GENERAL:**

Not with-standing anything stated in this Ordinance, for any unforeseen issues arising and not covered by this Ordinance, or in the event differences of interpretation , the vice chancellor may take a decision after obtaining , if necessary, the opinion / advice of a committee consisting of any or all the Dean / Director / Principal / Head of Department / Institutions / Constituent College / schools. The decision of the vice Chancellor shall be final.

#### **PARTICULARS OF THEORY QUESTION PAPERS AND DISTRITUBION OF MARKS**

A written examination consisting of 4 question papers each of three hours duration & each Paper carrying 100 marks Particular of Theory question paper & distribution of marks are shown below :

#### **PATTERN OF MODEL QUESTION PAPEER FOR MPT EXAMINATION:**

- **MPT Theory : Maximum Marks:100**

| No. & Type of Question   | Marks for each question | Total Max. Marks |
|--|-------------------------|------------------|
| 10 Very Short Answer Question<br>(Answer to be given in 50-60 words) | 02                      | 20               |
| 5 Short Answer Questions<br>(Answer to be given in 250-300 words)    | 10                      | 50               |
| 2 Essay Type Questions<br>(Answer to be given in 450-500 words)      | 15                      | 30               |
| <b>Total</b>   |                         | <b>100</b>       |

- **MPT Practical / Clinical : 150 Marks**  
*Note : All cases for clinical examination should be on patients & not on model*  
 Practical-I + Viva-voc = 1×100 = 100 Marks Viva Voce = 50 Marks  
 Practical-II + Viva-voc = 1×100 = 100 Marks Viva Voce = 50 Marks  
 [Marks Entry Practical / Clinical = 100 Marks Viva Voce = 50 Marks]

- **PARTICULARS OF PRACTICAL AND VIVA-VOCE**  
 Clinical Examination will be aimed at examination of clinical skills and competence of the candidates for undertaking independent work as a specialist

| PRACTICAL / VIVA-VOCE | DESCRIPTION  | MARKS ALLOTTED |
|-----------------------|--|----------------|
| Practical I           | Long case from specialty area to assess investigative, diagnostic skills and patient management skills                       | 100            |
| Viva-voce             | 5 Spotters and viva from the specialty area  | 50             |
| Practical II          | Major Elective long case aimed at examining clinical skills and competency of the candidate for undertaking independent work | 10             |
| Viva-voce             | Viva on dissertation / Specialty.  | 50             |

- **PARTICULARS OF VIVA VOCE**  
 Viva-Voce examination shall aim at assessing depth of knowledge, logical reasoning, confidence & oral communication skills and spotters special emphasis shall be given to dissertation work during the MPT part examination. The marks of viva-voce examination shall be included in the clinical examination to calculate the percentage and declaration of results.

- **EXAMINERS**  
**Practical – I** There shall be 2 examiners one of them shall be external outside the zone from the same specialty and the other shall be internal from the same specialty from the same college

- Practical – II** There shall be 2 examiners one of them shall be external outside the University from the same specialty and the other will be guide assigned to the student from the same college

- **CRITERIA FOR DECLARING PASS IN THE UNIVERSITY EXAMINATION**  
 A candidate shall be declared pass if he / she secure a 50% of marks in theory aggregate and secure a 50% of marks in Practical / Clinical and Viva-voce aggregate.

- **DECLARATION OF CLASS**

First class with distinction – 75% & above in aggregate provided the candidate passes the examination in 1<sup>st</sup> attempt First class- 60% & above in aggregate provided the candidate pass the examination in 1<sup>st</sup> attempt.  
Pass – 50% of maximum marks in theory aggregate and 50% of maximum marks in clinical and Viva-voce aggregate.

**LNCT VIDHYAPEETH UNIVERSITY, INDORE**  
**ORDINANCE NO. 18**  
**POST BASIC BACHELOR OF SCIENCE IN NURING**  
**2 years Degree Course**

**1. PREAMBLE**

The SAFE Institute Nursing College established in 2019 with four-year B.Sc. Nursing Programme and started M.Sc. Nursing Programme in the year 2019. The college is affiliated to LNCT Vidhyapeeth University, Indore and has the requisite permission from Indian Nursing Council, New Delhi, Govt. of India, M.P. Nurses Registration Council, Bhopal. The college is attached to LN Medical College & Research Centre, Bhopal and two rural – urban primary health centre for clinical and practical learning of students. The hospital and PHCs are well equipped and have all the facilities for modern health care. The college has since its inception gained academic excellence and has worked efficiently to words development of all round personality of students. The college has excellent infrastructure with hard working and dedicated faculty.

Nursing is essentially a professional of dedication, love for community, faith and courage. To be successful professional in the field of Nursing, one must have courage, honesty, emotional maturity and compassion to serve. These qualities are developed during the training to make an efficient nurse and useful member of the society.

The college has highly qualified faculty, active in teaching & practice. The college has fully equipped library with more than 5000 books, Indian & Foreign Journals, Reference Books, Variety of newspapers, books on personality Development and competitive examinations etc. The college provides hotel for boys and girls with all basic facilities and congenial atmosphere for studies. The college conducts yoga classes which is also a part of curriculum and adheres to the philosophy of the institute.

**1. VISION, MISSION AND PHILOSOPHY:**

**1.1 Vision :**

Our vision aims at becoming one of the top most Institutes in India providing quality education in Nursing Science.

**1.2 Mission:**

Our mission is to promote excellence in Nursing Sciences & Research Education. To educate students to become excellent Nurses, by focusing on pedagogy that is integrated and strengthened by specialist faculty, all of who value patient-focused care, community service, and research and to serve to the health needs of humanity.

**1.3 Philosophy:**

The Institute is fully conscious of its objective of inculcating the spirit of universal healthcare, honesty and dedication by promoting social and intellectual standards which are essential inputs for promoting well-being of the masses by extending literally and nursing knowledge.

The institute has a vision that field of /nursing sciences will not only act as flag bearers of the institute in the field of Nursing education but will also assume added responsibilities in the field of public health; both at national and international levels. They are also prepared not only for shouldering responsibilities in the preparation of better qualified and skilled nursing personal, but also prepare nurses to function as effective administrators, managers, educators and researches to fulfil the increased nursing manpower demand of the country and to uplift the standard of using profession.

**2. AIMS & OBJECTIVES:****2.1 AIMS:**

**The aim of the undergraduate nursing program at the post basic level is to Upgrade the diploma (GNM) nurses to:**

- 2.1.1 Assume responsibilities as professional, competent nurses and midwives At basic level in providing primitive, preventive, curative, and Rehabilitative services.
- 2.1.2 Make independent decisions in nursing situations, protect the rights of and facilitate individuals and groups in pursuit of health, function in the hospital, community nursing services, and conduct research studies in the areas of nursing practice. They are also expected to assume the role of teacher, supervisor, and manager in a clinical / public health settings

**2.2 OBJECTIVES:**

**On completion of Post-Basic B.Sc. Nursing degree program the graduates will be Able to:**

- 2.2.1 Demonstrate competency in technique of nursing based on concepts and Principles from selected areas of nursing physical, biological and behavioural sciences.
- 2.2.2 Participate as members of health team in the promotive preventive, curative and restorative health care delivery system of the country.
- 2.2.3 Assess health states, identify nursing needs, plan implement and evaluate Nursing care for patients / clients that contribute to health of individuals, Families and communities.
- 2.2.4 Demonstrate leadership qualities and decision-making abilities in various Situations.
- 2.2.5 Demonstrate skills in communication and interpersonal relationship.
- 2.2.6 Demonstrate managerial skills in community health settings.
- 2.2.7 Recognize the need for continued learning for their personal and Professional development.
- 2.2.8 Demonstrate skills in teaching to individuals and groups in community Health settings. Practice ethical values in their personal and professional Life.
- 2.2.9 Participate in research activities and utilize findings in improving nursing Practice.
- 2.2.10 Recognize the need for continued learning for their personal and professional development.

**3. COURSE STRUCTURE:**

- 3.1 The course of study leading to Post Basic B. Sc Nursing Degree shall consist of Two academic years.
- I. Post Basic B. Sc (N) First Year
  - II. Post Basic B. Sc (N) second year

**4. ACADEMIC QUALIFICATION FOR ADMISSION:**

- 4.1 Must have passed General Nursing and Midwifery with minimum of 50% marks in aggregate.
- 4.2 Registered nurse and Registered Midwife qualified from a recognized institute and registered with respective State Nursing Council as approved by Indian Nursing Council (I.N.C).
- 4.3 If the registration certificate cannot be obtained immediately, the original evidence for registration in the form of receipt or any other authenticated Document from the office of the state nursing council will be accepted in lieu of the registration certificate.
- 4.4 Physical Fitness Certificate: Every candidate before admission to the course shall submitted to the Institution a certificate of medical fitness from an authorised medical officer that the candidate is Physically fit to undergo the academic course and does not suffer from any disability or contagious diseases.
- 4.5 Upper age limit: there shall be no upper age limit for admission to the first year of Post Basic B Sc. Degree Courses in Nursing for trained Nurses.

**5. CRITERIA FOR SELECTION:**

- 5.1 The candidate who fulfil the aforesaid academic qualification for admission.
- 5.2 Selection of the candidate shall be based on the merit of the entrance examination held by the LNCT Vidhyapeeth University, Indore or competent authority, on the basis of merit calculated on total marks obtained in the above stated recognized entrance examination.
- 5.3 15% of total seat will be filled by the candidates on all India Basis inclusive of Madhya Pradesh and remaining 85% will be filled up by the Bonafide candidates of Madhya Pradesh.
- 5.4 Out of 85% bonafide candidate seats, 10% shall be reserved for employee / ex-Employee/ retired employee of the LNCT Vidhyapeeth Institute of Medical Sciences and Hospital, Indore and 3% shall be reserved for physically Handicapped candidates (disability of Locomotors to the 40% to 50% of the Lower extremity and other eligibility criteria with regards to age and qualification will be same as prescribed for each programme ) A certificate of physically Handicapped issued by an authorized board should be submitted.
- 5.5 Candidate must be medically fit.
- 5.6 Counselling will be held to finalize the admission as per the required ordinances. The candidates must be physically present at the time of counselling, if required.

**6. RESERVATION POLICY:**

- 6.1 For disabled candidates: 3% Disability reservation to be considered with a disability of locomotors to the tune of 40% to 50% of the lower extremity and other eligibility criteria with regard to age and qualification will be same as prescribed for each nursing programme.

**Note –** A committee to be formed consisting of medical officer authorized by

medical Board of the state government and a nursing expert in the panel which may decide whether the candidates have the disability of locomotors of 40% to 50%.

6.2 5% of total marks is relaxed for SC/ST/OBC candidate.

6.3 Any other reservation as per the state Govt.

**7. COURSE DURATION :**

- 7.1 The Duration of post Basic B.Sc. (Nursing) course shall be two years.  
7.2 The duration of each academic year of Post Basic B.Sc. (Nursing), II Years shall be not less than 10 Months.  
7.3 The Maximum period to complete the course successfully should not exceed 4 years from the date of Admission or as per University Policy.

**8. COURSE COMMENCEMENT:**

- 8.1 The commencement Post Basic B.Sc.(N) 1<sup>st</sup> year shall start during the period of July/August of every year.  
8.2 Vacations shall be granted maximum eight weeks duration between 02 academic years.  
8.3 The subject to be studied in different academic year of Post Basic B.Sc. (N) shall be as per scheme given as in subsequent sequence.

**9. EXAMINATION:**

- 9.1 The medium of instruction and examination shall be English throughout the course of the study.  
9.2 Scheme of examination.

**POST BASIC B.Sc. FIRST YEAR**

| Sr. no.            | Subject                     | Hour | Assessment |          | Total |
|--------------------|-----------------------------|------|------------|----------|-------|
|                    |                             |      | Internal   | External |       |
| <b>Theory</b>      |                             |      |            |          |       |
| 1                  | Nursing Foundation          | 2    | 15         | 35       | 50    |
| 2                  | Nutrition and Dietetics     | 2    | 15         | 35       | 50    |
| 3                  | Biochemistry and Biophysics | 3    | 25         | 75       | 100   |
| 4                  | Psychology                  | 3    | 25         | 75       | 100   |
| 5                  | Microbiology                | 3    | 25         | 75       | 100   |
| 6                  | Maternal Nursing            | 3    | 25         | 75       | 100   |
| 7                  | Child Health Nursing        | 3    | 25         | 75       | 100   |
| 8                  | Medical & Surgical Nursing  | 3    | 25         | 75       | 100   |
| 9                  | English (Qualifying)*       | 3    | 25         | 75       | 100   |
| <b>Practical's</b> |                             |      |            |          |       |
| 1                  | Maternal Nursing            |      | 50         | 50       | 100   |
| 2                  | Child Health Nursing        |      | 50         | 50       | 100   |
| 3                  | Medical & Surgical Nursing  |      | 50         | 50       | 100   |

**Note :** \* Qualifying Examination of English will be held at University

**Note:** All practical examination must be held in the respective clinical areas. One internal and one External examiner should jointly conduct practical /clinical examination for each student.

**POST BASIC B.Sc. FIRST YEAR**

| Sr. no.       | Subject                  | Hour | Assessment |          | Total |
|---------------|--------------------------|------|------------|----------|-------|
|               |                          |      | Internal   | External |       |
| <b>Theory</b> |                          |      |            |          |       |
| 1             | Sociology                | 3    | 25         | 75       | 100   |
| 2             | Community Health Nursing | 3    | 25         | 75       | 100   |

|                    |   |   |    |    |     |
|--------------------|---|---|----|----|-----|
| 3                  | Mental Health Nursing                         | 3 | 25 | 75 | 100 |
| 4                  | Introduction to Nursing Education             | 3 | 25 | 75 | 100 |
| 5                  | Introduction to Nursing Administration        | 3 | 25 | 75 | 100 |
| 6                  | Introduction to Nursing Research Statistics** | 2 | 50 | -- | 50  |
| <b>Practical's</b> |   |   |    |    |     |
| 1                  | Community Health Nursing                      |   | 50 | 50 | 100 |
| 2                  | Mental Health Nursing                         |   | 50 | 50 | 100 |
| 3                  | Research Project**                            |   | 50 | 50 | 50  |

**Note: \*\* 1)** Introduction to Nursing Research & Statistics examination will be held at institution level.

**\*\*2)** Research Project work to be carried out during clinical training

**Note:** All practical examinations must be held in the respective clinical areas one Internal and one external examiner should jointly conduct practical / clinical examination for each student.

### 9.3 University Examination:

9.3.1 There shall be one Annual University Examination at the end of each Academic Year.

9.3.2 There shall be provision for supplementary examination.

9.3.3 The University Examination marks for Medical Surgical Nursing (Practical & Viva Voice Paper), Maternal Nursing (Practical and Viva Voice), Child Health (Practical and viva voice), Community Health Nursing (Practical and viva voice), and Mental Health Nursing (Practical and viva voice), shall be out of 50 marks.

9.3.4 Biochemistry and Biophysics- Question paper will consist of Section A- Biochemistry of 38 marks and biophysics of 37 marks.

9.3.5 If a candidate fails in either theory or practical he /she has to Re-appear for Both theory and practical.

9.3.6 The candidate shall have to clear the previous examination before appearing for final year examination.

9.3.7 Minimum passing marks shall be 50 % in each of the theory and practical separately.

9.3.8 Maximum number of candidate for practical examination should not exceed 20 Per day.

### 9.4 Internal Examination:

9.4.1 The assessment of academic growth of the student shall be done on the Basis of three examination and one Pre-University Examination for theory and practical subjects.

9.4.2 The internal assessment marks for the theory subjects shall be out of 25 marks in all subjects except in nursing foundation and nutrition and dietetics it shall be out of 15 marks (Ref-9.2).

9.4.3 The internal assessment marks for the practical subject shall be awarded On the basis of evaluation of performance of the student in the specific area or field (Ref-9.2)

9.4.4 The Internal assessment marks for Medical Surgical Nursing (Practical & Viva Voice paper-II), Maternal Nursing (Practical & viva Voice paper-III), Child Health Nursing (Practical & viva Voice paper-IV), Mental Health Nursing (Practical & viva Voice paper-V), and Community Health Nursing (Practical & viva Voice paper-VI) shall be out of 50 marks (Ref-9.2).

**9.5 Supplementary Examination:**

- 9.5.1 There will be only one mid-session Supplementary Examination held by The university ordinary held in the month of November / December. However, those who fail in supplementary exam they will appear in main exam.
- 9.5.2 If a first year candidate fails in mid-session supplementary Examination Held by the university ordinarily held in the month of November / December. However, those who fail in supplementary exam they will appear in main exam.
- 9.5.3 If a candidate fails in backlog subjects of the 1<sup>st</sup> year, the result of lined Year Examination for which candidate will be provisionally admitted will be treated As cancelled. The candidate will have to repeat his/her backlog subject of 1<sup>st</sup> Year in next mid session supplementary examination.
- 9.5.4 Only failed subjects will have to be repeated in mid-session supplementary or supplementary examination with the main annual examination.
- 9.5.5 the marks obtained by the candidate in the subjects passed in Supplementary Examination or additional attempts shall be taken into account as pas in the examination.

**10. CRITERIA FOR PASSING:**

- 10.1 A candidate has to pass in theory and practical exam separately in each of The subjects.
- 10.2 Minimum pass marks shall be 50% in each of the theory and practical separately.
- 10.3 If a candidate fails in either theory or practical exam he/she has to r-appear for both theory and practical.
- 10.4 Minimum pass marks shall be 33% for English only.

**11. DIVISION & MERIT:**

- 11.1 Distinction – 75% and above in any subject (First attempt only).
- 11.2 First Division – 60% and above 74%
- 11.3 Second Division – 50-59%
- 11.4 Pass Class – Shall be awarded to the candidate passing with supplementary or more than one attempt.

**12. ATTENDANCES:**

- 12.1 A candidate must have minimum of 80% attendance in theory in each Subject for appearing for examination or as per University Policy.
- 12.2 A candidate must have 100% attendance in each of the clinical area before Award.

**13. APPOINTMENT OF EXAMINERS / QUESTION PAPER SETTER:**

The appointment of examiner for the theory and practical examination shall be based on following rules-

- 13.1 Question paper setter / moderator / head evaluator shall be professor, associate professor and assistant professor with at least 3 years of teaching experience, working in any nursing institute recognized by statutory body.
- 13.2 Practical Examiner
- 13.2.1 One internal and one external examiner should jointly conducted Practical examination for each student.
- 13.2.2 An examiner should be an assistant Professor / Lecturer or

above in a college of nursing with M.Sc.(N) in concerned subject and minimum of 3 years of teaching experience.

#### 14. REVALUATION / RE-TOTALING:

- 14.1 Revaluation and Re-totalling of marks is permitted for theory papers only. The university, on receipt of application within the stipulated time and remittance of a prescribed fee, shall permit a recounting of marks and revaluation for the subjects applied.
- 14.2 The result after revaluation/re-totalling shall be declared as per prevailing Revaluation / Re-totalling rules and regulation of the University.

#### 15. CANCELLATION OF ADMISSION:

- 15.1 The admission of a student at any stage of study shall be cancelled by the Vice-chancellor based on Recommendation of head of Institution, if,
- 15.1.1 Candidate is not found qualified as per INC/State Government norms and guidelines or the eligibility criteria prescribed by the university.

OR

Candidate is not able to complete the course within the stipulated time as prescribed by the university.

OR

Candidate is found involved in serious breach of discipline in the Institution or n university campus.

#### 16. SCHEME OF STUDIES:

##### 16.1 ANNUAL SCHEDULE OF STUDIES

|                                     |   |               |
|-------------------------------------|---|---------------|
| Course Duration                     | - | 02 years      |
| Weeks available per tear            | - | 52 weeks      |
| Vacation                            | - | 07 weeks      |
| Gazetted Holidays                   | - | 03 weeks      |
| Examination (including preparatory) | - | 04 weeks      |
| Available weeks                     | - | 38 weeks      |
| Hours available per academic year   | - | 1520(38wk×40) |

- 16.2 The subject of study and hours wide distribution in different academic year of Post Basic B.Sc. (N) shall be as per the scheme given below.

#### DISTRIBUTION OF HOURS POST BASIC B.Sc. FIRST YEAR

| Sr. No.      | Subject                                | Theory Hours | Practical Hours |
|--------------|--|--------------|-----------------|
| 1            | Nursing Foundation                     | 45           | --              |
| 2            | Nutrition and Dietetics                | 30           | 15              |
| 3            | Biochemistry and Biophysics            | 60           | --              |
| 4            | Psychology                             | 60           | 15              |
| 5            | Microbiology                           | 60           | 30              |
| 6            | Maternal Nursing                       | 60           | 240             |
| 7            | Child Health Nursing                   | 60           | 240             |
| 8            | Medical & Surgical Nursing*            | 90           | 270             |
| 9            | English (Qualifying)*                  | 60           | --              |
| 10           | Universal Human Values & Personality-1 | --           | 30              |
| <b>Total</b> |  | <b>525</b>   | <b>840</b>      |

Note:\* Teaching of anatomy , physiology, pharmacology and pathology will be integrated with medical surgical nursing.

**POST BASIC B.Sc,SECOND YEAR**

|       | Subject   | Theory hours | Practical hours |
|-------|---|--------------|-----------------|
| 1     | Sociology                                       | 60           | --              |
| 2     | Community Health Nursing                        | 60           | 240             |
| 3     | Mental Health Nursing                           | 60           | 240             |
| 4     | Introduction to Nursing Education               | 60           | 75              |
| 5     | Introduction to Nursing Administration          | 60           | 180             |
| 6     | Introduction to Nursing Research & Statistics** | 45           | 120             |
| 7     | Universal Human Values & Personality-II         | --           |                 |
| Total |   | <b>345</b>   | <b>885</b>      |

Note:\*\*Research Project work to be carried out during clinical training.

**17. GENERAL:**

Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, And not covered by this Ordinance, or in the event of differences of interpretation, the vice chancellor may take a decision after obtaining, if necessary, the opinion / advice of a committee consisting of any or all the Dean / Director / Principal / Head of Department / Institutions / Constituent College / Schools. The decision of the vice chancellor shall be final.

**LNCT VIDHYAPEETH UNIVERSITY, INDORE**  
**ORDINANCE NO. 19**  
**BACHELOR OF SCIENCE IN NURSING**  
**4 years Degree Course**

**PREAMBLE**

The SAFE Institute Nursing College established in 2019 with four-year B.Sc. Nursing programme and started M.Sc. Nursing programme in the year 2019. The college is affiliated to LNCT Vidhyapeeth University, Indore and has the requisite permission from Indian Nursing Council, New Delhi, Govt. Of India, M.P. Nurses Registration Council, Bhopal. The college is attached to LN Medical College & Research Centre, Bhopal and two rural – Urban primary health centres for clinical and practical learning of students. The hospital and PHCs are well equipped and have all the facilities for modern health care. The college has since its inception gained academic excellence and has worked efficiently towards development of all round personality of students. The college has excellent infrastructure with hard working and dedicated faculty.

Nursing is essentially a profession of dedication, love for community, faith and courage. To be successful professional in the field of Nursing, one must have courage, honesty, emotional maturity and compassion to serve these qualities are developed during the training to make an efficient nurse and useful member of the society.

The college has highly faculty, active in teaching & practice. The college has fully equipped library with more than 5000 books, Indian & Foreign /journals, Reference Books, Variety of newspapers, books on personality Development and competitive examination etc. The college provides hostel for boys and girls with all basic facilities and congenial atmosphere for studies. The college conducts yoga classes which is also a part of curriculum and adheres to the philosophy of Institute.

1. **VISION, MISSION AND PHILOSOPHY:**
  - 1.1 **Vision**  
Our vision aims at becoming one of the top most Institute in India providing quality education in Nursing Science.
  - 1.2 **Mission**  
Our mission is to promote excellence in Nursing Sciences & Research Education.  
To educate students to become excellence in Nurses, by focusing on pedagogy that is integrated and strengthened by specialist faculty, all of who value patient focused care, community service, and research and to serve to the health needs of humanity.
  - 1.3 **Philosophy**  
The institute is fully conscious of its objective of inculcating the spirit of universal healthcare, honesty and dedication by promoting social and intellectual standards which are essential inputs for promoting well-being of the masses by extending literacy and nursing knowledge.  
The institute has a vision that its students, after passing out graduation and post-graduation qualification in the field of Nursing sciences will not only act as flag bearers of the institute in the field of nursing education but will also assume added responsibilities in the field of Public health; both at National and international levels. They are also prepared not only for shouldering responsibilities in the preparation of better qualified and skilled nursing personal, but also prepare nurses to function as effective administrators, managers, educators and researchers to fulfil the increased nursing

manpower demand of the country and to uplift the standard of nursing profession.

## 2. AIMS & OBJECTIVE:

### 2.1 **The Aims of the undergraduate nursing program is to:**

2.1.1 Prepare graduates to assume responsibilities as professional, competent nurses and midwives in providing promotive, preventive, curative, and rehabilitative services.

2.1.2 Prepare nurses who can make independent decisions in nursing situations, protect the rights and facilitate individuals and groups in pursuit of health function in the hospital, community nursing services, and conduct research studies in the areas of nursing practice. They are also expected to assume the role of teacher, supervisor and manager in a clinical / public health setting.

### 2.2 **OBJECTIVES:**

On completion of the four-year B.Sc. Nursing program the graduate will be able to:

- 2.2.1 Apply knowledge from physical, biological, and behavioural Sciences, medicine including alternative systems and providing nursing care to individuals, families and communities.
- 2.2.2 Demonstrate understanding of life style and other factors, which Affect health of individuals and groups.
- 2.2.3 Provide nursing care based on steps of nursing process in Collaboration with the individuals and groups.
- 2.2.4 Demonstrate critical thinking skill in making decisions in all situations in order to provide care
- 2.2.5 Utilize the latest trends and technology in providing health care.
- 2.2.6 Provide promotive, preventive, and restorative health services in line with the national health policies and programmes.
- 2.2.7 Practice within the framework of code of ethics and Professional Conduct and acceptable standards of practice within the legal boundaries.
- 2.2.8 Communicate effectively with individuals and groups, and members of the health team in order to promote effective interpersonal relationships and teamwork.
- 2.2.9 Demonstrate skills in teaching to individuals and groups in clinical / Community health settings.
- 2.2.10 Participate effectively as members if the health team in health Care delivery system.
- 2.2.11 Demonstrate leadership and managerial skills in clinical / Community health settings.
- 2.2.12 Demonstrate awareness, interest and contribute towards advancement of self and of the profession.

## 3. COURSE STRUCTURE:

The course of study leading to B.Sc. Nursing Degree shall consist of four academic year (Including Internship)

- 3.1 Basic B.Sc. (N) First Year
- 3.2 Basic B.Sc. (N) Second Year
- 3.3 Basic B.Sc. (N) Third Year
- 3.4 Basic B.Sc. (N) Fourth Year Including Internship

**4. ACADEMIC QUALIFICATION FOR ADMISSION:**

- 4.1 The course of study for B.Sc. Nursing in first year shall be opened to both male and female candidates. The percentage of female candidates shall not fall below 50% of total candidates.
- 4.2 Candidate must have completed the age of seventeen (17) years but not have completed thirty five (35) years for both male and female before thirty first (31) December of the year of admission.
- 4.3 Must have passed the senior secondary school certificate Examination (10+2) conduct by a statutory Board.
- 4.4 Candidate are also eligible from state open school recognized by state government and national institute of open school recognized by central government having science subjects and English only.
- 4.5 Candidate should have passed in the subjects of PCB and English individually and must have obtained a minimum of 45% marks taken in PCB at the qualifying examination (10+2).
- 4.6 A candidate belonging to SC/ST or other backward classes, the mark obtained in Physics, Chemistry & Biology (PCB) taken together in qualifying examination is 40% instead of 45% as stated above.
- 4.7 English is a compulsory subject in 10+2 for being eligible for admission to B.Sc. (N).

**5. CRITERIA FOR SELECTION:**

- 5.1 The candidate who fulfil the aforesaid academic qualification for admission.
- 5.2 Selection of the candidate shall be based on the merit of the entrance examination held by the LNCT Vidyapeeth University, Indore or competent authority, on the basis of merit calculated on total marks obtained in the above stated recognized entrance examination.
- 5.3 15% of total seats will be filled by the candidates on All India basis inclusive of Madhya Pradesh and remaining 85% will be filled up by the Bonafide candidates of Madhya Pradesh.
- 5.4 Out of 85% bonafide candidate seats, 10% shall be reserved for employee / ex-Employee / retired employee of the LNCT Vidhyapeeth University of Medical Sciences and Hospital, Indore, and 3% shall be reserved for physically handicapped candidates (disability of locomotors to the 40% to 50% of the lower extremity and other eligibility criteria with regards to age and qualifications will be same as prescribed for each programme). A certificate of physically handicapped issued by an authorized board board should be submitted.
- 5.5 In case the reserve seats are not filled in a particular category unfilled seats will be transferred / opened / filled by other general candidates.
- 5.6 Candidates should be medically fit.
- 5.7 Counselling will be held to finalized the required ordinances. The candidates must be physically present at the time of counselling, if required.
- 5.8 In case of the tie position between two or more than two, than total number of attempts for passing senior secondary school examination, date of birth and percentage of marks obtained at the secondary examination respectively be considered in that order.

**6. RESERVATION POLICY:**

- 6.1 For disabled candidates 3% Disability reserved to be considered with a disability of locomotors to the tune of 40% to 50% of the lower extremity and other eligibility criteria with regard to age qualification will be same as prescribed for each nursing programme.

Note - A committee to be formed consisting of medical officer authorized by

- medical board of the state government and a nursing expert in the panel which may decide whether the candidates have the disability of locomotors of 40% to 50%
- 6.2 5% of total marks is relaxed for SC/ST/OBC candidate.
- 6.3 Any other reservation as per the state Govt.

**7. COURSE DURATION:**

- 7.1 The duration of basic B.Sc. (Nursing) course shall be Four years including Internships.
- 7.2 The duration of each academic year of B.Sc.(Nursing) I,II,III,IV years shall be not less than 10 Months.
- 7.3 The maximum period to complete the course successfully should not exceed 8 years from the date of Admission or as per University Policy.

**8. COURSE COMMENCEMENT:**

- 8.1 The commencement Basic B.Sc. (N) 1<sup>st</sup> year shall start during the period of July / August of every year.
- 8.2 Vacation shall be granted maximum eight weeks duration between 2 academic years
- 8.3 The subject to be studied in different academic year of Basic B.Sc. (N) shall be as per scheme given as in subsequent sequence.

**9. EXAMINATION:**

- 9.1 The minimum of instruction and examination shall be English through the course of the study.

**9.2 Scheme of Examination –  
Basic B.Sc. (N) First Year**

| Subject                        | Hours | Internal Assessment | University Examination | Total |
|--------------------------------|-------|---------------------|------------------------|-------|
| <b>Theory</b>                  |       |                     |                        |       |
| 1.Anatomy & Physiology         | 3 Hrs | 25                  | 75                     | 100   |
| 2.Nutrition and Biochemistry   | 3 Hrs | 25                  | 75                     | 100   |
| 3.Nursing Foundation           | 3 Hrs | 25                  | 75                     | 100   |
| 4:Psychology                   | 3 Hrs | 25                  | 75                     | 100   |
| 5.Microbiology                 | 3 Hrs | 25                  | 75                     | 100   |
| 6.English                      | 3 Hrs | 25                  | 75                     | 100   |
| 7.Introduction to computer*    |       | 25                  | 75                     | 100   |
| <b>Practical and Viva Voce</b> |       |                     |                        |       |
| 1.Nursing Foundations          |       | 100                 | 100                    | 200   |

**\*Respective College will conduct examination for Introduction to Computer.**

**Note:** All practical examinations must be held in the respective clinical areas. One internal and one external examiner should jointly conduct practical /clinical examination for each student.

**Basic B.Sc. (N) Second Year**

| Subject                                    | Hours | Internal Assessment | University Examination | Total |
|--|-------|---------------------|------------------------|-------|
| <b>Theory</b>                              |       |                     |                        |       |
| 1.Sociology                                | 3 Hrs | 25                  | 75                     | 100   |
| 2.Medical Surgical Nursing-I               | 3 Hrs | 25                  | 75                     | 100   |
| 3.Pharmacology, Pathology, Genetics        | 3 Hrs | 25                  | 75                     | 100   |
| 4.Community Health Nursing-I               | 3 Hrs | 25                  | 75                     | 100   |
| 5.Communication and Educational Technology | 3 Hrs | 25                  | 75                     | 100   |
| <b>Practical and Viva Voce</b>             |       |                     |                        |       |
| 1.Medical- Surgical Nursing-I              |       | 100                 | 100                    | 200   |

**Note:** All practical examinations must be held in the respective clinical areas. One internal and one external examiner should jointly conduct practical /clinical examination for each student.

**Basic B.Sc.(N) Third Year**

| Subject                         | Hour  | Internal Assessment | University Examination | Total |
|---------------------------------|-------|---------------------|------------------------|-------|
| <b>Theory</b>                   |       |                     |                        |       |
| 1.Medical surgical Nursing-II   | 3Hrs. | 25                  | 75                     | 100   |
| 2.Child Health Nursing          | 3Hrs. | 25                  | 75                     | 100   |
| 3.Mental Health Nursing         | 3Hrs. | 25                  | 75                     | 100   |
| 4.Nursing Research & Statistics | 3Hrs. | 25                  | 75                     | 100   |
| <b>Practical and viva voce</b>  |       |                     |                        |       |
| 1. Medical-Surgical Nursing-II  |       | 50                  | 50                     | 100   |
| 2.Child Health Nursing          |       | 50                  | 50                     | 100   |
| 3.Mental Health Nursing         |       | 50                  | 50                     | 100   |

**Note:** All practical examinations must be held in the respective clinical areas. One internal and one external examiner should jointly conduct practical /clinical examination for each student

**Basic B.Sc.(N) Fourth Year**

| Subject   | Hours | Internal Assessment | University Examination | Total |
|---|-------|---------------------|------------------------|-------|
| <b>Theory</b>                                   |       |                     |                        |       |
| 1.Midwifery and Obstetrical Nursing             | Hrs.  | 25                  | 75                     | 00    |
| 2.Community Health Nursing-II                   | Hrs.  | 25                  | 75                     | 00    |
| 3.Management of /nursing Services and Education | Hrs.  | 25                  | 75                     | 00    |
| <b>Practical and viva voce</b>                  |       |                     |                        |       |
| 1.Midwifery and Obstetrical Nursing             |       | 50                  | 50                     | 00    |
| 2.Community Health Nursing-II                   |       | 50                  | 50                     | 00    |

**Note:** All practical examinations must be held in the respective clinical areas. One internal and one external examiner should jointly conduct practical /clinical examination for each student.

### 9.3 University Examination:

9.4.1 There shall be one Annual University Examination at the end of each Academic year.

9.4.2 There shall be provision for supplementary examination.

9.4.3 The university Examination marks for Nursing Foundation ( Practical & Viva voice paper) & Medical Surgical Nursing Practical & Viva Voice paper –II) shall be out of 100 Marks.

9.4.4 The university Examination marks for Medical Surgical Nursing –II (Practical & Viva Voice), Child Health Nursing, (Practical & Viva Voice), Mental Health Nursing (Practical & Viva Voice), Midwifery And Obstetrical Nursing (Practical & Viva Voice) and Community Health Nursing (Practical & Viva-Voice), shall be out of 50 marks.

9.4.5 Anatomy and Physiology – Question paper will consist of Section A- Anatomy of 37 marks and Section B – Physiology should be of 38 marks.

9.4.6 Nutrition and Biochemistry – Question paper Will consist of Section A- Nutrition of 45 marks and Section B of Biochemistry of 30 Marks.

9.4.7 Pharmacology, Pathology and Genetics- Question Paper will consist of section A-Pharmacology with 38 Marks and section B of Pathology of 25 marks and Genetics with 12 marks.

9.4.8 Nursing research and statistics –Question paper will consist of section A- Nursing research of 50 marks and section B of statistics of 25 marks.

9.4.9 Theory and practical exams for introduction of computer will be conducted as college exam and marks to be sent to University for inclusion in the marks sheet.

9.4.10 If a candidate fails in either theory or practical he / she has to re-appear for both theory and practical.

9.4.11 Fourth year final examination to be held only after completion of internship.

9.4.12 The candidate shall have to clear all the previous examination before appearing for final year examination.

9.4.13 Maximum number of candidate for practical examination should not exceed 20 per day.

### 9.4 Internal Examination-

9.5.1 The assessment of academic growth of the student of the Student shall be done on the basis of three examination and one Pre -University examination for theory and practical subjects.

9.5.2 The Internal assessment marks for the theory subject shall be out of 25 marks.

9.5.3 The Internal assessment marks for the practical subject shall be awarded on the basis of evaluation of performance of the student in the specific area or field (Ref.Clause-9.2).

9.5.4 The Internal assessment marks for Nursing Foundation (Practical & Viva Voice paper I) & Medical Surgical Nursing-1 (Practical & Viva Voice Paper –II shall be out of 100 marks.

9.5.5 The Internal assessment marks for Medical Surgical Nursing-II

( Practical & Viva Voice III), Child Health Nursing (Practical & Viva Voice IV), Mental Health Nursing (Practical & Viva Voice V), Midwifery and obstetrical Nursing (Practical & Viva Voice VI), and Community Health Nursing (Practical & Viva Voice VII), shall be out of 50 marks.

#### 9.5 **Supplementary Examination-**

- 9.6.1 There will be only one mid-session Supplementary Examination held by the University ordinarily held in the month of November /December .However, those who fail in mid-session supplementary exam they will appear in main exam.
- 9.6.2 If a first year candidate fails in Mid-Session supplementary papers, Candidates will be given an opportunity to appear in the main examination of II<sup>nd</sup> year provisionally along with backlog of last year subjects.
- 9.6.3 If a candidate fails in backlog subjects of the 1<sup>st</sup> year, the result of II<sup>nd</sup> year examination for which candidate will be provisionally admitted will be treated as cancelled. The candidate will have to repeat his / her backlog subjects of 1<sup>st</sup> year in next midsession supplementary examination.
- 9.6.4 Only failed subjects will have to be mid-session supplementary or Supplementary examination with the main annual examination,
- 9.6.5 The marks obtained by the candidate in the subjects passed in supplementary examination or Additional attempts shall be taken into account as pass in the examination.

#### 10. **CRITERIA FOR PASSING:**

- 10.1 A Candidate has to pass in theory and practical exam separately in each of the subjects.
- 10.2 Minimum pass marks shall be 50% in each of the theory and practical papers Separately.
- 10.3 If a candidate fails in either theory or practical paper he / she has to re-appear for both the papers (Theory and Practical).
- 10.4 Minimum passing marks shall be 45% for Introduction to Computer.
- 10.5 Maximum number of attempts permitted for each paper shall be three including first attempt.
- 10.6 Minimum passing marks shall be 405 for English only.

#### 11. **DIVISION & MERIT:**

- 11.1 Distinction – 75% and above in any subject (First attempt only)
- 11.2 First Division – 60% - 74%
- 11.3 Second Division – 50% - 59%
- 11.4 Pass Class – Shall be awarded to the candidate passing with supplementary or more than one attempt.

#### 12. **ATTENDANCES:**

- 12.1 A candidate must have minimum of 80% attendance in theory in each subject for examination or as per University Policy.
- 12.2 A candidate must have 100% attendance in each of the clinical area before award of Degree.

#### 13. **APPOINTMENT OF EXAMINERS /QUESTION PAPER SETTER:**

The appointment of examiner for the theory and practical examination shall be based on following rules-

13.1 Question Paper setter / moderator / head evaluator shall be professor. Associate professor and assistant professor and assistant professor with at least 3 years of teaching experience working in any nursing institute recognized by statutory body.

13.2 **Practical Examiner**

13.2.1 One internal and one external examiner should jointly conduct practical examination for each student.

13.2.2 An examiner should be a lecturer or above in a college of nursing with M.Sc.(N) in concerned subject and minimum of 3 years of teaching experience to be an examiner for Nursing Foundation course faculty having M.Sc. (N) with any specialty shall be considered.

14. **REVALUATION /RE-TOTALING:**

14.1 Revaluation and Re-totalling of marks is permitted for theory papers only. The University, on receipt of application within the stipulated time and remittance of a prescribed fee, shall permit a recounting of marks and revaluation for the subjects applied.

14.2 The result after revaluation/re-totalling shall be declared as per prevailing revaluation/re-totalling and regulation of the university.

15. **CANCELLATION OF ADMISSION:**

15.1 The admission of a student at any shall be cancelled by the Vice chancellor based on Recommendation of Head of Institution, if ;

15.2 Candidate is not found qualified as per INC / State Government norms and guidelines or the eligibility criteria prescribed by the university.

OR

Candidate is not able to complete the course within the stipulated time as prescribed by the university.

OR

Candidate is found involved in serious breach of discipline in the institution or in university campus.

16. **SCHEME OF STUDIES:**

The subject to study in different academic year of Basic B.Sc. (N) shall be as per scheme given in subsequent sections.

16.1 **Annual Schedule of Studies**

|   |   |                           |
|---|---|---------------------------|
| Weeks available per year                                | = | 52 Weeks                  |
| Vacation  | = | 8 Weeks                   |
| Gazetted Holidays                                       | = | 3 Weeks                   |
| Examination (Including preparatory)                     | = | 4 Weeks                   |
| Available Weeks   | = | 37 Weeks                  |
| Hours per Week  | = | 40 Weeks                  |
| Practical   | = | 30 hours Per Week         |
| Theory  | = | 10hours per week          |
| Hours available per academic year (1 <sup>st</sup> to = |   | 1480 (37 weeks×40 hours)  |
| 3 <sup>rd</sup> year)                                   |   | × 3 = 4440 hours          |
| Hours available for 4 <sup>th</sup> year                | = | 560 hrs.(14 weeks× 40hrs) |
| Hours available for Internship                          | = | 1690 hours (48 hrs /week) |
| Total Hours for year                                    | = | 6130 hours                |

16.2

**Distribution of Hours-**

| Subjects                      | Theory (Hours)<br>(Class & Lab) | Practical/<br>Clinical<br>Hours | Hours      |
|-------------------------------|---------------------------------|---------------------------------|------------|
| 1.English                     | 60                              |                                 |            |
| 2.Anatomy                     | 60                              |                                 |            |
| 3.Physiology                  | 60                              |                                 |            |
| 4.Nutrition                   | 60                              |                                 |            |
| 5.Biochemistry                | 30                              |                                 |            |
| 6.Nursing Foundations         | 265+200                         | 450                             |            |
| 7.Psychology                  | 60                              |                                 |            |
| 8. Microbiology               | 60                              |                                 |            |
| 9. Introduction to Computers  | 45                              |                                 |            |
| 10.Hindi/Regional Language    | 30                              |                                 |            |
| 11.Library work / Self Study  |                                 |                                 | 50         |
| 12.Co-curricular activities   |                                 |                                 | 50         |
| <b>Total</b>                  | <b>930</b>                      | <b>450</b>                      | <b>100</b> |
| <b>TOTAL HOURS = 1480 HRS</b> |                                 |                                 |            |

**Basic B.Sc. (N) Second Year**

| Subject   | Theory<br>(Hours)<br>(Class & Lab) | Practical /<br>Clinical Hour | Hours |
|---|------------------------------------|------------------------------|-------|
| 1.Sociology   | 60                                 |                              |       |
| 2.Pharmacology  | 45                                 |                              |       |
| 3.Pathology   | 30                                 |                              |       |
| 4.Genetics  | 15                                 |                              |       |
| 5.Medical Surgical Nursing (Adult including Geriatrics) | 210                                | 720                          |       |
| 6.Community Health Nursing                              | 90                                 | 135                          |       |
| 7.Community and Education Technology                    | 60+30                              |                              |       |
| 8.Library work / Self Study                             |                                    |                              | 50    |
| 9.Co-curricular Activities                              |                                    |                              | 35    |
| <b>TOTAL HOURS = 1480 HRS</b>                           |                                    |                              |       |

**Basic B.Sc.(N) Third Year**

| Subject  | Theory (Hours) (Class & Lab) | Practical Clinical Hours | Hours      |
|--|------------------------------|--------------------------|------------|
| 1. Medical Surgical Nursing (Adult including Geriatrics) | 120                          | 270                      |            |
| 2. Child Health Nursing                                  | 90                           | 270                      |            |
| 3. Mental Health Nursing                                 | 90                           | 270                      |            |
| 4. Midwifery and Obstetrical Nursing                     | 45                           | 180                      |            |
| 5. Nursing research*                                     | 45                           |                          |            |
| 6. Library work / Self Study                             |                              |                          | 50         |
| 7. Co-curricular activities                              |                              |                          | 50         |
| <b>TOTAL</b>   | <b>390</b>                   | <b>990</b>               | <b>100</b> |
| <b>Total hours = 1480 HRS</b>                            |                              |                          |            |

\*Project work to be carried out during clinical training

#### Basic B.Sc.(N) Fourth Year

| Subject   | Theory (Hours) (Class & Lab) | Practical Clinical Hours | Hours |
|---|------------------------------|--------------------------|-------|
| 1. Midwifery and Obstetrical Nursing            | 45                           | 180                      |       |
| 2. Community Health Nursing-II                  | 90                           | 135                      |       |
| 3. Management of Nursing Services and Education | 60+30                        |                          |       |
| <b>TOTAL</b>                                    | <b>225</b>                   | <b>315</b>               |       |
| <b>TOTAL HOURS = 540 HRS</b>                    |                              |                          |       |

#### Basic B.Sc. (N) Internship (Integrated Practice)

| Subject  | Practical (In Hrs) | In Week   |
|--|--------------------|-----------|
| 1. Midwifery and Obstetrical Nursing                       | 240                | 5         |
| 2. Community Health Nursing-II                             | 195                | 4         |
| 3. Medical Surgical Nursing (Adult including Geriatrics)   | 430                | 9         |
| 4. Child Health Nursing                                    | 145                | 3         |
| 5. Mental Health Nursing                                   | 95                 | 2         |
| 6. Research Project  | 45                 | 1         |
| <b>Total Hours</b>   | <b>1150</b>        | <b>24</b> |
| <b>Total Theory and practical hours before internship</b>  | <b>540</b>         |           |
| <b>Total Hours before internship and during internship</b> |                    |           |

**Note:**

1. Clinical training means 8 hours of integrated clinical duties in which 2 weeks of evening and night shift duties are included.
2. Internships should be carried out as 8 hours per day @ 48 hours per week.

3. Students during clinical training will be supervised by nursing teachers.
4. Students will be eligible to appear in the Fourth-year final examination only after completing Internship.

**17. GENERAL:**

Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice Chancellor may take a decision after obtaining, if necessary, the opinion/ advice of a committee consisting of any or all the Dean/Director/Principal/Head of Department / Institutions / Constituent College / Schools. The decision of the Vice Chancellor shall be final.

2

**LNCT VIDHYAPEETH UNIVERSITY, INDORE**  
**ORDINANCE NO. 20**  
**MASTER OF SCIENCE IN NURING**  
**M.Sc. Nursing 2 years Post Graduation Course**

**PREAMBLE**

The SAFE Institute Nursing College established in 2019 with four-year B.Sc. Nursing programme and started M.Sc. Nursing programme in the year 2019. The college is affiliated to LNCT Vidhyapeeth University, Indore and has the requisite permission from Indian Nursing Council New Delhi, GoI, Madhya Pradesh Nurses Registration Council, Bhopal. The college is attached to LNCT Medical College & Research Centre, Bhopal and two rural – Urban primary health centres for clinical and practical learning of students. The hospital and PHCs are well equipped and have all the facilities for modern health care. The college has since its inception gained academic excellence and has worked efficiently towards development of all round personality of students. The college has excellent infrastructure with hard working and dedicated faculty.

Nursing is essentially a profession of dedication, love for community, faith and courage. To be successful professional in the field of Nursing, one must have courage, honesty, emotional maturity and compassion to serve these qualities are developed during the training to make an efficient nurse and useful member of the society.

The college has highly faculty, active in teaching & practice. The college has fully equipped library with more than 5000 books, Indian & Foreign Journals, Reference Books, Variety of newspapers, books on personality Development and competitive examination etc. The college provides hostel for boys and girls with all basic activities and congenial atmosphere for studies. The college conducts yoga classes which is also a part of curriculum and adheres to the philosophy of Institute.

1. **VISION, MISSION AND PHILOSOPHY:**

Our vision aims at becoming one of the top most Institute in India providing quality education in Nursing Science. Our mission is to promote excellence in Nursing Sciences & Research Education. To educate students to become excellence in Nurses, by focusing on pedagogy that is integrated and strengthened by specialist faculty, all of who value patient focused care, community service, and research and to serve to the health needs of humanity.

2. **PHILOSOPHY:**

The institute is fully conscious of its objective of inculcating the spirit of universal healthcare, honesty and dedication by promoting social and intellectual standards which are essential inputs for promoting well-being of the masses by extending literacy and nursing knowledge.

The institute has a vision that its students, after passing out graduation and post-graduation qualification in the field of Nursing sciences will not only act as flag bearers of the institute in the field of nursing education but will also assume added responsibilities in the field of Public health; both at National and international levels. They are also prepared not only for shouldering responsibilities in the preparation of better qualified and skilled nursing personal, but also prepare nurses to function as effective administrators, managers, educators and researchers to fulfil the increased nursing manpower demand of the country and to uplift the standard of nursing profession.

3. **AIMS & OBJECTIVE:**

3.1 **AIMS:** The aims of the postgraduate program in nursing is to prepare to assume responsibilities nurse specialists, consultants, educators,

administrator in a wide variety of professional settings

3.2 **OBJECTIVES:** On completion of the two-year M.Sc. Nursing Programme, the postgraduate will be able to:

- 3.2.1 Utilize/apply the Concepts, Theories and Principles of Nursing Science.
- 3.2.2 Demonstrate Advance Competence in Practice of Nursing.
- 3.2.3 Practice as a Nurse Specialist.
  - 3.2.4 Demonstrate Leadership Qualities and function effectively as nurse educator and manager.
  - 3.2.5 Demonstrate skill in conducting nursing research, interpreting and utilizing the findings from health-related research.
  - 3.2.6 Demonstrate the ability to plan and effect change in nursing practice and in the health care delivery system.
  - 3.2.7 Establish collaborative relationship with members of other disciplines.
  - 3.2.8 Demonstrate interest in continued learning for personal and professional Advancement.

4. **COURE STRUCTURE:**

The course of study leading to M.Sc. Nursing Degree shall consist of Two Academic Years.

- III. M.Sc. (Nursing) First Year
- IV. M.Sc. (Nursing) Second Year

**M.Sc. Nursing Degree Programme shall include following specialize branches Sanctioned by Indian Nursing Council,**

- I. M.Sc. Nursing in Medical Surgical Nursing
- II. M.Sc. Nursing in Child Health Nursing
- III. M.Sc. Nursing in Obstetric & Gynaecological Nursing
- IV. M.Sc. Nursing n Community Health Nursing
- V. M.Sc. Nursing in Mental Health Nursing

5. **ACADEMIC QUALIFICATION FOR ADMOISSION:**

A person who has [passed one of the following examinations shall be eligible to join the first year of M.Sc. (Nursing) Course:-

- 5.1 B. Sc. Nursing / B.Sc. Hons. Nursing / Post Basic B.Sc. Nursing with minimum of 55% marks in aggregate (5% relaxation of marks for SC/ST candidates) from an Institute / College recognized by the Indian Nursing Council.
- 5.2 In addition to above, the candidate should be a Registered Nurse and Registered Midwife or equivalent with any State Nursing Registration Council.
- 5.3 The candidate should have minimum one year of work experience after Basic B.Sc. Nursing or a minimum one year of work experience prior or after Post Basic B.Sc. Nursing.
- 5.4 Candidates shall be medically fit.

6. **CRITERIA FOR SELECTION:**

- 6.1 The Candidate who fulfil the aforesaid academic qualification for admission.
- 6.2 Selection of the candidate shall be based on the merit to the entrance

- examination held by the LNCT Vidhyapeeth University, Indore or competent authority, on the basis of merit calculated on total marks obtained in the above stated recognized entrance examination.
- 6.3 15 % of total seats will be filled by the candidates on all India Basis Inclusive of Madhya Pradesh and remaining 85% will be filled up by the Bonafide candidates of Madhya Pradesh.
- 6.4 Out of 85% bonafide candidate seats, 10% shall be reserved for employee / ex-Employee / retired employee of the LNCT Vidhyapeeth University of Medical Sciences and Hospital, Indore, and 3% shall be reserved for physically handicapped candidates (disability of locomotors to the 40% to 50% of the lower extremity and other eligibility criteria with regards to age and qualifications will be same as prescribed for each programme). A certificate of physically handicapped issued by an authorized board board should be submitted.
- 6.5 In case the reserve seats are not filled in a particular category unfilled seats will be transferred / opened / filled by other general candidates.
- 6.6 Candidates should be medically fit.
- 6.7 Counselling will be held to finalized the required ordinances. The candidates must be physically present at the time of counselling, if required.
- 6.8 In case of the tie position between two or more than two, than total number of attempts for passing senior secondary school examination, date of birth and percentage of marks obtained at the secondary examination respectively be considered in that order.
- 6.9 **Entrance / Selection test-** Selection of the candidates should be based on the merit of the entrance examination or qualifying examination held by LNCT Vidhyapeeth University or competent authority.
7. **RESERVATION POLICY:**
- 17.1 For disabled candidates 3% Disability reserved to be considered with a disability of locomotors to the tune of 40% to 50% of the lower extremity and other eligibility criteria with regard to age qualification will be same as prescribed for each nursing programme.
- Note - A committee to be formed consisting of medical officer authorized by medical board of the state government and a nursing expert in the panel which may decide whether the candidates have the disability of locomotors of 40% to 50%
- 17.2 5% of total marks is relaxed for SC/ST/OBC candidate.
- 17.3 Any other reservation as per the state Govt.
8. **COURSE DURATION:**
- 8.1 The duration of basic M.Sc. (Nursing) course shall be two years.
- 8.2 The duration of each academic year of M.Sc.(Nursing) 1<sup>st</sup> and 11<sup>nd</sup> years shall be not less than 10 Months.
- 8.3 The maximum period to complete the course successfully should not exceed 4 years from the date of Admission or as per University Policy.
9. **COURSE COMMENCEMENT:**
- 9.1 The commencement Basic M.Sc. (N) 1<sup>st</sup> year shall start during the period of July / August of every year.
- 9.2 Vacation shall be granted maximum eight weeks duration between 2 academic years.
- 9.3 The subject to be studied in different academic year of Basic B.Sc. (N) shall be as per scheme given as in subsequent sequence.

**10. EXAMINATION:**

10.1 The minimum of instruction and examination shall be English through the course of the study.

**10.2 Scheme of Examination****FIRST YEAR**

| 1 <sup>st</sup> Year          | Theory |            |            | Practical |            |            |
|-------------------------------|--------|------------|------------|-----------|------------|------------|
|                               | Hours  | Internal   | External   | Hours     | Internal   | External   |
| Nursing Education             | 3      | 25         | 75         |           | 50         | 50         |
| Advance Nursing Practice      | 3      | 25         | 75         |           |            |            |
| Nursing Research and Statics* | 3      | 25         | 75         |           |            |            |
| Clinical Speciality I**       | 3      | 25         | 75         |           | 100        | 100        |
| <b>Total</b>                  |        | <b>100</b> | <b>300</b> |           | <b>150</b> | <b>150</b> |

\* Out of 75 marks in Nursing Research And Statics, the Nursing Research is of 50 And Statics 25 marks.

\*\* Clinical Speciality- I Medical Surgical Nursing, Child Health Nursing, Obstetric & Gynaecological Nursing, Community Health Nursing & Mental Health Nursing.

**SECOND YEAR**

| 2 <sup>nd</sup> Year     | Theory |           |            | Practical |            |            |
|--------------------------|--------|-----------|------------|-----------|------------|------------|
|                          | Hours  | Internal  | External   | Hours     | Internal   | External   |
| Nursing Management       | 3      | 25        | 75         |           |            |            |
| Dissertation & Viva      |        |           |            |           | 100        | 100        |
| Clinical Speciality II** | 3      | 25        | 75         |           | 100        | 100        |
| <b>Total</b>             |        | <b>50</b> | <b>150</b> |           | <b>200</b> | <b>150</b> |

**10.3 University Examination-**

- 10.3.1 Minimum pass marks shall be 50% in each of the theory and practical papers separately:
- 10.3.2 A candidate has to pass in theory and practical exam separately in each of the paper.
- 10.3.3 The University assessment marks for theory subjects of Nursing Research and Statistics shall be given out of 75, consisting of Nursing Research 50 and Statistics 25 marks.
- 10.3.4 The University assessment marks for the theory subjects shall be out of 75 marks.
- 10.3.5 The practical examination marks for the University assessment shall be out of 100 Marks except nursing Education shall be out of 50 marks.
- 10.3.6 Candidates who fails in any subject to appear for the second year examination till such time that he/she passes all subjects of the first year M.Sc. nursing examination.
- 10.3.7 A candidate failing in more than two subjects will not be promoted to II<sup>nd</sup> year.
- 10.3.8 Maximum number of attempts per subject is three (3) inclusive of first attempt.

- 10.3.9 The practical examination should be done for 4 hours of practical examination per students.
- 10.3.10 Maximum number of candidates for all practical examination should not exceed 10 per day.
- 10.3.11 The examination should be held in clinical area only for clinical specialties.
- 10.3.12 Maximum number of candidates for all practical examination should not exceed 10 per days.
- 10.3.13 The dissertation examination should be minimum 30 minutes viva-voice student.

#### 10.4 Internal Examination-

- 10.4.1 The internal assessment of the student is based on

| Technique              | Weight age |
|------------------------|------------|
| Two Test               | 50         |
| Assignment             | 25         |
| Seminar / Presentation | 25         |

10.4.2 The Internal assessment marks for the theory subjects shall be out of 25 marks.

10.4.3 The Internal assessment marks for the theory subjects of Nursing Research Statistics shall be given out of 25, consisting of Nursing Research 15 and Statistics 10 marks.

10.4.4 The Practical Examination marks for the internal assessment shall be out of 100 Marks except Nursing Education shall be out of 50 Marks.

10.4.5 The internal assessment marks for the practical subjects shall Be awarded on the basis of evaluation of performances of the Student in the specific area/field.(Ref. 10.2).

#### 10.5 Supplementary Examination-

10.5.1 If a candidate fails in either theory or Practical he/she has to re-appear for both theory and practical.

10.5.2 There will be mid-session supplementary Examination held by The University ordinary held in the month of September / October. There Will another Supplementary examination if required, at the time of annual main examination.

10.5.3 Non appearance at an examination on grounds of sickness or otherwise will be treated as one of the attempts.

#### 10.6 Guidelines for Dissertation-

10.6.1 Tentative Schedule for dissertation shall be as follows:

- Submission of the research proposal. End of the 9 month of 1<sup>st</sup> year.
- Submission of dissertation- Final: end of month of 2<sup>nd</sup> year.

10.6.2 Qualification of Research Guide.

- **Main Guide:** Nursing Faculty / Nursing Expert in the Same Clinical Specialty holding Ph.D. / M.Phil. / M.Sc. Nursing with a minimum of 3 years experience in teaching in the post graduate Programme in Nursing.

- **Co-Guide:** A Co-Guide is a nursing faculty / expert in the field of study (may be from outside the college but should be within the City).
- **Guide:** Students Ratio maximum of 15(Including as Co-Guide).

There should be a research committee comprising of minimum 5 members chaired by the Principal, College of Nursing.

- The research topics shall be approved by Institutional research committee.

Administrative approval and ethical clearance should be obtained.

#### 11. CRITERIA FOR PASSING:

- 11.1 Minimum pass marks shall be 50% in each of the Theory and Practical papers separately.
- 11.2 A Candidate has to pass in theory and practical exam separately in each of the subjects.
- 11.3 If a candidate fails in either theory or practical paper he / she has to re-appear for both the papers (Theory and Practical).

#### 12. DIVISION & MERIT:

- 12.1 For declaring the rank aggregate of 2 year marks to be considered.
- 12.2 **Classification of result**
  - 12.2.1 Distinction – 75% and above in any subject (First attempt only)
  - 12.2.2 First Division – 60% - 74%
  - 12.2.3 Second Division – 50% - 59%
  - 12.2.4 Pass Class – Shall be awarded to the candidate passing with supplementary or more than one attempt.

#### 13. ATTENDANCES:

- 13.1 A candidate must have minimum of 80% attendance in theory in each subject for examination or as per University Policy.
- 13.2 A candidate must have 100% attendance in each of the clinical area before award of Degree.

#### 14. APPOINTMENT OF EXAMINERS /QUESTION PAPER SETTER:

The appointment of examiner for the theory and practical examination shall be based on following rules-

- 14.1 Question Paper setter / moderator / head evaluator shall be professor. Associate professor and assistant professor and assistant professor with at least 3 years of teaching experience working in any nursing institute recognized by statutory body.
- 14.2 **Practical Examiner-** One internal and one external examiner (outside the University) should jointly conduct practical examination for each student.
- 14.3 **Evaluation of the Dissertation.**
  - 14.3.1 Evaluation of the Dissertation should be done by the examiner prior to viva.
  - 14.3.2 One internal and one external examiner (outside the University) Should evaluate dissertation and jointly conduct viva voce for each student.
  - 14.3.3 For Dissertation Internal Examiner should be the guide and external examiner should be Nursing Faculty / Nursing Expert in the same clinical specialty holding Ph.D. / M. Phil or M.Sc. Nursing with a minimum of 3 years, experience in guiding the research projects for the Post Graduate Students of Nursing.

**15. REVALUATION /RE-TOTALING:**

- 15.1 Revaluation and Re-totalling of marks is permitted for theory papers only. The University, on receipt of application within the stipulated time and remittance of a prescribed fee, shall permit a recounting of marks and revaluation for the subjects applied.
- 15.2 The result after revaluation/re-totalling shall be declared as per prevailing revaluation/re-totalling and regulation of the university.

**16. CANCELLATION OF ADMISSION:**

The admission of a student at any shall be cancelled by the Vice chancellor based on Recommendation of Head of Institution, if ;

- 16.1 Candidate is not found qualified as per INC / State Government norms and guidelines or the eligibility criteria prescribed by the university.

OR

- 16.2 Candidate is not able to complete the course within the stipulated time as prescribed by the university.

OR

- 16.3 Candidate is found involved in serious breach of discipline in the institution or in university campus.

**17. SCHEME OF STUDIES:****17.1 Annual Schedule of Studies**

|                                |          |                   |
|--------------------------------|----------|-------------------|
| Available                      | :        | 37 Weeks          |
| Vacation                       | :        | 4 Weeks           |
| Examination                    | :        | 2 Weeks           |
| Gazetted Holidays              | :        | 3 Weeks           |
| Total Weeks available          | :        | 43 Weeks          |
| 40 Hours per Week              | :        | 1720 hours        |
| <b>Total hours for 2 years</b> | <b>:</b> | <b>3440 Hours</b> |

- 17.2 The subject to study in different academic year of M.Sc.(Nursing) shall be as per scheme given below:-

**Distribution Hours****First Year**

| 1 <sup>st</sup> Year            | Theory (Hours) | Practical (Hours) |
|---------------------------------|----------------|-------------------|
| Nursing Education               | 150            | 150               |
| Advance Nursing Practice        | 150            | 200               |
| Nursing Research and Statistics | 150            | 100               |
| *Clinical Specialty-I           | 150            | 650               |
| <b>TOTAL</b>                    | <b>600</b>     | <b>1100</b>       |

\*Clinical Speciality – I- Medical Surgical Nursing, Child Health Nursing, Obstetric & Gynaecological Nursing, Community Health Nursing & Mental Health Nursing.

**Second Year**

| 1 <sup>st</sup> Year | Theory (Hours) | Practical (Hours) |
|----------------------|----------------|-------------------|
| Nursing Management   | 150            | 150               |

|  |            |             |
|--|------------|-------------|
| <b>Nursing Research (Dissertation)</b> | -          | <b>300</b>  |
| <b>*Clinical Specialty-II</b>          | <b>150</b> | <b>950</b>  |
| <b>TOTAL</b>                           | <b>300</b> | <b>1400</b> |

**\*Clinical Specialty – II-** Medical Surgical Nursing (Cardio Vascular & Thoracic Nursing, Critical care Nursing, Oncology Nursing, Neurosciences Nursing, Nephro-Urology Nursing, Gastroenterology Nursing), Obstetric & Gynaecological Nursing, Child Health (Paediatric) Nursing, Community Health Nursing, Psychiatric (Mental Health) Nursing etc.

18.

**GENERAL:**

Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a committee consisting of any or all the Dean/Director/Principal/Head of Department / Institutions / Constituent College / Schools. The decision of the Vice Chancellor shall be final.

**LNCT VIDYAPEETH UNIVERSITY, INDORE (M.P.)****ORDINANCE No. 21****TWO YEAR PAPAMEDICAL DIPLOMA COURSE**

Diploma in O. T. Technology, Dialysis Technician, X-Ray Radiographers, Medical Laboratory (DMLT), Paramedical Ophthalmic Assistant, Perfusionist Cardiac Surgery Technician, Cath-Lab Technician Optometric Refraction, Anesthesia Technician, Sanitary Inspector, Blood Transfusion clinical Biochemistry, Microbiology, Yoga, Naturopathy, Pharmacy (Ayurved)

**1. AIMS:**

To provide skill oriented training to the students and thus to provide skilled technicians who will be able to work in various Paramedical sectors .

**2. OBJECTIVES: ,**

- 2.1 To impart adequate theoretical and practical knowledge required for the paramedical technician.
- 2.2 To enable the student to perform various routine paramedical techniques and practices.
- 2.3 This ordinance shall be applicable for two years paramedical Diploma Courses.
- 2.4 The first Paramedical Diploma of Two years course, Hereinafter called 2 Year Diploma Courses, shall be designed as Diploma in Paramedical, in respective Branch
- 2.5 The ordinance shall be applicable:
  - 2.5.1 Diploma in O. T. Technology
  - 2.5.2 Diploma in Dialysis Technician.
  - 2.5.3 Diploma in X-Ray Radiographers
  - 2.5.4 Diploma in Medical Laboratory (DMLT).
  - 2.5.5 Diploma in Paramedical Ophthalmic Assistant.
  - 2.5.6 Diploma in perfusionist Cardiac Surgery Technician.
  - 2.5.7 Diploma in Cath-Lab Technician
  - 2.5.8 Diploma in Optometric — Refraction
  - 2.5.9 Diploma in Anesthesia Technician.
  - 2.5.10 Diploma in Sanitary Inspector
  - 2.5.11 Diploma in Blood Transfusion.
  - 2.5.12 Diploma in clinical Biochemistry.

- 2.5.13 Diploma in Microbiology.
- 2.5.14 Diploma in Yoga
- 2.5.15 Diploma in Naturopathy
- 2.5.16 Diploma in Pharmacy (Ayurved)

### **3. ACADEMIC QUALIFICATION AND SELECTION CRITERIA FOR ADMISSION:**

- 3.1 Minimum qualification for admission to the paramedical Certificate course shall be the Qualifying Higher Secondary School Certificate Examination (10+2) with Science Physics, Chemistry and Biology from M.P. Board of Secondary Education or 12<sup>th</sup> standard 2 years P U C (Pre University Courses) or equivalent examination from a recognized Board/University.
- 3.2 For SC/ST/Other Category Candidate, The seat will be reserved as per provision of M.P. Govt. Norms as amended time to time. Other norms laid down by State Council of Paramedical course shall also be followed.
- 3.3 The Candidate should have completed minimum of 17 years of age on / before 31st December of the concerned academic session.
- 3.4 Selection Criteria: The admission in Paramedical Diploma program First Year Shall be based on the merit of the qualifying examination.

OR

Common Entrance Test (CET), conducted by the University / any designated agency.  
On admission, every candidate shall have to get fitness certificate, for physical fitness.

**4. NUMBER OF SEATS:**

Number of seats will be as per course approval by competent Authority.

**5. FEE STRUCTURE:**

The Fees for each course shall be decided by Board of Management of University as approved by regulatory commission / competent authority.

**6. CURRICULUM AND SYLLABUS:**

The curriculum and syllabus will be framed by concerned Board of studies which duly approved by academic counsel in accordance with the guidelines issued by concerning council.

**7. COMMENCEMENT OF COURSES:**

- 7.1 The course shall be commencing from the month of August/ September of every academic year.
- 7.2 The subjects to be studied in the academic year of the Paramedical Diploma programs shall be as per the scheme, approved by Academic Council of the University.

**8. EXAMINATION:**

- 8.1 The medium of instruction shall be English throughout the course.
- 8.2 University Examination; Theory & Practical:
  - 8.2.1 There shall be University examination, at the end of the academic year.
  - 8.2.2 The Main Examination shall be held on yearly basis for all the two years respectively.
  - 8.2.3 There shall be 2 University Examination in a year: Main examination in May / June and Supplementary Examination (examination) in October / November.  
The succeeding examination shall be held within 6 months.
  - 8.2.4 University examination shall consist of Theory in all the subjects. There shall be Practical examinations for practical subjects.
  - 8.2.5 Theory and Practical examination shall be considered as separate heads / subjects for passing
  - 8.2.6 Scheme of the Examinations shall be as per the scheme, approved by Academic Council of the University
- 8.3 Written Examination
  - 8.3.1 Written Examination shall be of 3 Hours
  - 8.3.2 Each theory paper shall carry marks
- 8.4 Appointment of Examiners / Question Paper Setters: The appointment of examiner

for the University Examination shall be as per ordinance of the University

**8.5 Criteria for Passing:**

8.5.1 A candidate shall have to obtain separately 50% marks in written exam plus internal assessment plus viva voce and 50% marks in practical exam of final examinations in order to declare pass.

8.5.2 A candidate failing either in Theory or Practical part shall be declared as failed in the subject and such candidate/ candidates shall appear for the subject in next examination

8.5.3 A candidate had to clear all the subjects of first year to be eligible to appear in the final year examination, university examination. The merit list shall include the first ten candidates securing at least First Division and passing all the appeared subjects in annual examination in first attempt.

**8.6 Internal Examination:**

8.6.1 Two Internal assessment Examinations (Theory and Practical) shall be conducted in each year as applicable for the subject.

8.6.2 The Internal assessment examinations shall be conducted for Theory subjects. 40% of Internal assessment marks shall be allotted from best of two internal examinations 40% shall be on the basis of Day to Day Assessment based on

Attendance, Seminars, Assignments, Symposiums, Clinical Postings, Ethical Practices / Skills. Remaining 20% weightage shall be for extracurricular activities & conduct of student at academic & clinical environment

8.6.3 Best marks out of two internal examinations shall be considered for inclusion in the University examination.

8.6.4 The Internal assessment marks shall be computed to determine the passing criteria in the University examination; the marks shall be added to the written exam.

**8.7 Division and Merit List:**

8.7.1 The Division shall be awarded after Annual University Examination in each academic year and shall be based on the aggregate marks obtained by the candidates at his/her successful attempt in annual university examination

There shall be Divisions as follows:

Distinction 75% and above of grand total marks in First attempt

First Division > 60% and < 75% of grand total marks in First attempt .

Second Division > 50% and < 60% of grand total marks in First attempt.

Distinction in individual subject. > 75% marks in individual subject shall be

Indicated exclusively in the mark sheet provided First attempt.

8.7.2 The merit shall be declared by the University after the final year University examination, on the basis of the Aggregate marks of all academic years in

9. **GRACE MARKS:**

The Grace marks shall be allowed according to the general ordinance relating to "Award of Grace Marks"

10. **ATTENDANCE:**

10.1 Candidates appearing as regular student for any annual examination are required to attend a minimum of 75% of the total Theory and the practical classes held separately in each subject of the course of the study or as per University Policy.

10.2 The total lectures and practical shall be conducted as per the scheme and the syllabus

11. **CANCELLATION OF ADMISSION:**

1.1.1 The admission of a student at any stage of study shall be cancelled by the Vice-Chancellor based on recommendation of Head of the Institution, if He/She is not found qualified as per Rehabilitation Council of India, M P Paramedical Council norms and guidelines or the eligibility criteria prescribed by the university

OR

He / She is found to have produced false / forged documents or found to have used unfair means to secure admission

OR

He / She is found involved in serious breach of discipline.

12. **GENERAL:**

Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice Chancellor may take a decision after obtaining, if necessary, the opinion/ advice of a committee consisting of any or all the Dean/ Director /Principal / Head of Department / Institutions / Constituent College /Schools. The decision of the Vice Chancellor shall be final.

**LNCT VIDYAPEETH UNIVERSITY, INDORE****ORDINANCE NO. 22****BACHELOR OF MEDICAL LABORATORY TECHNOLOGY (BMLT)****1. AIMS AND OBJECTIVES:****1.1 AIMS:**

- 1.1.1 To provide skilled professionals who will be able to work in a variety of laboratory settings.
- 1.1.2 To provide students with an overview of various medical laboratory procedures.

**1.2 OBJECTIVES:**

- 1.2.1 To impart adequate theoretical and practical knowledge in basic Medical Laboratory Sciences.
- 1.2.2 To perform routine and special laboratory investigations.
- 1.2.3 To introduce quality control system in laboratory.

**2. COURSE STRUCTURE:**

- 2.1 The Degree in Medical Laboratory Technology of 3years (Three academic years) course here in after called 3 year degree course shall be designated as Bachelor of Medical Laboratory Technology, in short BMLT.
- 2.2 Duration of the course : The Bachelor of Medical Laboratory Technology is a three year regular degree course, named below'
  - 2.2.1 BMLT - I year
  - 2.2.2 BMLT - II year
  - 2.2.3 BMLT - III year
- 2.3 Each academic year shall consist of 240 teaching days.
- 2.4 The Student admitted in BMLT, course shall have to complete the course within the maximum permissible duration of 6 years, from the date of admission or as per University Policy.

**3. ACADEMIC QUALIFICATION & SELECTION CRITERIA FOR ADMISSION:**

- 3.1 Admission to the First year – in Bachelor of Medical Laboratory Technology degree course shall be 10+2 system of education in science group or equivalent examination with Chemistry, Physics & Biology, as main subjects conducted by a recognized Board / Council / University with minimum of 40% marks.
- 3.2 Vocational Subjects like Bio-technology, MLT, Fisheries, Dietetics, Live Stock and Poultry etc. in substitution for Biology shall be also considered for eligibility
- 3.3 The candidate should have completed minimum of 17 years of age on or before 31<sup>st</sup> December of the concerned academic session.
- 3.4 Selection Criteria: The admission in BMLT- First Year shall be based on the merit of the qualifying examination.

Or

Common Entrance Test (CET), conducted by the University / any designated agency.

- 3.5 On admission, every candidate shall have to get fitness certificate from SAIMS Hospital, for physical fitness.

**4. COMMENCEMENT OF COURSE:**

The course shall be commencing from the month of August of every academic year.

**5. REGULATIONS RELATING TO THE ASSESSMENT OF ACADEMIC GROWTH OF THE STUDENT:**

The assessment of academic growth of the student shall be done on the basis of Three Sessional Examination (conducted during the year) and one University Examination (conducted at the end of the academic year).

The medium of Instruction and Examination shall be English throughout the course of the study

**5.1 Attendance**

5.1 Candidates appearing as regular student for any annual examination are required to attend 75% of the total lectures delivered and of the practical classes held separately in each subject of the course of the study. However only Dean / Principal / Head-Faculty of Allied Health and Paramedical Sciences are empowered to condone 10% of attendance on valid grounds or as per university Policy.

5.1.2 The total lecture and practical shall be conducted as per scheme and syllabus given in subsequent section.

**5.2 Sessional Examinations:**

Three Sessional Examination shall be conducted for each subject, separately for theory and practical.

**5.3 Internal Assessment:**

The internal assessment for each subject of each academic year shall carry 100 marks.

**5.4 University Examination; Theory & Practical**

**5.4.1 Written Examination**

5.4.2 There shall be 2 University Examination in a year: Main examination in May / June and Supplementary Examination (II examination) in October / November. The succeeding examination shall be held within 6 months.

**5.5 Appointment of the Examiners / Question Paper Setters.**

The appointment of examiner for the University Examination shall be based on following criteria;

5.5.1 For Theory paper setting one examiner will be an External, minimum an Assistant Professor with 3 years teaching experience in the concerned subject.

5.5.2 For the Practical examinations there shall be two examiners for each subject, one External Examiner and one Internal Examiner, with minimum qualification and experience of an Assistant Professor with 3 years teaching experience in the concerned subject

5.5.3 The External Examiner shall be the subject expert from outside the University having Masters / Post Graduate qualification in the concerned subject with minimum 3 years teaching experience.

5.5.4 The Faculty of the Subject/ Head of the Department with minimum 3 years of teaching experience shall be the Internal Cum-Convener examiner for the examinations..

#### 5.6 Criteria for Passing

In each subject / head (theory and practical);

5.6.1 In all the University examinations, the candidates shall have to obtain 50% marks separately in theory plus internal assessment and practical plus viva voce examination.

5.6.2 Each theory paper and practical will be treated as separate subject / head for the passing.

5.6.3 The student shall carry over two subjects from one year to the following year and must pass in the failed subject before appearing in the next year examination. The Student shall carry two subjects from first year to second year as well as second year to third year and must pass in the failed subjects before appearing the next year examination.

#### 5.7 Division and Merit List

5.7.1 The Division shall be awarded after Annual University Examination in each academic year and shall be based on the aggregated marks obtain by the candidates at his / her successful attempt in annual University examination.

There shall be Divisions as follows:

- **Distinction:** 75% and above of grand total marks in First attempt.
- **First Division:** >60% and <75% of grand total marks in First attempt.
- **Second Division:** >50% and <60% of grand total marks in First attempt.
- **Distinction in individual subject:** >75% marks in individual subject shall be indicated exclusively in the mark sheet provided First attempt.
- All other successful candidates who pass the examinations in more than first 1<sup>st</sup> attempts shall be declared pass irrespective of percentage of marks

5.7.2 The merit shall be declared by the University after the final year University examination, on the basis of the aggregate marks of all academic years in University examination. The merit list shall include the first ten candidates securing at least First Division and passing all the appeared subjects in annual examination in first attempt.

**5.8 Three month Compulsory Rotatory Clinical Training**

For BMLT III year students, three months Compulsory Rotatory Clinical Training shall be compulsory as a part of partial completion of the course. The training shall be undertaken in any of Medical Laboratory attached with minimum 100 bedded hospital.

For this exercise the students may require to spend three months in rotation with at-least four following labs:

- a. Clinical Biochemistry Lab
- b. Clinical Microbiology Lab
- c. Pathology and / or Haematology Lab
- d. Blood-Banking

**The Laboratory training should cover the following terms:**

The recognized laboratory shall require experts with BMLT qualification, for the guidance of the students Technician Student ratio will be 15.

- a. Student seeking training outside the campus must obtain a NOC from the HOI prior to the program.
- b. Minimum 50-70 hrs is mandatory for each of the above mentioned Laboratories.
- c. Student should obtain training, Completion Certificate with the duration from the concerned Hospital/ Laboratory. Same should be submitted to the Institute for qualifying III year University Examination.
- d. Any absenteeism misconduct, poor performance etc. may require extension of the program on the recommendation of the HOD

**6. REVALUATION / RE-TOTALING:**

Re-Totalling and Revaluation both should be allowed as per the University rules.

**7. CANCELLATION OF ADMISSION:**

7.1 The admission of a student at any stage of study shall be cancelled by the Vice Chancellor based on recommendation of Head of the Institution, if

7.1.1 He / She is not found qualified as per MP Paramedical Council norms and Guidelines or the eligibility criteria prescribed by the University.

7.1.2 He / She is found to have produced false / forged documents or found to have used unfair means to secure admission.

7.1.3 He / She is found involved in serious breach of discipline in the institution or in the University campus.

Note: Other rules regarding conduct of Examination/ Scheme and Syllabus maybe amended/ modified as per consultation with Faculty of Allied Health and Paramedical Sciences and approved by Board of Studies.

**8. SCHEME OF COURSE / EXAMINATION:****8.1 Scheme of Teaching Schedule (for each academic year)**

| Subject                           | Theory Min:Hrs. | Practical Min:Hrs. | Clinical/Lab Posting | Total Min:Hrs. |
|-----------------------------------|-----------------|--------------------|----------------------|----------------|
| <b>BMLT FIRST YEAR</b>            |                 |                    |                      |                |
| Biochemistry                      | 80              | 120                | 110                  | 310            |
| Hematology and Clinical Pathology | 90              | 120                | 110                  | 320            |
| Applied Histology                 | 90              | 120                | 110                  | 320            |
| Microbiology                      | 100             | 120                | 110                  | 330            |
| *Applied English                  | 60              | -                  | -                    | 60             |
| *First aid and Basic Nursing      | 60              | 20                 | -                    | 80             |
| <b>BMLT SECOND YEAR</b>           |                 |                    |                      |                |
| Analytical Biochemistry           | 80              | 120                | 110                  | 310            |
| Hematology                        | 90              | 320                | 110                  | 320            |
| Cellular Pathology                | 90              | 120                | 110                  | 320            |
| Identification of Bacteria        | 100             | 120                | 110                  | 330            |
| *Basic Computer Application       | 20              | 40                 |                      | 60             |
| <b>BMLT THIRD YEAR</b>            |                 |                    |                      |                |
| Clinical Biochemistry             | 80              | 120                | 110                  | 310            |
| Applied Hematology                | 80              | 120                | 110                  | 310            |
| Special Histology                 | 90              | 120                | 110                  | 320            |
| Applied Microbiology              | 100             | 120                | 110                  | 330            |
| *Instrumentation                  |                 |                    |                      | 40             |
| *Clinical Research Methodology    | 20              |                    |                      | 20             |
| *Clinical Posting                 |                 |                    | 300                  | 300            |

\*Non Examination (Subsidiary) subjects

## 8.2 Question Paper Pattern

| SUBJECT HAVING MAXIMUM MARKS 100 |                    |                        |
|----------------------------------|--------------------|------------------------|
| TYPE OF QUESTION                 | NUMBER OF QUESTION | MARKS OF EACH QUESTION |
| Essay Type                       | 4 (Any 4 Out of 5) | 20 X 4=80              |
| Short Answer Type                | 4 (Any 4 Out of 5) | 5 X 4 = 20             |

## 8.3 Scheme of Examination

| Paper                             | Theory | Internal Assessment | Min Theory + Internal Assessment | Practical & Viva | Min. Practical |
|-----------------------------------|--------|---------------------|----------------------------------|------------------|----------------|
| <b>BMLT FIRST YEAR</b>            |        |                     |                                  |                  |                |
| Biochemistry                      | 100    | 100                 | 100                              | 100              | 50             |
| Hematology and Clinical Pathology | 100    | 100                 | 100                              | 100              | 50             |
| Applied Histology                 | 100    | 100                 | 100                              | 100              | 50             |
| Microbiology                      | 100    | 100                 | 100                              | 100              | 50             |
| <b>BMLT SECOND YEAR</b>           |        |                     |                                  |                  |                |
| Analytical Biochemistry           | 100    | 100                 | 100                              | 100              | 50             |
| Hematology                        | 100    | 100                 | 100                              | 100              | 50             |
| Cellular Pathology                | 100    | 100                 | 200                              | 100              | 50             |
| Identification of Bacteria        | 100    | 100                 | 100                              | 100              | 50             |
| <b>BMLT THIRD YEAR</b>            |        |                     |                                  |                  |                |
| Clinical Biochemistry             | 100    | 100                 | 100                              | 100              | 50             |
| Applied Hematology                | 100    | 100                 | 100                              | 100              | 50             |
| Special Histology                 | 100    | 100                 | 100                              | 100              | 50             |
| Applied Microbiology              | 100    | 100                 | 100                              | 100              | 50             |
| *Instrumentation                  | -      | 50                  | 25                               | -                | -              |

**\*Minimum 50% passing marks require in theory & internal assessment as well as in practical & Viva-voce.\*The marks of the Instrumentation paper will not be included in the Total Result i.e. for calculation percentage of marks obtained.**

9. GENERAL:

Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a committee consisting of any or all the Dean / Director / Principal / Head of Departments Institutions / Constituent College / Schools. The decision of the Vice Chancellor shall be final.

**LNCT VIDYAPEETH UNIVERSITY, INDORE (M.P.)****ORDINANCE NO. 23****BACHELOR IN X-RAY RADIOGRAPHER TECHNOLOGY (BXRT)****3 YEAR DEGREE COURSE****1. AIMS AND OBJECTIVES**

1.1.1 To provide skilled professionals who will be able to work in a variety of Radiography Technology.

1.1.2 To provide students with an overview of various medical X-Ray and Radiotherapy Procedures.

**1.2 OBJECTIVES**

1.2.1 To impart adequate theoretical and practical knowledge in basic Medical Radiography Technology.

1.2.2 To perform routine and special Radiography Techniques.

1.2.3 To introduce quality control system in Radiography.

**2. COURSE STRUCTURE**

2.1 The Bachelor Degree in X-Ray Radiographer Technology (BXRT) of 3 years (Three academic years) course here in after called 3 year degree course shall be designated as Bachelor of X-Ray Radiographer Technology, in short BXRT.

2.2 Duration of the course : The Bachelor of X Ray Radiographer Technology is a three year regular degree course, named below

2.2.1 BXRT – I year

2.2.2 BXRT – II year

2.2.3 BXRT – III year

2.3 Each academic year shall consist of 240 teaching days.

2.4 The Student admitted in BXRT. course shall have to complete the course within the maximum permissible duration of 6 years, from the date of admission or as per University Policy

**3. ACADEMIC QUALIFICATION & SELECTION CRITERIA FOR ADMISSION:**

- 3.1 Admission to the First year-in Bachelor in X-Ray Radiographer Technology degree course shall be 10+2 system of education in science group or equivalent examination with Chemistry, Physics & Biology, as main subjects conducted by a recognized Board / Council / University with minimum of 40% marks.
- 3.2 Vocational Subjects like Bio-technology, MLT, Fisheries, Dietetics, Live Stock and Poultry etc. in substitution for Biology shall be also considered for eligibility.
- 3.3 The candidate should have completed minimum of 17 years of age on / before 31<sup>st</sup> December of the concerned academic year.
- 3.4 Selection Criteria: The admission in BXRT - First Year shall be based on the merit of the qualifying examination.

Or

Common Entrance Test (CET), conducted by the University / any designated agency.

- 3.5 On admission, every candidate shall have to get fitness certificate from **SAIMS** Hospital, for physical fitness.

**4. COMMENCEMENT OF COURSE:**

The course shall be commencing from the month of August of every academic year.

**5. REGULATIONS RELATING TO THE ASSESSMENT OF ACADEMIC GROWTH OF THE STUDENT:**

The assessment of academic growth of the student shall be done on the basis of Three Sessional Examination (conducted during the year) and one University Examination (conducted at the end of the academic year)

The medium of Instruction and Examination shall be English throughout the course of the study.

**5.1 Attendance**

5.1.1 Candidates appearing as regular student for any annual examination are required to attend 75% of the total lectures delivered and of the practical classes held separately in each subject of the course of the study. However only Dean / Principal / Head-Faculty of Allied Health and Paramedical Sciences are empowered to condone 10% of attendance on valid grounds or as per University Policy

5.1.2 The total lecture and practical shall be conducted as per scheme and syllabus.

**5.2 Sessional Examinations**

Three Sessional Examinations shall be conducted for each subject, separately for theory

and practical

### 5.3 Internal Assessment

The internal assessment for each subject of each academic year shall carry 100 marks.

### 5.4 University Examination; Theory & Practical

#### 5.4.1 Written Examination

5.4.2 There shall be 2 University Examination in a year. Main examination in May / June and Supplementary Examination (II examination) in October / November.

The succeeding examination shall be held within 6 months.

### 5.5 Appointment of the Examiners / Question Paper Setters

The appointment of examiner for the University Examination shall be based on following criteria;

5.5.1 For Theory paper setting one examiner will be an External, minimum an Assistant Professor with 3 years teaching experience in the concerned subject

5.5.2 For the Practical examinations there shall be two examiners for each subject, one External Examiner and one Internal Examiner, with minimum qualification and experience of an Assistant Professor with 3 years teaching experience in the concerned subject

5.5.3 The External Examiner shall be the subject expert from outside the University having Masters / Post Graduate qualification in the concerned subject with minimum 3 years teaching experience.

5.5.4 The Faculty of the Subject / Head of the Department with minimum 3 years of teaching experience shall be the Internal Cum-Convener examiner for the examinations.

### 5.6 Criteria for Passing

In each subject / head (theory and practical);

5.6.1 In all the University examinations, the candidates shall have to obtain 50% marks separately in theory plus internal assessment and practical plus viva voce examination.

5.6.2 Each theory paper and practical will be treated as separate subject / head for the passing

5.6.3 The student shall carry over two subjects from one year to the following year and must pass in the failed subject before appearing in the next year examination. The Student shall carry two subjects from first year to second year as well as second year to third year and must pass in the failed subjects before appearing in the next year examination.

## 5.7 Division and Merit List

5.7.1 The Division shall be awarded after Annual University Examination in each academic year and shall be based on the aggregated marks obtain by the candidates at his / her successful attempt in annual University examination.

There shall be Divisions as follows.

**Distinction:** 75% and above of grand total marks in First attempt.

**First Division:** >60% and <75% of grand total marks in First attempt.

**Second Division:** >50% and <60% of grand total marks in First attempt.

**Distinction in individual subject:** >75% marks in individual subject shall be indicated exclusively in the mark sheet provided candidates to passing in the First attempt.

5.7.2 The merit shall be declared by the University after the final year University examination, on the basis of the aggregate marks of all academic years in University examination. The merit list shall include the first five candidates securing at least First Division and passing all the appeared subjects in annual examination in first attempt.

## 5.8 Three month Compulsory Rotatory X-Ray Radiography Training

For BXRT III year students, three months Compulsory Rotatory Radiography Training shall be compulsory as a part of partial completion of the course. The training shall be undertaken in any of Radiography center.

For this exercise the students may require to spend three months in rotation with at-least four following labs.

- e X-Ray Lab
- f Radiotherapy Lab
- g. C.T. Imagining Lab
- h. M.R.I. Imagining Lab

**The Laboratory training should cover the following terms:**

The recognized laboratory shall require experts with BXRT qualification, for the guidance of the students Student: Technician ratio will be 5:1.

- e. Student seeking training outside the campus must obtain a NOC from the HOI prior to the program.

- f. Minimum 50-70 hrs is mandatory for each of the above mentioned Laboratories
- g. Student should obtain Training, Completion Certificate with the duration from the concerned Hospital / Laboratory. Same should be submitted to the Institute for qualifying III year University Examination.
- h. Any absenteeism misconduct, poor performance etc. may require extension of the program on the recommendation of the HOD.

6. **GRACE:**

The Grace marks shall be allowed according to the University Policy.

7. **REVALUATION / RE-TOTALING:**

Re-Totaling and Revaluation both should be allowed as per the University rules.

8. **CANCELLATION OF ADMISSION:**

8.1 The admission of a student at any stage of study shall be cancelled by the Vice Chancellor based on recommendation of Head of the institution, if:

8.1.1 He / She is not found qualified as per MP Paramedical Council norms and guidelines or the eligibility criteria prescribed by the University.

8.1.2 He / she is found to have produced false / forged documents or Found to have used unfair means to secure admission.

8.1.3 He / She is found involved in serious breach of discipline in the institution or in the University campus.

Note: Other rules regarding conduct of Examination/ Scheme and Syllabus may be amended / modified as per consultation with Faculty of Allied Health and Paramedical Sciences and approved by Board of Studies.

9. **GENERAL:**

Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a committee consisting of any or all the Dean / Director / Principal / Head of Department / Institutions / Constituent College / Schools. The decision of the Vice Chancellor shall be final.

**LNCT VIDYAPEETH UNIVERSITY, INDORE, (M.P.)****ORDINANCE NO. 24****MASTER OF MEDICAL LAB TECHNOLOGY (MMLT)****1. NOMENCLATURE:****MASTER'S IN MEDICAL LAB TECHNOLOGY (MMLT)**

- 1.1 MEDICAL HEMATOLOGY.
- 1.2 MEDICAL HISTOPATHOLGY
- 1.3 MEDICAL MICROBIOLOGY.
- 1.4 MEDICAL BIOCHEMISTRY.

**2. GOALS:**

The goals of post graduate training in various specialties in MMLT are to train graduates who will:

- 2.1 Practice respective speciality efficiently and effectively, backed by scientific knowledge and skill.
- 2.2 Exercise empathy and a caring attitude and maintain high ethical standards.
- 2.3 Continue to evince keen interest in continuing professional development in the speciality and allied specialties irrespective of whether in teaching or practice.
- 2.4 Willing to share the knowledge and skills with any learner, junior or a colleague.
- 2.5 To develop faculty for critical analysis and evaluation of various concepts and views & to adopt most rational approach.

**3. OBJECTIVES:**

The objective is to train a candidate so as to ensure higher competence in both general and special area of interest and prepare him/her for a career in teaching, research and speciality practice. A candidate must achieve a high degree of professional proficiency in the subject matter and develop competence in research and its methodology as related to the field concerned.

**LNCT VIDYAPEETH UNIVERSITY, INDORE, (M.P.)****ORDINANCE NO. 24****MASTER'S DEGREE IN MEDICAL LAB TECHNOLOGY (MMLT)****1. NOMENCLATURE:****MASTER'S IN MEDICAL LAB TECHNOLOGY (MMLT)**

- 1.1 MEDICAL HEMATOLOGY.
- 1.2 MEDICAL HISTOPATHOLGY
- 1.3 MEDICAL MICROBIOLOGY.
- 1.4 MEDICAL BIOCHEMISTRY.

**2. GOALS:**

The goals of post graduate training in various specialties in MMLT are to train graduates who will:

- 2.1 Practice respective speciality efficiently and effectively, backed by scientific knowledge and skill.
- 2.2 Exercise empathy and a caring attitude and maintain high ethical standards.
- 2.3 Continue to evince keen interest in continuing professional development in the speciality and allied specialities irrespective of weather in teaching or practice.
- 2.4 Willing to share the knowledge and skills with any learner, junior or a colleague.
- 2.5 To develop faculty for critical analysis and evaluation of various concepts and views & to adopt most rational approach.

**3. OBJECTIVES:**

The objective is to train a candidate so as to ensure higher competence in both general and special area of interest and prepare him/her for a career in teaching, research and speciality practice. A candidate must achieve a high degree of professional proficiency in the subject matter and develop competence in research and its methodology as related to the field concerned.

The above objectives are to be achieved by the time the candidate completes the course.

The objectives may be considered as under—

- Knowledge (Cognitive domain)
- Skills (Psycho motor domain)
- Human values, ethical practice and communication abilities (affective domain)

#### **4. KNOWLEDGE:**

- 4.1 Demonstrate understanding of basic sciences relevant to specialty
- 4.2 Acquire the detailed knowledge about the fundamentals and advances of the respective specialty.
- 4.3 Update knowledge by self-study and by attending courses, conferences and seminars relevant to specialty.
- 4.4 Undertake audit, use information and carry out research both basic and professional with the aim of publishing or presenting the work at various scientific gatherings.

#### **5. SKILLS:**

Acquire adequate skills and competence in performing various tasks as required in the specialty.

**Human values, ethical practice and communication abilities:**

- 5.1 Adopt ethical principal in all aspects of the professional practice
- 5.2 Foster professional honesty and integrity
- 5.3 Discharge the duties irrespective of social status, caste, creed or religion of the customer / client.
- 5.4 Develop oral and written communication skills.
- 5.5 Provide leadership and get the best out of his or her team in a congenial working atmosphere
- 5.6 Apply high moral and ethical standards while carrying out human or animal research  
Be humble and accept the limitations in his or her knowledge and skill and to ask for help from colleagues when needed.

**6. PROMULGATION:**

The Degree of Master's in Medical Lab Technology (MMLT) shall be conferred upon a candidate who has pursued a course of not less than two years of academic session, in a recognized teaching institute as a regular candidate and who has passed two years theory and practical examinations with regular attendance in theory, practical and clinical classes which are mandatory (As per university rules).

**7. ELIGIBILITY FOR ADMISSION:**

For admission, candidate should have passed full time regular Bachelor's in Medical Laboratory Technology (BMLT) from any recognized university with minimum 50% aggregate. In case of SC/ST/OBC students the relaxation of the eligibility percentage for the admission will be as per the Madhya Pradesh state Government rules. Admission to the course will be as per the performance of the student in the entrance examination; however the student should have minimum 50% aggregate in BMLT for appearing in the entrance exam.

**8. DURATION OF COURSE:**

The duration of the certified study for the Master's in Medical Lab Technology (MMLT) shall be full time regular course and its duration shall extend over a period of two continuous academic Years on a full time basis for the award of the degree. The student for the award of the MMLT degree shall have to qualify in all papers prescribed for the MMLT course within a period of FOUR years from the date he/she joined the course or as per University Policy

**9. MEDIUM OF INSTRUCTION:**

English will be the medium of instruction for the subjects of study and for the examination of the MMLT course

**10. ATTENDANCE REQUIREMENT FOR EXAMINATION:**

A candidate is required to attend a minimum of 80% of training and of the total classes conducted during each academic year of the MMLT course.

Provided further, leave of any kind shall not be counted as part of academic term without prejudice to minimum 80% of training period every year or as per University Policy. Any student who fails to complete the course in this manner shall not be permitted to appear the University Examinations. A candidate who does not satisfy the requirement of attendance even in one subject or more will not be permitted to appear for University Examination. He /She will be required to make up the deficit in attendance to become eligible to take subsequent examination.

**11. CONDONATION OF ATTENDANCE:**

Dean / Principal of the college are empowered to condone 10% of attendance on valid grounds.

**12. ADMISSION TO UNIVERSITY EXAMINATION OF MMLT COURSE:**

The candidate admitted in an academic year will be registered to take up their University Examination after completion of two academic years.

Subject of first year MMLT College / Institutional examinations' Medical Hematology (Review of the introduction and basic aspects), Medical Histopathology (Review of the introduction and basic aspects); Medical Microbiology (Review of the introduction and basic aspects), Medical Biochemistry (Review of the introduction and basic aspects), Molecular Biology and Applied Genetics, Instrumentation, Biostatics, Clinical Pathology & Miscellaneous will be common subjects for all the students.

Subject in Second Year MMLT will be as per the elective specialization (**Medical Hematology, Medical Histopathology, Medical Microbiology and Medical Biochemistry**)

**13. COMMENCEMENT OF THE EXAMINATION:**

There shall be two university examinations Main and Supplementary examination as per university notification every academic year for MMLT For MMLT course (which is of two years duration), the University examination will be held at the end of second year only. However, at the end of first academic year, Internal examination will be conducted at the college level itself and the result has to be sent to the University as per the scheduled notification. (These marks will be included in the Final Transcripts), and the students are eligible to appear their final year examination at LNCT Vidhyapeeth University, Indore, subject to passing in first year internal examination conducted at college/ institution level.

**14. TEACHING DAYS IN AN ACADEMIC CALENDAR / ADMISSIONS:**

The admissions of students into various programs should be completed by 30<sup>th</sup> November. There shall be 240 minimum teaching days in one academic year.

**15. DISSERTATION / THESIS:**

Every candidate pursuing MMLT degree course is required to carry out work on a selected research Project under the guidance of a recognized post graduate teacher. The results of such a work shall be submitted in the form of dissertation. The dissertation is aimed to train a graduate student in research methods and techniques. It includes identification of a problem, formulation of a hypothesis search and review of literature getting acquainted with recent advances, designing of a research study, collection of data, critical analysis, comparison of results and drawing conclusions. Every candidate shall submit to the Registrar of university in the prescribed Performa synopsis containing particulars of proposed dissertation work within 4 months from the date of commencement of the course on or before the dates notified by the university. The

synopsis shall be sent through the proper channel. Such synopsis will be reviewed and the university will register the dissertation topic. All the synopses of Dissertation have to be approved by the Institutional Ethical Committee. No change in the dissertation topic or guide shall be made without prior approval of the university. Guide will be only a facilitator, advisor of the concept and held responsible in correctly directing the candidate in the methodology and not responsible for the outcome and results. The dissertation should be written under the following headings.

1. Introduction
2. Aims or objectives of study
3. Review of literature
4. Material and methods
5. Results
6. Discussion
7. Conclusion
8. References
9. Appendices

The written text of dissertation shall not be less than 50 pages and shall not exceed 100 pages excluding references, tables, questionnaires and other annexure. It should be neatly typed in double line spacing on one side of paper (A4 size, 8.27" x 11.69") and bound properly. Spiral binding should be avoided. The guide, head of the department and head of the institution shall certify the dissertation.

Four copies of dissertation thus prepared shall be submitted to the Registrar, three months before final examination on or before the dates notified by the university.

The examiners appointed by the university shall value the dissertation. Approval of dissertation work is an essential pre condition for a candidate to appear in the university examination. The dissertation shall be valued by the evaluator (Examiners) apart from the guide out of which one is external outside the university. Evaluator acceptance other than the guide will be considered as a precondition for eligibility to appear in the university examination.

16. For other provision which is not covered in this curriculum & syllabus will be applicable as per the university ordinance.

**17. Passing Marks of Examination:**

- 17.1 The passing marks of examination would be 50% for each subject and also in total marks obtained. The candidate has to pass in theory and practical examination separately. For theory paper the internal assessment marks and theory examination marks will be counted.
- 17.2 The candidate should pass separately in two heads i.e in Theory and also in Practical (with 50% marks).
- 17.3 The candidate has to pass separately in each subject in internal assessment examination (with 50% marks). In order to be eligible to appear in university examinations.
- 17.4 The grace marks shall be allowed according to the University Policy.
- 17.5 Regarding Grace Marks it was decided that total weightage of grace marks would be 5 (five), and that grace marks can be split between the subjects. There will not be any grace marks for the Practical examination.
- 17.6 Grace marks will not be added to total marks of the candidate. In Supplementary examination also similar pattern of grace marks will be followed.

18. After completion of two academic years of studies he/she shall not have any privileges of a regular student.

19. Successful candidate who obtain 60% or more of the aggregate marks in Part-I and Part- II examination taken together shall be placed in the first division and those who obtain 50% or more but less than 60% shall be placed in the second division.

20. A successful candidate of the MMLT Part-I and Part- II examination shall be awarded degree in following nomenclature:

- MMLT in MEDICAL HEMATOLOGY
- MMLT in MEDICAL HISTOPATHOLOGY
- MMLT in MEDICAL MICROBIOLOGY
- MMLT in MEDICAL BIOCHEMISTRY

**21. SCHEME OF EXAMINATION:**

**MMLT- I YEAR (Common for all Specializations)**  
Institutional examination as per university notification

| S.No.            | SUBJECT   | SCHEME OF MARKS |          |     |      | PRACTICAL |      | MAX | MIN |
|------------------|---|-----------------|----------|-----|------|-----------|------|-----|-----|
|                  |   | THEORY          | INTERNAL | MAX | MINI | PRACTICAL | VIVA |     |     |
|                  |   | I               | II       |     |      |           |      |     |     |
| 1.               | Medical Hematology (Review of the introduction and basic aspects)     | 70              | 30       | 100 | 50   | 60        | 40   | 100 | 50  |
| 2.               | Medical Histopathology (Review of the introduction and basic aspects) | 70              | 30       | 100 | 50   | 60        | 40   | 100 | 50  |
| 3.               | Medical Microbiology (Review of the introduction and Basic aspects)   | 70              | 30       | 100 | 50   | 60        | 40   | 100 | 50  |
| 4.               | Medical Biochemistry (Review of the introduction and Basic aspects)   | 70              | 30       | 100 | 50   | 60        | 40   | 100 | 50  |
| 5.               | Molecular Biology and Applied Genetics                                | 70              | 30       | 100 | 50   | -         | -    | -   | -   |
| 6.               | Instrumentation, Biostatics, Clinical Pathology & Miscellaneous       | 70              | 30       | 100 | 50   | -         | -    | -   | -   |
| Total Max. Marks |   |                 |          | 600 |      |           |      | 400 |     |

N.B. – There shall be institutional / college level examination as per university notification, marks to be sent to university

**MMLT-II YEAR = SPECIALIZATION: MEDICAL HEMATOLOGY**

| S.No.            | SUBJECT                | SCHEME OF MARKS |          |     |      | PRACTICAL        |      | MAX | MINI |
|------------------|------------------------|-----------------|----------|-----|------|------------------|------|-----|------|
|                  |                        | THEORY          | INTERNAL | MAX | MINI | PRACTICAL        | VIVA |     |      |
| 1.               | Medical Hematology—I   | 70              | 30       | 100 | 50   | 60               | 40   | 100 | 50   |
| 2.               | Medical Hematology—II  | 70              | 30       | 100 | 50   |                  |      |     |      |
| 3.               | Medical Hematology—III | 70              | 30       | 100 | 50   |                  |      |     |      |
| 4.               | Project Work           |                 | -        | -   | -    | 100              |      | 100 | 50   |
| Total Max. Marks |                        |                 |          | 300 |      | Total Max. Marks |      | 200 |      |

**SPECIALIZATION: MEDICAL HISTOPATHOLOGY**

| S.No.            | SUBJECT                    | SCHEME OF MARKS |          |     |      | PRACTICAL        |      | MAX | MINI |
|------------------|----------------------------|-----------------|----------|-----|------|------------------|------|-----|------|
|                  |                            | THEORY          | INTERNAL | MAX | MINI | PRACTICAL        | VIVA |     |      |
| 1.               | Medical Histopathology-I   | 70              | 30       | 100 | 50   | 60               | 40   | 100 | 50   |
| 2.               | Medical Histopathology-II  | 70              | 30       | 100 | 50   |                  |      |     |      |
| 3.               | Medical Histopathology—III | 70              | 30       | 100 | 50   |                  |      |     |      |
| 4.               | Project Work               |                 | -        | -   | -    | 100              |      | 100 | 50   |
| Total Max. Marks |                            |                 |          | 300 |      | Total Max. Marks |      | 200 |      |

**SPECIALIZATION: MEDICAL MICROBIOLOGY**

| S. No.           | SUBJECT                  | SCHEME OF MARKS |          |     |      | PRACTICAL        |      | MAX | MINI |
|------------------|--------------------------|-----------------|----------|-----|------|------------------|------|-----|------|
|                  |                          | THEORY          | INTERNAL | MAX | MINI | PRACTICAL        | VIVA |     |      |
| 1.               | Medical Microbiology-I   | 70              | 30       | 100 | 50   | 60               | 40   | 100 | 50   |
| 2.               | Medical Microbiology—II  | 70              | 30       | 100 | 50   |                  |      |     |      |
| 3.               | Medical Microbiology—III | 70              | 30       | 300 | 50   |                  |      |     |      |
| 4.               | Project Work             |                 |          |     |      | 100              |      | 100 | 50   |
| Total Max. Marks |                          |                 |          | 300 |      | Total Max. Marks |      | 200 |      |

**SPECIALIZATION: MEDICAL BIOCHEMISTRY**

| S.No.            | SUBJECT                  | SCHEME OF MARKS |          |     |      | PRACTICAL        |      | MAX | MINI |
|------------------|--------------------------|-----------------|----------|-----|------|------------------|------|-----|------|
|                  |                          | THEORY          | INTERNAL | MAX | MINI | PRACTICAL        | VIVA |     |      |
| 1                | Medical Biochemistry-I   | 70              | 30       | 100 | 50   | 60               | 40   | 100 | 50   |
| 2.               | Medical Biochemistry—II  | 70              | 30       | 100 | 50   |                  |      |     |      |
| 3.               | Medical Biochemistry—III | 70              | 30       | 100 | 50   |                  |      |     |      |
| 4.               | Project Work             |                 |          |     |      | 100              |      | 100 | 50   |
| Total Max. Marks |                          |                 |          | 300 |      | Total Max. Marks |      | 200 |      |

**22. GENERAL:**

Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a committee consisting of any or all the Dean / Director / Principal / Head of Department Institutions / Constituent College / Schools. The decision of the Vice Chancellors shall be final.

**LNCT VIDYAPEETH UNIVERSITY, INDORE, (M.P.)****ORDINANCE NO. 25****BACHELOR OF LAW (LL.B.)****1. AIMS AND OBJECTIVES:**

LNCT Vidyapeeth University, Indore is committed to contribute to nation building by producing future Legal experts in varied specializations. With a Mission to develop students into integrated personalities and worthy citizens of India through imparting legal skills, imbining ethical values and building their self-confidence, the LL.B Program has the following Aim and Objectives:-

**1.1 AIMS**

The aim of LL.B program is to develop professionals on various areas of law. The program also aims to equip students with legal skills enabling them to adapt, innovate and apply their knowledge on wide variety of legal issues.

**1.2 OBJECTIVES**

- 12.1 To impart Law education for creating competent professionals.
- 1.2.2 To promote a yearning for creativity, entrepreneurship and research.
- 12.3 To establish synergistic relationships with the Legal experts and the society.
- 12.4 To help students become ethical and self-confident human beings genuinely interested in serving the nation.

**2. APPLICABILITY:**

This ordinance shall apply to the program and courses leading to the award of the Bachelor degree of Legislative Law (LL.B.)

**3. COURSE & FACULTY**

3.1 This ordinance shall be applicable to the Bachelor of Legislative Law (abbreviated LL.B.), an undergraduate, or bachelor degree in law of three years duration. This degree is a qualifying degree for practice of legal profession in India. This course shall be run on semester system.

3.2 This course shall be run by the Faculty of law after getting the approval of Bar Council of India (BCI) and shall follow the norms laid down by BCI thereof.

**4. DURATION:**

The Duration of the Degree of Bachelor of law (LL.B) shall comprise a course of study spread

over a period of three academic years (six semesters) and candidate will have to be a full time student

**5. INTAKE AND FEES:**

- 5.1 The intake shall be decided on the seats approved by the BCI. Multiple classes can be set up as per the approval granted from the respective authority.
- 5.2 Transfer case may be allowed in special case as per recommendation of faculty of Law.
- 5.3 The fees of the course shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body of the Government.

**6. ACADEMIC YEAR:**

Academic session will be divided in two parts July to December — January to June

**7. ELIGIBILITY FOR ADMISSION:**

- 7.1 Candidates seeking admission to the three year LL.B course must have passed the Bachelors' Degree examination in any discipline from any recognized university of India.
- 7.1.1 Eligibility and age for admission in LL.B. degree will be as per prevailing norms of BCI / Govt. of Madhya Pradesh.
- 7.1.2 The Minimum qualifications for admission to a course in case of candidates belonging to SC / ST / OBC categories will be relaxed by BCI / Govt. of Madhya Pradesh.
- 7.2 Candidates seeking of admission in LL.B. course may also apply if he / she appear in examination and result are awaited, candidates should submitted mark sheet within 15 days or prior to the submission of examination for both.

**8. ADMISSION SCHEME:**

Admission under this course will be made as follows.

- 8.1 The University will issue admission notifications in University's website, notice board of the University and in other publicity media before the start of every cycle.
- 8.2 List of candidates provisionally selected for admission / shortlisted based on merit / Entrance Examination marks will be displayed on the notice board of the University / University's website or the students will be informed directly of their admission after the last date of application.

- 8.3 The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year mark sheet School / College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate who, admitted shall have to be present mark sheet of the qualifying examination within the due date of admission, failing which the provisional admission shall be cancelled.
- 8.4 If a candidate admitted provisionally under (8.3) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled automatically.
- 8.5 The application form may be rejected on the following grounds:
- 8.5.1 The candidate does not fulfill the eligibility conditions.
- 8.5.2 The prescribed fess is not deposited
- 8.5.3 The application form is not signed by the candidate and his / her parent guardian, wherever required.
- 8.5.4 Supporting documents for admission are not enclosed.
- 8.6 Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents / fees.
- 8.7 Admission rules as framed by the University shall be applicable for all admissions from time to time.

## 9. COURSE STRUCTURE

- 9.1 The LL.B. course in semester system shall consist of:
- 9.1.1 Such courses (papers) as prescribed by University.
- 9.1.2 Such job assignments, internship, moot court, projects etc. as may be prescribed by the BCI / University.
- 9.1.3 Such scheme of examination as prescribed, by the University from time To time.
- 9.2 The course curriculum of the course shall be approved by the concerned Board of Studies and the Academic council of the University The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and / or marking scheme of the course after the due approval of Vice Chancellor.
- 9.3 Each semester course shall be conducted in not less than 18 weeks with not less than 36 class - hours per week including tutorials, moot court, seminars provided there shall be at least 30 lecture hours per week as presented by Bar Council of India.

**10. MEDIUM OF INSTRUCTION:**

The medium of instructions and examinations shall be English.

**11. EXAMINATION SCHEME:**

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

11.1.1 Attended at least 75% of lectures / practical delivered or as per university Policy / Government.

11.1.2 Paid all the fees due.

11.1.3 Obtained 'No Dues' certificate from the concerned Department / Institute College.

11.1.4 Submitted the job Internship certificate / Project Report, as notified by the Director / Head / Principal

11.1.5 Received in-plant training as perceived by the Director / Head / Principal.

Clause (11.1.1) shall not be applicable to Ex-student candidates

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

11.2.1 20 percent marks of each paper will be earmarked of internal assessment (for each semester, there will be two separate evaluations of 15 marks each).

11.2.2 Main examination will carry 80 percent marks

11.2.3 For passing the examination; the candidate shall be required to secure at least 40% marks in University examination separately in the term – end Theory, practical and Internal Assessment in each of the prescribed paper and aggregate of 50% in the subject (sum of theory and practical marks).

11.2.4 There will be an external examiner to evaluate the project report. The minimum passing marks for project work will be 50%.

11.2.5 Each student shall have completed 12 week internship for three year course during III to VI semester provided that internship in any year cannot be for a continuous period of more than four weeks.

11.3 Examination will be held November last week to December first week. Result will be declared last week of December or before first week of January.

**12. PROMOTION TO NEXT SEMESTER & FAILED CANDIDATE:**

12.1 From Odd semester to even semester.

A candidate who has appeared in the odd- semester of any particular year shall be

promoted to an even Semester of that year (i.e. from I to II, from III to IV and from V to VI Semester) irrespective of failing in any number of theory and practical examination of that semester.

**12.2 From Even semester to odd semester:**

A candidate shall be entitled to carry a backlog of papers for his promotion

From even semester to odd semester of next academic sessions, as under:

**12.2.1** A backlog of two papers (Theory and / or Practical) for his promotion from Second Semester of LL.B. First Year to Third Semester of LL.B. Second Year.

**12.2.2** A backlog of four papers (Theory and / or Practical) (inclusive backlog of two papers of LL.B. First Year) for his promotion from Fourth Semester of LL.B. Second Year to Fifth Semester of LL.B. Final / Third year

**12.3** The minimum passing marks in each, paper shall be 40 marks and passing marks in aggregate shall be 50 percent of that Semester Examination.

**12.4** A candidate shall be allowed to carry a particular semester if he has acquired minimum passing marks in all the papers of that semester and has failed in aggregate by reason thereof, such a candidate shall be allowed to reappear in semester examination in any number of papers of his choice in which he has acquired minimum passing marks in that semester in order to pass in aggregate in such semester examination but shall not be allowed to reappear in any paper in which he has already acquired passing marks, that is 50% or more marks. A candidate shall not be permitted to appear / reappear in any examination or any paper in which he has been declared pass by the UNIVERSITY, for any purpose whatever.

**13. EX-STUDENTSHIP:**

Subject to the general rule of promotion, from odd Semester to even Semester, a candidate shall be come ex-student of LL.B. First Year, LL.B. Second Year and LL.B. Third / Final Year as under:-

- 13.1 Ex-student in LL.B. First Year - if he carries backlog of three or more papers in First and / or Second Semester of LL.B. First Year.
- 13.2 Ex-student in LL.B. Second Year – If he carries backlog of three or more papers in Third and / or Fourth Semester of LL.B. Second Year.
- 133 Ex-student in LL.B. Third / Final Year - If he carries a backlog of any paper in Fifth and Sixth Semester of LL.B. Third / Final Year.

**14. ALLOCATION OF DIVISION:**

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

|                                |   |                 |
|--------------------------------|---|-----------------|
| 60% or above                   | - | First Division  |
| 50% or above but less than 60% | - | Second Division |

Vice Chancellor Grace of one mark will be given for Pass / ATKT in each semester and for improvement in division in final semester or as per University Policy

Note.-(i) No third division shall be awarded.

(ii) Candidate who obtained 75% or more marks in aggregate shall be declared to have passed the LL.B. degree course in First division with distinction.

**15. MERIT LISTS:**

Merit list of first 10 candidates in the order of merit shall be declared at the end of the last i.e. sixth semester from amongst the candidates who have passed all previous semesters without any break.

**16. MAXIMUM DURATION OF COMPLETION OF COURSE:**

A candidate has to complete the entire course of LL.B. within a maximum period of five years from the session of first admission or as per University Policy.

**17. REVALUATION:**

- 17.1 Revaluation shall be permitted only for theory paper(s) in University examination, on receipt of application, within stipulated time, on remittance of prescribed fee.
- 17.2 Revaluation shall be done by an examiner out of the Jurisdiction of University.
- 17.3 Revaluation shall be permitted in any two theory papers only.
- 17.4 Results and Grade Sheet shall be revised after revaluation, as per the laid down provisions

**18 CANCELLATION OF ADMISSION:**

- 18 .1 Admission of a student may be cancelled under following circumstances'
- 181.1 At any stage, if student is not found qualified for the program, as per norms / guidelines or the eligibility criteria prescribed by the University.
- 18.1.2 Failing to complete the course within five years of commencement of the course.
- 18.1.3 Involvement in gross in discipline ragging heinous offenses under Indian Law in the University.

**19 GENERAL:**

Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a committee consisting of any or all the Dean / Director / Principal / Head of Department / Institutions / Constituent College / Schools. The decision of the Vice Chancellor shall be final but shall not be in contradiction to the Government and BCI Norms.

**LNCT VIDYAPEETH UNIVERSITY, INDORE****ORDINANCE NO. 26****Bachelor of Business Administration and Bachelor of Law****B.B.A. LL.B. (Integrated)****1. COURSE & FACULTY:**

- 1.1 This Ordinance Shall be applicable to candidates admitted to Bachelor of Business Administration and Bachelor of Law B.B.A. LL.B (Integrated Course). The ordinance shall be in accordance with the directives and regulations issued by the (BCI), UGC, Department of Higher Education of MP, Central Government, M.P.-P.U.R.C. and this University from time to time.
- 1.2 This Course shall be run on Semester System.
- 1.3 This Course shall be run by the Faculty of law after getting the approval of Bar Council of India (BCI) and shall follow the norms laid down by BCI.
- 1.4 The Degree of Bachelor of Law B.B.A. LL B. Integrated course shall comprise a course of study spread over a period of Five Academic years and the Candidates will be full time regular students The Five years course shall comprise two parts i.e. part 1- which will be two year course program of pre law study and part 2-which will be three year program for professional training in law.

**2. AIMS AND OBJECTIVES:**

LNCT Vidyapeeth University, Indore is committed to contribute to nation building by producing future Legal experts in varied specializations. With a Mission to develop students into integrated personalities and worthy citizens of India through imparting legal skills, imbibing ethical values and building their self-confidence, the B.B.A. LL.B (Integrated) Program has the following Aim and Objectives

**2.1 AIMS**

The aim of B.B.A. LL.B. (Integrated) program is to develop professionals on various are as of law. The program also aims to equip students with legal skills,

enabling them to adapt, innovate and apply their knowledge on wide variety of legal issues.

## **2.2 OBJECTIVES**

The broad objectives of the B.B.A. LL.B. (Integrated) program are as follows:

- 2.2.1 To prepare the scholars in such a way so that they become capable and confident law professionals including Jurists, Advocates and Law Executives, at the completion of the program.
- 2.2.2 To educate the scholars in a way that they can develop the capacity to elicit views and debate in healthy manner.
- 2.2.3 To offer a platform to scholar for gaining critical thinking ability from the perspective of suitability for law and law related services and professions and / or higher studies in law and other related disciplines.
- 2.2.4 To make the scholars develop the ability to take rationale and informed decisions by taking into consideration the different perspectives and their outcomes in general, and as related to Law profession specifically.

## **3. ELIGIBILITY FOR THE DEGREE:**

A candidate shall be eligible for the degree of Bachelor of Law (B.B.A. LL.B.) when he has undergone the prescribed course of study for a period of not less than five years in the University and has passed the requisite examination in all subjects.

## **4. APPLICABILITY:**

This ordinance shall apply to the program and courses leading to the award of the Integrated Bachelor degree of Law (five years degree course).

## **5. DURATION:**

The Duration of the Integrated Degree of Bachelor of law B.B.A. LL.B. (Integrated) shall comprise a course of study spread over a period of five academic session (ten semesters) and candidate will have to be a regular student.

**6. INTAKE AND FEES:**

- 6.1 The intake shall be decided on the seats approved by the BCI.
- 6.2 Transfer case may be allowed in special case as per recommendation of faculty of Law.
- 6.3 The fees of the course shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body / Government of Madhya Pradesh.

**7. ACADEMIC YEAR:**

Academic year will be start from-

- (1) July to December
- (2) January to June

**8. ELIGIBILITY FOR ADMISSION:**

8.1 Candidates seeking admission to the B.B.A. LL.B. (Integrated) degree must have passed Higher Secondary (10+2) course of examination in any discipline of M.P.Board of Secondary Education or any equivalent examination from recognized board with at least 45% in aggregate or an equivalent grade. NRI can be admitted directly on the basis of overall academic records & preference will be given to SAARC and developing countries with securing minimum 50% marks in aggregate after the approval of higher education.

8.1.1 Eligibility and age for admission in B.B.A. LL.B. (Integrated) degree will be as per prevailing norms of BCI / Govt. of Madhya Pradesh.

8.1.2 The Minimum qualifications for admission to a course in case of candidates belonging to SC / ST / OBC categories will be relaxed by BCI.

8.2 Candidates appearing for the eligibility examination and awaiting for their results can apply for admission in B.B.A. LL B. (Integrated) course. They will have to provide proof of passing the examination within date decided by competent authority / M. P. Government / Regulatory Body.

**9. ADMISSION SCHEME:**

Admission under this course will be made as follows:

- 9.1 Student seeking admission must go for University website.
- 9.2 List of candidates provisionally selected for admission / shortlisted based on merit Entrance Examination marks will be displayed on the notice board of the University / University's website or the students will be informed directly of their admission after the last date of application.
- 9.3 The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year mark-sheet School / College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate who, admitted shall have to be present mark-sheet of the qualifying examination within the due date of admission, failing which the provisional admission shall be cancelled.
- 9.4 If a candidate admitted provisionally under (9.3) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled automatically.
- 9.5 The application form may be rejected on the following grounds:
  - 9.5.1 The candidate does not fulfill the eligibility conditions.
  - 9.5.2 The prescribed fess is not deposited
  - 9.5.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.
  - 9.5.4 Supporting documents for admission are not enclosed.
- 9.6 Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents / fees.
- 9.7 Admission rules as framed by the University shall be applicable for all admissions from time to time.

**10. COURSE STRUCTURE**

- 1.1 The B.B.A. LL B. (Integrated) course in semester system shall consist of:
  - 10.1.1. Such courses (papers) as prescribed by the University.

- 10.1.2 Such job assignments, internship, moot court, projects etc. as may be prescribed by the BCI / University.
- 10.1.3 Such scheme of examination as prescribed, by the University from time to time.
- 1.2 The course curriculum of the course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and / or marking scheme of the course after the due approval of Vice Chancellor.
- 1.3 Each semester course shall be conducted in not less than 18 weeks with not less than 36 class-hours per week including tutorials, moot court, seminars provided there shall be at least 30 lecture hours per week as presented by Bar Council of India.

**2. MEDIUM OF INSTRUCTION:**

The medium of instructions and examinations shall be English.

**12. EXAMINATION SCHEME:**

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

12.1.1 Attended at least 75% of lectures / practical delivered or as per University Policy / Government.

12.1.2 Paid all the fees due

12.1.3 Obtained 'No Dues' certificate from the concerned Department / Institute / College.

12.1.4 Submitted the job internship certificate / Project Report, as notified by the Director / Head / Principal.

12.1.5 Received in-plant training as perceived by the Director / Head / Principal

Clause (12.1.1) shall not be applicable to Ex-Student candidates.

**Scheme of examination shall be as prescribed by BCI and the University from time to time.**

- 12.2** Each student shall have to appear in the examination of theory / practical and continuous comprehensive examination system (CCE)/ internal assessment. The internal assessment will be held in the manner prescribed from time to time by the University.
- 12.2.1** 20 percent marks of each paper will be earmarked of internal assessment (for each semester, there will be two separate evaluations of 15 marks each).
- 12.2.2** Main examination will carry 80 percent marks.
- 12.2.3** For passing the examination; the candidate that be required to secure at least 40% marks in University examination separately in the term-end Theory, practical and Internal Assessment in each of the prescribed paper and aggregate of 50% in the subject (sum of theory and practical marks).
- 12.2.4** There will be an external examiner to evaluate the project report. The minimum passing marks for project work will be 50%
- 12.2.5** Each student shall have completed 12 week internship for five year course provided that internship in any year cannot be for a continuous period of more than four weeks.
- 12.3** Examination will be held November last week to December first week. Result will be declared last week of December or before first week of January

**13. PROMOTION RULES:**

- 13.1** The minimum passing marks in each, paper shall be 40 marks and passing marks in aggregate shall be 50 percent of that semester examination
- 13.2** A candidate shall not be admitted in the fifth or higher semester classed unless he / she has fully cleared the first and second semester examinations.
- 13.3** A candidate shall not be admitted into seventh or higher semester classes unless he / she has fully cleared the third and fourth semester examinations.

- 13.4 A candidate shall not be admitted in the ninth or higher semester classes unless he/ she has fully cleared the fifth and sixth semester examinations.
- 13.5 No candidates shall be declared to have cleared the final B.B.A. LL.B. (Integrated) examination unless he / she has cleared the previous semester. The result of the candidate who has cleared the tenth and final B.B.A. LL.B. (Integrated) semester but not previous semester shall be withheld. He / she shall be deemed to have passed the final B B.A. LL.B. (Integrated) examinations in the year in which he / she fully clears all the previous semester examination.
- 13.6 The examination of the odd semester shall be held with the odd semester and the examination of even semester shall take place with the even semester.
- 13.7 A candidate shall not be permitted to appear / reappear in any examination or any paper in which he has been declared pass by the University for any purpose whatever
- 13.8 The subjects and paper for each year of B.B.A. LL.B. (Integrated) shall be prescribed by the faculty of law on the recommendations of the Board of Studies. Unless otherwise provided each paper will carry 100 marks and will be of 3 hours duration. In each theory paper the allocation of marks shall be 80% on external assessment (theory paper) and 20% on internal assessment. The internal assessment for each subject shall be based on activities schedule by the department such as presentation group discussion moot court, mock trial etc. along with regular attendance in library and class lectures. The marks for internal assessment shall be finalized by the department.
- 13.9 The minimum passing marks in each year's examination shall be 50 percent in the aggregate of all the paper and 40 percent marks in each individual paper. Division to successful candidate for the B.B.A. LL.B. (integrated) degree will be assigned at the end final year examination on the basis of the aggregate. The total marks obtained by him at the B.B.A. LL.B (Integrated) first to final year examination i.e. all ten semester as under.
- 13.10 For each paper there shall be lecture classed for at least 6 hours per week. Candidates appearing for the B.B.A LL.B. (Integrated) examination shall have answering questions through the medium of English.

**14. ALLOCATION OF DIVISION**

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

|                                |   |                 |
|--------------------------------|---|-----------------|
| 60% or above                   | - | First Division  |
| 50% or above but less than 60% | - | Second Division |

Vice Chancellor Grace of one mark will be given for Pass / ATKT in each semester and for improvement in division in final semester or as per University Policy.

Note:-(i) No third division shall be awarded

(ii) Candidate who obtained 75% or more marks in aggregate shall be declared to have passed the B.B.A. LL.B. degree course in First division with distinction.

**15. MERIT LISTS:**

Merit list of first 10 candidates in the order of merit shall be declared at the end of the last i.e tenth semester from amongst the candidates who have passed all previous semesters without any break.

**16. MAXIMUM DURATION OF COMPLETION OF COURSE:**

The maximum duration of the course shall be seven years. However, the Vice Chancellor, has a powered to stand duration of 1 year more after the recommendation of the Dean.

**17. REVALUATION:**

- 17.1 Revaluation shall be permitted only for theory paper(s) in University examination, on receipt of application, within stipulated time, on remittance of prescribed fee.
- 17.2 Revaluation shall be done by an exam iner out of the Jurisdiction of University.
- 17.3 Revaluation shall be permitted in any two theory papers only.

17.4 Results and Mark-Sheet shall be revised after revaluation, as per the laid down provisions.

**18. PROGRAM OUTCOMES:**

At the end of 5 years integrated law course, it is expected that the scholars have gained critical thinking ability from the perspective of suitability for law and law related services and professions and / or higher studies in law and other related disciplines. The pass-outs of the program shall develop the ability to take rationale and informed decisions by taking into consideration the different perspectives and their outcomes. The pass-outs students shall develop the capacity to elicit views and debate in healthy manner, what is required in the core of being successful in various fields associated with law / judiciary disciplines

**19. CANCELLATION OF ADMISSION:**

19.1 Admission of a student may be cancelled under following circumstances:

19.1.1 At any stage, if student is not found qualified for the program, as per norms / guidelines or the eligibility criteria prescribed by the University

19.1.2 Failing to complete the course within seven years of commencement of the course.

19.1.3 Involvement in gross indiscipline ragging heinous offences under Indian Law in the University

19.1.4 If the student does not want to continue 5 years integrated on reasonable ground University may power to award BBA degree. So that his / her three academic years are not lost.

**20. GENERAL:**

Notwithstanding any thing stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a committee consisting of any or all the Dean / Director / Principal / Head of Department / Institutions / Constituent College/Schools. The decision of the Vice Chancellor shall be final. The decision of the Vice Chancellor shall be final but shall not be in contradiction to the Government and BCI Norms.

**LNCT VIDYAPEETH UNIVERSITY, INDORE, (M.P.)****ORDINANCE NO. 27****Bachelor of Arts and Bachelor of Law****(B.A. LL.B.)****1. COURSE & FACULTY**

- 1.1 This Ordinance Shall be applicable to candidates admitted to Bachelor of Arts and Bachelor of Law B.A.LL B (Integrated Course). The ordinance shall be in accordance with the directives and regulations issued by the (BCI), UGC, Department of Higher Education of MP, Central Government, M.P.P.U.R.C. and this University from time to time.
- 1.2 This Course shall be run on Semester System.
- 1.3 This Course shall be run by the Faculty of law after getting the approval of Bar Council of India (BCI) and shall follow the norms laid down by BCI.
- 1.4 The Degree of Bachelor of Law B.A.LL.B Integrated course shall comprise a course of study spread over a period of Five Academic years and the Candidates will be full time regular students. The Five years course shall comprise two parts i.e. part 1- which will be two year course program of pre law study and part 2- which will be three year program for professional training in law.

**2. AIMS AND OBJECTIVES:**

LNCT Vidyapeeth University, Indore is committed to contribute to nation building by producing future Legal experts in varied specializations. With a Mission to develop students into integrated personalities and worthy citizens of India through imparting legal skills, imbining ethical values and building their self-confidence, the B.A. LL.B. (Integrated) Program has the following Aim and Objectives-

**2.1 AIMS**

The aim of B.A. LL.B. (Integrated) program is to develop professionals on various areas of law. The program also aims to equip students with legal skills enabling

them to adapt, innovate and apply their knowledge on wide variety of legal issues.

## 2.2 OBJECTIVES

The broad objectives of the B.A. LL.B. (Integrated) program are as follows

- 2.2.1 To prepare the scholars in such a way so that they become capable and confident law professionals including Jurists, Advocates and Law Executives, at the completion of the program.
- 2.2.2 To educate the scholars in a way that they can develop the capacity to elicit views and debate in healthy manner.
- 2.2.3 To offer a platform to scholar for gaining critical thinking ability from the perspective of suitability for law and law related services and professions and / or higher studies in law and other related disciplines.
- 2.2.4 To make the scholars develop the ability to take rationale and informed decisions by taking into consideration the different perspectives and their outcomes in general, and as related to Law profession specifically.

## 3. ELIGIBILITY FOR THE DEGREE:

A candidates shall be eligible for the degree of Bachelor of Law (BA.LL.B.) when he has undergone the prescribed course of study for a period of not less than five years in the University and has passed the requisite examination in all subjects.

## 4. APPLICABILITY:

This ordinance shall apply to the program and courses leading to the award of the Integrated B.A. LL.B. (5 years) degree.

## 5. DURATION:

The Duration of the Integrated Degree of Bachelor of law B.A LL.B (5 years) shall comprise a course of study spread over a period of five academic years (ten semesters) and candidate will have to be a full time student.

**6. INTAKE AND FEES:**

- 6.1 The intake shall be decided on the seats approved by the BCI. Multiple classes can be setup as per the approval granted from the respective authority.
- 6.2 Transfer case may be allowed in special case as per recommendation of faculty of Law.
- 6.3 The fees of the course shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body / Government of Madhya Pradesh.

**7. ACADEMIC YEAR:**

Academic year will be start from-

- (3) July to December  
(4) January to June

**8. ELIGIBILITY FOR ADMISSION:**

- 8.1 Candidates seeking admission to the B.A. LL.B. (Integrated) degree must have passed Higher Secondary (10+2) course of examination in any discipline of M.P.Board of Secondary Education or any equivalent examination from recognized board with at least 45% in aggregate or an equivalent grade. NRI can be admitted directly on the basis of overall academic records & preference will be given to SAARC and developing countries with securing minimum 50% marks in aggregate after the approval of higher education.
- 8.1.1 Eligibility and age for admission in B.A. LL.B. (Integrated) degree will be as per prevailing norms of BCI / Govt. of Madhya Pradesh.
- 8.1.2 The Minimum qualifications for admission to a course in case of  
Candidates belonging to SC / ST / OBC categories will be relaxed by BCI.
- 8.2 Candidates appearing for the eligibility examination and awaiting for their results can apply for admission in B.A. LL.B. (Integrated) course. They will have to provide proof of passing the examination within date decided by competent authority / M. P. Government / Regulatory Body.

**9. ADMISSION SCHEME:**

Admission under this course will be made as follows:

- 9.1 Student seeking admission must go for University website.
- 9.2 List of candidates provisionally selected for admission / shortlisted based on merit / Entrance Examination marks will be displayed on the notice board of the University / University's website or the students will be informed directly of their admission after the last date of application.
- 9.3 The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year mark sheet School / College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted The candidate who, admitted shall have to be present marksheet of the qualifying examination within the due date of admission, failing which the provisional admission shall be cancelled.
- 9.4 If a candidate admitted provisionally under (9.3) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled automatically.
- 9.5 The application form may be rejected on the following grounds:
  - 9.5.1 The candidate does not fulfill the eligibility conditions.
  - 9.5.2 The prescribed fess is not deposited.
  - 9.5.3 The application form is not signed by the candidate and his / her parent guardian, wherever required.
  - 9.5.4 Supporting documents for admission are not enclosed.
- 9.6 Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents / fees.
- 9.7 Admission rules as framed by the University shall be applicable for all admissions from time to time.

**10. COURSE STRUCTURE:**

- 10.1 The B.A. LL.B (Integrated) course in semester system shall consist of:
  - 10.1.1 Such courses (papers) as prescribed by University.
  - 10.1.2 Such job assignments, internship, moot court, projects etc.  
as may be prescribed by BCI / University.
  - 10.1.3 Such scheme of examination as prescribed, by the University

from time to time.

10.2 The course curriculum of the course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and / or marking scheme of the course after the due approval of Vice Chancellor

10.3 Each semester course shall be conducted in not less than 18 weeks with not less than 36 class-hours per week including tutorials, moot court, seminars provided there shall be at least 30 lecture hours per week as presented by Bar Council of India.

11. **MEDIUM OF INSTRUCTION:**

The medium of instructions and examinations shall be English

12. **EXAMINATION SCHEME'**

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

12.1.1 Attended at least 75% of lectures / practical delivered or as per University Policy.

12.1.2 Paid all the fees due.

12.1.3 Obtained 'No Dues' certificate from the concerned Department / Institute / College.

12.1.4 Submitted the job internship certificate / Project Report, as notified by the Director / Head / Principal.

12.1.5 Received in-plant training as perceived by the Director / Head / Principal.

Clause (121.1) shall not be applicable to Ex Student candidates.

**Scheme of examination shall be as prescribed by BCI and the University from time to time.**

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

12.2.1 20 percent marks of each paper will be earmarked of internal assessment (for each semester, there will be two separate

evaluations of 15 marks each)

12.2.2 Main examination will carry 80 percent marks.

12.2.3 For passing the examination; the candidate that be required to secure at least 40% marks in University examination separately in the term-end Theory, practical and Internal Assessment in each of the prescribed paper and aggregate of 50% in the subject (sum of theory and practical marks).

12.2.4 There will be an external examiner to evaluate the project report. The minimum passing marks for project work will be-50%.

12.2.5 Each student shall have completed 12 week internship for five year course provided that internship in any year cannot be for a continuous period of more than four weeks.

12.3 Examination will be held November last week to December first week. Result will be declared last week of December or before first week of January.

13. PROMOTION RULES:

13.1 The minimum passing marks in each, paper shall be 40 marks and passing marks in aggregate shall be 50 percent of that semester examination

13.2 A candidate shall not be admitted in the fifth or higher semester classed unless he / she has fully cleared the first and second semester examinations.

13.3 A candidate shall not be admitted in to seventh or higher semester classes unless he / she has fully cleared the third and fourth semester examinations.

13.4 A candidate shall not be admitted in the ninth or higher semester classes unless he / she has fully cleared the fifth and sixth semester examinations.

13.5 No candidates shall be declared to have cleared the final B.A. LL.B. (Integrated) examination unless he / she has cleared the previous semester. The result of the candidate who have cleared the tenth and final B.A. LL.B. (Integrated) semester but not previous semester shall be withheld. He / she shall be deemed to have passed the final B.A. LL.B. (Integrated) examinations in the year in which he / she fully clears all the previous semester examination.

- 13.6 The examination of the odd semester shall be held with the odd semester and the examination of even semester shall take place with the even semester.
- 13.7 A candidate shall not be permitted to appear / reappear in any examination or any paper in which he has been declared pass by the University for any purpose whatever.
- 13.8 The subjects and paper for each year of B.A. LL.B. (Integrated) shall be prescribed by the faculty of law on the recommendations of the Board of Studies. Unless otherwise provided each paper will carry 100 marks and will be of 3 hours duration in each theory paper the allocation of marks shall be 80% on external assessment (theory paper) and 20% on internal assessment. The internal assessment for each subject shall be based on activities schedule by the department such as presentation group discussion moot court, mock trial etc. along with regular attendance in library and class lectures. The marks for internal assessment shall be finalized by the department.
- 13.9 The minimum passing marks in each year's examination shall be 50 percent in the aggregate of all the paper and 40 percent marks in each individual paper. Division to successful candidate for the B.A. LL.B. (Integrated) degree will be assigned at the end final year examination on the basis of the aggregate. The total marks obtained by him at the B.A. LL.B. (Integrated) first to final year examination i.e. all ten semester as under.
- 13.10 For each paper there shall be lecture classed for at least 6 hours per week. Candidates appearing for the B.A. LL.B. (Integrated) examination shall have answering questions though the medium of English.

**14. ALLOCATION OF DIVISION:**

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

|                                |   |                 |
|--------------------------------|---|-----------------|
| 60% or above                   | - | First Division  |
| 50% or above but less than 60% | - | Second Division |

Vice Chancellor Grace of one mark will be given for Pass / ATKT in each

semester and for improvement in division in final semester or as per University Policy.

**Note:- (i) No third division shall be awarded.**

(ii) Candidate who obtained 75% or more marks in aggregate shall be declared to have passed the B.A. LL.B. degree course in First division with distinction

**15. MERIT LISTS:**

Merit list of first 10 candidates in the order of merit shall be declared at the end of the last i.e. tenth semester from amongst the candidates who have passed all previous semesters without any break

**16. MAXIMUM DURATION OF COMPLETION OF COURSE:**

The maximum duration of the course shall be seven years. However, one mercy attempt can be granted to students by the Vice Chancellor, which should be not more than one year on satisfactory reasons or as per University Policy.

**17. REVALUATION:**

17.1 Revaluation shall be permitted only for theory paper(s) in University examination, on receipt of application, within stipulated time, on remittance of prescribed fee.

17.2 Revaluation shall be done by an examiner out of the Jurisdiction of University.

17.3 Revaluation shall be permitted in any two theory papers only.

17.4 Results and Mark Sheet shall be revised after revaluation, as per the laid down provisions.

**18. PROGRAM OUTCOMES:**

At the end of 5 years integrated law course, it is expected that the scholars have gained critical thinking ability from the perspective of suitability for law and law related services and professions and / or higher studies in law and other related disciplines. The pass-outs of the program shall develop the ability to take rationale and informed decisions by taking into consideration the different perspectives and their outcomes. The pass-outs students shall develop the capacity to elicit views and debate in healthy manner, what is required in the core of being successful in various fields associated with law / judiciary disciplines

**19. CANCELLATION OF ADMISSION**

**19.1** Admission of a student may be cancelled under following circumstances:

**19.1.1** At any stage, if student is not found qualified for the program, as per norms / guidelines or the eligibility criteria prescribed by the University.

**19.1.2** Failing to complete the course within seven years of commencement of the course.

**19.1.3** Involvement in gross indiscipline ragging heinous offenses under Indian Law in the University

**19.1.4** If the student does not want to continue 5 years integrated on reasonable ground University may power to award BA degree. So that his / her three academic years are not lost

**20. GENERAL:**

Notwithstanding any thing stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a committee consisting of any or all the Dean / Director / Principal / Head of Department / Institutions / Constituent College / Schools. The decision of the Vice Chancellor shall be final but shall not be in contradiction to the Government and BCI Norms.

**LNCT VIDYAPEETH UNIVERSITY, INDORE**  
**ORDINANCE No. 28**

**MASTER OF LAW (L.L.M)**

**1. AIMS & OBJECTIVES OF LL.M PROGRAM:**

Sri LNCT VIDYAPITH UNIVERSITY is committed to contribute to nation building by producing future Legal experts in varied specializations. With a Mission to develop students into integrated personalities and worthy citizens of India through imparting legal skills, imbibing ethical values and building their self-confidence, the LL.M. program has the following Aims and objectives -

**1.1 AIM:**

The arm of LL.M. program is to develop professionals on varied areas of law like Corporate law, Cyber law, Intellectual Property Rights, Labour law, Criminal Law, Business Law, HR law. Constitutional & Administrative law, Medico Legal and other varied areas of law for emphasizing on comparative approach to legal issues & research .The program also aims to equip students with legal skills enabling them to adapt, innovate and apply their knowledge on wide variety of legal issues.

**1.2 OBJECTIVES:**

- 1.2.1 To impart law education for creating competent professionals.
- 1.2.2 To promote a yearning for creativity, entrepreneurship and research.
- 1.2.3 To establish synergistic relationships with Legal experts and the society.
- 1.2.4 To help students become ethical and self-confident human beings genuinely interested in serving the nation.

**2. APPLICABILITY:**

This ordinance shall apply to the program and courses leading to the award of the post graduate degree of Master of Law (LL.M.)-2 year program.

**3. DEFINITIONS:**

- 3.1 **Academic Year:** Normally a period of 12 months, co-commencing with the program.
- 3.2 **Allowed to keep term (ATKT):** A system of promotion wherein students who are yet to pass one or more of the previous semesters are permitted for the next semester based on the prescribed promotion criterion.
- 3.3 **External Examiner:** Examiner not in the employment of the university-
- 3.4 **Program:** Program of courses and / or other components leading to the award of degree of Master of Law/LL.M.

- 3.5 Regular Student: A student who is enrolled in a constituent institution for the purpose of obtaining a Degree/ Diploma / Certificate / other recognized education credential to receive education on a full time basis on payment of tuition fee.
- 3.6 Semester System: A system wherein each academic year is apportioned into two semesters of six months each, devoted for the completion of requirements specified in the schema of teaching and related examinations.
- 3.7 University: LNCT Vidhyapeeth University, Indore, Madhya Pradesh.
4. **ADMISSION:**
- 4.1 Candidates possessing following qualifications shall be eligible for admission:-
- 4.1.1 To be eligible to appear to admission to Two year-LL.M. Program, a candidate should have passed the LL.B. or an equivalent degree from a recognized University with 55% marks.
- 4.2 Admissions shall be according to the following criteria:-
- 4.2.1 Merit prepared on the basis of qualifying examination/interview/ Entrance Test conducted by University or an agency as directed by Bar Council of Indian on its behalf.
- 4.2.2 Admission rules as framed by the university with the direction of Bar Council of India, shall be applicable for all admissions from time to time.
- 4.3 Last date of admission will be as notified by the university.
- 4.4 Admission of Foreign Nationals /NRI/PIO shall be as policy / rules directed by Bar Council of India will be applicable.
- 4.5 Candidate who has already appeared in the final semester of the Graduate program may be considered for admission, if he/ she have successfully passed all previous examination. Such candidate shall be admitted provisionally and shall be required to submit, certificate and mark-sheet as proof of passing qualifying examination, within prescribed time limit of the university. Otherwise his / her admission shall be cancelled automatically. Such candidate shall not be eligible for refund of fees.
5. **COMMENCEMENT AND DURATION:**
- 5.1 LLM shall be a full time post graduate degree program of four semesters.
- 5.2 Minimum duration to complete LL.M. would be 2 year and Maximum period for completion of LL.M. program shall be 4 Years from the date of commencement of the program or as per University Policy
6. **MEDIUM OF INSTRUCTION:**
- English shall be medium of instruction and examination.
7. **ATTENDANCE:**
- Regular student, to be eligible to appear in the university examination, are required to attend a minimum of 75% classes, in each semester or as per University policy.

**8. EXAMINATION:**

8.1 Following University Examinations shall be held at the end of each semester :-

LL.M: Theory paper shall be consist of 13 papers (including dissertation/viva particular LLM

LLM.- I SEMESTER

II compulsory paper

II optional paper

LLM. – II SEMESTER

I Compulsory paper

II optional paper

LLM.- III SEMESTER

I compulsory paper

II optional paper

LLM. – IV SEMESTER

Dissertation

Viva (group)

One practical research method

Group.

1. Business law

2. Human Right

3. Criminal Law

8.2 University examinations of odd semester shall be held normally in November – December and that of even semester normally in May-June, each year.

8.3 Details of subjects, credits and course curricula for LL.M. Program shall be prescribed the scheme of examination, prepared and proposed by Board of Studies / Head Faculty and approved and approved by Academic Council.

**HEAD OF PASSING & PASSING CRITERIA:**

9.2 Head of passing and passing criterion shall be as per Table 'A'

Table A

| S. No. | Head of Passing | Minimum Passing Criterion |
|--------|-----------------|---------------------------|
| I      | Theory Paper    | Grade D                   |
| II     | Practical       | Grade D                   |
| III    | Project         | Grade D                   |
| IV     | Semester        | SGPA >_ 5 0               |
| V      | Program         | CGPA >_ 5 0               |

**10 APPOINTMENT OF UNIVERSITY EXAMINERS:**

- 10.1** Examiners, paper Setters, Evaluators, Re-evaluators etc. for Question Papers setting. Practical Examinations. Project work, Viva Voce examination and valuation of answer book etc. shall be Assistant Professor (S)/Associate Professor (s)/ Professor (s) of LNCT Vidhyapeeth University or from any recognized College / University, three years of teaching experience as recognized post graduate teacher in subject 50 % of them shall be external examiners. They shall be nominated by the University from a panel submitted by the Dean of Faculty and Board of Studies.
- 10.2** Of the University with three years of teaching experience as recognized post graduate teacher in the subject shall be nominated as Internal Examiners / Moderators etc by the university based on the recommendations of the Head of the Faculty / Institution.

**11 GRADING SYSTEM:**

- 11.1** Aggregate marks in each subject shall be converted to corresponding Grade and equivalent Grade Point (GP) as per Table 'B'

Table 'B'

| Grade | % Marks range in each subject<br>(based on Marks System) | Equivalent<br>Grade Point | Description of<br>Performance |
|-------|--|---------------------------|-------------------------------|
| A+    | 91.00-100  | 10                        | Outstanding                   |
| A     | 81.00-90.99  | 9                         | Excellent                     |
| B+    | 71.00-80.99  | 8                         | Very Good                     |
| B     | 61.00-70.99  | 7                         | Good                          |
| C     | 51.00-60.99  | 6                         | Average                       |
| D     | 50.00-50.99  | 5                         | Pass                          |
| F     | <50  | 0                         | Fall                          |
| AB    | Absent   | 0                         | Fall                          |

- 11.2** Semester Grade Point Average (SGPA) shall be the weighted average of Grade point (GP) of all subjects of a semester as per clause 11.4.
- 11.3** Cumulative Grade Point Average (CGPA) shall be the weighted average of SGPA's of all semester, calculated as laid down vide clause 11.5, at the completion of program.
- 11.4** Semester Grade Points Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as follows:-

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

- 11.5 Where  $c_i$  is the number of credits offered in the  $i$ th subject of a Semester for which SGPA is to be Calculated,  $p_i$  is the corresponding Grade Point (GP) earned in the  $i$ -th subject where  $i = 1, 2, \dots, n$  are the number of subjects in that semester

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

Here  $NC_j$  is the number of total credits offered in the  $j$ th semester, where  $J = 1, 2, \dots, m$  are number of semester in that course.

12. **DEGREE / GRADE SHEET:**

- 12.1 Students shall be eligible for award of degree subject to passing all courses as per criterion at Serial I, II & III Table A.
- 12.2 Grade sheet, issued at the end of each semester, shall indicate SGPA of concerned semester. Final Grade Sheet, issued at the end of final semester of the course shall also indicate CGPA, equivalent percentage marks and Distinction / Division awarded.

13. **GRACE:**

The Grace marks shall be allowed according to the University Policy

14. **REVALUATION:**

- 14.1 Revaluation shall be permitted only for theory paper (s) in University examination, on receipt of application, within stipulated time, on remittance of prescribed fee.
- 14.2 Revaluation shall be done by an examiner other than the first one.
- 14.3 Revaluation shall be permitted in any two theory papers only.
- 14.4 Results and Grade Sheet shall be revised after revaluation, as per the laid down provisions.

15. **GENERAL:**

Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this ordinance or in the event of differences of interpretation, the Vice Chancellor may take decision after obtaining, it necessary, the opinion / advice of a committee consisting of any or all the Dean /Director /Principal /Head of Department / institutions / Constituent College / Schools. The decision of the Vice Chancellor shall be Final but shall not be in contradiction to the Government and BCI Norms.

## LNCT VIDHYAPEETH UNIVERSITY, INDORE

## ORDINANCE No. 29

## DIPLOMA IN PHARMACY

## 1. AIMS :-

Pharmacy plays an Important role in health care. if there is any disease, the cure is medicine. It is the pharmacy which prepares medicines and man is cured. Without preparation of medicine illness cannot be wellness. Pharmacy is the main branch, the knowledge of which is essential for those who are related to health care.

## 2. NAME OF STATUTORY / REGULATORY BODY:-

As per rule E.R. 91 of Pharmacy Council of India, New Delhi.

## 3. DURATION OF THE COURSE:

Two Year with each academic year spread over a period of not fewer than one hundred and eighty working days in addition to 500 hours practical training spread over period of not fewer than 3 months.

The duration of the course shall be for two academic years.

## 4. ELIGIBILITY FOR ADMISSION:

No Candidate shall be admitted to Diploma in Pharmacy unless he/she passed examination of 10+2 in Science (PCB/PCM/Biotechnology) With Minimum 45% marks for unreserved Category, 40% Marks for SC/ST Category students.

## 5. ADMISSION OF CANDIDATES :-

The Diploma in Pharmacy Part -1 shall be made in order of merit on previous qualifying exam or by 'Pre-Pharmacy Test' conducted in accordance with, scheme of Examinations and syllabus laid down by the University.

## 6. CANCELLATION OF ADMISSION:-

In case of Producing false documents and non payment of the fees, the admission will be cancelled .

## 7.0 FEES:-

The fees of the course shall be decided by board of management of University. The university from time to time subject to the approval of the regulatory authority / MP regulatory commission .

INTAKE :- In D.Pharma Courses the no. of seat 60 for each Batch As per PCI Guidelines

## 8.0 ATTENDANCE - To be eligible to appear in the examination candidates must have 80%.

**9.0 DIVISION = The result will be decided & follow**

1. Pass/Qualifying mark 50 %
2. IInd Division 50 %- 59.9 %
3. Ist Division 60% -74.9%
4. Distinction: 75 % and above of grand total marks in first attempt.

As per PCI Regulations act of Pharmacy.

**10.0 MODE OF EXAMINATIONS:**

Each theory and practical examination in the subject mentioned shall be of three hours duration.

- (A) Candidate who fails in theory or practical examination shall reappear in such theory or practical paper(s) as the case may be. Practical examination shall also consist of viva voce oral examinations.
- (B) Award of sessional marks and maintenance of records. A regular record of both theory and practical class work and examinations conducted in an institution imparting training for Diploma in Pharmacy Part-I and Diploma in Pharmacy Part-II courses, shall be maintained for each student ; institution and 20 marks for each theory and 20 marks for each practical subject shall be allotted as sessional.

There shall be at least three periodic sessional examinations during each academic year. The highest aggregate of any two performances shall form the basis of calculating sessional marks.

The sessional marks in practical shall be allotted on the following basis:

Actual performance in the sessional examination. 10

Day to day assessment in the practical class work. 10

- (C) Minimum marks for passing the examination: A student shall not be declared to have passed Diploma in Pharmacy examination unless he/she secures at least 40% marks in each of the subjects separately in theory examinations, including sessional marks and at least 40% marks in each of the practical examinations including sessional marks. The candidates securing 60% marks or above in aggregate in all subjects in a single attempt at the Diploma, in Pharmacy (part-I) or Diploma in Pharmacy (part-II) examinations shall be declared to have passed in first class the Diploma in Pharmacy (part-I) of Diploma in Pharmacy (part II) examinations, as the case may be. Candidates securing 75% marks or above in any subject or subjects provided he/she passes in all the subjects in single attempt, will be given distinction in that subjects(s).
- (D) Eligibility for Promotion to Diploma in Pharmacy (Pt. II): All candidates who have appeared for all the subjects and passed the Diploma in pharmacy part-I class. However failure in more than two subjects (each Theory paper or practical examination shall be considered as a subject) shall debar

him/her from promotion to the Diploma in Pharmacy Part-II class. Such candidates shall be examined in the failing subjects only at subsequent. A candidate who fails to pass D Pharmacy Part -1 exam, in four attempts shall not be allowed to continue the course.

Improvement of sessional marks: Candidates who wish to improve sessional marks can do so by appearing in two additional sessional examinations during the next academic year. The average score of the two examinations shall be the basis for improved sessional marks in theory. The sessional of practicals shall be improved by appearing in additional practical examinations. Marks awarded to a candidate for day to day assessment in the practical class, cannot be improved unless he/she attends regular course of study again.

- (E) Certificate of passing examination for Diploma in Pharmacy (part-II): Certificate of having passed the examination for the Diploma in pharmacy Part-II shall be granted by the Examining Authority to a successful student.
- (F) Certificate of Diploma in Pharmacy: A certificate of Diploma in pharmacy shall be granted by the Examining Authority to successful candidate on producing certificate of having passed the Diploma in Pharmacy part-1 and Part-II and satisfactory completion of practical training for Diploma in pharmacy (part-III).
- (G) The chairman and at least one expert member of examining committee of the Examining Authority Concerned with appointment of examiners and conduct, of pharmacy examination should be persons possessing pharmacy Qualifications.

#### 11.0 COURSE OF STUDY:

The course of study shall be as per decision of Board of Management on the recommendation of Board of studies as per norms of Pharmacy Council of India after having appeared in Part-II examination of Diploma in Pharmacy course.

#### 12.0 PRACTICAL TRAINING

To discussed by Board/University or other approved examination Body or any other course accepted as. Being equivalent by the Pharmacy Council of India, a candidate shall be eligible to undergo practical training in one or more of the following institutions namely:

Hospitals / Dispensaries run by Central/State Government/Municipal corporations/ central Govt. Health scheme and Employees state Insurance scheme. A pharmacy, chemist and Druggist licensed under the Drugs and cosmetics Rules of State/ Govt. Of India.

- 13.0 Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

## LNCT VIDHYAPEETH UNIVERSITY, INDORE

## ORDINANCE No. 30

**BACHELOR OF PHARMACY  
(4 YEAR DEGREE COURSE)**

This ordinance shall be applicable to candidate admitted for Bachelor of Pharmacy (B.Pharm) degree and shall be governed by rules & guidelines of pharmacy council of India.

The first degree in Pharmacy of four-year (Eight semesters) course. Hereinafter called 4-YDC, shall be designated as BACHELOR OF PHARMACY (B.Pharm).

1. **AIMS :-** Pharmacy plays an Important role in health care. if there is any disease ,the cure is medicine .It is the pharmacy which prepares medicines and man is cured. With out preparation of medicine illness can not be wellness. Pharmacy is the main branch, the knowledge of which essential for those who are related to health care.
2. **NAME OF STATUTORY /REGULATORY BODY :-**as per rule.91 of pharmacy council of India.
3. **DURATION OF COURSE**
  - 3.1 There shall be at least fourteen weeks of teaching in every semester.
  - 3.2 One hour of conduct in Lecture (L) / Tutorial (T) /and at least 3 hours of Practical (P) per week shall be equal to one credit as allotted in the respective schemes.
  - 3.3 A candidate may provisionally continue to attend next higher year, even if, the result of qualifying year / semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate cannot claim any right on the, basis of his/her provisional admission.
  - 3.4 The maximum duration of the course shall be eight years. However, one mercy attempt can be granted by Vice Chancellor which should be not for more than one year on satisfactory reasons.
  - 3.5 Maximum Duration for completion of the Degree requirements , total of six years for Bachelor of Pharmacy from the date of admission, shall be given to a student to pass all the courses and to fulfil all other requirements for the completion of degree including attaining the required aggregate, failing which the candidature of the student shall stand cancelled, and no degree shall be awarded.
  - 3.6. Powers of the Vice Chancellor Not withstanding any thing contained in these regulations, the Vice - Chancellor shall be competent to allow any relaxation subject to ratification by the Board of Governors.
4. **ELIGIBILITY CRITERIA:-** i) 10+2 examination from the MP Board of School Education, with at least 45% of marks in aggregate of Physics, Chemistry & Mathematics / Biology for unreserved category 40% for SC / ST category students.  
OR  
ii) An examination of any other University / Board recognized by state govt. as equivalent there to with at least 45% of marks in aggregate of Physics, Chemistry & Biology.  
iii) Diploma in Pharmacy from PCI approved institution.

## 5. ADMISSIONS PROCESSES

- 5.1 The minimum qualification for admission to the first year B.Pharm. shall be the qualifying Higher Secondary School Certificate Examination (10+2) scheme with Physics, Chemistry and Mathematics / Biology (also securing pass marks in these three subjects individually) conducted by M.P. Board of Secondary Education or an equivalent examination from a recognized Board/University.
- 5.2 Minimum qualification for direct admission to second year of B, Pharm.. Shall be 45% marks in Diploma in Pharmacy from any institution approved by the Pharmacy Council of India. (P.C.I) and as per prevalent norms of Government of Madhya Pradesh. Justification - B.Sc. student can not be admitted directly into B.Pharm II Year.
- 5.3 Non-Resident Indian (NRI) candidates shall also be eligible for admission to B.Pharm in accordance with directives of the Government of Madhya Pradesh, provided they satisfy the criterion of clause 2.1.
- 5.4 The admissions to Pharmacy course shall be governed by the rules of the Technical Education and Training Department, Government of Madhya Pradesh, Bhopal and/or any other competent authority of the State government of Madhya Pradesh.
- 5.5 The admission procedure will be as per decision of Board of Management of University,

6.0 CANCELLATION OF ADMISSION :- In case of Producing false documents and non payment of the fees, the admission will be cancelled .

7.0 FEES:- The fees of the course shall be decided by board of management of University. The university from time to time subject to the approval of the regulatory authority / regulatory commission .

INTAKE :- In B.Pharm Courses the no. of seat 60 for each Batch As per PCI Guidelines.

8.0 ATTENDANCE - To be eligible to appear in the examination candidates must have 80%.

9.0 DIVISION = The result will be decided & follow

1. Pass/ Qualifying mark 50 %
2. II<sup>nd</sup> Division 50 %- 59 %
3. I<sup>st</sup> Division 60% -74 %
4. Distinction :75 % and above of grand total marks in first attempt.

As per PCI new regulation act of B. Pharmacy.

## 10.0 MERIT LIST

10.1 Final merit list of first ten (10) candidates in order of merit shall be declared by the University only after the main examination of the eighth and final semester for B.Pharm. degree, on the basis of the integrated performance of all the four years. The merit list shall include the first ten candidates securing, at least first division and passing all semesters in single attempt.

- 11.0 EXAMINATIONS - Promotion to higher semester award of credits and grades, division and condonation of deficiencies as per PCI new regulation act.
- 12.0 MEDIUM OF INSTRUCTION AND EXAMINATION
- 12.1 The medium of instruction and examination shall be English throughout the course of study.
- 12.2 The subjects to be studied in different semesters of Bachelor of Pharmacy shall be as per the Schemes, approved by Board of Studies of LNCT Vidhyapeeth.
- 13.0 Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion /advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

**ORDINANCE No. 31****MASTER OF PHARMACY**

The ordinance is framed as per the norms/ guidelines / rules laid down by PCI shall be applicable to candidates admitted for Master of pharmacy degree course

1.0 AIMS :- Pharmacy plays an Important role in health care. if there is any disease ,the cure is medicine. It is the pharmacy which prepares medicines and man is cured. With out preparation of medicine illness can not be wellness. Pharmacy is the main branch, the knowledge of which is essential for those who are related to health care.

2.0 NAME OF STATUTORY /REGULATORY BODY :-The Statutory /Regulatory body Pharmacy council of India, New Delhi.

3.0 DURATION OF COURSE :- The program of study for M.Pharm. shall extend over a period of four semesters(two academic years). The curricula and syllabi for the program shall be prescribed from time to time by Phamacy Council of India, New Delhi.

3.1 Maximum Duration for M.Pharma Course in 5 Year.

3.2 Powers of the Vice Chancellor Not withstanding any thing contained in these regulations, the Vice - Chancellor shall be competent to allow any relaxation subject to ratification by the Board of Governors.

3.3 . Working days in each semester

Each semester shall consist of not less than 100 working days. The odd semesters shall be conducted from the month of June/July to November/December and the even semesters shall be conducted from the month of December/January to May/June in every calendar year.

4.0 ELIGIBILITY CRITERIA& ADMISSIONS:-

A Pass in the following examinations

4.1 B. Pharm Degree examination of an Indian university established by law in India from an institution approved by Pharmacy Council of India and has scored not less than 55 % of the maximum marks (aggregate of 4 years of B.Pharm.)

4.2) Every student, selected for admission to post graduate pharmacy program in any PCI approved institution should have obtained registration with the State Pharmacy Council or should obtain the same within one month from the date of his/her admission, failing which the admission of the candidate shall be cancelled.

Note: It is mandatory to submit a migration certificate obtained from the respective university where the candidate had passed his/her qualifying degree (B.Pharm.)

5.0 ADMISSION PROCESSES :-

1. Students for postgraduate pharmacy courses shall be selected strictly on the basis of their academic merit.
2. For determining the academic merit, the university/institution may adopt any one of the following Procedures:-
  - i. On the basis of merit as determined by the competitive test conducted by the State Government or by the competent authority appointed by the State Government or by the university/group of universities in the same state; or
  - ii. On the basis of merit as determined by a centralized competitive test held at the national level; or
  - iii. On the basis of the individual cumulative performance at the first, second, third and final B.Pharm examination, if such examination have been passed from the same university; or
  - iv. Combination of (i) and (iii):

#### 6.0 CANCELLATION OF ADMISSION :-

In case of Producing false documents and non payment of the fees, the admission will be cancelled.

#### 7.0 RE-ADMISSION

A candidate who has discontinued the course during any semester may, on the recommendation of the Director/Principal of the college, be permitted to take re-admission to the course at the beginning of the semester concerned in a subsequent year, provided that the duration of course for such readmitted candidate shall be counted from the date of his /her first admission .

7.0 FEES:- The fees of the course shall be decided by board of management of University. The university from time to time subject to the approval of the regulatory authority / regulatory commission .

INTAKE :- Each Specialization Subjects Consists of 15 Seat .As per PCI Guideline

#### 8.0 ATTENDANCE AND PROGRESS

A candidate is required to put in at least 80% attendance in individual courses considering theory and practical separately. The candidate shall complete the prescribed course satisfactorily to be eligible to appear for the respective examinations.

#### 9.0 PROGRAM/COURSE CREDIT STRUCTURE

As per the philosophy of Credit Based Semester System, certain quantum of academic work viz. theory classes, practical classes, seminars, assignments,etc. are measured in terms of credits. On satisfactory completion of the courses, a candidate earns credits. The amount of credit associated with a course is dependent upon the number of hours of instruction per week in that course. Similarly the credit associated with

any of the other academic, co/extra-curricular activities is dependent upon the quantum of work expected to be put in for each of these activities per week/per activity.

### 9.1. Credit assignment

#### 9.1.1. Theory and Laboratory courses

Courses are broadly classified as Theory and Practical. Theory courses consist of lecture (L) and Practical (P) courses consist of hours spent in the laboratory. Credits (C) for a course is dependent on the number of hours of instruction per week in that course, and is obtained by using a multiplier of one (1) for lecture and a multiplier of half (1/2) for practical (laboratory)hours. Thus, for example, a theory course having four lectures per week throughout the semester carries a credit of 4. Similarly, a practical having four laboratory hours per week throughout semester carries a credit of 2.

The contact hours of seminars, assignments and research work shall be treated as that of practical courses for the purpose of calculating credits. i.e., the contact hours shall be multiplied by 1/2. Similarly, the contact hours of journal club, research work presentations and discussions with the supervisor shall be considered as theory course and multiplied by 1.

### 9.2. Minimum credit requirements

The minimum credit points required for the award of M. Pharm. degree is 95. However based on the credit points earned by the students under the head of co-curricular activities, a student shall earn a maximum of 100 credit points. These credits are divided into Theory courses, Practical, Seminars, Assignments, Research work, Discussions with the supervisor, Journal club and Co-Curricular activities over the duration of four semesters. The credits are distributed semester-wise as shown in Table 14. Courses generally progress in sequence, building competencies and their positioning indicates certain academic maturity on the part of the learners. Learners are expected to follow the semester-wise schedule of courses given in the syllabus.

10.0

#### ACADEMIC WORK

A regular record of attendance both in Theory, Practical, Seminar, Assignment, Journal club, Discussion with the supervisor, Research work presentation and Dissertation shall be maintained by the department / teaching staff of respective courses.

11.0

#### GRADING OF PERFORMANCES

##### 11.1. Letter grades and grade points allocations:

Based on the performances, each student shall be awarded a final letter grade at the end of the semester for each course. The letter grades and their corresponding grade points are given in Table -1

Table -1

Letter grades and grade points equivalent to Percentage of marks and performances

| Percentage of Marks Obtained | Letter Grade | Grade Point | Performance |
|------------------------------|--------------|-------------|-------------|
| 90.00 – 100                  | O            | 10          | Outstanding |
| 80.00 – 89.99                | A            | 9           | Excellent   |
| 70.00 – 79.99                | B            | 8           | Good        |
| 60.00 – 69.99                | C            | 7           | Fair        |
| 50.00 – 59.99                | D            | 6           | Average     |
| Less than 50                 | F            | 0           | Fail        |
| Absent                       | AB           | 0           | Fail        |

A learner who remains absent for any end semester examination shall be assigned a letter grade of AB and a corresponding grade point of zero. He/she should reappear for the said evaluation/examination in due course.

- 11.2. The Semester grade point average (SGPA) The performance of a student in a semester is indicated by a number called Semester Grade Point Average (SGPA). The SGPA is the weighted average of the grade points obtained in all the courses by the student during the semester.

For example, if a student takes five courses (Theory/Practical) in a semester with credits C1, C2, C3 and C4 and the student's grade points in these courses are G1, G2, G3 and G4, respectively, and then students' SGPA is equal to:

$$SGPA = \frac{C1G1 + C2G2 + C3G3 + C4G4}{C1 + C2 + C3 + C4}$$

The SGPA is calculated to two decimal points. It should be noted that, the SGPA for any semester shall take into consideration the F and ABS grade awarded in that semester. For example if a learner has a F or ABS grade in course 4, the SGPA shall then be computed as:

$$SGPA = \frac{C1G1 + C2G2 + C3G3 + C4 * ZERO}{C1 + C2 + C3 + C4}$$

- 11.3 Cumulative Grade Point Average (CGPA)

The CGPA is calculated with the SGPA of all the IV semesters to two decimal points and is indicated in final grade report card/final transcript showing the grades of all IV semesters and their courses. The CGPA shall reflect the failed status in case of F grade(s), till the course(s) is/are passed. When the course(s) is/are passed by obtaining a pass grade on subsequent examination(s) the CGPA shall only reflect the new grade and not the fail grades earned earlier. The CGPA is calculated as:

$$CGPA = \frac{C1S1 + C2S2 + C3S3 + C4S4}{C1 + C2 + C3 + C4}$$

where C1, C2, C3,.... is the total number of credits for semester I,II,III,.... And S1,S2, S3,.... is the SGPA of semester I,II,III,....

**11.4. Declaration of class**

The class shall be awarded on the basis of CGPA as follows:

First Class with Distinction = CGPA of 7.50 and above

First Class = CGPA of 6.00 to 7.49

Second Class = CGPA of 5.00 to 5.99

**12.0 Project work**

All the students shall undertake a project under the supervision of a teacher in Semester III to IV and submit a report. 4 copies of the project report shall be submitted (typed & bound copy not less than 75 pages).

The internal and external examiner appointed by the University shall evaluate the project at the time of the Practical examinations of other semester(s).

The projects shall be evaluated as per the criteria given below.

**Evaluation of Dissertation Book:**

Objective(s) of the work done 50 Marks

Methodology adopted 150 Marks

Results and Discussions 250 Marks

Conclusions and Outcomes 50 Marks

Total 500 Marks

**Evaluation of Presentation:**

Presentation of work 100 Marks

Communication skills 50 Marks

Question and answer skills 100 Marks

Total 250 Marks

**13.0 Examinations/Assessments**

**13.1 Mode of Examination :- Semester wise**  
As per PCI Regulation (Amended Time to Time)

**13.2. End semester examinations**

The End Semester Examinations for each theory and practical course through semesters I to IV shall be conducted by the respective university except for the subject with asterix symbol (\*) in table I and II for which examinations shall be conducted by the subject experts at college level and the marks/grades shall be submitted to the university

**13.3. Internal assessment: Continuous mode**

The marks allocated for Continuous mode of Internal Assessment shall be awarded as per the scheme given below.

Table-2

## Scheme for awarding internal assessment: Continuous mode

## Theory

| Criteria  | Maximum Marks |
|---|---------------|
| Attendance (Refer Table – 28)                       | 8             |
| Student – Teacher interaction                       | 2             |
| Total   | 10            |
| Practical   |               |
| Attendance (Refer Table – 28)                       | 10            |
| Based on Practical Records, Regular viva voce, etc. | 10            |
| Total   | 20            |

Table - 3  
Guidelines for the allotment of marks for attendance

| Percentage of Attendance | Theory | Practical |
|--------------------------|--------|-----------|
| 95 – 100                 | 8      | 10        |
| 90 – 94                  | 6      | 7.5       |
| 85 – 89                  | 4      | 5         |
| 80 – 84                  | 2      | 2.5       |
| Less than 80             | 0      | 0         |

## 13.4 . Sessional Exams

Two sessional exams shall be conducted for each theory / practical course as per the schedule fixed by the college(s). The scheme of question paper for theory and practical sessional examinations is given in the table. The average marks of two sessional exams shall be computed for internal assessment as per the requirements.

## 13.5. PROMOTION AND AWARD OF GRADES

A student shall be declared PASS and eligible for getting grade in a course of M.Pharm programmer if he/she secures at least 50% marks in that particular course including internal assessment.

## 13.6 Carry forward of marks:

In case a student fails to secure the minimum 50% in any Theory or Practical course as specified in 12, then he/she shall reappear for the end semester examination of that course. However his/her marks of the Internal Assessment shall be carried over and he/she shall be entitled for grade obtained by him/her on passing.

## 13.7. Improvement of internal assessment:

A student shall have the opportunity to improve his/her performance only once in the sessional exam component of the internal assessment. The re-conduct of the sessional exam shall be completed before the commencement of next end semester theory examinations.

**13.8. Re-examination of end semester examinations:**

Re-examination of end semester examination shall be conducted .The exact dates of examinations shall be notified from time to time.

**14.0 MERIT LIST**

In the notification declaring the results of the final semester examination for the Degree of M.Pharma The names of the first five candidates in order of merit shall be notified by the university, securing at least first division and passing all semester examinations in single attempt.

**15.0 MEDIUM OF INSTRUCTION AND EXAMINATION:**

15.1. The medium of instruction and examination shall be English throughout the course of study.

15.2 The subject to be studied in different semesters of M.Pharma shall be as per schemes approved by Board of Studies of the University

**16.0 DURATION FOR COMPLETION OF THE PROGRAM OF STUDY**

The duration for the completion of the program shall be fixed as double the actual duration of the program and the students have to pass within the said period, otherwise they have to get fresh Registration.

17.0 Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.