

LNCT VIDHYAPEETH UNIVERSITY,
INDORE
(MADHYA PRADESH)

Publication of
Second
Ordinance No 32 to 69

Ordinance 2 Index

S.N.	Ordinance No.	COURSE	Page no.
1	Ordinance 32	Three/Four Years (Honor/Research)B.A. /B.Com/ B.Sc./ BBA/ B.C.A./ BPES/ BJMC/ B.Lib./ B.Voc./ BBA - Hospital Management/ BA Multi-Media & Mass Communication/ BBA-BIA/B.Sc-Multi-Media & Mass Communication/BHMCT/ BHM/ BBA- Hotel Management Undergraduate Degree (CBCS Semester Mode)	2-16
2	Ordinance 33	Doctor of Science (D. Sc.)/ Doctor of Literature (D. Litt.) / Doctor of Law (LLD)	17-27
3	Ordinance 34	Degree Of Doctor Of Philosophy (Ph.D.)	28-76
4	Ordinance 35	Post- Doctoral Fellowship In Medical Sciences	77-92
5	Ordinance 36	Master of Forensic Science,	92-95
6	Ordinance 37	Master Of Science In Aesthetic Medicine And Surgery	96-110
7	Ordinance 38	Doctor Of Medicine (D.M.) And Master Of Chirurgie (M.Ch.)	111-123
8	Ordinance 39	Bachelor Or Dental Surgery (B.D.S.)	124-140
9	Ordinance 40	Master Of Dental Surgery (MDS) Course	141-150
10	Ordinance 41	Ayurveda Vachaspati – Doctor Of Medicine In Ayurveda (M.D. Ayurveda) , Ayurveda Dhanwantri – Master Of Surgery In Ayurveda (M.S. Ayurveda)	151-157
11	Ordinance 42	MBA, MBA DSV, MBA Executive /All Discipline	158-171
12	Ordinance 43	MBA In Hospital Administration	172-179
13	Ordinance 44	Integrated Course Of BBA + MBA	180-187
14	Ordinance 45	Bachelor of Commerce and Bachelor of Law (B.Com - LLB)	188- 196
15	Ordinance 46	B.Sc., B.A. , B.Com., B.Com. Honours ,B.H.Sc.	197-202
16	Ordinance 47	M.A., M.Sc., M.Com, M.H.Sc.	203-208
17	Ordinance 48	Certificate Courses	209-216
18	Ordinance 49	Master Of Vocational Studies (M. Voc.)	217-219
19	Ordinance 50	M.Sc. In Physics, CSE , MATHS , Chemistry	220-225
20	Ordinance 51	Master Of Arts (Ma)	226-231
21	Ordinance 52	Master In Journalism & Mass Communication (MJMC)	232-235
22	Ordinance 53	Bachelor Of Science (Hons) Agriculture (B.Sc. Agri. (Hons) - Four Years	236-237
23	Ordinance 54	M.Sc. (Ag.) – Agriculture Economics M.Sc. (Ag.) – Animal Husbandry & Dairy Science M.Sc. (Ag.) - Horticulture M.Sc. (Ag.) – Plant Breeding D& Genetics M.Sc. (Ag.) - Agriculture Chemistry & Siil Science M.Sc. (Ag.) - Agriculture Extension M.Sc. (Ag.) – Agriculture Zoology & Entomology M.Sc. (Ag.) – Agronomy	238-239

24	Ordinance 55	Diploma Programme : Videography, Agriculture, Automobile Engineering, Architecture And Interior Design Architectural Assistantship, Cement Technology, Chemicals Engineering Civil Engineering, Computer Science And Engineering, Construction Technology And Management, Computer Hardware And Maintenance, Costume Design And Dress Making, Electrical Engineering, Electronics & Telecommunication Engineering, Electronics And Instrumentation, Electrical And Electronics Engineering, Electronics Engineering, Food Technology, Instrumentation Engineering, Interior Decoration And Design, Information Technology, Mechanical Engineering, Metallurgy, Mining And Mine Surveying, Modern Office Management Opto-Electronics, Ophthalmic Technology, Refinery And Petrol, Plastic Technology, Printing Technology, Production Engineering, Refrigeration And Air Conditioning Engineering, Textile Design, Textile Technology, (Automatic Manufacturing Technology, Architecture, Automobile Servicing Production, Industry Tool Manufacturing (ITM), Refrigeration and Air Condition Of Software Development, Graphic Multimedia, BFSI, Travels And Tourism, Food Processing, Manufacturing Services, Media Image Technology, Printing & Packing Technology, Graphics & Animation, Product Design, Industries Design, Advertisement, Digital Advertisement, Print Media, Ink Media, Astrology, Vastu, Sthspatya, Yoga, Capacity/Character Building & Personality Development, Fashion Design, Communication Skill, Pharmaceutical Packing, Screenplay Writing, Smartphone Film Making, Screen Acting	240-247
25	Ordinance 56	POST-GRADUATION DIPLOMA : Direction & Screenplay Writing, Cinematography, Editing, Sound Recording & Sound Design, Art Direction And Production Design	248-249
26	Ordinance 57	Post-Graduation Diploma In Acting	250-251
27	Ordinance 58	Post-Graduation Diploma In Feature Film Screenplay Writing	252-253
28	Ordinance 59	Master Of Science : M.Sc. In Medical Science Medical Anatomy, Medical Physiology, Medical Pharmacology, Medical Biochemistry/ Medical Microbiology) Under The Faculty Of Medical Science	254-258
29	Ordinance 60	Master of Physical Education and Sports (MPES)	259-260
30	Ordinance 61	BACHELOR OF TECHNOLOGY Bachelor Of Technology (B.Tech)/BE : Civil, Mechanical, Electrical, Computer Science, Auto Mobile Engineering, Chemical Engineering, Gio science Engineering, Automatic Design, Aero-space Engineering, Fire & Safety, Agriculture Engineering, Petroleum Technology, Dairy Technology,	261-269

		Mining & Surveying, Cement Technology, Food Technology, Renewable Energy, Industrial Safety, Leather Technology, Textile Technology, Aeronautical Engineering, Applied Electronics & Instrumentation, Automobiles Engineering, Bio-Medical Engineering, Chemical Engineering, Bio-Technology, Civil & Environmental Engineering, Computer Science & Engineering, Artificial Intelligence & Machine Learning., Computer Engineering-Artificial Intelligence, Electrical & Electronics Engineering, Electrical Engineering, Electronics & Communication Engineering, Electrical & Instrumentation Engineering, Fire Technology/Fire & Safety Engineering, Industrial Engineering & Management, Industrial Production Engineering, Information Technology Engineering, Mechanical Engineering, Mining Engineering, Petro-Chemical Engineering, Textile Technology, Artificial Intelligence and Data Science, Food Engineering and Technology, Printing & Packing Technology Engineering, Dairy Technology Engineering, Energy Engineering, Nano Technology and Military Engineering	
31	Ordinance 62	Master Of Engineering/ Technology/ Architecture (Me./M.Tech./M.Arch.) Full Time/ Part Time : Civil, Mechanical, Electrical, Computer Science, Auto Mobile Engineering, Digital Communication, Heat Power Engineering, Power System, Structural Engineering, Energy Technology, Nano Technology, Cyber Forensic, Data Sciences, Computer Technology & Application, Information Technology and Biotechnology and Architecture.	270-275
32	Ordinance 63	Master Of Hospital Management	276-276
33	Ordinance 64	Master Of Computer Application (MCA)), MCA (AIML) MCA (DSV) Course	277-283
34	Ordinance 65	Master Of Business Administration MBA (Integrated)	284-285
35	Ordinance 66	Master Of Technology (M.Tech) Integrated : Civil, Mechanical, Electrical, Electronics, Computer Science, Electronics And Communication, Mining, Min Surveying, Information Technology	286-287
36	Ordinance 67	Master Of Commerce (M.Com)	288-293
37	Ordinance 68	Master In Hotel Management (Mhm)	294-301
38	Ordinance 69	Certificate Course on Remotely Piloted aircraft (RPA)/Drone Pilot'(One Year Program)	302-311

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मध्यप्रदेश राजपत्र

प्राधिकार से प्रकाशित

क्रमांक 49]

भोपाल, शुक्रवार, दिनांक 8 दिसम्बर 2023-अग्रहायण 17, शक 1945

भाग ४

विषय-सूची

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

भाग ४ (क)-कुछ नहीं

भाग ४ (ख)

अध्यादेश

उच्च शिक्षा विभाग

मंत्रालय, वल्लभ भवन, भोपाल

भोपाल, दिनांक 6 दिसम्बर 2023

क्र. आर-63-सीसी-22-अड़तीस.-मध्यप्रदेश निजी विश्वविद्यालय (स्थापना एवं संचालन) अधिनियम, 2007 की धारा 29 (1) के अनुक्रम में, एल.एन.सी.टी. विद्यापीठ निजी विश्वविद्यालय, इन्दौर के पश्चातवर्ती अध्यादेश क्र. 32 से 69 तक के साधारण राजपत्र में प्रकाशन 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.

पश्चातवर्ती अध्यादेश क्र. 32 से 69.

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

**LNCT Vidhyapeeth University,
Indore**

Ordinance 32

**Ordinance for three/four year Undergraduate (CBCS Semester Mode) on the courses of
BA/B.Com./B.Sc./BBA/BCA/BPES/B.Ed/BPED/B.Voc./BBA/BA (Multimedia)/ BBA/BA(BIA)/ B.Sc
(Multimedia) BHMCT/BHM/B.Plan/B.Design/BBA Hospital Administration**

**As per the “Guidelines for Multiple Entry and Exit in Academic Programme” issued by UGC, New
Delhi under National Education Policy 2020**

1. The provisions of this Ordinance shall be applicable on the courses of Bachelor of Arts (B.A), Bachelor of Commerce (B.Com.), Bachelor of Science (B.Sc.), Bachelor of Business Administration (BBA), Bachelor of Computer Application (BCA), Bachelor of Hotel Management & Catering Technology (BHMCT), Bachelor of Hotel Management (BHM), Bachelor of Vocational Courses (B.Voc.), Bachelor of Planning (B.Plan), Bachelor of Designing (B.Design), Bachelor of Physical Education & Sports (BPES), Bachelor of Arts (BA –Multimedia), Bachelor of Business Administration (BBA- Multimedia) Bachelor of Arts (BA–BIA), Bachelor of Business Administration (BBA-BIA), Bachelor of Business Administration (BBA H.A) from the academic session 2022-23
2. The provisions of this Ordinance shall apply to the three-year/six-semester Bachelor's degree or four-year/ eight-semester Bachelor's degree (Honours/ Research) undergraduate programmes such as Bachelor of Arts (B.A), Bachelor of Science (B.Sc.), Bachelor of Commerce (B.Com), Bachelor of Computer Application (B.C.A), Bachelor of Business Administration (B.B.A) and other similar Undergraduate Programmes offered by LNCT Vidhyapeeth University, Indore.
3. Admission rules and guidelines for admission to these programmes have been framed by the University for Admission in its institutions. Ordinance No. 02 “ **Admission, Enrollment and Migration**” of first Ordinances of LNCT Vidhyapeeth University, Indore can be referred to.
4. The student who has passed the Grade 12 Examination from Board of Secondary Education, Madhya Pradesh, Bhopal or an equivalent examination from any other board recognised by the State Government determined in advance by the University/Constituent Institutions following the guidelines issued by the State Government/ Central Government/UGC and other statutory bodies concerned will be eligible for admission to these Undergraduate Programmes.
5. The admission shall be made on the merit calculated on the basis of criteria notified by the University/ Central Government/State Government, keeping in view the guidelines in this regard issued by the UGC and other statutory bodies concerned.
6. Student enrollment in a programme shall be restricted to the seats allotted by the University.
7. The intake capacity shall be determined in advance by the University under the provisions of this Ordinance applicable from the academic session 2022-23.

8. Depending upon the academic and physical facilities available, the University may earmark seats to a maximum of 10% of the seats sanctioned for the previous year of the programme for lateral entrants in the **second year/third year/fourth year** of a first-degree programme, if the students has successfully completed the first year/second year/third year of the same programme in any institution and wants to re-enter into the programme after a break in studies.
9. To enable multiple entry and exit points in the academic programmes, qualifications such as certificate, diploma, and degree are organized in a series of levels in an ascending order from level 5 to level 8. Level 5 represents Certificate, level 6 represents Diploma, level 7 represents Bachelor Degree and 8 represents Bachelor Degree (Honours/Research) qualification (Table1). The four-year undergraduate programme shall comprise course under the following subjects/categories.
 - i. Disciplinary/Interdisciplinary Major(Core Course + DSE) (64 credits)
 - ii. Disciplinary/Interdisciplinary Major(32 Credits)
 - iii. Generic Elective (16 credits)
 - iv. Skill Enhancement Course/Vocational Course (12 Credits)
 - v. Ability Enhancement Courses(08 Credits)
 - vi. Field projects/internship/apprenticeship/community engagement and service /research project (28 credits)

For BBA/BCA/B.Sc./and similar programmes, a group/subject shall be chosen as Major/Minor/Generic/Elective.

Qualification and credit requirements are given in Table1. The **entry and exit options** for students, who enter the undergraduate programme, are as follows:

1st Year (First & Second Semester –Level 5)

Entry 1: The entry requirement for first semester in level 5 is successful completion of Class 12 from M P Board of Secondary Education, Bhopal, or an equivalent examination from any other board recognised by the State Government/University. A programme of study leading to entry into the first year of Bachelor's degree is open to those who have met the admission requirements.

Exit 1: If a student passes all the courses of Level 5 and earns the requisite number of credits, the student will become entitled to an **Undergraduate certificate in the programme of her/his Major Subject**. If he/she wants to exit, he/she can exit the programme with **Undergraduate certificate** in hand.

2nd Year (Third & Fourth Semester –Level 6)

Entry 2: The entry requirement for fourth semester in Level 6 is the successful completion of Level 5. A programme of study leading to the second year of the Bachelor's degree is open to those who have met the admission requirements.

Exit 2: If a student passes all the courses of Level 5 & 6 and earns the requisite number of credits, the student becomes entitled to an **Undergraduate Diploma in the programme of her/his Major Subject**. If he/she wants to exit, he/she can exit the programme with **Undergraduate Diploma** in hand. A diploma requires 80 credits with 40 credits in each of the two levels.

3rd Year (Fifth & Sixth Semester –Level 7)

Entry 3: The entry requirement for semester six in Level 7 is successful completion of Level 5 & 6. A programme of study leading to the Bachelor's degree is open to those who have met the admission requirements.

Exit 3: If a student passes all the courses of Level 5 to 7 i.e., first to six semesters and earns the requisite number of credits, the student becomes entitled to the **Undergraduate Degree in the programme of her/his Major Subject**. A Bachelor's degree requires 120 credits from level 5 to 7, with 40 credits at level 5, 40 credits at level 6, and 40 credits at level 7.

4th Year (Seventh & Eight Semester- Level 8)

Entry 4: An Individual seeking admission to a **Bachelor's degree (Honours/Research) (Level 8)** in a specified field of learning would have completed all requirements of the relevant three- year bachelor's degree (Level 7). After completing the requirements of a three year Bachelor's degree, the student who meets a minimum CGPA of 7.5 shall be allowed to continue studies in the fourth year of the undergraduate programme to pursue and complete the Bachelor's (Honours/ Research) degree.

Exit 4: If the student passes all the courses of level 5 to 8 and earns the requisite credits, the student becomes entitled to an **Undergraduate Degree (Honours./Research) in the programme of her/his Major Subject**. A Bachelor's degree (Honours /Research) requires a total of 160 credits from level 5 to 8, with 40 credits at level 5, 40 credits at level 6, 40 credits at level 7, and 40 credits at level 8.

Table –1: Qualification Type and Credit Requirements

Levels	Qualification title	Credit requirements
Level 5	Undergraduate Certificate (in the field of learning/ discipline) for those who exit after the first year (two semesters) of the undergraduate programme.(Programme duration: one year or two semesters of the undergraduate programme)	40

Level 6	Undergraduate Diploma (in the field of learning / discipline) for those who exit after two years (four semesters) of the undergraduate programme.(programme duration: First two years or four semesters of the undergraduate programme)	80
Level 7	Bachelor Degree (Programme duration: Three years or six semesters)	120
Level 8	Bachelor Degree (Honors/Research) (Programme duration: Four years or eight semesters).	160

The salient features of the credit-based semester scheme Each course carries a defined number of credits. The credits are based on the course structure, including the teaching mode and the number of contact hours for lecture, tutorial, and practical classes. Credits are considered to be based on the number of contact hours, course content, teaching methodology and allotted maximum marks

The credits will be awarded by the University. The credits can be calculated as follows:

- One hour of theory or one hour of tutorial or two hours of laboratory work per week for 15 weeks resulting in the award of **one credit**.
 - Credits for internship shall be **one credit per week** of training, subject to a **maximum of six credits in a semester**.
10. The minimum duration of the Undergraduate Degree Programme shall be of three academic years/six semesters, whereas that of Undergraduate Degree leading to Honors'/Research shall be of four academic years/ eight semesters.

A student who leaves the course anytime in the middle of the programme will retain the credits earned so far, which will be restored/transferred when she/he enters the programme again.

The maximum duration for completing the Undergraduate Degree and Undergraduate Degree (Honors/Research) programme for regular students shall be 6 and 8 years, respectively.

A student will be allowed to enter/re-enter only at the odd semester and can only exit after even semester. Re- entry at various levels as lateral entrants in academic programmes should be based on the earned credits and proficiency test record.

The validity of credits earned will be to a maximum period of seven years (as per UGC guidelines for multiple entry and exit in academic programmes or as specified by UGC in later stage)

11. **TYPES OF COURSES:**

Each of the subject/categories (i) to (v) as specified in clause 10 shall comprise of courses. Courses are the basic units of education and/or training. Types of courses shall be as follows.

11.1 Core Course: Such course which shall compulsorily be studied by the student as a core requirement of the programme.

11.2 Elective Course: A course which the student can choose from a pool of courses, which is specific or specialized or advanced or supportive to the discipline/subject of study or which provides an extended scope or which enables an exposure of some other discipline/subject/domain to nurture the candidate's proficiency or skill is called an Elective Course.

11.2.1 Discipline Specific Elective (DSE) Course: Elective courses offered from the main discipline /subject of study are referred to as Discipline Specific Elective. The University may also offer discipline related Elective courses of interdisciplinary nature (to be offered by main discipline/ subject of study).

11.2.2 Dissertations/ Project: An elective course designed to acquire special/advanced knowledge, such as supplement study/support study to a project work, and a student studies such a course independently with advisory support by a teacher/faculty member is called dissertation/ project. A project/Dissertation work would be of credits, as decided by the competent body. The student will do this work under the guidance of a faculty member.

11.2.3 Generic Elective (GE) Course: An elective course chosen generally from an unrelated discipline/ subject to seek exposure of other fields is called a Generic Elective course.

11.3 Ability Enhancement Courses (AEC): The ability enhancement courses (AEC) are of two types:

- Ability Enhancement Compulsory Courses (AECC)
- Skill Enhancement Courses (SEC) or Vocational Courses

"AECC" courses are the courses based upon the content that leads to Knowledge enhancement such as,

- Environmental Education
- English/Hindi Communication is mandatory for all disciplines

SEC courses are value-based/skill-based and may also be designed to enhance skills of the Major subject. They are earned to provide hands on training competences, skills, etc.

11.4 The syllabus for a specific programme will be decided by the concerned Board of Studies of the University based on the curriculum issued by the UGC under Learning Outcome Based Curriculum Framework (LOCF) with maximum deviation of 20%.

12 STRUCTURE FOR UNDERGRADUATE PROGRAMME: SEMESTER SYSTEM

12.1 First Semester:

A student shall be declared to have successfully completed the first semester if he/she acquires 6 credits in Core Course of the major subject, 6 credits in Core Courses of the minor subject, 4 credits in Generic Elective and 4 credits in Ability Enhancement Courses (AEC).

12.2 Second Semester: (Level 5):

A student shall be declared to have successfully completed the second semester if he/she acquires 6 credits in Core Course of the major subject. 6 credits in Core Course of the minor subject, 4 credits in Generic Elective and 4 credits in Ability Enhancement Course (AEC).

The student can choose his/her major, minor subjects and the generic elective subject if he/she fulfils the pre-requisites prescribed by the concerned Board of Studies. A student passing Grade 12 with science can take admission in Level 5 with major and minor subject from science/arts/commerce faculty, a student passing Grade 12 with commerce faculty can take major and minor subject from commerce/arts faculty, whereas a student passing Grade 12 with arts faculty can choose major and minor subjects from arts faculty only Major and Minor subjects shall belong to the same faculty (which will be called as the Main faculty), whereas generic elective subjects can be chosen from any faculty However, allotment of choices will be subjected to the provisions of admission guidelines.

12.3 Third Semester:

A student shall be declared to have successfully completed the third semester, if he/she acquires 6 credits in Core Courses of the major subject, 6 credits in Core Course of the minor subject, 4 credits in Generic Elective and 4 credits in Skill Enhancement Course (SEC)/Vocational Course.

12.4 Fourth Semester (Level 6):

A student shall be declared to have successfully completed the fourth semester, if he/she acquires 6 credits in Core Courses of the major subject, 6 credits in Core Course of the minor subject, 4 credits in Generic Elective and 4 Credits in Skill Enhancement Course (SEC) Vocational Course.

The student shall be given a single chance at the entry of level 6 to interchange the major and minor subjects However, in such cases; it will be the students responsibility to earn additional credits to fulfill the minimum requirements of credits prescribed for the major course. Only after fulfillment of such credits he/she will be entitled to earn an Undergraduate Diploma or an Undergraduate Degree.

12.5 Fifth Semester:

A student shall be declared to have successfully completed the fifth semester, if he/she acquires 6 credits in Core Courses of the major subject, 4 credits in Skill Enhancement Course (SEC)/Vocational Course, 4 Credits in discipline specific elective (DSE) of the major subject and 6 credit in Field Projects/internship/apprenticeship/community engagement and services, preferably related to major and /or minor subjects.

12.6 Sixth Semester (Level 7):

A student shall be declared to have successfully completed the sixth semester, if he/she acquires 6 credits in Core Courses of the major subject, 8 credits in discipline specific elective (DSE) of the major subject and 6 credit in Field Projects/internship/apprenticeship/community engagement and services, preferably related to major and /or minor subjects.

12.7 Seventh Semester:

Bachelor with Honors/Research

A student shall be declared to have successfully completed the seventh semester with honors, if he/she acquires 6 credits in Core Courses of the Major subject, 4 credits in Research Methodology, 4 credits in discipline specific elective (DSE) of the major subjects, and 6 credits in field project/internship/apprenticeship related to the major subjects.

A student shall be declared to have successfully completed the seventh semester with research, if he/she acquires 6 credits in Core Courses of the Major subject 4 credits in Research Methodology, 4 credits in discipline specific elective (DSE) of the major subjects, and 6 credits in research project.

12.8 Eighth Semester (Level 8) :**Bachelor with Honors/Research**

A student shall be declared to have successfully completed the eighth semester with honors, if he/she acquires 6 credits in Core Courses of the Major subject, 4 credits in dissertation, and 10 credits in field project/ internship/apprenticeship related to the major subjects.

A student shall be declared to have successfully completed the eighth semester with research, if he/she acquires 6 credits in Core Courses of the Major subject 4 credits in minor and 10 credits in research project. The nomenclature of degrees shall strictly conform to the relevant provisions of the act/regulations/guidelines of the UGC.

12.9 Additional Courses:

In the categories of minor subject generic elective and skill enhancements courses/vocational courses, a student may earn up to 6 credits per year in the entire tenure of the 3-year undergraduate degree programmes after paying due fees for registration and examination.

12.10 A student may change the generic elective subject in each year of the 3-year under graduate degree programme.

12.11 Table-2: Proposed Structure for Undergraduate Programme : UGC CBCS System for University

Level	Semester	Main Faculty (as per prerequisite)				Any Faculty	Skill Enhancement Course (SEC)	Ability Enhancement Course (AEC)	Field projects/internship/apprenticeship/community engagement and service	Credits	Qualification title (Credit requirement)	
		Subject I		Subject II								Subject III
		Core	Major	Minor	Generic Elective Course							
Level 5	1	1 (6 Credits)	DSE	1 (6 Credits)	1 (4 Credits)	1 (4 Credits)	1 (4 Credits)	# Inter / Intra Faculty	6+6+4+4=20	(40) Undergraduate Certificate in Main Faculty		
	2	1 (6 Credits)		1 (6 Credits)	1 (4 Credits)	1 (4 Credits)	1 (4 Credits)		6+6+4+4=20			
Level 6	3	1 (6 Credits)		1 (6 Credits)	1 (4 Credits)	1 (4 Credits)	1 (4 Credits)		6+6+4+4=20	(80) Undergraduate Diploma in Main Faculty		
	4	1 (6 Credits)		1 (6 Credits)	1 (4 Credits)	1 (4 Credits)	1 (4 Credits)		6+6+4+4=20			
Level 7	5	1 (6 Credits)	1 (4 Credits)			1 (4 Credits)		Field project/internship/apprenticeship (6 Credits)	6+4+4+6=20	(120) Bachelor Degree in Main Faculty		
	6	1 (6 Credits)	2 (4 Credits) + (4 Credits)					Field project/internship/apprenticeship (6 Credits)	6+4+4+6=20			
Level 8	7	1 (6 Credits)	1 (4 Credits)	1 Research Methodology (4 Credits)				Field project / internship apprenticeship or Research Project (6 Credits)	6+4+4+6=20	(160) Bachelor Degree (Honours) in Main faculty Bachelor Degree (Research) in Main faculty		
	8	1 (6 Credits)		1 (4 Credits)				Field project / internship Apprenticeship or Research Project (10 Credits)	6+4+10=20			
Total		48 Credits	16 Credits	32 Credits	16 Credits	12 Credits	8 Credits	28 Credits	160 Credits			

13. Choice to select the MOOC Course:

a. The university can allow up to 40% of the total credits being offered in a particular programme in a semester through the online learning courses provided under SWAYAM platform or any other online education learning platform approved by UGC/Regulatory Body from time to time.

b. The student will have the choice to opt elective-generic/ Skill Enhancement /Ability Enhancement course from the courses available within the institution or in other institutions of the university but from same level of the programmes. An alternate choice will also be available to the student to opt for courses from Massive Open Online Courses (MOOCs) available at SWAYAM (Study Webs of Active Learning for Young Aspiring Minds) platform with the permission of University.

c. The institutions shall offer elective- generic courses in each programme on merit basis across the disciplines. The number of seats in the courses will depend on available facilities in the institution.

14. Requirement of attendance will be as per University Ordinance governing the examinations. In general, attendance of at least seventy five percent will be required in each course to sit in the end semester examination.

For special reasons such as prolonged illness deficiency in the percentage of attendance not exceeding five percent in each course may be condoned by the Vice Chancellor.

15. Examination & Evaluation:

15.1 Examination will be conducted as per Ordinances 5 & 6 of LNCT Vidhyapeeth University ,Madhya Pradesh as per the Regulations made in this respect as described in the Scheme of examination promotion to subsequent semesters and course of studies shall be as per the recommendation of the concerned Board of Studies with due approval of Academic Council. Generally, each course will correspond to an examination paper comprising of external and internal evaluations. The semester end theory examinations for Major, Minor, Generic and DSE(Discipline specific elective Course) will be of 3 hours while vocational (SEC) and AEC(Ability Enhancement Course) will be of 2 hours duration. The credit structure for theory/Practical/tutorial, internal, external examinations and total marks for an examination are shown in table 3 in clause 15.15.

15.2 The question paper of the external examination should preferably contain long answer,

short answer, and objective type questions. The continuous evaluation of the student will be conducted at three points of time in a semester by conducting three tests of 20 marks. Each of these, two must be written tests and the third may be written test Quiz/Semester/Assignment for theoretical courses. Marks obtained in best two tests out of three will be awarded to the student. Each student shall have to appear in at least two tests and End Semester Examination, failing which, the student will be awarded **Ab** grade in that course.

15.3 University institutions may design their mode of internal assessment with due approval from the respective academic council in view of the "Evaluation Reforms in Higher Educational Institutions 2019" published by the UGC.

15.4 Total marks obtained in Semester-End Examination and continuous evaluation will be considered for awarding the grade in the course as explained in 15.5

15.5 The grading will be made on 10point scale as described below:

Letter Grade	Grade Points	Description	Range of Marks(%)
O	10	Outstanding	90-100
A+	9	Excellent	80-89
A	8	Very Good	70-79
B+	7	Good	60-69
B	6	Above Average	50-59
C	5	Average	40-49
P	4	Pass	35-39
F	0	Fail	0-34
Ab	0	Absent	Absent

15.6 In cases statutory bodies of the programme issue the guidelines regarding the minimum passing percentage of marks, then grading will be done in the following manner:

If the marks obtained by the student in a course are less than the minimum cut-off percentage of marks, then F grade will be awarded otherwise, the grades will be awarded as per above- mentioned table.

- 15.7** If a student obtains F or Ab grade in any course(s), he/she will be treated as having failed in the course(s). He/She has to reappear in the examinations of that course(s) as and when conducted by the University. Marks obtained earlier in continuous assessment may be carried forward and added to the marks obtained in repeat semester-end examination to decide the grade in the repeat course(s).
- 15.8** The student will be promoted to the next semester if he/she secures at least half of the total credits in a semester. In case the student secures less than half of the total credits in any semester, then the student will be declared fail in that semester and he/she will be asked to repeat the entire semester and that semester will be treated as zero semester. In such cases the student will not be promoted to the next semester. If a student passes in all the courses offered in any semester, then the student will be declared pass in that semester. If a student secures at least half of the total credits in a semester and fails in some courses offered in that semester then he/she will be provisionally promoted to the next semester with ATKT (Allowed to keep terms) in those courses in which he/she fails. If the student fails to pass all the courses in the next ATKT examination, the provisional promotion will be terminated but he/she will be given second chance to pass the failed courses. Suppose the student does not successfully complete the concerned semester even after the aforesaid second chance in that case, she/he shall be treated as fail in that semester and will be asked to repeat the entire semester and that semester will be treated as zero semester.
- 15.9** Repetition of a theory/practical course is allowed only to those candidates who get F or Ab grade in the course or has failed in the semester. The student has to pay the prescribed fee for repeating the course.
- 15.10** On account of valid reasons, a student may withdraw from a semester. In such case, that semester will be treated as zero semester.
- 15.11** In case of zero semester, the student will not be promoted to the next semester till he/she clears that semester. The University may allow such a student to re-register in that semester in the coming semesters. The student has to pay semester fee again in such case and may not be eligible for scholarships.
- 15.12** The provision for review of answer book in semester system will be available as per the existing rules of the University.
- 15.13** The theoretical and practical courses can be repeated whenever offered or conducted by the University but within the maximum duration of the programme. He/she can avail multiple repeat attempts to pass courses.
- 15.14** Applicable to institutions in the same universities, the institution, where students from other Institutions are registered for choice based elective course(s), will send the grade to the concerned institution where the student enrolled. The result will be declared by the institution where the student has taken admission.

15.15 Table 3: Structure of Credit Course (Semester System)

	Course (Credit)	Course Type	Credits Allocated			Distribution of Theory Marks		Distribution of Practical Marks		Tutorial Marks
			Theory	Practical	Tutorial	Internal (Through CCE)	External (End Semester Exam)	Internal	External (End Semester Practical Exam)	
1	Core (6)	Type-1	6	NA	NA	40	60	NA	NA	NA
2	Core (6)	Type-2	4	2	NA	40	60	40	60	NA
3	Core (6)	Type-3	2	4	NA	40	60	50	50	NA
4	Core (6)	Type-4	5	NA	1	40	60	NA	NA	100
5	GE/DSE/SEC (4)	Type-1	4	0	NA	40	60	NA	NA	NA
6	GE/DSE/SEC (4)	Type-2	3	1 (P,T,W, etc)	NA	40	60	NA	100	NA
7	DSE/SEC (4)	Type-3	1	3 (P,T,W, etc)	NA	40	60	50	50	NA
8	DSE/SEC (4)	Type-4	3	NA	1	40	60	NA	NA	100
9	AECC (4)	Type-1	4	NA	NA	40	60	NA	NA	NA
10	Field- Projects/Internship/ Apprenticeship/ Community engagement & Service (6/10)	NA	(i) Field-Projects / Internship / Apprenticeship / Community engagement & service 4/6 Credits (75 Marks) (ii) Evaluation of Report 2/4 Credit (25 Marks)							
11	Research Methodology (4)	Type-4	3	NA	1	40	60	NA	NA	100
12	Dissertation / Research Project (4/6/10)	NA	Evaluation of Thesis 2/4/6 Credits (50 Marks) + Pre submission viva-voce 1/1/2 Credit (25 Marks) + External viva-voce 1/1/2 Credit (25 Marks)							

16. Evaluation and Certification of MOOCs and Vocational Courses:

The guidelines of the University/SWAYAM portal/UGC shall be followed for evaluation and certification of MOOCs Vocational courses, Field-Projects Internship/Apprenticeship/Community engagement and service/Research Project.

17. Calculation of SGPA/CGPA:

17.1 Semester Grade Point Average (SGPA) is a measure of performance of the student in a semester. It is the ratio of total credit points secured by a student in various courses registered in that semester and the total course credits taken during that semester, i.e.

$$SGPA (S_i) = \frac{(C_1G_1 + C_2G_2 + C_3G_3 + \dots)}{C_1 + C_2 + C_3 + \dots}$$

Where S_i is the i^{th} year, C_i is the number of credits of the i^{th} course in the semester (S_i) and G_i is the grade point scored by the student in the i^{th} course.

17.2 The Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) will be calculated as weighted average of credits points secured by the student, except the credits of additional courses if any. The SGPA and CGPA shall be rounded off up to 2 decimal places and reported in the grade sheet

Calculation of SGPA

Course	Credits(C)	Grade	Grade Point (GP)	Credit Points (C*GP)	SGPA (Total Credit Point/Total Credit)
Course 1	6	A	8	48	146/20 = 7.30
Course 2	6	C	5	30	
Course 3	4	B+	7	28	
Course 4	4	O	10	40	
Total	20			146	

17.3 CGPA is a measure of the overall cumulative performance of a student over all semester completed. The CGPA is the ratio of total credit points secured by a student in various courses in all the semesters completed and the sum of the credits of all courses in all the semesters completed. The CGPA will be calculated as per follows

$$CGPA = \frac{\sum[C_i \times SGPA(S_i)]}{\sum C_i}$$

Where SGPA (Si) is the SGPA of the ith year and Ci is the total number of credits in the ith semester

Calculation of CGPA:

Semester	Credits	SGPA	Credits× AGPA	CGPA
1	20	7.50	150.00	CGPA= Total(Credits× SGPA)/Total Credits CGPA= 1229.60/160 = 7.685≈7.69 (round off to second decimal point)
2	20	7.58	151.60	
3	20	7.32	146.40	
4	20	8.34	166.80	
5	20	7.58	151.60	
6	20	7.32	146.40	
7	20	8.34	166.80	
8	20	7.50	150.00	
Total	160		1229.60	

18. On completing all requirements for the award of the undergraduate certificate/diploma/degree, the CGPA will be calculated and this value will be indicated on the certificate /diploma/degree. The 3-years (6 semester) and 4-years (8 semester) undergraduate degrees should also indicate the Division obtained as per follows.

Division	Criterion
First division with distinction	The candidate has earned minimum number of credits for the award of the degree with CGPA of 8.00 or above
First division	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 6.50 above but less than 8.0

Second division	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 5.00 or above but less than 6.50
Pass	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 4.00 or above but less than 5.00

The conversion of CGPA into percentage will be as follow to facilitate its application in other academic matters.

$$\text{Equivalent Percentage} = \text{CGPA} \times 10$$

The percentage will be rounded off up to the second decimal point

19. The student will be examined by the University as per the prevailing syllabus and scheme of examination.
20. The candidate shall be awarded a certificate/diploma/degree when he/she successfully earns the minimum required credits for the certificate/degree/diploma
21. A Grade Card shall be issued to all the students after every semester based on the grades earned. The course details (code, title, number of credits, grades secured) along with SGPA of every semester and CGPA earned till that Academic Year will be displayed in the grade card.
22. Grade sheets will be developed by the University based on model Annexures S1 to S4.
23. **Credit Transfer:**
 - 23.1 The credit transfer shall be implemented as per the policy of the University framed in accordance with the guidelines issued by the UGC from time to time.
 - 23.2 The member institutions of the Academic Bank of Credit established vide University Grants Commission (Establishment and Operation of Academic Bank of Credits in Higher Education) Regulations 2021 shall accept and transfer the credits as per the provisions of this regulation as amended from time to time.
 - 23.3 Except for the cases of provisional promotions, the universities shall facilitate credit transfer of students between them However, the student may be required to fulfill some eligibility criteria, drawing parity for a course, framed by the University in which the student seeks admission.
24. If any question arises relating to the interpretation of the provisions of this ordinance, it shall be referred to the Board of Management whose decision thereon shall be applicable.
25. The guidelines, related to this programme, issued by the statutory bodies e.g, UGC/AICTE/PCI/BCI/RCI issued from time to time will be adopted for implementation.
26. In matters not covered under this Ordinance, general rules of the University shall be applicable.
27. If UGC notifies any change in future in its Regulations in this regard, the same will be incorporated in the existing Ordinance with the approval by the Academic Council and Board of Management of the University.

ORDINANCE NO. 33**DOCTOR OF LITERATURE/ SCIENCE/ LLD****1. INTRODUCTION**

- 1.1 These Ordinance shall be called the Doctor of Science (D. Sc.)/ Doctor of Literature (D. Litt.)/Doctor of Law (LLD).
- 1.2 The degree of D. Sc./D. Litt./LLD. shall be conferred on the candidates who fulfill the requirements as specified in these ordinance.
- 1.3 The degrees assigned to various faculties are as detailed below.
 - 6
 - 1.3.1 D.Litt.: Arts, Humanities and Social Sciences, Education, Commerce, Management, Yoga and Physical Education.
 - 1.3.2 D. Sc.: Science, Engineering, Medicine, Engineering Sciences, Ayurved, Home Science, Life Science and Technology.
 - 1.3.3 LLD: Law.

1. ELIGIBILITY:

- 2.1 A candidate shall be eligible for registration for D. Sc./ D. Litt./LLD. If he/she holds the degree of doctor of philosophy of at least five years standing of this university or any university/deemed university recognized by appropriate journals or published work including books of high standard adjudged to be equivalent to published research papers by the Research Degree Committee.
- 2.2 The D.Lt/D.Sc/LLD. degree shall be awarded on the basis of an original work embodied in the thesis submitted by the candidate along with at least three independent research papers published in standard journals or publications of merit on the subject of the thesis.

2. APPLICATIONS:

- 3.1 A candidate for D. Litt./D.Sc./LLD. degree must apply for registration of his subject on the prescribed application form obtainable on payment of prescribed fee stating:
 - 3.1.1 His qualification and experience.
 - 3.1.2 Subject in which he/she propose to work
 - 3.1.3 The topic of research.

The application shall also be accompanied by:

- Registration fee - As decided time to time by the University.

- A certificate from the Dean/Head of the University Teaching Department/ Principal of the college of the university/Head of a Research Institute recognized for the purpose by the university, testifying that adequate facilities exist and shall be provided to the candidate if registered. There shall be no supervisor of the candidate and he./she shall have to work independently.

Provided that a candidate, if he/she so desires, may have person (s) of merit in the subject as advisor (s)

- Attested copies of the statements of marks of graduate and master's degree examination and Ph.D. degree.
- Migration Certificate along with enrollment form and the requisite fee.
- List of Publications of the candidate together with a copy of each of the publication.
- Ten typed copies of detailed synopsis of the proposed topic of research furnishing present state of Arts, a review of Literature, proposed line of investigation with detailed methodology and relevant bibliography. (Annexure-1)
- Application for registration may be submitted any time during the academic year.

4. FACULTY RESEARCH COMMITTEE AND UNIVERSITY RESEARCH DEGREE COMMITTEE:

4.1 Subject to the general superintendence of the Academic Council, a committee, namely, the Faculty Research Committee (FRC) shall deal with all matters connected with the D. Sc./D.Litt./LLD Program of the University in accordance with these Ordinances. However, the registration shall be formally approved only by University Research Degree Committee.

4.2 The constitution of the FRC shall be as follows:

Dean of the Faculty	Chairperson
Two experts from the concerned faculty, nominated by Vice-Chancellor	Member
Minimum one external expert of the concerned field of the rank of University professor to be appointed by Vice-Chancellor from the panel of at least four names given by the Dean	Member
Concerned Dean/ Head of the Department/ Principal/ Head of Research Center	Member Secretary

4.3 The FRC shall scrutinize the applications of the candidates and shall recommend the eligible candidates for admission, to the Academic section of the University. The FRC shall also send the list of the names of the Advisors of the candidates to the Academic section for communicating to the concerned candidates.

4.4. The Academic section shall intimate each candidate recommended by the FRC to submit their synopses.

4.5 Within 3 Months after the receipts of the letter of scrutiny, the candidate after paying prescribed fee and shall be entitled for submission of synopsis.

4.6. The constitution of Research Degree Committee shall be as follow.

- | | |
|---|--------------------|
| ➤ The Vice-Chancellor | Chairperson |
| ➤ The senior most Professor of the University in the subject. | Member |
| ➤ Dean of the Faculty | Member |
| ➤ Dean /Head of the University Teaching Department /
Principal of the concern subject. | Member |
| ➤ Chairman, Board of Studies in the subject | Member |
| ➤ Two external experts of the concerned field in the rank of University Professor to be appointed by the Vice-Chancellor from the panel at least four names given by the Dean of the Faculty after Perusal of the detailed synopsis submitted by the candidate. | |

Provided that, two external subject experts and two other members i.e. four in all shall from the quorum. Meeting of research Degree Committee shall be held in the University Office.

5. ADMISSION PROCEDURE:

- 5.1 The candidate will have to submit synopsis in 10 copies to the Academic Section of the University along with application form.
- 5.2 The application of the eligible candidate recommend by FRC for registration shall be placed before the University Research Degree Committee and she/he shall make an oral presentation of the proposed work.
- 5.3 Committee shall recommend suitability of the topic of research and the registration of the candidate for the D. Litt/ DSc./LLD. degree, as the case may be.. On approval the committee, the candidate shall be deemed to have been registered from the date the meeting or the date of the submission of application in the university.
- 5.4 The candidate shall finally be enrolled on payment of the first term fee to university recognized center where he/she will conduct the research after payment of the prescribed fee in case the proposal in approval by RDC.
- 5.5 Candidate shall ordinarily be permitted to work for D. Litt./D.Sc./LLD. degree the subject in which he has obtained his Ph.D. degree. He/she may, however, be allowed in a subject, of interdisciplinary nature.

6. SUBMISSION OF THESIS:

- 6.1 A candidate shall not be allowed to submit the thesis for evaluation earlier than three years from the date of his/her registration and not later than five years.
- 6.2 Further extension of one year may be granted by the vice-Chancellor on the valid reasons on payment of a fees prescribed by the University. After the expire of this period of extension the registration shall be cancelled.

- 6.3 The candidate, after registration shall send his six monthly progress report along with certificate of payment of six monthly fees from the head of the institute where he/she is working. if two subsequent reports to gather with the certificate of the payment fees are not received in the office the registration shall stand automatically cancelled.
- 6.4 Six months before the candidate intends to submit the thesis after having published three research papers in standard research journals or publications of merit after registration for D.Litt /D.Sc./LLD., The candidate shall inform the controller of examination of his intention of submitting the thesis. The controller of Examination shall arrange for an oral presentation of work by the candidate before a Screening committee.

6.4.1 Screening committee consisting of the following members :

- Vice-Chancellor
- Senior most Professor of University Teaching department/ School of studies in the subject.
- Dean of the faculty
- Dean/Head of the University Teaching Department/Principal in the subject, if any.
- Chairman, Board of Studies of the subject.
- One external subject expert nominated by the Vice-Chancellor Preferably from amongst the experts of University Research Degree Committee approving the Registration of the candidate. One external subject expert and two other members shall form the quorum for this purpose. The presentation shall be made at the place. through video Conference facility and time fixed by the University.

6.4.2 The screening committee shall have following powers:

- To approve the work for the submission of the thesis.
- To suggest modifications, if any along with reason(s) to be recorded by the committee.

6.4.3 The Presentation by the candidate shall be open to all interested and shall be announced on the notice board at least a week in advance by Controller of Examination.

6.5 The work of the candidate shall comply with the following conditions to merit the award of the degree :

6.5.1 It must be a substantial work making a distinct addition to learning in the concern subject of the discipline.

6.5.2 It must be original in the sense of opening up new fields of research, or of making a marked advancement of the results of previous investigations, or of giving a new interpretation of the facts already known.

6.5.3 It must be a scholarly work of high quality.

6.5.4 It must be the work done during the last five years before the submission of the thesis and in the institute in which candidate is registered.

6.5.5 It must be the work published in reputed journals in the form of research papers and /or published in the form of books / Monographs, chapter contribution to books / monographs etc. out of which at least two must be authored solely by the candidate.

- 6.5.6 It must not be the work, which has been previously submitted for a degree or a diploma in this or in any other university.
- 6.5.7. The university shall evolve a mechanism using well developed software and gadgets to detect the Plagiarism and other form of academic dis-honesty. While submitting the thesis for evaluation the thesis shall have a declaration from the candidate stating the originality of work vouching that there is no Plagiarism.
- 6.6** The candidate shall submit the thesis as per the following guidelines:
- 6.6.1 Five copies of the thesis in hardbound form.
- 6.6.2 The thesis shall contain a statement that the thesis has been submitted for the award of the concerned degree for which the candidate has been admitted.
- 6.6.3 A slot copy of the thesis in CD.
- 6.6.4 A declaration by the candidate that the thesis has not been submitted for any other degree or diploma as per the format given in Annexure - II.
- 6.6.5 A certificate from the Advisor, Head of the department /coordinator of the school and the Chairman of the FRC that the thesis has been submitted for the award of the concern degree of the University, as per Ordinance.
- 6.6.6 The thesis shall be in English except for the case where the subject of the thesis itself is a language. In such a case, the thesis may, at the option of the candidate, be in that specific language.
- 6.6.7 Three independent research papers published in standard journals or publications of merit on the subject of thesis.
- 6.7** The COE shall obtain from the external expert of the Screening Committee a panel of at least six names including foreign experts in the subject, not below the rank of University Professor who can be appointed examiners, in a sealed envelope for the consideration of board of Studies.
- 6.8** After being permitted by the Screening Committee referred to above the candidate shall submit four typewritten copies or photocopies of the thesis six copies of approved synopsis and six copies of summary together with prescribed examination fee.
- The published papers/works must be incorporated either as a part of text or as Annexure -III in the thesis. The candidate shall furnish a certificate to the effect that the work embodied in the thesis has not been submitted for the award of any degree either of this university or any other university or deemed university and that it contains his own work.
- 6.8.1 On receipt of the thesis the CEO shall call upon the Board of Studies to draw a panel of six names, taking into consideration the panel submitted by the expert of the Screening Committee, of the experts in the field of research not below the rank of University Professor, including foreign experts.
- 6.8.2 The Vice Chancellor shall appoint three examiners in accordance with the provisions.
- 6.8.3 The Examiners appointed by the Vice-Chancellor shall be approached in writing for their consent to evaluate the thesis together with the copies of approved synopsis and the summary of the thesis. On receiving the acceptance the thesis shall be sent to the examiners .
Provided that if a foreign examiner is appointed by the Vice-Chancellor and the candidate wishes the thesis to be sent by AIR MAIL he/she shall have to bear the charges of AIR MAIL.

6.8.4 In the event of the report of the thesis not received within the three months from the date of the dispatch of the thesis, The Vice-Chancellor may cancel the appointment and such examiner shall be asked to return the thesis along with all the documents. The Vice-Chancellor shall appoint another examiner in place of such an examiner

6.9 The examiner may seek Clarification of the subject matter of the thesis from the candidate through the COE. The COE shall pass on the queries to the candidate without disclosing the identity of the examiner and the clarification obtained from the candidate shall be forwarded to the examiner. The provision shall be incorporated in the letter to be sent to the examiner while sending the thesis.

6.10 The examiners must give specific opinion on the point:-

6.10.1 Whether this thesis embodies an original piece of research work characterized by the discovery of new facts or by a fresh approach towards interpretation of facts of thesis.

6.10.2 How far it evinces candidate's capacity for original thinking, critical examination and sound judgment?

6.10.3 Whether the thesis is satisfactory in point of language and presentation of subject matter.

6.10.4 Whether the thesis be approved for D.Litt./D.Sc./LLD. degree.

6.10.5 The examiner must also furnish a detailed report on the thesis together with a set of questions to be asked at the time of Viva-voce examination.

6.10.6 In case the examiner suggests for an improvement of thesis, he must give a detailed report on the lines on which the thesis be modified and resubmitted.

6.11 The D.Litt./D.Sc./LLD. degree shall be awarded on the thesis of an original work embodied in the thesis submitted by the candidate along with at least three independent research papers published in standard journals or publications of merit on the subject of thesis.

6.12

6.12.1 If all the three examiners approve the thesis, the candidate shall be called upon to appear at the viva-voce examination as per the provision of the ordinance

6.12.2 If two examiners approve the thesis and third reserves/ recommends revision, the thesis shall be sent to a fourth examiner (without the reports of earlier examiners) appointed by the Vice-Chancellor for evaluation. The opinion of the fourth examiner shall be final.

6.12.3 In case all the three examiners recommend revision/rejection or two examiners recommend revision/rejection and the third accepts, the thesis shall stand rejected.

6.12.4 In case the candidate is asked by the fourth examiner to revise under section

6.12.2 The candidate shall be permitted to revise the thesis on the lines suggested by the examiner(s). The comments of the examiner(s) shall be made available to the candidate without disclosing identity of the examiner. The candidate shall submit the revised thesis not earlier than six months and not later than eighteen months from the date the candidate is asked to revise the thesis. he/she shall have to pay a fee as prescribed by the university at the time of resubmission.

6.12.5 In case of the examiners of the revised thesis recommends for the award then the candidate shall be called upon to appear at viva-voce examination. In case both the examiners reject or one rejects and the other recommends for revision or both recommend for revision or both recommend for revision the thesis shall be rejected.

6.13

- 6.13.1 If the thesis is finally approved under sections 6.12.1, 6.12.2 and 6.12.4 the candidate shall be called upon to appear for viva-voce examination
- 6.13.2 The viva-voce examination shall be conducted at the University Teaching Department/Institute on the date, time and place notified by the COE which shall be put on the notice board at least a week in advance.
- 6.13.3 The candidate shall present the work embodied in the thesis before the board of examiners, faculty members research scholars and other interested person. after the presentation, the examiners appointed for the viva-voce examination shall ask questions to the candidate. Others may submit their questions in writing to external examiners, who may put such of those questions to the candidate as they deem fit. The examiners may also ask question beyond the scope of the thesis in order to satisfy themselves that the candidate has adequate knowledge of the subject on which he has submitted the thesis
- 6.13.4 In case of divergence of opinion between the thesis examiners an viva-voce examiners or the divergence of opinion between the viva-voce examiner the candidate shall be asked to reappear at a second viva-voce examination within six months. he shall have to pay an additional fee as prescribed for second viva-voce. If the candidate fails to satisfy the viva-voce examiners at the second examination his thesis shall finally be rejected.

6.14

- 6.14.1 After the viva-voce examination the recommendations shall be reported to the Board of Management for approval. After the approval of Board of management for the award of D.Litt/D.Sc./LLD. degree to the candidate.
- 6.14.2 One copy of the thesis shall be kept in the University Library , Another in the library of the institute where he/she prosecuted his/her research work, and the remaining two copies shall be returned to the candidate.
- 6.14.3 The year of award of the degree shall be the year of submission of the thesis provided the thesis is accepted without revision, In case of revision the year of award of the degree shall be the year of submission of the revised thesis.
- 6.15 After the declaration of the result, the successful candidate on payment of a fee as prescribed by the University may be provided the copies of reports of the examiner without disclosing their names.
- 6.16 On detection of any irregularity Such as the material quoted in the thesis is copied from any other source/Author/Research and found the same as Plagiarism the University shall take suitable steps to withdraw the degree of D. Sc./D.Litt./LLD. (Even if Awarded) or such Candidate shall not process the thesis for further evaluation or the case may be.
- 6.17 The Fees shall be prescribed b;; the Fee Regulatory Committee of the University from time to time and it shall be notified separately on Website.

The Matter which are not covered in the clauses above and if any queries regarding the Interpretation of any Clause arises it shall be decided by the Vice-Chancellor on the recommendation of Academic Council/University Research Degree Committee and the Decision of the Vice-Chancellor shall be final and binding.

Annexure-I

LNCT Vidhyapeeth University**Application for Registration of D.Sc./D.Litt./LLD after completion of Ph.D. Course
Academic year 2200--2021**

Faculty.....Subject/Specialty.....
Registration Fee : Rs.....DD No.....dated Bank & Branch.....

To,
The Registrar,
LNCT Vidhyapeeth University,
Indore.

Sir/Madam,

I hereby apply for final registration to the D.Sc./D.Litt./LLD. Course. I state that i have not been registered as a student for this or any other Degree in this or, any other University. The required details about me are as follows:

1. Name (In CAPITAL).....
2. Father /Husband Name.....
- 3 Mother's Name.....
- 4.Date of Birth
- 5.Gender. Male/Female
6. Nationality.
- 7.Permanent Address:.....PIN.....
- 8 Present (Local) Address:.....PIN.....
9. Contact: Mobile. Phone-(0) Email:

10. Category (Please Tick) (attach attested copies of all relevant document):

Open SC ST OBC

11. University Enrollment Number.....

12. Details of Qualification in Chronological Order (attach attested copies of university degree):

Sr.. No.	Qualification Nomenclature	level	Name of Board/College	University	Year Passing	% Obtained
1.	High School					
2.	Higher Secondary					
3.	(10+2)					
4.	UG Degree					
5.	PG Degree					
6.	Ph D.					
	Any other					

13. Details of Teaching Experience in Chronological Order (attached copies of all relevant documents):

Sr.. No.	Subject	Department	Designation	Period (In years)	Total Experience
1.					
2.					
3.					
4.					
5.					

*Kindly attach attested copies of all relevant Documents

- (a) Total UG Teaching Experience: years.....Months.....
 (b) Total PG Teaching Experience: years.....Months.....

14. Details of publication/Research Publications in Chronological Order

S.No	Publication Title	Journal Details (Name Issue No. & month of Publication)	Indexed in (As per NMC/Regulatory body Norms)	Author number First/Second/ Corresponding
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				

*kindly attach attested copies of all relevant documents.

15 Details of professional experience, if any (attach necessary certificates)

- (i) Nature of professional experience.....
 (ii) The Institute where professional experience was gained.....
 (iii) Period of professional experience:.....

- 16 Advisor (If Applicable):.....Designation
 Department:.....Address.....
 Number of students registered under the guide in current Academic Year.....
 Number of all students registered under guide and still not completed PhD.....

- 17 Name of the advisor (If applicable).....
 Designation.....Department.....Address.....

18. Title of the Synopsis (Outline of Research)

Enclosures:

Sr. No.	Name of the Documents	Attached (Yes/No)
1.	Date of Birth Certificate	
2.	Caste Certificate	
3.	Migration Certificate	
4.	U.G. Degree Certificate	
5.	PG Degree Certificate	
6.	Experience Certificate	
7.	Copy of No Objection Certificate for Employer	
8.	Copy of Relieving letter.	
9.	Copy of approval letter as a Teacher	
10.	State Council Registration Certificate	
11.	Copy of receipt of fees paid at Center	
12.	Two passport size color photographs	
13.	Copy of research Publications	
14.	Copy of report of Institute Research Committee	

Undertaking by the Candidate

I, Dr/Mr/Ms.....hereby declare that, all the information given above related to me are true, to the best of my knowledge. I have read the Rules for the Degree of Doctor of Letters (D.Sc. /D.Litt./LLD.) prescribed by the LNCT Vidhyapeeth University, Indore and I undertake to abide by them. I also undertake to regularly work at the place of Research.

Thank you

Date:.....
Place.....

Your sincerely
Signature of Applicant

Recommendation of the Head of the Department/ Research Institute/Dean/Principal
I am pleased to forward the application along with the synopsis prepared by, Dr./ Mr./Ms.....at this institute. I certify that this final draft is approved by IRC & IEC of this institute and all the fees for admission to D.Sc./D.Litt./LLD Course are paid by the candidate.

Place.....

Date.....

Seal.....

Signature with Stamp

Annexure II

LNCT Vidhyapeeth University
DECLARATION BY THE CANDIDATE (Research Schedule)

I declare that

1. The research work presented in the thesis entitled,

_____ is my
 own work except as acknowledged in the text and footnotes.

2. There is no Plagiarism in the research work reported in the thesis.

3. To the best of my knowledge this thesis has not been submitted either in whole or in part for award of any other degree/diploma at this University or at any other such Institution.

4. I have also given presentation before the screening Committee constituted by the University and successfully incorporated the suggestions

5. I have published research papers in referred journal (s) and presented..... research papers in conferences/seminars from the research work of the thesis. I have also produced evidence of the same in the form of reprints and /or presentation certificate before Screening Committee.

Date:

Signature of Candidate

Name of the Candidate

Registration No.

M. No. of candidate

-Forwarded by-

Dean/Principal/Head of the Institution.

Annexure-III

LNCT Vidhyapeeth University

PROFORMA FOR SYNOPSIS

1. Title of the thesis

2. Introduction: Giving purpose of research

3. A brief review of the work already done in the field

4. Noteworthy contribution in the field of proposed work

5. Contribution of the candidate in the field of proposed work.

6. Proposed methodology during the tenure of the research work.

7. Expected outcome of the proposed work.

8. Bibliography is standard format.

List of published papers of the candidate.
 (Attach one set of reprints)

Signature of Head, U.T.D./ Dean/Principal

Signature of the Candidate

ORDINANCE No. 34**DEGREE OF DOCTOR OF PHILOSOPHY (Ph.D.)****1. SHORT TITLE AND COMMENCEMENT:**

This Ordinance shall be called " The Regulation for the Degree of Doctor of Philosophy (Ph.D.) of LNCT Vidhyapeeth University.

This Ordinance shall come into force with effect from the date of notification with objective of producing skilled/Independent researchers capable of rendering original contribution of knowledge and evaluation of new learning.

1.1 LNCT Vidhyapeeth University shall offer the degree of Doctor of Philosophy (Ph.D.) on regular basis twice a year, In all the subject of the faculties as specified by suitable Notification by the University Doctoral Committee.

1.2 The Ph.D. Degree awarded by thesis followed by open defense through Viva-Voce.

1.3 The Ph.D. degree awarded by University shall incorporate any amendments made from time to time by statutory apex council NMC/DCI/INC/UGC or any other.

2. DEFINITIONS:

In the Ordinance, unless the context requires otherwise, following meanings shall apply.

2.1 University means LNCT Vidhyapeeth University, Indore (MP).

2.2 University Doctoral Committee means a Committee Constituted by the University to coordinate all Doctoral Programs.

2.3 College Doctoral Committee means a committee constituted by University to Coordinate all Doctoral all Doctoral programs at college level.

2.4 Program means Doctoral program leading to the award of Ph.D. Degree.

2.5 Course work means curriculum prescribed for the scholar to undergo as a part of the Ph.D. program.

Abbreviations:

UDC	-	University Doctoral Committee
CDC	-	College Doctoral Committee
COE	-	Controller of Examination

3. ELIGIBILITY FOR ADMISSION TO Ph.D. DEGREE:

3.1 A candidate for the degree of Doctor of Philosophy must at the time of application, hold a master's Degree or equivalent in the concerned or allied subject with at least 55% Marks (50% for ST/SC/Differently-abled and other categories of candidates as per the decision of the UGC from time to time, or for those who had obtained their Master's degree of the University, a deemed University or other University incorporated by any law for the time

being in force and recognized by the University or equivalent by LNCT Vidhyapeeth University.

For candidates belonging to the Faculty of Medicine, Public Health, Dentistry, Nursing, Speech and Hearing and all other eligibility of the candidate will be decided as per Statutory Body Norms.

- 3.2 A candidate shall ordinarily be permitted to work for Ph.D. Degree in the subject in which he/she has obtained his/her Master's Degree under following categories

3.2.1 Full time research scholar.

3.2.2 Part time research scholar.

Provided that, research work leads to Ph. D Degree may be allowed in allied subject of interdisciplinary nature of the same faculty or of allied faculties. In such case, candidates may be permitted to work under one or two co supervisors along with the supervisor.

- 3.3 In-Service Candidates/Qualified & Eligible Teacher: The cadre of equivalent or above assistant professor having eligibility qualification as per clause (3.1), having 05 years continuous teaching experience in the concerned subject shall be treated as qualified and eligible candidate.

The separate list of Qualified and Eligible "Teacher" candidates for the purpose of registration for Ph.D. Course shall be prepared by the College Doctoral Committee nominated by Vice-Chancellor for said purpose by considering the age of the applicant, research activities, approved experience, number of publications etc. Qualified and Eligible "Teacher" candidates working additionally for the university shall be given preference. The list prepared by the CDC shall be submitted to the UDC and Vice-Chancellor for approval and appropriate decision. The decision of the Vice-Chancellor on it shall be final and binding. The final approval list shall be published on the University website for information of all concerned.

- 3.4 International Candidates: International Students including (Foreign Nationals & NRIs) are eligible to apply for Ph.D. program provided they possess equivalent eligibility requirements as mentioned in regulation 3.1 and 3.2
- 3.5 For those International Students (who have not obtained the PG Degree from any UGC recognized University for whom the equivalency of degree as per respective council shall be necessary but whose equivalent degree is recognized by appropriate authority in India) shall be allowed to appear for entrance test only after confirmation of application by UDC with subject experts. They will take into account the credential and research publication of the applicant in this section.

4. DURATION OF RESEARCH WORK:

- 4.1 **Minimum Time Period:** The minimum duration of Ph.D. degree course for candidate who possessed Post Graduate qualification is three years.
- 4.2 **Maximum Duration:** In case the candidate is not able to complete his/her research work within a maximum period of six years, on the written request of the candidate through their Research Guide, prior to six months of expiry of date of registration the UDC may grant extension for time not more than further two years. In such case, the candidate shall be required to pay the tuition and all appropriate fees again.

4.3 Re-Registration: After expiry of this grace period of two years the registration of candidate shall automatically be cancelled. However, thereafter such candidate may register again as a fresh candidate after following due procedure of admission as prescribed above.

5. REGISTRATION SESSION:

- 5.1 There shall be two sessions in each year for provisional registration of candidates for the Degree of Ph.D. (1st April & 1st October). As per availability of vacant seats.
- 5.2 The tentative schedule of Ph.D. Entrance Examination and Provisional Registration for Ph.D. Program is as follows.

	Tentative	For April Session	For October Session
i	Release of Advertisement	December / January	July/ August
ii	Entrance Examination	January / February	August / September
iii	Publication of Results	January / February	August / September
iv	Counseling	March	September
v	Last date for applying for Provisional Registration for Ph. D. program.	March	September
vi	Date of Provisional Registration	1st April	1st October

6. AVAILABILITY OF SEATS:

Ph.D. Course Seats. Distribution: 33% seats from the total available seats for that particular Academic Year shall be kept reserved for the qualified and eligible approved in-service teacher candidates and remaining seats shall be available for other candidates, who have passed the Entrance Test. In case there are no eligible candidates after the Entrance test and the seats remains vacant, they can be available for other candidates.

7. PROCEDUR FOR ADMISSION TO Ph.D. PROGRAM:

- 7.1 Candidates shall be admitted through an entrance test followed by an interview. The students who have qualified UGC-NET with JRF/ UGC-CSIR-NET with JRF/ teacher/ fellowship holder or any other Government/ Foreign research fellowship holder or in service teacher candidate of the LNCT Vidhyapeeth University are exempted from entrance test and shall be admitted through interview only.
- 7.2 Entrance Test: University May conduct twice a year Entrance Examination as per requirement for purpose of admission. The syllabus, format, marks and other details of the Entrance Test shall be recommended by the UDC and accepted by the Vice-Chancellor:
- 7.3 Notifications of Ph. D. Course: The University may publish a Notification twice as per availability of vacant seat in an Academic Year, as mentioned for admission to Ph.D. course under all faculties and call applications from eligible and desirous candidates. Such Notification shall contain:

7.3.1 The number of seats available for registration (faculty-wise, college- wise & subject-wise distribution of seats, along with list of available recognized guides for the particular Academic Year).

7.3.2 General rules regarding application form and admission procedure the number of available subject wise seat for Ph.D. course shown in the notification shall be accordance to UGC. The notification shall be published on the University website. The rules regarding reservation as specified by the State Government from time to time shall be applicable for this admission process. Before announcing the available number of Ph. D. seats for an Academic Year, the

University shall collect data from all the Heads of the College(s) for determining the exact number of available Ph.D seats and Ph.D. Guides in each subject.

The Head of the College after obtaining consent from the respective Ph.D. guide shall inform the University, the exact number of Ph.D. candidates to be allotted for each guide. The distribution of seat shall be notified on the basis of this information.

7.4 In response to the advertisement or notification of the university, the candidate desirous of seeking admission to Ph.D. programme shall be required to submit application on prescribed form (**Annexure-I**) along with demand draft of prescribed entrance test fee and supportive documents to the office of the Head of the proposed centre of entrance test within the given time period.

7.5 Candidates shall be admitted through the Entrance Test, which shall be conducted for each subject separately in at the University Teaching Departments or other venues as decided by the University.

Provided that, the College/Department/Institute/U.T.D. which are approved research centers, shall be allowed to conduct the Entrance test for the subjects not available in the University Teaching Departments.

Provided further that, the Vice-Chancellor may assign to the allied or to any University Teaching Department to conduct to Entrance Test for the subjects available only in the colleges.

7.6 The Vice-Chancellor shall constitute a departmental College Doctoral Committee (CDC) to conduct the Entrance Test comprising of the following members:

- | | | |
|---|---|--------------------------------|
| ➤ Dean of the concerned faculty | - | Chairperson |
| ➤ Chairperson, Board of Studies | - | Member |
| ➤ Head of the Department/ Principal/Dean | - | Member & Coordinatc |
| ➤ One Subject supervisor to be nominated by the Vice-Chancellor | - | Member |
| ➤ Ethical Committee Chairperson of the College | - | Member |

if the Dean of the faculty is not available, the Vice-Chancellor shall appoint any other Dean or senior professor of the University to chair the CDC.

Chairman and two other members shall form the quorum. In case quorum is not complete then the Vice Chancellor may nominate one or two subject experts in the relevant fields(s) from the same university/ other university to form the quorum. University may also conduct the Entrance Test in different subjects through a committee constituted by the Vice-Chancellor.

7.7 The functions of the CDC shall be as follows

- To scrutinize the applications.
- To arrange the Entrance Test.
- To conduct the interview
- To submit the final list of candidates.
- Any related work assigned by the Vice-Chancellor.

8. ENTRANCE TEST:-

- 8.1 The duration of the Examination will be 3 (Three) hours.
- 8.2 The Entrance Examination will be conducted in ENGLISH only. The question booklet will consist of 200 multiple choice questions [*single best response*].
- 8.3 The written test will have two sections,

	Particulars	No. of MCQ's	Marks	Duration
Section A	Research Methodology (common to all disciplines)	50	1 mark each	90 min
Section B	Discipline specific	50	1 mark each	90 min

Both section (A & B) will be considered for evaluation.

- 8.4 The syllabus of both parts of the question paper shall be approved by the concerned Board of Studies. The Paper shall be prepared by a panel of examiners recommended by the Board of Studies of the concerned subject and approved by the Vice Chancellor.

The candidates must score minimum 50% marks (45% for SC/ST) in the entrance test to qualify for the interview. A list of the eligible candidates for interview shall be prepared by the CDC on the basis of the result of the Entrance Test and the same shall be submitted to the COE to notify.

- 8.5 **Interview:** The successful candidates of the Entrance Test shall have to appear in the interview. The interview shall be conducted by the CDC.

The candidates are expected to bring the No Objection *Letter* from the proposed Supervisor and Co-supervisor (if applicable) duly forwarded from the Head of the research centre(s).

The candidates are required to discuss their research interest/area through a presentation before a duly constituted CDC. The interview/viva-voce shall also consider the following aspects, viz. whether:

- the candidate possesses the competence for the proposed research
- the research work can be suitably undertaken at the research centre;
- the proposed area of research can contribute to new/additional knowledge.

The evaluation in interview will be based on 100 marks to be allocated in the following criteria, each of 25 marks:

- Research plan.
- Research potential/ aptitude.
- Communication skills.
- Subject knowledge in the respective area of research.

The CDC shall decide the cut-off marks in interview for admission for Ph.D.

The Chairperson, CDC, will allocate the marks in each of above criterion after consensus. In case of disagreement among the members the average of the marks given by individual member will be the final marks in the criterion. Merit list will be prepared on the basis of the marks obtained out of 100 marks in the interview and the decided cut-off marks.

The CDC shall finalize the list of the candidates to be admitted to the Ph.D. programme in the concerned subject as per the merit and availability of seats. It shall also allot the Research centre, Supervisor, Co-supervisor (if any), and approve the tentative area of the proposed research work. The final list shall be submitted to the COE. After the approval of the Vice Chancellor, the list shall be notified.

Note: (i) While granting admission to Ph.D. programme, the CDC will pay due attention to the State Reservation Policy/University Reservation Policy.

(ii) The CDC should also see that only the predetermined number of students shall be admitted to Ph.D. programme.

9. ALLOCATION OF SUPERVISOR/CO-SUPERVISOR:

9.1 The allocation of the supervisor for a selected student shall finally be decided by the CDC in a formal manner depending on the available seats with the supervisor, the available specialization among the supervisors and the research interest of the student as indicated during the interview.

9.2 In case Supervisor is not working at the research centre a Co-supervisor may be allotted from the research centre to guide and monitor the research scholar at the centre. In case Supervisor/Co-supervisor belongs to the Research Laboratory recognized by the University as research centre through MOU then respectively Co-supervisor/ Supervisor will be allotted from the UTD with which Research Laboratory has the MoU.

9.3 In case of topics which are of inter-disciplinary nature where the CDC feels that the expertise in the research centre has to be supplemented from outside, the CDC may appoint a Research Supervisor from the research centre, who shall be known as the Research Supervisor, and a Co-Supervisor from outside the Research centre/ Faculty/ College/ University on such terms and conditions as may be specified and agreed upon by the consenting Institutions/Colleges.

10. COURSE WORK:

10.1 The candidates selected for Ph.D. programme are required to apply for the Ph.D. registration on prescribed proforma downloadable from the university website (Annexure-II). The duly filled registration form along with the necessary documents and certificates shall be forwarded by the research centre after verifying the payments of the following fees:

- Registration fee
- Ph.D. Course work fee
- Research Centre fee for six months
- Research Centre Caution Money (payable once only and refundable)
- University Library fee for six months

- University Library caution money (payable once only and refundable)
- Research Laboratory fee for six months (where laboratory work is involved)
- Identify card fee
- Any other fee as decided by the university

Duly forwarded Ph.D. registration form should be submitted to the University and a photocopy of the same form and documents should be submitted to the Research Centre.

All candidates admitted to the Ph.D. programme and submitted the Ph.D. registration form shall be required to complete the course work of 16 credits as prescribed by the University/ Research Centre during initial one or two semesters. The course work shall be treated as prerequisite for Ph.D. preparation. All courses prescribed for Ph.D. course work shall be in conformity with the credit hour instructional requirement and shall specify content, instructional and assessment methods. The examination and evaluation scheme for Ph.D. course work shall be as per the examination and evaluation scheme of the University applicable to the other programmes of the UTDs.

The Ph.D. course work shall contain the following courses:

Methodology Research	4 credits
Review of Published Research in the relevant field	3 credits
Computer Applications	3 credits
Advance course in the relevant subject	3 credits
Comprehensive Viva-Voce	3 credits

The course on Research Methodology should cover areas such as statistical research methods, research ethics, research report writing, etc. The course on Review of Published Research in the relevant field will be undertaken under the supervisor or the regular teacher of the centre of course work and the candidate has to consult the library or other resources to carry out the literature review. At the end of the semester the candidate has to submit a brief report on the literature review for evaluation, which will be done by the two examiners. The course on computer applications will include the computer applications helpful in the relevant subject. The advanced course in the relevant field shall comprise the topics related to the subject of research. The syllabus of the courses on research methodology, computer applications, and advanced course shall be decided by the concerned Board of Studies.

The final grades shall be submitted to the University. The University shall issue the certificate of the Ph.D. course work in the prescribed format (**Annexure-III**).

- 10.2 The course work shall be conducted in the University Teaching Departments/ Research centers as approved by the Vice chancellor.
- 10.3 If found necessary, course work may be carried out in another UTD/ Institute within the University for which due credit will be given.

- 10.4 If a student obtains for upgrade in a course/ subject, he /she will be treated to have failed in the original course in which he/she took admission. He / she have to reappear in the examinations of the course as and when conducted or arranged by the UTD in the next semester. Marks obtained earlier in continuous assessment may be carried forward and added to the marks obtained in repeat end-semester examination to decide the grade in the repeat course. The student has to pay the prescribed fee for repeating the course. If he/she further fails in the course, he/she shall not be given another chance and he/ she shall be out of the Ph.D. programme. No student shall be allowed to repeat the course to improve the grade if he/ she pass the course.
- 10.5 The candidate has to obtain a minimum of 55 % of marks or its equivalent grade points in aggregate in the course work in order to be eligible to continue in the Ph.D. programme.

11. REGISTRATION OF THE STUDENT:

11.1 After successful completion of the Ph.D. course work the students shall submit the copy of the certificate of the course work and synopsis of the proposed research work in the prescribed Proforma (**Annexure-IV**) to the University within two months from the date of declaration of result of the Ph.D. course work.

11.2 The University shall conduct the meeting of the University Doctoral Committee (UDC) consisting of the following members:

- Vice Chancellor or his nominee **- Chairperson**
- Dean of the Faculty **- Member**
- Head/Dean/Principal of the University Teaching Department/School of Studies in the subject **- Member**
- Chairperson, Board of Studies in the Subject. **- Member**
- One external subject expert of the rank of University Professor to be appointed by the Vice Chancellor, ordinarily out of a panel of 6 experts given by the Chairman of the Board of studies concerned. The term of panel shall be coterminous with the Chairman Board of Studies.

External expert and two other members shall form the quorum.

11.3 The candidate shall make an oral presentation of his/ her proposed research work before UDC.

Note: - On the request of the supervisor, Vice Chancellor may permit him / her to be present as an observer during the oral presentation of his/ her candidate.

11.4 The UDC shall recommend the topic of research and the date of registration of the candidate for the Ph.D. degree. On approval by the UDC, the candidate shall be registered and enrolled as a Ph.D. student from the date on which candidate deposited the registration fee or as decided by UDC whichever is later. Candidate will also be required to pay regular tuition, library, IT centre and laboratory fees (six monthly) during his research tenure.

11.5 Provided that, if the UDC approves the topic and suggests a minor change, then the candidate shall be allowed to submit a revised synopsis through the Chairperson, B.O.S. and Dean of the faculty.

11.6 If the UDC does not approve/recommend a candidate for registration to Ph.D. Candidate shall be allowed to make an oral presentation again in the next UDC. In such cases, date of registration shall be as per the recommendation of UDC.

Provided that, if candidate fails to be present or satisfy the UDC for the second time, his/ her case will be rejected/cancelled. In such case, the caution money deposited by the candidate shall be refunded.

11.7 A candidate shall pursue his/her research at the allotted research centre.

11.8 In case of any dispute in the UDC regarding allied subjects of interdisciplinary nature, the case should be referred to the Academic council. The Vice Chancellor may constitute a committee in this regard and the report of the committee should be placed before the Academic council/standing committee for decision.

11.9 The meeting of the UDC shall be held in the University Office twice a year preferably in a gap of six months. The committee shall recommend the eligibility of the person for the appointment as supervisor/Co-supervisor and prepare a list accordingly. This list shall be available with the Registrar.

Provided that, a candidate permitted to work in a research establishment recognized by the university shall be required to take one Supervisor/Co-Supervisor from the institution/ research establishment where the candidate is actually working.

Also provided that, a candidate may be permitted to carry out his practical work in a Research Institution/Research Laboratory/Laboratory of a University for the purpose, under the supervision of a Scientist/ Teacher of the Institution who may or may not be the Co-supervisor of the candidate.

12. APPLICATION FOR RESEARCH GUIDE/RESEARCH CO-GUIDE:

12.1 A full time faculty/scientist having Ph.D degree desiring to be recognized as a Research Guide, shall apply in the prescribed application form (**Annexure-V**). This shall be placed before the UDC for making suitable recommendations for approval or otherwise as a Ph.D. Research Guide. Vice-Chancellor shall accord such approval based on recommendation of UDC for this purpose and he may seek opinion of any subject experts, if required. On such approval, the Research Guide will be intimated that they have been recognized as a Research Guide for Ph.D. research. Co-Guide may be nominated, if felt *essential* by UDC.

12.2. Nomination of Co-Guide shall be mandatory in case of research work In Inter Disciplinary Research. In such cases, the Guide shall be from the discipline of research & Co Guide shall be from the other relevant discipline.

12.3 If a teacher working in a department different from their specialization wishes to guide a candidate in the subject in which the Guide holds the eligibility degree, they may be appointed as the Guide/co-Guide of the candidate. However, the candidate shall be admitted only in the main department corresponding to the subject of research of the candidate in the accordance with the normal procedures. This appointment will be done only after approval of UGC.

- 12.4 Guide/Co-Guide is unable to continue, the UDC may nominate replacements.
- 12.5 Scholars, pursuing Ph.D. Program themselves, shall not be nominated as Guide/ Co-Guide.
- 12.6 Guide/Co-Guide shall not undertake to offer guidance for Ph.D. work to any of his/her first degree relative.

13. THE ELIGIBILITY CRITERIA TO BE RECOGNIZED AS RESEARCH GUIDE/CO-GUIDE:

13.1 A regular Professor of the University/College or Professor equivalent Scientist of the Research Establishment/Laboratory with at least five research publications in refereed journals and a regular Associate Professor (Reader) or equivalent Scientist /Assistant Professor (Lecturer) or equivalent Scientist of the university/college/ Research establishment with a Ph.D. degree and at least two research publications in refereed journals may be recognized as Research Supervisor/ Co-supervisor.

13.2 Only a full time regular teacher of the concerned University/ College or scientist of the research establishment recognized as research centre can act as a supervisor. External supervisor, following criteria of UGC may be permitted with approval of RDC and Vice-Chancellor. However, Co-Supervisor can be allowed in inter-disciplinary areas from other departments of the same institute or from other related institutions with the approval of the RDC.

13.3 A Research Supervisor who is a Professor or equivalent Scientist, at any given point of time, can guide up to a maximum of Eight (8) Ph.D. scholars. An Associate Professor or equivalent Scientist as Research Supervisor can guide up to a maximum of six (6) Ph.D. scholars and an Assistant Professor or equivalent Scientist as Research Supervisor can guide up to a maximum of four (4) Ph.D. scholars.

13.4 Maximum number of Ph.D. students can work under a Co-Supervisor will be same as under Supervisor mentioned above in column (iii). However, the Vice- Chancellor may increase the number of Ph.D. students under a Co-Supervisor under very special circumstances.

13.5 A guide for Ph.D. degree shall not have less than 8 years approved teaching and/or research experience after his/her PG qualification and out of which, 3 years recognized teaching experience in the concerned subject and also shall have published at least 5 papers in the Indexed Journals(s).

OR

13.6 Highly deserving candidates working in research institutes in a "Scientist-C Grade" category and having Ph.D degree and at least total 10 years research experience and also possesses minimum 5 publications in Indexed Journals and/or 3 patents to his/her credit in any area of Health Sciences/ Biological Sciences/ Life Sciences may be recommended by the UDC to the Vice-Chancellor for Recognition as Ph.D. guide, The decision of grant of Recognition or otherwise taken by the Vice- Chancellor shall be final and binding.

OR

13.7 Highly Deserving candidates with 3 years research experience after Ph.D. degree with 5 publications in the Indexed Journals/ 3 patents to his/her credit in any area of Health Sciences/Biological Sciences/ Life Sciences may be recommended by the UDC to the Vice-Chancellor for Recognition as Ph.D. guide. The decision of grant of Recognition or otherwise taken by the Vice-Chancellor shall be final and binding.

13.8 A recognized PG teacher with 3 years of Post Graduate teaching experience shall be eligible to become as a Co-Guide for Ph.D. on request of the student duly forwarded with consent of his/her Guide through the Head of the College/Institute. The Vice-Chancellor shall consider and take final decision regarding allotment of Co-guide for the work of Ph.D. considering the necessity of its requirement.

13.9 Provided that the persons belonging to the following faculties of Medicine, Dentistry, Allopathy, Ayurved, Nursing, Homeopathy and others, eligibility of Supervisors/ Co-Supervisors will be decided as per Statutory body norms.

13.10 A recognized Supervisor/ Co-supervisor who fails to publish any research paper over duration of five years shall not be eligible to enroll any new candidate under his/her supervision

13.11 A regular teacher/ scientist/ scholar who wants to get himself /herself recognized as a supervisor/Co-supervisor shall apply in the prescribed format. Provided further that, a person who is currently registered for Ph.D. degree in any University shall not be eligible to act as Supervisor/ Co-supervisor or member of any committee mentioned in this Ordinance.

13.12 Number of Candidates per Guide.

- A Guide shall not undertake to offer guidance for Ph.D. work for more than Eight candidates (including part-time scholars) at a time. However for reckoning the number of candidates under a Guide, the number of candidates for whom they are acting as a co-guide shall not be taken into account.
- A Co-Guide shall guide not more than Eight Scholars at any time.
- List of recognized researchers of LNCT Vidypeeth University under each faculty, their area of research interest and number of research scholars registered under them will be available at the university website. This will be updated from time to time

13.13 Maximum age of Ph.D Guide/Supervisor - For all faculties of Health Sciences, the recognized Ph.D. research Guide shall be permitted to work as a Guide up to the attainment of age of 65 years. Before three years of maximum permissible age limit (i.e. after attaining the age of 62 years), fresh registration under such guide shall not be permitted.

14. ELIGIBILITY FOR INSTITUTE RECOGNITION & GRANT OF RECOGNITION AS RESEARCH CENTER (PLACE OF RESEARCH FOR Ph.D. PROGRAM):

14.1 Every candidate who has registered for the Degree of Doctor of Philosophy (Ph.D.) shall pursue research under the supervision of a Research Guide in any one of the Post Graduate Departments/Constituent Units of LNCT Vidypeeth University as recognized by the UDC.

14.2 For in-service Candidates the concerned Institution shall issue a No Objection Certificate stating that the candidate is permitted to pursue research leading to Ph.D. degree from LNCT Vidhyapeeth University on a part time basis while continuing in employment.

15. UNIVERSITY DOCTORAL COMMITTEE:

15.1 Any change in the membership of the University Doctoral Committee shall be effective only on approval by the Vice-Chancellor.

15.2 The UDC shall be functional till the end of public viva- voce examination for monitoring and advising scholars for whose thesis examiners have recommended modifications, corrections, etc., to be incorporated in the thesis before the public viva-voce examination to defend thesis.

15.3 Functions of University Doctoral Committee: The UDC shall monitor the research work of the candidate. The UDC shall meet at least bi-annually (period from April to September & period from October to March). The minutes of the UDC meeting should be appended along with the six- month progress report.

15.4 The meetings of the UDC will be held only at the LNCT Vidhyapeeth University campus. Under unavoidable circumstances if one member of the UDC (Co- Supervisor or UDC member) is unable to attend a scheduled meeting in person, then he/she can participate via teleconference. This should be intimated to Vice- Chancellor in advance. The minutes of the UDC will be circulated and signatures obtained from members of the UDC.

15.5 At each UDC meeting, the members should

- Review, attendance and progress based on records submitted by PhD candidate and presentation made by the candidate.
- Approve the six month progress report submitted as per schedule by PhD candidates.
- Discuss matters relating to the candidates research study including timelines, publications or presentations, conferences, finalizing protocols etc.
- Identify proposed dates of UDC meeting and agenda/plan of action for next 6-12 months.

15.6 The UDC should within the first 6 months from date of provisional registration (in addition to items included above:

- Specify protocols/mechanism for monitoring of Pre-Ph.D. Orientation course in the college where candidate is registered.
- Specify pattern of examination to be conducted after Pre-PhD orientation course.
- Review the research proposal of the Ph.D. candidate (clause-18) (synopsis submission review) UDC should before the submission of synopsis approve the presentation made by the candidate and after that review, certify that recommendations made by the committee have been addressed.
- Guide the candidate for submission of proposal to Institutional Ethics Committee.

- 15.7 The UDC should in the first 12 months from date of provisional registration:
- Approve/ finalize the research proposal and working title of the proposed thesis.
 - Review the approval letter of Institutional Ethics Committee of proposed synopsis from the college where candidate is registered.

15.8 The UDC should approve the presentation for Pre Ph.D. thesis submission Program Review to be made by the candidate (clause 18) and after the review certify that recommendations made by the committee have been addressed.

16. SUPERVISION FOR Ph.D. RESEARCH:

16.1 A candidate shall work under the direct supervision of a recognized Ph.D. Guide of the University. In each Academic Year, the number of Ph.D. students to be allotted to the concerned guide shall be decided with the consent of Guide in accordance to UDC.

16.2 A candidate who is a University approved full time Teacher/ the person in the Government Service shall be permitted to complete research work at their college (place of duty/ appointment) and get the benefit of provision under clause (4.1, 4.2, 4.3)

16.3 Normally, a candidate shall be required to complete research under supervision of their Guide, however, a candidate may be permitted by the UDC to transfer their registration from one research Guide to another, provided the first Guide gives "No Objection Certificate" for such transfer and the research Guide under whom the transfer is sought gives their consent to accept the candidate. Provided further that, in case of such transfer, if the research topic of the candidate is not to be changed, and in such case the candidate shall have to work under new guide for the minimum period of two years before the candidate is allowed to submit the Thesis. Additional fees may be levied as per rules.

16.4 Whenever the Research Guide of the candidate leaves service of the College/Institute or retires from the service but continues to be recognized as a Research guide, the student already admitted under such guide may be allowed continuing to work under him. However such guide shall give in writing his / her willingness to continue with the said student. The UDC shall, after ascertaining the choice of the student either to continue to work under the supervision of the same research guide or to work under another Research Guide, make appropriate recommendation to the Vice-Chancellor.

16.5 In case of any dispute between a candidate and the guide, the redressal committee consisting of the following shall examine the matter whose decision shall be final:

- (i) Chairman (The Vice-Chancellor or his nominee)
- (ii) Nominee of the UDC
- (iii) The Head of the Institute/Place of Research

However, if the complaint is against the Head of Institute then they shall not participate in the proceedings of the meeting. The Committee shall hear both the parties and submit its report with the specific recommendations. The report shall be submitted to the Vice-Chancellor for final decision.

17. MEDIUM OF INSTRUCTION:

English shall be the medium of instructions for Written/Oral examinations, Research Proposal/ Plan, Synopsis, Thesis & Research Papers etc.

18. SIX-MONTHLY REPORTS:

18.1 The Candidate shall be required to send "six-monthly progress report" to the University within 15 days of notification in the prescribed format (**Annexure-VI**) through the guide and Head of the Institute. All progress reports of the candidate(s) along with a record of attendance, receipt of the fees paid, Synopsis and Title of Thesis shall be available for information of all concerned.

18.2 If the progress of work is not found satisfactory in two successive reports or no reports are received for a period of one year and the candidate fails to deposit the fee, the Vice Chancellor may take necessary disciplinary action against him.

19. REVIEW MEETINGS:

Candidate will also *complete reviews* as detailed below

Review	Time frame	Nature of Review	Outcome
Research proposal review	Within 3 months from date of Provisional Registration (to be done before CDC)	The Scholar must incorporate the feedback and make necessary changes.	Approval From CDC
Synopsis submission review	Prior to submission of Synopsis (to be done before UDC)	The Scholar must incorporate the feedback and make Necessary changes.	Approval from UDC to submit synopsis.
Pre-PhD Submission review thesis	3 months before likely date of submission of Thesis (to be done before UDC)	The Scholar must Incorporate the feedback and make necessary changes.	Approval from UDC to submit thesis.

- The Scholar shall also offer a Pre-Ph.D. Presentation in the concerned Institution/ Department for critical review/feedback/comments by Experts/Faculty Members/Research Scholars/Post Graduate Students etc. The scholar must incorporate the feedback, received during the Presentation of the Thesis.

Note: Apart from above mentioned review meetings each candidate shall have to submit an approval letter from the Ethics committee of the institute/college within 6 months from date of Provisional Registration.

20. PRESENTATION OF THE THESIS:

20.1 The Thesis shall be written and printed preferably in acceptable or recognized font and the language of the thesis shall only in English except where the Language itself is a subject (**Annexure-VII**).

20.2 The candidate shall submit a draft dissertation / thesis to the research centre prior submission of the research summary and the scholar shall make a presentation in the research centre open to all faculty members and other research scholars. The feedback and comments obtained from them may be suitably incorporated into the draft dissertation / thesis in consultation with the supervisor/ co-supervisor.

20.3 Ph.D. scholars must publish at least one (1) research paper in referal journal and make two paper presentations in conferences/seminars of State/National before the submission of the thesis for adjudication, and produce evidence for the same in the form of presentation certificates and/or reprints.

20.4 After completion of the minimum period of Ph.D. course as specified under clause 4 and after completion of course work as specified under clause 10, within two months from the date of course completion, the candidate shall forward application to the University, through their Research Guide and Head of Research Place with four hard copies of Thesis along with 02 CDs containing soft copies and 10 copies of the Thesis summary. The prescribed fees for evaluation shall be enclosed with such application. The Thesis shall include Certificate in the form 'A', a declaration from the candidate that, the work reported in the Thesis is original work carried out by the candidate himself and that the research work from other sources has not been included. Also thesis shall include certificate in the Form-B from the Research Guide and Certificate in the Form-C by Head of recognized place of Research institute (**Annexure-VIII**).

20.5 The material which has been obtained from the other sources shall be duly acknowledged in the Thesis by the candidate(s). If the material obtained from the other sources has not been duly acknowledged, then the candidate shall be held responsible in case of plagiarism. In case of plagiarism the candidate shall be liable to be punished for withdrawal of the Thesis/ Ph.D. Degree (even if awarded). The Candidate shall also include in the thesis a certificate of Plagiarism check (Form-D) **Annexure-VIII**. University shall follow rules prescribed by UGC/any apex body regarding plagiarism.

20.6 The Supervisor shall submit a panel of at least six names of examiners actively engaged in the concerned area of research not below the rank of Associate Professor (Reader) or college Professor in a sealed envelope to the COE.

Provided that the panel of examiners shall be obtained from the Head University Teaching Department/school of studies/chairman Board of Studies of the subject concerned, in case the candidate is related to the supervisor.

21. APPOINTMENT OF EXAMINERS:

21.1 The examiner shall be from out-side of the University within Madhya Pradesh/Out-side of the Madhya Pradesh/ Abroad.

21.2 On receipt of the panel of the examiners from supervisor and thesis along with summary and fees, the COE shall call a meeting of BOS of the subject concerned.

21.3 The Board of Studies shall prepare the panel of six Examiners in view of panel submitted by supervisor including 50% name from outside Madhya Pradesh for the evaluation of Ph.D. thesis.

21.4 The Vice-Chancellor shall appoint two examiners amongst the Panel of examiner submitted by Examination Committee out of which one Examiner is from outside M.P. state. Provided that the Vice-Chancellor can appoint any subject expert/Examiner for evaluation of the thesis whose name is not included in the panel of examiner submitted by Examination Committee.

22.EVALUATION OF THESIS:

- 22.1 The Vice-Chancellor shall appoint any two examiners from the Panel of external examiners prepared by the Examination Committee, one of whom shall be from outside of Madhya Pradesh state to examine the Thesis. The COE shall get in touch with each examiner by *e-mail* or *land* mail with a copy of the summary of Thesis to secure acceptance of the examinership. If however, no information is received from an examiner within four week's period from first communication to the examiner, his / her appointment shall be cancelled and a new examiner shall be appointed from the existing panel of examiners in accordance with the Clause (21.3) and (21.4).
- 22.2 Each external examiner will be requested to submit a detailed assessment report and his/her recommendation on a prescribed proforma to the COE within 45 days of date of receiving the thesis.
- 22.3 In case the assessment report is not received from an external examiner within 60 days, the Vice Chancellor may appoint another external examiner from the panel of examiners for evaluating the thesis.
- 22.4 The external examiner shall be required to state categorically whether in their individual opinion, the thesis should be.
- i. Accepted for the award of Ph.D. Degree, or
 - ii. Referred to the research candidate for a submission in the revised form.
 - iii. Rejected.

The external examiners shall state the reason for recommending re-submission/rejection of the thesis. If re-submission is recommended, the external examiner shall specifically indicate the modification that needs to be incorporated in the thesis by the research candidate.

On the receipt of reports from all the external examiners the COE shall place them before the Vice Chancellor who will pursue the report and recommend one of the following:

- If both examiner are of unanimous opinion that the thesis be accepted for the award of the degree the candidate *would* be required to appear for oral defense.
- If both examiner are of unanimous opinion that the thesis should be rejected or the thesis be submitted in a revised form then the result be declared accordingly and the candidate be informed to submit the thesis in a revised form grounds and revision points shall be clearly stipulated by the external examiner.
- If there is no unanimity between examiners; an additional external expert shall be appointed as examiner to evaluate the thesis. The report of the additional external examiner, along with all the earlier reports shall be considered by the UDC and a recommendation made either to accept the thesis for the award of the degree or reject the same.

- If one examiner recommends rejection of the Thesis and the other recommends acceptance, then a third examiner shall be appointed as per clause 21.3 and 21.4 from the panel of already approved examiners. The third examiner, if appointed, shall be from outside Madhya Pradesh. Once the third examiner is appointed, any previous recommendations of the examiner, in whose place the third examiner has been appointed, shall become null and void for all purposes. In case, the third examiner recommends acceptance or revision of the Thesis, then depending on the recommendation of the other examiner (who has not rejected the Thesis), the Viva Voce shall be arranged or the candidate shall be asked to revise the Thesis and resubmit, as the case may be. In case the third examiner recommends the rejection of the Thesis, then this recommendation shall be final and the Thesis shall be rejected.
- In case the candidate is being required to submit a revised thesis, he/she will submit the same within a period of one year from the date of communication in this regard from the COE. However in exceptional circumstances, this period may be extended by UDC by one more year but the total revision shall not exceed Mo years in any case. The revised thesis shall be sent for assessment to the original panel of external examiners. In the event of one or more original external examiners not being available, an additional external examiner may be appointed.

23. PUBLIC VIVA VOCE EXAMINATION TO DEFEND THESIS:

23.1 Once the candidate submits his thesis, he after receiving the acceptance reports from two external examiners recommending for the award of Ph.D. Degree, the University shall appoint a two-member Viva Voce committee. This committee will consist of the external examiners who has evaluated the Thesis and the Guide of the candidate. The candidate's Guide shall be internal examiner cum convener for the Thesis defense and Viva Voce examination. The recommendation reports received from the two external examiners shall be forwarded to the Guide of the candidate, who shall arrange the Viva and the defense of the

Thesis at the earliest date suitable to the external examiner. The Viva Voce and the open defense of the Thesis shall be arranged either at the place of research or at the University decided in consultation with the convener (Internal Examiner/Guide). The Guide shall communicate to the University, the candidate and the external examiners and to all the concerned regarding the date, time and venue of Viva Voce. The Guide shall make the reports available to the candidate and the external examiner at least 3 days before the date of the Viva Voce. A separate notice on defense of Thesis presentation shall be issued and circulated to other Departments by the Guide at least 48 hours before the presentation to enable other faculty members and students to attend the Viva Voce. In case of any problem, the Dean of the concerned faculty shall take the appropriate decision. Deficiencies pointed out at open defense shall be upgraded to the satisfaction of the examiner.

23.2 If the external examiners, who have already evaluated the Thesis, are not able to be present at the time of the defense, the Vice-Chancellor, on recommendation of the Research Guide and the Dean of faculty concerned shall appoint another external examiner from panel to act as an examiner for the defense of the Thesis. In case, the Guide (internal examiner is not available, the Vice-Chancellor shall appoint any other senior research guide to act as internal examiner on the recommendation of the Dean of the concerned faculty.

23.3 The Guide as convener shall moderate the Viva Voce and open defense. The candidates shall make a presentation of their Thesis covering the background, objectives, methodology, results and the conclusions of their study. After presentation, the examiners can ask the candidate for more clarifications. Those attending the open defense, who are not members of the Panel of Examiners, can also participate by asking relevant questions. The questions during the Viva Voce shall be of constructive type and shall lead to logical discussion on the topic of the Thesis. No one among the audience shall have right to comment on the acceptability or non-acceptability of the Thesis for the award of the Ph.D. Degree

23.4 The Guide and the external examiner shall submit to the *Controller at Examinations* their final consolidated report about the award of the Ph.D. Degree immediately after the defense is over in a prescribed format.

23.5 In case the defense & Viva Voce is not satisfactory, the examiners may by majority recommend with reasons in writing the specific comments regarding unsatisfactory performance of the candidate. The candidate shall act upon the comments accordingly and face the Viva Voce again after the period of three months.

23.6 The overall result of the Viva Voce and the defense of the Thesis shall be officially declared by the COE within 15 days from the date of receipt of the favorable report on the defense of the Thesis and the Controller of Examinations shall issue a Provisional certificate to the candidate, certifying that the Ph.D. Degree has been awarded in accordance with the provisions of Regulations of the U.G.C.

23.7 After the viva-voce, the recommendation of the examiners shall be reported to the Academic Council for the award of Ph.D. degree to the candidate.

23.8 Once the Ph.D. Degree is awarded to the candidate, one soft copy of the Thesis shall be kept under the custody of the Controller of Examinations. The second/Third hard copy & soft copy of the Thesis shall be deposited in the University Library and UGC as well if required.

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

23.10 In case of rejection of the Thesis and based on the genuine grounds and recommendation of UDC, the Vice-Chancellor shall constitute an independent three-member review panel to investigate the cause of rejection of Thesis. The review panel shall examine the research work and the examiners' report thereon and shall submit its findings to the Vice-Chancellor for future improvements. It may also examine the matter to suggest as to whether the candidate can further work on the same topic to rebuild his initial work and the correct course of action for achieving that and time frame needed for resubmission of his thesis without exceeding the maximum time period prescribed for submission of Thesis given in this Direction.

24. PUBLICATION OF THE THESIS:

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

25. WITHDRAWAL OF Ph.D. DEGREE/NON PROCESSING OF Ph.D. THESIS:

If at any stage it is found that the material quoted in the Thesis is copied from any other source/Author/Researcher and found the same as plagiarism, then the University shall withdraw the Ph.D. Degree (even if awarded), of such candidate or shall not process the Thesis for further evaluation and examination as the case may be.

26. PRESCRIBED FEES FOR CANDIDATE:

The fees shall be such as prescribed by the Fee regulatory committee of University from time to time and it shall be notified separately on website.

27. Matters which are not specifically covered in the *clauses herein* above and if any queries regarding the interpretation of any clause of this Direction, then it shall be decided by the Vice-Chancellor on recommendation of academic council/UDC and the decision of the Vice-Chancellor shall be final and binding.

28. LAYOUT AND FORMAT

One of the most important requisites in preparation of the *Thesis* is consistency of format and adherence to the specific instructions given below.

Font

The Thesis should be written in English. It must be typewritten on A4 size paper (21 cm x 29.7 cm) in a clear and legible font (e.g., Times New Roman 12 or Arial 10). As far as possible, use the same font for the entire thesis but, if necessary, different fonts may be used within Tables, Figures, and Appendices. The Thesis has to be printed single-sided. Double-spacing should be used in the Abstract and text of the Thesis. Single spacing should be used in long Tables, block quotations separated from the text, footnotes, and bibliographical entries. Paragraphs should be indented, or an empty line left between paragraphs.

Larger size type may be used for the title of the Thesis and for Chapter headings, as long as it is not larger than 18 point. Boldface type may also be used on the title page and for headings, as well as in the text for special symbols or for emphasis. Reduced type may be used within Tables, Figures, and Appendices, but it should be at least 9 point in size (partly because of microfilming requirements) and must be completely legible.

The Thesis should be free from grammatical, lexical and punctuation errors. In addition to the computer spellchecker, a thesis should be proof-read to check that errors do not remain that are not detected by the spellchecker. The thesis should consistently use either American or British spelling but should not alternate between the two. When using numbers in the text, if the first word of a sentence is a number, it should be written in words. Writers not fluent in English are encouraged to have their manuscript professionally edited before submission, to improve the English.

Chapter and Page Layout

Begin each Chapter on a new page. Do the same with each element of the front matter (list of Tables, Acknowledgments, etc.), the Reference section, and each Appendix. Avoid typing a heading near the bottom of a page unless there is room for at least two lines of text following the

heading. The Chapters should begin on a new page, but sections and subsections should not. A "display" page (a page that shows only the Chapter title) can be placed at the beginning of Chapters or Appendices. Pages should be numbered at the bottom in the centre, using Arabic numerals (1, 2, 3) beginning with 1 on the first page of the Introduction and continuing consecutively to the end of the manuscript including References. The preliminary pages are numbered in lower-case Roman numerals, beginning with the declaration page.

Margins

A margin of at least 4.0 cm must be left at the top and left side of each page and a margin of at least 2.5 cm on the right and bottom. The last letter or character in the longest line on the page determines the margin.

Captions and numbering (Tables and Figures)

Each Table should carry a number and a title clearly describing the data presented. Similarly each Figure / Illustration should carry a number and caption that clearly describes the nature of data presented. The caption should be at the bottom of the Figure. Number them consecutively throughout, in the order in which they are placed in the text. The Figures, Graphs, Tables should be embedded in the text of the thesis, immediately after the first mention of it in the text, on the same page if there is room, or on the following page.

Captions and titles of Figures and Tables should appear on the same page as the material itself. Tables should be numbered consecutively with Arabic numerals throughout the thesis. Figures and Illustrations should also be numbered consecutively in the order of presentation. All Tables and Figures must be referred to in the text by numbers and not by a phrase such as "the following table".

Tables or Figures of peripheral importance to the text may be placed in an Appendix.

Appropriate use of headings and subheadings

Headings should be distinguished from the surrounding text by a larger font size, a different font, bolding, italics, or a combination of these. All headings of the same level should use the same style, and headings at lower levels should be less prominent than those at higher levels.

Example:

Chapter Title (Arial 14 point/ Times New Roman 16 point -Bold Small caps) Heading for section (Arial 12 point/ Times New Roman 14 point - Bold Italic) Heading for sub-section (Arial 10 point /Times New Roman 12 point - Bold) Heading for part of subsection- (Arial 10 point/ Times New Roman 12 point- Bold Italic). All headings should be left aligned, except chapter headings, which may be centered. The headings and subheadings can be numbered, if necessary.

29. FORMAT OF THESIS

The manuscript consists of three main parts: The Preliminaries, The Text, and The Annexure. It is to be arranged in the following sequence:

The Preliminaries

Cover Page Title

Page

Declarations by Student Certificate by

Research Guide Approval of Thesis

Acknowledgements

Table of Contents

List of Figures, Tables or Illustrations

List of Abbreviations (optional)

Synopsis

The Text

(a) Title Page

(b) Certificates

(c) Acknowledgement

(d) List of Abbreviation

(e) Table of Contents

(f) List of Graphs

(g) List of Figures

(h) Introduction

(i) Statement of problem

(j) Objectives of the Research

(k) Hypothesis

(l) Research Methodology

(m) Research Design

(n) Limitation of the Research

(o) Review of Literature

(p) Chapterization

(q) Results

(r) Discussion

(s) Summary & conclusion Outcome of the Research

(t) References/Bibliography

(u) Tables

(v) Annexure

STRUCTURE OF THE PRELIMINARY PARTS

OUTER COVER (Lay out given in Appendix-VIII)

The outer cover should carry the following details:

The full title of the thesis

The candidate's name

Ph.D Thesis - Year Institute's

Emblem Name of the Institute

LNCT VIDHYAPEETH UNIVESITY,
INDORE (MP)

TITLE PAGE (Lay out given in **Appendix VIII**)

The title page should provide the following information in the following order:

The full title of the thesis

The statement- "A thesis presented by"

Candidate's name, 'to'

Institute's name

The statement: "In partial fulfillment of the requirements for the award of Doctor of Philosophy"

The year of submission

Type the title of the thesis using capital letters throughout. If it occupies more than one line, double space between lines and arrange in inverted pyramid form. Express formulas, symbols, and abbreviations in words on the title page, even if the "shorthand" forms are conventional and widely accepted.

DECLARATION OF AUTHORSHIP (Format given in **Appendix IX**) The student should make this declaration.

CERTIFICATE BY THE RESEARCH GUIDE (Format given in **Appendix X**) The guide has to provide a certificate and if Co-guide is present, separate certificates have to be given by the Guide and Co-guide.

APPROVAL OF THESIS (Format given in **Appendix XI**)

To be signed by the Guide and External examiner

ACKNOWLEDGEMENTS

The acknowledgement of the thesis is written in gratitude to all those who were instrumental in bringing the thesis to fruition. The language used should be formal. Acknowledge those who have assisted technically (including materials, supplies), intellectually (assistance, advice) and financially (for example, funding agency institutional support, travel grants)

30. TABLE OF CONTENTS

The thesis must have a table of contents page listing chapter headings, section headings and sub-headings as well as appendices and their corresponding page number, as illustrated below. Indent subheadings as shown below:-

TABLE OF CONTENTS

	Page
Declaration by student	i
Certificate of guide	ii
Approval of thesis	iii
Acknowledgement	iv
List of Figures	
List of Tables	
Abbreviations	
Synopsis	xxx
Introduction	1
i) Statement of problem	
ii) Objectives of the Research	
iii) Hypothesis	
iv) Research Methodology	
v) Research Deign	

vi) Limitation of the Research	
vii) Literature Review	
viii) Materials and Methods	
ix) Results	
x) Discussion	
xi) Conclusion/Suggestions	
xii) Outcome of the Research	
xiii) Bibliography	
xiv) List of publication from thesis	
xv) Curriculum vitae	
xvi) Appendices	
Title	A I All

A separate list of Figures, Tables, or Illustrations should be included on a separate page immediately following the table of contents.

LIST OF FIGURES

Figure No.	Caption	Page
------------	---------	------

LIST OF TABLES

Table No.	Title	Page
-----------	-------	------

LIST OF ABBREVIATIONS: (optional)

If a large number of abbreviations are used in the thesis, which may be unfamiliar to a reader, a list of abbreviations may be useful.

SYNOPSIS

The synopsis is a summary of the contents of the thesis. The synopsis is submitted prior to the submission of the thesis and will carry a cover page (format given in Appendix-VIII) It should be concise, and comprehensive, and should have the following details: The background and objectives, hypothesis, methods, major findings and significance/ implication of the findings

The results can include quantitative data. Citations are generally not included in the synopsis. The synopsis should not include internal headings, diagrams or other illustrations. Like the text, it must be double-spaced.

The length of the Synopsis should not exceed 6 pages.

In the Thesis, the synopsis should be placed before the main text and when it forms part of the thesis, it should carry the heading 'SYNOPSIS.'

THE TEXT OF THE THESIS

The text of the thesis is usually divided into chapters with subheadings within the chapters to indicate the orderly progression of topics and their relation to each other. All chapter headings should be typed consistently. When there are subheadings, each level of heading should be clearly distinguished typographically from the other levels, and the variations should be selected so as to reflect in an obvious way the hierarchy of headings (that is, higher level headings should look more important). Always allow at least one extra line of space above subheadings, and preferably below as well.

INTRODUCTION: The thesis should normally begin with a general introduction presenting an overview of the purpose and significance of the study. The introduction should show why the topic selected is worth investigating. This will normally be done with reference to existing research, identifying areas that have not been explored, need to be explored further, or where new research findings justify a reconsideration of established knowledge. Having precisely defined the research problem, the introduction should propose a solution to this problem. This response should make explicit the objective of the research, not simply state an intention to explore or discuss. The study should be based on a well-defined hypothesis, which should be clearly stated. How the research makes an original contribution to the theoretical body of knowledge and also the study's practical significance should be mentioned. It is especially critical that the Introduction is well written. Without a clearly defined purpose and strong theoretical grounding, the thesis or dissertation is fundamentally flawed from the outset.

The final section of the Introduction should provide a brief overview of each of the main chapters that the reader will encounter.

LITERATURE REVIEW: It is called the Literature Review because the contents of this chapter are based on published material. The purpose of the literature review is to summarize, evaluate and compare the main developments and current debates in the field, which are specifically relevant to the subject of research embodied in the thesis. Literature review should also aim at and ways to address these issues with the present research program.

A critical review of the available solutions to the problem that was addressed and identifying the knowledge gaps in the current literature would establish benchmarks against which the contributions of the study can be assessed. Therefore, the most recent information relating to the field of study has to be presented.

DESIGN OF STUDY: The following information is meant to serve as a general suggestion and not as a rigid prescription. The supervisor and the student may decide how this part of the dissertation should be structured. Although this section varies depending on method and analysis technique chosen, the chapter describes and justifies the methods chosen for the study and why this method was the most appropriate.

Following description of the research design, provide a detailed description of the procedure followed. Citations in this section should be limited to data sources and references of where to find more complete descriptions of procedure.

Description of the statistical analysis and tests performed are also to be given

RESULTS: The results are actual statements of observations, including statistics, tables and graphs. Mention negative results as well as positive. Use S.I. units throughout the thesis. Break up results into logical segments by using subheadings. Key results should be stated in clear sentences. Do not repeat in the text all the values given in tables. Do not present the same data as graph as well as table. Use one of the appropriate styles of presentation.

DISCUSSION: The purpose of this chapter is not just to reiterate the findings, but discuss the observations in relation to the theoretical body of knowledge on the topic. This chapter should also address the implication of the findings. Interpret results in terms of the background laid out in the introduction. Include the evidence or line of reasoning supporting each interpretation. Break up the section into logical segments by using subheads, outline the limitations of the study, and propose areas for future research.

SUMMARY AND CONCLUSION: Start with a few sentences that summarize the most important results and conclude by giving the strongest and most important statement that highlights the outcome of the study. The conclusion should provide answers or solutions to the questions or problems raised in the introduction. The argumentation of the thesis should be summarized

briefly, and if appropriate, elaborate on how the research findings and results will contribute to the field in general and what sort of broader implications these may have. Suggestions may be made for further research where appropriate, but this is not a requirement

LIST OF REFERENCES: All publications cited in the thesis should be presented in a list of references following the text. Students are advised to restrict the total number of references to 200.

The student is responsible for the accuracy of the References. References should follow the *Harvard-like format*. Citation of References in the text should be given by author's last name (no initials) followed by the year. When two or more citations are given, list them in chronological order. When there are two authors, include both names, separated by "&"; when there are three or more names, give only the first author followed by "et al." If there are two or more papers by the same author(s) in the same year, identify them by "a", "b", etc. (and be sure to include the identifying letters in the Reference List). All References cited in the text (including those included in figure legends and tables) should be listed in References.

Start the References on a separate page, and arrange citations in alphabetical order by the first author's last name; do not number the citations. List *all* the authors (do not use "et al." in the reference list). When there are two or more references to the same author(s), list them in chronological order.

For journal references, the names of authors (last name and initials) should be followed by the date (in parentheses), title of the article, journal name (in italics-use PubMed abbreviations), volume number (followed by a colon) and pages (first - last page numbers). Reference to electronic material should include author name(s), date, article title, and journal (as above); where volume and/or page numbers are not available, substitute Digital Object Identifier (DOI) number. Illustrative examples of entries in a Bibliography or list of References are given below:

Journal

Example.

Gopinath B, Radhakrishnan K, Sarma PS, Jayachandran D, Alexander A (2000) A questionnaire survey about doctor-patient communication, compliance and locus of control among South Indian people with epilepsy. *Epilepsy Res* 39: 73-82.

Chapter in a Book

Wenzel HJ, Schwartzkroin PA (2006) Morphologic approaches to the characterization of epilepsy models. In: Pitkanen A, Schwartzkroin PA, Moshe SL (eds) *Models of seizures and epilepsy*, Elsevier Academic Press, San Diego, pp. 629-652.

Book - *Example:*

Pechenik JA (1987) *A short guide to writing about biology*. Harper Collins Publishers, New York.

Book in a series

Bhattacharjee M (1998) *Notes of infinite permutation groups, Lecture notes in mathematics* no.1698, Springer, New York.

Encyclopedia articles

Varley DH, Immelman RFM (1972) Libraries. *Standard Encyclopaedia of Southern Africa*, vol.6, p.618-619

Thesis/dissertation

Smithers RHN (1997) *The mammals of Botswana*. DSc thesis. University of Pretoria.

Conference proceedings

Bourassa S (1999) 'Effects of child care on young children', *Proceedings of the third annual meeting of the International Society for Child Psychology*, International Society for Child Psychology, Atlanta, Georgia, pp. 44-6.

Citations from Internet

The following elements in sequence must be considered: Author (if known), Date of publication/last updated, Title of article or document on website Type of medium [Online], Available from (website), Access date in brackets

Harris P (2005) Reaching the top of the mountain. [Online]. Oxford University Press: Oxford. Available: <http://www.netLibrary.com/openbook/093456/html> [Accessed 8 January 2008]

Useful tips for referencing. [Online]. Available: <http://www.referencetips.org.za> [Accessed 5 November 2008].

Lawrence JJ (2005) Cholera epidemics in central Africa. The Times, 26 June 2005. [Online]. Available: <<http://thetimes.com>> [Accessed 27 June 2005].

Patents

Author(s) of patent – surname and initials Year of issue, *Title of patent- italicised*, Number of patent including country of issue

Cookson AH (1985) *Particle trap for compressed gas insulated transmission systems*, US Patent 4554399.

THE ANNEXURE**List of publications:**

List of publications obtained by the student from the PhD work should be included in the Thesis. Students are strongly encouraged to place the accepted versions of the manuscripts (maximum two), which were integral part of thesis work.

Curriculum vitae (optional):

Provide one page giving academic qualifications, academic achievements and list of publications.

Appendices (optional):

Appendices may include the formulas, diagrams, protocols, or any similar data that are not contained in the body of the thesis. The number can be given as A-1, A-2 and listed as such in the table of contents.

ANNEXURE - I

LNCT VIDHYAPEETH UNIVERSITY, INDORE
(LNCT Vidhyapeeth University.ac.in)

**APPLICATION FORM FOR ADMISSION IN
Ph.D. /M.Phil. PROGRAMMES**

Self Attested
Photograph

Academic Session: _____

Name of the Programme for Admission: _____ [(i)
Ph.D. (ii) M.Phil. (iii) Both M.Phil. and Ph.D.]

Name of the Subject for Ph.D. / M.Phil.: _____

Subject for Entrance Test: _____

Proposed Research Centre: _____ **Faculty:** _____

Proposed Centre for Entrance Test: _____

1. Applicant's Name (in Hindi): _____ (in English): _____

2. Date of Birth: _____ 3. Gender: _____

4. Domicile of M.P.: Yes / No _____ 5. Blood Group: _____
(If yes, attach photocopy of domicile proof)

6. Category: Unreserved/ SC/ST/ OBC(non-creamy layer)/Differently-abled: _____

(Please attach photocopy of proof of category of SC/ST/OBC(non-creamy layer)/ Differently-abled)

7. Nationality: _____ 8. Enrolment Number (if available): _____

9. Name of Father / Husband: _____

10. Name of Mother: _____

11. Annual Income of Parents: Rs. _____

12. Are you UGC/ CSIR NET with JRF Qualified? Yes/ No: _____

13. Do you have Teacher Fellowship for Research? Yes/ No: _____

14. Do you have Government/ Foreign Research Fellowship? Yes/ No: _____

15. Do you have M.Phil. degree (as per UGC Regulations 2009 or amended thereafter) with course work? (Yes/ No): _____

(in case of "Yes" in any of the above mentioned questions no. 12-15, please provide photocopy of the proof of the same)

16. Applicant's Address

(a) Permanent: _____

Phone no. of Father/ Husband: _____

(b) For Correspondence: _____

Mobile No. of the Candidate: _____ Email ID of the Candidate: _____

Aadhar No. of the Candidate: _____

17. Educational Qualifications (Enclose self attested photocopies):

Class	Board/University	Year	Grade/% of Marks	Division	Subject
10 th					
12 th					
Graduate					
Post Graduate					
M.Phil.					
Any Other					

18. Fee Details:

Amount (Rs.): _____ Demand Draft No.: _____ Date: _____

Name of the Issuing Bank & Branch: _____

19. Teaching / Research Experience (if any): _____

20. Any other information: _____

Date:

(Signature of Applicant)

Annexure - II**Format of Application for successful candidates in PhD Entrance Test to apply for
Registration in Course Work at Recognized Place of Research for
Academic Year 2022 - 2023**

To,

The Registrar,
LNCT Vidhyapeeth University,
Indore (M.P.)

Sir/Madam,

I Dr/Mr/Ms hereby offer my application for Personal Interview and Counseling for selection and Registration to PhD Course for the Academic Year 2020-2021

My details are as follows:

1. Name of the Applicant
2. Name of Subject/Speciality
3. Enrollment Number
4. Caste
5. Category
6. Address for Correspondence

PIN

Contact: Mobile Telephone Email

7. Ph D Entrance Test Date
8. Ph D Entrance Test result date
9. Date of Counselling
10. Date of Notification Regarding Available Subjects and Guides
11. Name of Recognized Centre:

12. Admission Category(Please TICK):

As a Regular-Student Eligible Teacher

13. Educational details

S. No.	Qualification level and Nomenclature	Year of Passing	Name of College	University	% obtained
1.	High School				
2.	Higher Secondary(10+2)				
3.	UG Degree				
4.	PG Degree				
5.	Any other				

"Kindly attach attested copies of all relevant documents

Details of Experience in Chronological Order:

S. No.	Subject	Department	Designation	Period (In years)	Total Experience	University approval/ recognition letter
1.						
2.						
3.						
4.						
5.						

"Kindly attach attested copies of all relevant documents

15. Details of Previous Research Work/Publications (Put in Chronological order):

S.No.	Publication Title	Journal Details (Name, issue No. & month of Publication)	Indexed in (As per NMC Norms)	Author number First/Second/ Corresponding

1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

"kindly attach attested copies of all relevant documents

16 Preference for Guide:

Sr No	Name of Available Guide	Preference Number of Guide
1		
2		
3.		
4		

I declare that the information given above is correct to the best of my knowledge. I will submit one set of attested photo-copy of all required documents along with required originals at the time of Interview before Selection Committee at my cost. I am fully aware that if I offer myself for interview before the committee; this does not give any guaranty of my selection. The rights of selection or denial are reserved with the Committee.

Your sincerely,
Signature
Name of Applicant

Mobile No... ..

e-mail

Copy to:

The In-charge,
University Doctoral
Committee, College Doctoral
Committee

Place:
Date:

Annexure - III

LNCT Vidhyapeeth University
(lnctvu.ac.in)

Self Attested
Photograph

Ph.D COURSE WORK - GRADE SHEET & CERTIFICATE

Name & Address of the Institute/ School of Studies/ College where Ph.D. Course Work is Conducted	
--	--

Name of the Student	:	
Father's/ Husband's Name	:	
Mother's Name	:	
Enrolment No.	:	
Roll No.	:	
Academic Session	:	
Semester	:	
Examination Month & Year	:	

Course Code	Course Title	Credits	Grade	Grade Point	Credit Points (Credits X Grade Point)
	Research Methodology	4			
	Review of Published Research				
	Computer Applications				
	Title of the Advanced Course	3			
	Comprehensive Viva-Voce				
TOTAL		16			
ATTEPT				SGPA	
RESULT	EQUIVALENT PERCENTAGE			DIVISION	

Grade in Repeat Examination

Equivalent Percentage=SGPAx10

This is certified that Mr./Ms /Mrs _____ has successfully completed the
Ph.D Course Work as per UGC Regulations, 2016 and the Ph D Ordinance of the University

Date of Result:

Coordinator	Head/ Director	Controller of Examinations
-------------	----------------	----------------------------

Annexure-IV**Application for Final Registration for PhD Course for Candidates in Academic year 20 - 20**

Faculty.....

Subject/Specialty:

Name of the College/Institute/Laboratory:

PhD Entrance Test Roll no. : Category:

Date of Counseling:..... Date of Admission:

Name of the Guide:

Admission Category (Please Tick): As a
Regular-Student

SAU Teacher

Registration Fee: Rs..... . DO No... .

. dated Bank & Branch.....

To,

The Registrar,
LNCT Vidhyapeeth University,
Indore. Sir/Madam,

I hereby apply for final registration to the PhD Course. I state that I have not been registered as a student for this or any other Degree in this or any other University. The required details about me are as follows:

1. Name (In CAPITAL)

2 Father/Husband Name

3.Mother's Name:

4 Date of Birth

5.Gender Male/Female

6 Nationality

7. Permanent Address

8. Present (Local) Address PIN PIN

9. Contact. Mobile Phone - (0) email.

10. Category (Please TICK) (attach attested copies of all relevant documents)

Open SC ST OBC

11. Details of Qualification in Chronological Order (attach attested copies of university degree):

Sl. No.	Qualification level Nomenclature	Name of Board/ College	University	Year Passing	% Obtained
1	High School				
2	Higher Secondary (10+2)				
3	UG Degree				
4	PG Degree				
5	Any other				

12 Details of Teaching Experience in Chronological Order (attach attested copies of all relevant documents).

Sr. No.	Subject	Department	Design	Period (In years)	Total Experience
1.					
2.					
3.					
4.					
5.					

*Kindly attach attested copies of all relevant documents

- (c) Total UG Teaching Experience. years months
months
- (d) Total PG Teaching Experience years

13 Details of Publication/Research Publications in Chronological Order

Sl. NO	Publication Title	Journal Details (Name, Issue No. & Month of Publication}	Indexed In (As per NMC Norms)	Author number First/ Second/ Corresponding
1.				
2.				
3.				
4.				
5.				
6.				
7.				

"Kindly attach attested copies of all relevant documents

14. Details of professional experience, if any (attach necessary certificates):

- (iv) Nature of professional experience:
- (v) The Institute where professional experience was gained:
- (vi) Period of professional experience. . . .

15. Name of the Research Guide: . . . Designation Department:
- Address: .. .
- Number of students registered under the guide in current Academic Year:
- Number of all students registered under guide and still not completed PhD:

16. Name of the Co-Guide (if applicable):
- Designation.... . Department:
- Address: . . .

17. Title of the Synopsis (Outline of Research):

18. Whether 2 copies of synopsis are attached
19. Whether one-e-copy (CD/DVD) of synopsis is enclosed
20. Whether approval from College Doctoral Committee was obtained (attach copy of letter) : Yes/No
21. Whether approval from Institution Ethical Committee was obtained : Yes/No
22. Whether candidate is fulfilling eligibility conditions : Yes/No
- 23

Enclosures

Sr. No.

Attached
(Yes/No)

Name of the Documents

- | Attached
(Yes/No) | Name of the Documents |
|----------------------|--|
| | 1. Copy of PhD Entrance Test Mark-List |
| | 2. Date of Birth Certificate |
| | 3. Caste Certificate |
| | 4. Migration Certificate |
| | 5. U.G. Degree Certificate |
| | 6. PG Degree Certificate |
| | 7. Experience Certificate |
| | 8. Copy of No Objection Certificate from employer |
| | 9. Copy of Relieving Letter |
| | 10. Copy of Approval Letter as a Teacher |
| | 11. State Council Registration Certificate |
| | 12. Copy of Receipt of fees paid at Centre |
| | 13. 2 Passport size color photographs |
| | 14. Copy of Research Publications |
| | 15. Copy of Report of Institute Research Committee |
| | 16. Copy of Report of E.I.C. |

Undertaking by the Candidate

I, Dr/Mr/Ms

hereby declare that, all the information given above related to me are true, to the best of my knowledge. I have read the Rules for the Degree of Doctor of Philosophy (PhD) prescribed by the LNCT Vidhyapeeth University, Indore and I undertake to abide by them. I also undertake to regularly work at the Place of Research and per the recommendation of Research Guide.

Thanking you

Your sincerely,

Date:

Place:

Signature of Applicant

Recommendation of the Guide

I, Dr/Mr/Ms. allotted Guide for,
 Dr/Mr/ Ms.. hereby certify that the
 Synopsis/outline of research of Dr/Mr/Ms is prepared
 under my guidance/supervision and is a genuine work. I recommend the same for further Final
 Registration. Presently
 .students are registered under me for PhD Course under LNCT Vidhyapeeth
 University, Indore. Place:
 Date:.....

Signature & Name of the Guide

Recommendation of the Head of the Department

I am pleased to forward the final draft of Synopsis prepared by, Dr./Mr./Ms.
 under guidance of Dr./Mr./Ms.... at this institute.

I certify that this final draft is approved by CDC& IEC of this Institute

Place:

Date:

Seal: ,

Signature with stamp of HOD

Recommendation of the Head of the Research Institute

I am pleased to forward the final draft of Synopsis prepared by, Dr./Mr./Ms
 _____ under guidance of Dr./ Mr / Ms at this institute. I

Certify that this final draft is approved by IRC & IEC of this Institute and all the fees for
 admission to Ph D Course are paid by the candidate.

Date:

.....

Seal:

Signature with Stamp of Institute
 Head of the Research

Annexure -V**Application for recognition as a Research Guide/ Co-Guide for Ph.D.**

1	Name (In capital letters)	
2	Date of Birth	
3	Date of Retirement	
4	Present Designation	AGE
5	Name of the Department	
6	Institutional address	
7	PIN	
8	Qualification	
9	State Council Registration No.	Date of Registration:
10	Address for Communication:	
11	Contact Details: (i) Mobile (ii) e-mail: (iii) Phone: Residence	

12 Details of Qualification in Chronological Order (attach attested copies of all relevant documents)

S. No.	Qualification Level and Nomenclature	Name of College	University	Year of Passing	% Obtained
1	UG Degree				
2	PG Degree				
3	PG Diploma				
4	DNB				
5	Ph.D.				
6	Any other				

"Kindly attach copies of all relevant documents

13 Details of Experience in Chronological Order:

S No.	Subject	Department	Designation	Period (in Years)	Total Experience	University Approval/ recognition letter No and Date
1						
2						
3						
4						
5						

*Kindly attach copies of all relevant documents

- (a) Total UG Teaching Experience:years.....months
 (b) Total PG Teaching Experience years.....months
 (c) Total Experience as recognized PhD Guide:..... years Months
 d) Number of students guided for PhD course:

14 Details of Research Publications (put in Chronological Order):

Sl.No	Publication Title	Journal Details {Name, Issue No. & month of Publication}	Indexed in (As per NMC Norms)	Author number First/Second/ Corresponding
1.				
2.				
3.				
4.				
5.				
6.				

*Kindly attach attested copies of all relevant documents

15. Whether all Experience Certificate are attached* Yes/No

I declare that the information given above is correct to the best of my knowledge. If the information given above is found to be incorrect my appointment shall be cancelled

Place:

Date-

Signature & Name of Applicant

Annexure-VI**Format for six monthly progress report to be submitted by registered Candidate to University**

To,
The Vice-Chancellor
LNCT Vidhyapeeth University,
Indore

Through:

The Dean/Principal/Director
Subject. Six Monthly Progress Report of Dr./Mr /Msunder the
Guidance of Dr.Academic Year 20---20----

Respected Sir/Madam,

I, Dr./Mr./Ms -----bearing Entrance Test Roll NoPermanent Registration
No.....here by submitting
my Six Monthly Progress Report to the University as under-

1. Date of Provisional Registration:
2. Date of Permanent Registration:
3. Permanent Registration Number.....
4. Tentative date of completion .
5. Name of Subject/Specialty' . . .
6. Name of the Guide-
7. Report period From to
8. Report number. First/Second/Third/Fourth/Fifth/Six
9. Date of previous report
10. Date of Pre-PhD Seminar (for last report only:

Place:

No of participants.. .

11. Details of Report: (given details in brief, regarding Literary review, pilot work, presentation of papers, publication of paper, details of attended workshops/seminars/conferences-related to research topic, completed clinical work stages, stages of completed laboratorial works, attendance at department/institute, etc {Please enclose all the related documents})
.....
.....

Date: ...

.Signature of Applicant

Certificate from Guide

This is to certify that, the above-mentioned work, carried out by Dr/Mr/Ms is carried out under my direct supervision. The overall work and attendance of candidate during the period from.....to.....is satisfactory/unsatisfactory. Hence, forwarded to the University.

Date: ..

Signature and Name of the Guide
Signature, Name and Stamp of the HOD

Satisfactory Performance, hence forwarded to the University

Date'
Place:

Signature with Stamp of Head
of Institute/ Dean Principal

Annexure-VII**Format Guidelines for Thesis to be submitted by a Student Registered for PhD Degree under LNCT Vidhyapeeth University, Indore.**

1. The candidate, through pro per channel, shall submit the thesis after completion of his/her research work and satisfactory Pre-PhD Seminar and after fulfillment of other basic conditions as laid down by the LNCT Vidhyapeeth University, Indore, from time to time.
2. These guidelines provide candidate with essential information about how to prepare and submit thesis in a format acceptable to LNCT Vidhyapeeth University.
3. The Thesis should be written in English/Hindi only except where the subject itself is a language and printed preferably in acceptable/recognized font under the following heading:-
 - (a) Title Page
 - (b) Certificates
 - (c) Acknowledgement
 - (d) List of Abbreviation
 - (e) Table of Contents
 - (f) List of Graphs
 - (g) List of Figures
 - (h) Introduction
 - (i) Statement of problem
 - (j) Objectives of the Research
 - (k) Hypothesis
 - (l) Research Methodology
 - (m) Research Deign
 - (n) Limitation of the Research
 - (o) Review of Literature
 - (p) Chapterization
 - (q) Results
 - (r) Discussion
 - (s) Summary & conclusion Outcome of the Research
 - (t) References/Bibliography
 - (u) Tables
 - (v) Annexure
4. The written text of the Thesis shall not be less than 150 pages, excluding reference 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 not be done
5. Use a standard font size 12 point consistently throughout the thesis for all text. It is permissible to change font size in tables, figures, captions, footnotes and appendix material.
6. Page margins should be a minimum of one half inch from top, bottom, left and right. All pages should have page number centered at the bottom of the page.

7. The Thesis shall include Form A (Declaration by the student and Guide) and certificates by the Guide, Co-guide (if any), Head of the Department and Head of the Institution (Certificate pages supposed to be detachable and to be placed at the end)
8. Four hard copies of THESIS along with two sets of VCD/DVDs and ten sets of SUMMARY REPORT, thus prepared, shall be submitted to the Controller of Examinations, along with prescribed fees, for evaluation.
9. In clinical photographs (if included in the Thesis), the identity of subjects should be concealed. The names of the patients should not be stated in the master chart.
10. Names of individual, college, institute, teachers, guides, and any other sort of identity should not be disclosed in the Thesis in any form.
11. The first page of the Thesis shall be as under. (this page is supposed to be detachable)
 - (i) Permanent Registration Number:
 - (ii) Name of the Candidate:
 - (iii) Name of College/Institute:
 - (iv) Name of the Guide:
 - (v) Name of the Co-Guide:
 - (vi) Name of Examination PhD:
 - (vii) Name of Subject/specialty:
 - (viii) Name of Faculty
 - (ix) Admission (Academic Year):
 - (x) Completion Year (Academic Year):
 - (xi) Title of the Thesis
12. The Second page of the Thesis shall be as under:
 - 1 LNCT Vidhyapeeth University, Indore
 - 2 Name of the Examination: Doctor of Philosophy (PhD)
 - 3 Name of the Faculty:
 - 4 Name of the Subject/Specialty:
 - 5 Admission Year (Academic Year):
 - 6 Completion Year (Academic Year):
 - 7 Title of the Thesis:

ANNEXURE- VIII

Layout of Outer cover

TITLE OF THESIS
(Capitals, bold and inverted pyramid form)

NAME

Ph.D. THESIS

Year

(Institute Emblem)

LNCT VIDHYAPEETH UNIVESITY,
INDORE (MP)

Layout of title page

TITLE OF THESIS
(Capitals, bold and inverted pyramid form)A THESIS PRESENTED BY
(NAME)TO
LNCT VIDHYAPEETH UNIVESITY,
INDORE (MP)IN PARTIAL FULFILMENT OF THE REQUIREMENTS FOR
THE AWARD OF
DOCTOR OF PHILOSOPHY

YEAR

Appendix IX

Format for declaration by student

CERTIFICATE

I..... hereby certify that I had personally carried out the work depicted in the thesis entitled, ".....", except*.....
No part of the thesis has been submitted for the award of any other degree or diploma prior to this date.

Signature

Name of the Candidate

Date

(* If external help was sought declare and acknowledge)

Appendix - X

Format for declaration by Guide:

Name of the guide
Division/Department

This is to certify thatin the department/division ofof this Institute has fulfilled the requirements prescribed for the Ph.D degree of the LNCT Vidhyapeeth University, Indore (MP)

The thesis entitled, "... .." was carried out under my direct supervision. No part of the thesis was submitted for the award of any degree or diploma prior to this date.

*Clearance was obtained from the Institutional Ethics Committee/ Institutional Animal Ethics for carrying out the study

Signature Date

* As and when applicable.

If an external/ Co-guide was present a similar declaration should be given

Appendix - XI

Format for approval of thesis

The thesis entitled

.....
Submitted by

..... for the degree of

Doctor of Philosophy of
LNCT VIDHYAPEETH UNIVESITY,
INDORE (MP)

Is evaluated and approved by

.....
guide.

..... Name of the
(Name of thesis examiner)

Appendix - XII

Cover page of synopsis

TITLE OF THESIS
(Capitals, bold, inverted pyramid form)

SYNOPSIS

by NAME
for Ph.D. Degree of

LNCT VIDHYAPEETH UNIVESITY,
INDORE (MP)

(The typed pages may be stapled and submitted 3 months prior to the submission of thesis. When synopsis forms part of the thesis the cover page need not be included)

Annexure-XIII

Format of required Certificates and Attendance Certificate to be Included in Final thesis by registered Candidate.

Form A**Declaration by the Student and Guide**

I, Dr /Mr./Ms hereby declare

that, my Thesis entitled has been prepared under the supervision and guidance of Dr and that, if at any stage, it is found or reported that the material quoted/referred in my Final Thesis is copied *from* any other source/author/researcher and found that I have indulged in PLAGIARISM, I shall be held solely responsible for such an act and the University shall withdraw my PhD Degree (even if awarded) or shall not process my Final Thesis for further evaluation and examination, as the case may be.

Date:

Place:

Signature & Name of the Student

Counter-signed by the Guide of the Student

Date:

Place:

Signature & Name of the Student

Annexure - XIV

Form B

Certificate from Guide

This is to certify that, the Thesis entitled

.....
 has been prepared by Dr/Mr/Ms.
 under my direct supervision and guidance, in partial fulfillment of the regulations for the
 award of the degree of Doctor of Philosophy(PhD), in the subject ofunder the
 faculty of

I have checked his/her work on the subject from time-to-time I am satisfied regarding
 the authentication of his observations, clinical material and experimentation in this Thesis
 and it conforms to the Standards of LNCT Vidhyapeeth University, Indore. I also certify that
 his/her attendance at department is at par as prescribed in the norms by the University and it
 fulfills all other terms and conditions laid down by the University in the concerned
 Direction/rules. His/her six monthly progress reports are satisfactory in nature and submitted
 to the University as follows:

1. First Report No.....dated.....
2. Second Report No.....dated.....
3. Third Report Nodated.....
4. Fourth Report No..... dated..
5. Fifth Report No... ..dated....
6. Sixth Report No.....dated....

I have great pleasure of forwarding it to LNCT Vidhyapeeth University, Indore.

Date'

Place:

Signature and Name of Guide

Certificate from Co-guide (in any)

This is to certify that, Thesis entitled

has been prepared by Dr./Mr /Ms.
under my direct supervision and guidance, in partial fulfillment of the regulations
for the award of the degree of Doctor of Philosophy (PhD) in the subject of,
under the faculty of

I have checked his/her work on the subject from time to time. I am satisfied
regarding the authentication of its observations, clinical material and
experimentation in this Thesis and it conforms to the Standards of LNCT Vidhyapeeth
University, Indore.

I have great pleasure in forwarding it to LNCT Vidhyapeeth University, Indore.

Date:

Place: . . .

'Signature and Name of Co-guide

Annexure - XV

Form C**Certificate by Head of Recognized Place of Research (on Letter-head)**

This is to certify that, the Thesis entitled.

has been prepared by Dr/Mr/Ms.. ,
under the direct supervision and guidance of Dr

Designation:

Award of the Degree of Doctor of Philosophy (PhD) in the subject of
under the faculty of we have great pleasure in forwarding it to LNCT Vidhyapeeth University,
Indore.

Date:

Seal
Center

Signature Name and stamp
Head of the Research
Center/ Department

Signature, Name and stamp
Principal/Dean/Head of
Department

Annexure - XVI**Form - D****Certificate of Plagiarism Check**
(To be inserted in the Thesis)

- 1 Name of the Research Candidate:
2. Course of Study
3. Title of the Thesis.
- 4 Name of the Guide: .
- 5 Department Subject:
6. Acceptable Maximum Limit:
- 7 Percentage of Similarity of Contents Identified...
- 8 Software Used:
- 9 Date of Verification. ..

Signature of the Guide
(Seal)

Signature of the Candidate

Head of the Department
(Seal)

LNCT Vidhyapeeth University, Indore**ORDINANCE No. 35****POST-DOCTORAL FELLOWSHIP**

1. This ordinance shall provide regulation of LNCT Vidhyapeeth University, Indore running Post doctoral fellowship program in various subjects/departments of Medicine, Dentistry, Nursing, Physiotherapy, Occupational therapy, Speech and Hearing, Allied health and Paramedical Sciences, Law, Management or Any other Faculty.

2. SHORT TITLE AND COMMENCEMENT:

Keeping in view the explosion of knowledge in modern medicine, the University introduces a series of Post - Doctoral Fellowship in different disciplines (speciality or sub-speciality), wherein suitable candidates will be imparted training in the concerned area. Through this fellowships, we hope to effectively give training to bring about change in the communities through better clinical practice.

The Courses shall be called as "**POST - DOCTORAL FELLOWSHIP**" of the **LNCT Vidhyapeeth University, Indore, M.P.**

The Regulations framed are subject to modification from time to time by the University Academic Board/apex body from time to time.

3. AIMS & OBJECTIVES:

These Post-Doctoral Fellowship aims that the candidate gets exposure in the concerned disciplines with particular emphasis on their clinical skills. The Course is meant to give intensive hands - on clinical training with periodic evaluation by experienced teaching staff of various departments of Medicine, Dentistry, Nursing, Physiotherapy and Occupational therapy, and other courses.

4. DURATION:

The duration of Post Doctoral Fellowship for each speciality has been mentioned in the regulations of the Post Doctoral Fellowship along with the respective courses.

POST DOCTORAL FELLOWSHIP PROGRAM IN MEDICAL SCIENCES:**Eligibility For Admission;**

- 4.1.1 Candidate who are in possession of recognized postgraduate medical degree MD/MS, OM, M.Ch., DNB recognized by NMC in the concerned speciality are eligible to join in POST-DOCTORAL FELLOWSHIP IN MEDICAL SCIENCES.
- 4.1.2 The Post-Doctoral Fellowship offered by this University cannot be equated with M.Ch/D.M.
- 4.1.3 Candidates who have studied in foreign countries (outside India) and qualified in Medical P.G. Diploma in Clinical Courses, FRCS, MRCP, MRCS, FRACS & AB of concerned Specialty are also Eligible to apply for selection process to join in **POST- DOCTORAL FELLOWSHIP IN MEDICAL SCIENCES** upon producing the following Certificates

- 4.1.3.1 Equivalency Certificate issued by the National Medical Council, New Delhi
- 4.1.3.2 Registration Certificate issued by the National Medical Council, New Delhi
- 4.1.3.3 Migration Certificate issued from the University from where Post Graduate Degree was obtained.

4.2 List of Post-Doctoral Fellowship Courses in Medical Sciences:		
COURSE	ELIGIBILITY	DURATION
1. ANAESTHESIA		
Paediatric Anaesthesia	M.D / D.N.B (Anaes)	One Year
Pain Medicine	MD./ D.N.B {General Medicine/ Anaesthesia / Paediatrics/ Geriatrics/ Radiology / M.D.{Physical Medicine) M.S / D.N.B {General Surgery/ Obst.&Gynae/ Ortopaedics / ENT) D.M / D N B (Neurology/ Medical Oncology) M.Ch, (Any Surgical Speciality) or Equivalent	Two Year
Cardiac Anaesthesia	M.D(Anaesthesia) / D.N.B. {Anaesthesia)	One Year
Nerve Block and Pain Management	M.D(Anaesthesia) / D N.B. (Anaesthesia) or Equivalent	One Year
Neuro Anaesthesia	M.D(Anaesthesia) / D.N.B. (Anaesthesia) or Equivalent	One Year
Advanced Clinical Anaesthesia & Perioperative Medicine	M.D(Anaesthesia)/D.N.B. (Anaesthesia) or Equivalent	One Year
2 CARDIOLOGY		
Advanced Echocardiography	MD/DNB (Gen Med & Paediatrics)/DM/DNB (Cardiology)	One Year
Paediatrics Cardiology	D.M (Cardio) MD (Paedia) / DNB (Cardio / Paedia)	One Year
Preventive Cardiology	D.M (Cardio) / M.D (Gen.Med)/ DNB (Cardio/ Gen. Med.)	One Year
Clinical Cardiac ElectroPhysiology	D.M / DNB (Cardio)	One Year
3. CRITICAL CARE		
Critical Care Medicine	MD/DNB Anaesthesia/General Medicine/ Pulmonary Medicine/ Emergency Medicine/MS/DNB General Surgery or Equivalent	Two Years
4. COMMUNITY MEDICINE		
Epidemiology and Outcome Research	MD (PSM) or Equivalent	One Year

5. DERMATOLOGY		
Cosmetology	M.D./DNB (Dermatology) M.Ch./DNB (Plastic Surgery) or Equivalent	One Year
Aesthetic Dermatology	MD / DNB (Dermatology) or Equivalent	One Year
Trichology	MD / DNB (Dermatology) or Equivalent	One Year
Paediatric Dermatology	MD/DNB Dermatology, Venereology & Leprosy or Equivalent	One Year
Advanced Medical Dermatology	MD/DNB Dermatology, Venereology & Leprosy or Equivalent	One Year
Dermatosurgery	MD/DNB Dermatology, Venereology & Leprosy or Equivalent	One Year
Dermatopathology	MD/DNB Dermatology, Venereology & Leprosy, Skin & VD, Pathology or Equivalent	One Year
6. ENT		
Implantation Otolaryngology	M.S / D,N,B (ENT) or Equivalent	One Year
Paediatric Oto-rhino laryngology	M.S / D.N.B (ENT) or Equivalent	One Year
Phono Surgery	M.S / D N.B (ENT) or Equivalent	One Year
Rhinology	M.S / D.N.B (ENT) or Equivalent	Two Year
Audio Vestibular Diseases	M.S / D.N.B (ENT) or Equivalent	Two Year
Otology Encompassing Microscopic	M.S / D.N.B (ENT) or Equivalent	
7. GASTROENTEROLOGY		
7.1 MEDICAL GASTROENTEROLOGY		
Advanced Gastro Intestinal Endoscopy	D,M (Medi.Gastro Endo)/ M,Ch,(Sug Gastro,Endo)/D N,B (Medi, Gastro, Endo,/ Surg. Gastro, Endo,) or Equivalent	One Year
Liver Diseases	DM (Hepto /Med,, Gastro, Endo) DNB (Gastro / Hepato) or Equivalent	One Year
Liver Transplant and Hepatobiliary Anaesthesia	M,D,(Anaesthesia)/D,N,B (Anaes) or Equivalent	One Year
7.2 SURGICAL GASTROENTEROLOGY		
Hepatobiliary Surgery	M.Ch / D,N,B (Surg, Gastro) or Equivalent	One Year
Liver Transplantation	M.Ch / D,N,B (Surg Gastro) or Equivalent	One Year
Esophageal Surgery	M.Ch / D.N.B (Surg.Gastro) or Equivalent	One Year

Colorectal Surgery	M.Ch / D.N.B (Surg. Gastro) M,S, / D,N.B (Gen, Surg) or Equivalent with 2 years of working experience in the department of colorectal Surgery	One Year
8. GENERAL SURGERY		
Minimal Abdominal Access Surgery	MS/DNB(Gen.Surgery) or Equivalent	Two Years
Diabetic Foot Surgery or Podiatry Surgery	MS/DNB (Gen. Surgery) or Equivalent	One Year
Breast & endocrine surgery	MS/D.N,B(Gen.Surgery) or Equivalent	One Year
Colorectal surgery	M,S/D,N,B(Gen.Surgery)or Equivalent	Two Years
Head & Neck Surgery including Microvascular Reconstructive Surgery	M,S / D.N,8 (Gen.Surgery)/ ENT or Equivalent	Two Years
Upper GI & Bariatric Surgery	MS /DNB (Gen.Surgery) or M Ch/ DNB General Surgery	Two Years.
Phlebology	M.S/D.N.B General Surgery/ MD/ DNB Dermatology/Radiology	One Year
Minimum Invasive Bariatric Metabolic Surgery	M.S / D.N.B (Gen.Surgery) Or M Ch/ DNBGeneral Surgery	One Year
9. HAEMATOLOGY		
Bone Marrow & Stem Cell Transplantation	DM/DNB Clinical Haematology/ MedicalOncology or Equivalent	One Year
Clinical Haematology	MD/DNB General Medicine/ Paediatrics/ MD Pathology/ Transfusion Medicine or Equivalent	Two Years
Molecular Haematology	MD/DNB Pathology or Equivalent	Two Years
10. HAPATOLOGY		
Clinical Hepatology	MD/DNB General Medicine /Paediatrics or Equivalent	One Year
11. MEDICINE		
Toxicology	M.D./DNB (Anesthesiology Emergency Medicine/ Critical Care Medicine/Paediatric/ DTCD/ Family Medicine/Gen.Med/Forensic Medicine and Toxicology and Pharmacology) or Equivalent	One Year
Palliative Medicine	M.D. / D.N.B (Gen.Med/ Anaes / Paed /Geriatric)/ M.D.(PMR) or Equivalent	One Year
Emergency Medicine	M.D. / D.N.B (Gen.Med, Anaesthesiology, Pulmonary	One Year

	Medicine) M.S. /D.N.B (Gen.Sur, Orthopedics) or Equivalent	
Diabetology	M.D. / D.N.B (Gen.Med/ Paed /Geriatric) or Equivalent	One Year
Microbial Medicine and Infections Control	MD(Gen.Med / Paed /Geriatric/ Family Medicine) D.N.B (Gen.Med/ Paed / Geriatric / Family Medicine) or Equivalent	Two Years
Sleep Medicine	M,D, / D,N,B (Gen, Med / Psychia) or Equivalent	One Year
Intensive Care	DM (Cardio) / M.D (Gen,Med) D.N.B (Cardio/Gen. Med) or Equivalent	One Year
Clinical Genetics	MD/ D.N.B in any subject, MS/D.N.B in Obstetrics and Gynaecology or Equivalent	Two Years
Geriatric Medicine	MD/D.N.B General Medicine/Family Medicine or Equivalent	One Year
Neurocritical Care	MD/D.N.B General Medicine/ Anaesthesia / Pulmonary Medicine/M Ch Neurosurgery/ DM Neurology or Equivalent	One Year
12. NEPHROLOGY		
Interventional Nephrology	DM/D.N.B Nephrology or Equivalent	6 Months
Renal Transplantation	DM/D.N.B Nephrology or Equivalent	One Year
13. NEUROLOGY		
Paediatric Neurology	MD/D.N.B Paediatrics or Equivalent	Two Years
14. NEUROSCJENCES		
Neuro Psychiatry	D,M (Neuro)/MD (Psychia) D.N.B (Neuro/Psychia) or Equivalent	One Year
15. NEUROSURGERY		
Neurosurgery Spine	MCh/D.N.B Neurosurgery completed within the last 5 year or Equivalent	One Year
Paediatric Neurosurgery	MCh/D.N.B Neurosurgery completed within the last 5 year or Equivalent	One Year
Skull Base Neurosurgery	MCh/D.N.B Neurosurgery completed within the last 5 year or Equivalent	One Year
16. OBSTETRICS & GYNAECOLOGY		
Reproductive Medicine	M.S / M.D/ D.N.B (Obs & Gynae**)/DGO ** One Year Work experience in Reproductive Medicine Post M.S / M.D./D.N.B (Obs & Gynae) or	Two Year

	Equivalent	
Fetal Medicine	M.S / M.D/ D.N.B {Obs & Gynae**} MD /D.N.B (Radio Diagnosis) **with 6 months of work experience in level 3 ultrasound or Equivalent	Two Year
Endo Gynaecology	M.S / M D/ D.N.B (Obs & Gynae) With one year of work experience in Endo Gynaecology or Equivalent	One Year
High Risk Pregency Care	M.S / M.D/ D.N.B (Obs & Gynae) or Equivalent	One Year
Gynaec Oncology	MS/DNB Obstetrics & Gynaecology or Equivalent	Two Year
17. OPHTHALMOLOGY		
Vitreo- Retinal Surgery	M.S / D.N.B (Ophthal) or Equivalent	One Year
Cornea	M.S / D.N.B (Ophthal) or Equivalent	One Year
Oculoplasty	M.S / D.N.B (Ophthal) or Equivalent	One Year
Glaucoma	M.S / D.N.B (Ophthal) or Equivalent	One Year
Neuro Ophthalmology	M.S / D.N.B (Ophthal) or Equivalent	One Year
Comprehensive Ophthalmology	M.S / D.N.B (Ophthal) or Equivalent	One Year
UVEA	M.S / D.N.B (Ophthal) or Equivalent	One Year
18. ORTHOPAEDICS		
Joint Replacement(Arthroplasty)	M.S / D.N.B (Ortho) or Equivalent	One Year
Orthopaedic Spine Surgery	M.S / D.N.B (Ortho) or Equivalent	Two Years
Paediatric Orthopaedics	M.S / D.N.B (Ortho) or Equivalent	Two Years
Orthopaedic Limb Reconstructive Surgery	M.S / D.N.B (Ortho) or Equivalent	One Year
Arthroscopy	M.S / D.N.B (Ortho) or Equivalent	One Year
Sports Medicine	M.S / D.N.B (Ortho) / M.D / D,N,B (PMR) or Equivalent	One Year
Hand and Reconstructive Microsurgery	M.Ch / D.N.B (Plastic, Surg), M.S, DNB (Ortho) or Equivalent	One Year
19. PAEDIATRICS		
Paediatric Nephrology	D.M (Nephro) /MD/ DNB (Paed) or Equivalent	Two Years
Neonatal Intensive Care	M.D / D.N.B (Paed) or Equivalent	One Year

Paediatric Emergency Medicine	M.D/D.N.B (Paed) or Equivalent	One Year
Paediatric Intensive Care	M.D/D.N.B (Paed) or Equivalent	One Year
Paediatric Pulmonology	M.D/D.N.B (Paed) or Equivalent	One Year
Paediatric Neurology	D.M / D.N.B (Neuro) / M.D / D.N.B (Paed) or Equivalent	One Year
Paediatric Hepatology	M.D / D.N.B (Paed) or Equivalent	Two Years
Blood and Marrow Transplant (Adult & Paediatric)	D.M. / D.N.B (Hematology / Medical Oncology/ Paed. Hemato Oncology) or Equivalent	One Year
Developmental Paediatrics	MD/DNB Paediatrics or Equivalent	Two Years
Paediatric Infectious Diseases	MD/DNB Paediatrics or Equivalent	Two Years
Neonatology	MD/DNB Paediatrics or Equivalent	One Year
Paediatric Hemato-Oncology	MD/DNB Paediatrics or Equivalent	Two Years
20. PAEDIATRIC SURGERY		
Paediatric Urology	M.Ch / D.N.B (Paed. Surg) or Equivalent	One Year
Paediatric Thoracic Surgery	M.Ch / D.N.B (Cardio.Thoracic / Paed Surg) or Equivalent	One Year
Paediatric Surgical Oncology	M.Ch / D.N.B (Onco. Surg / Paed.Surg. or Equivalent	One Year
21. PATHOLOGY		
Cytogenetics	M.D / D.N.B (Anatomy/Pack) or Equivalent	Two Years
Cyto — Pathology	M.D / D.N.B (Pathology) — with 2 years Post P.G. experience of which One year work experience in Cyto-Pathology. or equivalent	One Year
22. PSYCHIATRY		
Child & Adolescent Psychiatry	MD / DNB Psychiatry or Equivalent	Two Year
23. RADIOLOGY		
Onco Radiology Diagnostic	M.D / D.N.B (Radio) or Equivalent	One Year
Onco Radiology Therapeutic	M.D / D.N.B (Radio. Therapy) or Equivalent	One Year
Nuclear Medicine	M.D / D.N.B (Radio. Therapy) / DNB (Nuclear Med wine) or Equivalent	One Year
Breast Imaging	M.D / D.N.B (Radio) or Equivalent	One Year
Musculo Skeletal Radiology	M.D / O.N.B (Radio) or Equivalent	Two Years

Neuro & Vascular Interventional Radiology	M.D / D.N.B (Radio. Diag) or Equivalent	Two Years
Cardio Vascular Radiology	M.D / D.N.B (Radio) or Equivalent	One Year
Vascular and Interventional Radiology	M.D / D.N.B (Radio. Diag) or Equivalent	Two Years
Cross Sectional Imaging	MD/DNB Radiology or Equivalent	One Year
Paediatric Radiology	MD/DNB Radiology or Equivalent	One Year
24. RESIRATORY MEDICINE		
Allergy, Asthama & immunotology	MD/DNM Respiratory Medicine /General Medicine / Paediatrics or Equipment	Two Year
Pulmonology	MD/DNM Respiratory Medicine /General Medicine / Paediatrics or Equipment	Two Year
25. RHEUMATOLOGY		
Advanced Arthritis, Rheumatism & Autoimmunity (formerly known as Clinical Immunology & Rheumatology)	MD/DNB General Medicine/ Paediatrics or Equivalent	Two Year
26. ONCOLOGY		
Paediatric HaematoOncology	D.M. / D.N.B (Oncolo) M.D / DNB (Paed) or Equivalent	Two Years
Gynaec Oncology	M.S / D.N.B (Obs. & Gynae) D M / DNB (Oncolo) or Equivalent	Two Years
Onco Pathology	M.D (Patho) / DNB (Oncolo) or Equivalent	One Year
27. UROLOGY		
Endo – Urology	M.Ch / DNB (Uro) M.S / DNB (General Surgery) with 3 years of working experience in Endo-Urology. or Equivalent	One Year
28. FAMILY MEDICINE		
Family Medicine	M.D./MS/DNB or Equivalent	One Year

5 POST DOCTORAL FELLOWSHIP PROGRAM IN DENTAL SCIENCES

5.1 Eligibility for Admission.

5.1.1 Candidates who have passed BDS/MDS from a Dental College University recognized by Dental Council of India.

5.1.2 Indian students who have studies foreign countries and passed Dental Degree Course are eligible to join Fellowship in Dental implantology provided they produce the following Certificates.

- The Equivalency Certificate issued by the DCI/Government of India
- Registration Certificate issued by the respective State Dental Council.

5.1.3 Foreign nationals who have studied in foreign countries and passed Dental Degree courses are also eligible to join Fellowship in Dental implantology provided they produce the following certificates.

- The Equivalency Certificate issued by the DCI/ Government of India.
- Temporary Registration Certificate issued by the Dental Council of India New Delhi.

5.2 List of Post-Doctoral Fellowship Programs in Dental Sciences:

COURSE	ELIGIBILITY	DURATION
Fellowship Programme in Oralimplantology and Laser Dentistry	BDS/MDS OR Equivalent from recognized institute	One Year
Fellowship Programme in Contemporary Endodontics	BDS/MDS OR Equivalent from recognized institute	One Year
Fellowship Programme in Aesthetic Dentistry & Occlusion	BDS/MDS OR Equivalent from recognized institute	One Year
Fellowship Programme in Forensic odontology.	BDS/MDS OR Equivalent from recognized institute	One Year
Advanced Fellowship Program in cosmetic surgery.	BDS/MDS OR Equivalent from recognized institute	One Year
Fellowship Course in Microdentistry	BDS/IVIDS OR Equivalent from recognized institute	One Year
Fellowship Course in Asthetic Dentistry	BDS/MDS OR Equivalent from recognized institute	One Year
Fellowship Course in Cleft Orthodontics	BDS/MDS OR Equivalent from recognized institute	One Year
Fellowship Course in Clinical Research	BDS/MDS OR Equivalent from recognized institute	One Year
Fellowship Course in Comprehensive Cleft Care	BDS/MDS OR Equivalent from recognized institute	One Year
Fellowship Course in Craniofacial and Orthopaedics and Occusion	BDS/MDS OR Equivalent from recognized institute	One Year
Fellowship Course in Trauma	BDS/MDS OR Equivalent from recognized institute	One Year
Fellowship Course in Dental Genetics	BDT/MDS OR Equivalent from Recognized institute	One Year
Fellowship Course in Dental Public Health	BDS/MDS OR Equivalent from Recognized institute	One Year
Fellowship Course in Dental Genetics	BDT/MDS OR Equivalent from recognized institute	One Year
Fellowship Course in Dental Public Health	BDS/MDS OR Equivalent from recognized institute	One Year
Fellowship Course in Dental Rehabilitation under General Anaesthesia and Sedation	BDS/MDS OR Equivalent from recognized institute	One Year
Fellowship Course in Dental Rehabilitation of Pediatric Patients	BDS/MDS OR Equivalent from recognized institute	One Year

Fellowship Course in GeriatricDental Medicine/Geriatric Dentistry	BDS/MDS OR Equivalent from recognized institute	One Year
Fellowship Course in Imaging in Dentistry	BDS/MD5 OR Equivalent from recognized institute	One Year
Fellowship Course in LingualOrthodontics	BDS/MDS OR Equivalent from recognized institute	One Year
Fellowship Course in Restorative Paediatric Dentistry	BDS/MDS OR Equivalent from recognized institute	One Year

5. POST DOCTORAL FELLOWSHIP PROGRAM IN NURSING:

This program is designed to prepare registered nurses for advanced nursing fellowships in collaboration with the physician of concerned specialization.

6.1 Eligibility for admission:

6.1.1 Candidate who have passed B.Sc. Nursing/ M.Sc. Nursing from a Nursing college / University recognized by Nursing Council of India

6.1.2 Minimum one year of work experience as on 1st September of the said year in any Clinical area in the hospital or in the community.

6.1.3 A certificate of Medical Fitness from an authorized Medical officer.

6.2 List of Fellowship Program in Nursing:

COURSE	ELIGIBILITY	DURATION
Fellowship in Family Nurse Practice	B.Sc./M.Sc. Nursing OR Equivalent from recognized institute	One Year
Fellowship in Haematology Nursing	B.Sc./M.Sc. Nursing OR Equivalent from recognized institute	One Year
Fellowship in Respiratory Nursing	B.Sc./M Sc. Nursing OR Equivalent from recognized institute	One Year
Fellowship in Paediatric Critical care Nursing	B.Sc./M.Sc. Nursing OR Equivalent from recognized institute	One Year
Fellowship in Cardiac care Nursing	B.Sc./M.Sc. Nursing OR Equivalent from recognized institute	One Year
Fellowship in Human Excellence in Health care	B.Sc./M.Sc. Nursing OR Equivalent from recognized institute	One Year
Fellowship in Lactation Nurse Practitioner	B.Sc./M.Sc. Nursing OR Equivalent from recognized institute	One Year
Fellowship in Oncology Nursing	B.Sc./M.Sc. Nursing OR Equivalent from recognized institute	One Year

Fellowship in Operation Room Nursing	B.Sc./M Sc. Nursing OR Equivalent from recognized institute	One Year
Fellowship in Orthopedic & Rehabilitation Nursing	B.Sc./M.Sc. Nursing OR Equivalent from recognized institute	One Year
Fellowship in Rehabilitation Nursing	B.Sc./M.Sc. Nursing OR Equivalent from recognized institute	One Year

7. POST DOCTORAL FELLOWSHIP PROGRAM IN PHYSIOTHERAPY:

7.1 Eligibility for Admission:

- 7.1.1 Candidate who have passed BPT / MPT from a physiotherapy college / University recognized by Physiotherapy council of India.
- 7.1.2 A certificate of Medical fitness from an authorized Medical Officer.

7.2 List of Fellowship Program in Physiotherapy:

COURSE	ELIGIBILITY	DURATION
Fellowship Course in Geriatric Physiotherapy Care	BPT/MPT OR Equivalent from recognized institute	One Year
Fellowship Course in Intensive Care Physiotherapy	BPT/MPT OR Equivalent from recognized institute	One Year
Fellowship Course in Oncology Physiotherapy	BPT/MPT OR Equivalent from recognized institute	One Year
Fellowship Course in Orthopaedic Manual physiotherapy	BPT/MPT OR Equivalent from recognized institute	One Year
Fellowship Course in Paediatric Neurophysiotherapy	BPT/MPT OR Equivalent from recognized institute	One Year
Fellowship Course in Rehabilitation Physiotherapy	BPT/MPT OR Equivalent from recognized institute	One Year

8. POST GRADUATE FELLOWSHIP IN OCCUPATIONAL THERAPY:

8.1 Eligibility for Admission:

8.1.1 Candidate who have passed BOT / MOT from a physiotherapy college/University recognized by Academic Council of Occupational Therapy.

8.1.2 A certificate of Medical fitness from an authorized Medical Officer.

8.2 Fellowship programme in Occupational therapy:

COURSE	ELIGIBILITY	DURATION
Fellowship Course in Rehabilitation Occupational Therapy	B.O.T./M. O.T. or Equivalent	One Year

9. POST GRADUATE FELLOWSHIP IN ALLIED HEALTH AND HEALTH CARE:**9.1 Eligibility for Admission:**

- 9.1.1 Candidate who have passed MBBS/BAMS/BHMS/BUMS/BPT/BOT from a recognized institute.
- 9.1.2 A certificate of Medical fitness from an authorized Medical Officer.

9.2 Fellowship programme in Allied Health and Health care:

COURSE	ELIGIBILITY	DURATION
Fellowship Course in Alternative medicine	MBBS/BAMS/BHMS/BUMS /BPT/BOT or equivalent	Two Year Plus 6 month residency.
Fellowship Course in Sustainable development, Environmental Auditing and Environmental Impact Assessment.	Graduate in Science/Medical/Dental/ Nursing or equivalent	Six Month/ One Year

10. FELLOWSHIP IN OTHER FACULTY:

The Criteria of admission, Eligibility, Duration of fellowship in other Faculty will be as per University/Apex body Norms

11. AGE:

LNCT Vidhyapeeth University, Indore has decided no minimum or maximum age limit fixed for admission into Post-Doctoral Fellowship Programme.

12. ELIGIBILITY CERTIFICATE:

Eligible candidates to pursue selection process form any Post-Doctoral Fellowship listed above shall obtain an "Eligibility Certificate" from LNCT Vidhyapeeth University, Indore by remitting the prescribed fees along with the application form and required documents. The application form shall be available on University website. Aspiring candidates for LNCT Vidhyapeeth University, Indore fellowship must check the eligibility criteria before filling the application form. Candidate who fill the application form without fulfilling the eligibility criteria will get their candidature rejected during selection process.

13. SELECTION PROCESS:

13.1 A written Examination based on MCQs in respective discipline (Total marks 80) will be conducted for eligible candidates. The exact date, time & Place will be intimated in due course of time through University website.

13.2 Candidates who secure 50% or more in written examination will be eligible for consideration for interview.

13.3 Interview will be held on date announced on university website. Interview will carry 20 marks to be based on clinical evaluation/ Laboratory testing. There is no cut off marks for the interview.

13.4 Eligible candidates have to attend the written exam followed by an interview & score good marks in order to get shortlisted.

13.5 The merit list of all shortlisted candidates for all the fellowship shall be prepared on the basis of combined marks of written test & interview.

14. MIGRATION CERTIFICATE:

Candidates who have obtained P.G. degree from any recognized University, within India, but outside the state of Madhya Pradesh will have to produce Migration Certificate from their qualifying University. No Objection Certificate issued by the National Board of Examinations, New Delhi is equivalent to Migration Certificate.

15. REGULATION OF THE UNIVERSITY FOR BREAK OF STUDY INTO POST-

15.1 Definition - "Break of study" means any absence for more than three months during the course of study. Three months for this purpose is a period of 90 days (Ninety days), to be recorded from the day one of absence irrespective of the number of days in one calendar month.

15.2 The Break of Study for a period of less than 90 days can be condoned by the Course Director and the Break of Study for a period of more than 90 days and less than one year has to be condoned by the University authorities.

15.3 Re-admission of the Break of Study- The Regulation for Re-admission are as per the University's Regulation for Re-admission.

15.4 The candidates having break period in the One year pre-training shall complete the balance period of training before starting the 2nd year of study in the Post-Doctoral Fellowship Programme (in case where duration of fellowship courses is two years).

16. NUMBER OF EXAMINATION ATTEMPS FOR POST DOCTORAL FELLOWSHIP COURSE:

The candidates of Post-Doctoral Fellowship Courses (1year duration) shall be allowed for a maximum of three attempts within a periods of Mo years including the first appearance.

The candidates of Post-Doctoral Fellowship Courses (2 Years duration) shall be allowed for a maximum of five attempts with a period of 4 years including the first appearance.

17. ADMISSION:

The admission for the Post-Doctoral Fellowship Programme is twice in a year (i.e) 1st January and 1st July.

- Admission upto 31st January - 28th February is the last date for Registration.
- Admission upto 31st July - 31st August is the last date for Registration.

18. COMMENCEMENT OF THE COURSE:

The one/two years Post-Doctoral Fellowship Programme will commence on 1st January & 1st July of every year and the candidates are expected to get registered with this University within 30 days of their selection / admission by the Affiliated Institutions (i.e.28th February & 31st August)

19. CURRICULUM:

The Regulation, Guidelines, Curriculum and the Syllabus for the Post- Doctoral Fellowship Programme prescribed in these regulations are subjected to modification by the Standing Academic Board/apex body from time to time.

20. REGISTRATION:

A Candidate admitted into POST DOCTORAL FELLOWSHIP PROGRAMME under any one of the listed fellowships of this University shall register his/her name with this University by submitting the prescribed application form for registration duly filled in, along with the prescribed fee and declaration in the format to the Controller of Examination of this University through the affiliated institution within 30 days from the cut-off date prescribed for admission The application should have the date of admission into the course.

21. SCHEME OF EXAMINATION:

Commencement of examination for the Post-Doctoral Fellowship Programme is on any day within the calendar month of January /July. The examination will be conducted with one internal examiner i.e. the course director who is the Convener of the examination and two external Examiners of which One from Madhya Pradesh & One from Outside state. The maximum age limit for the examiner is 70 years.

There is **No Theory** examination for the Post-Doctoral Fellowship Programme. The Institution must have periodical assessment on the performance of the students by maintaining a log book.

23. ATTENDANCE:

90% attendance is mandatory to become eligible to appear for the examination and will be certified by the Course Director.

24. MINIMUM/MAXIMUM MARKS FOR PRACTICAL/CLINICAL/ORAL & INTERNAL ASSESSMENT:

The Examination Pattern is as follows:

Exam	Maximum	Minimum
Practical Exam	100	50
Orals / Viva	100	50
Internal Assessment	100	50
Log Book	50	25

The log book will be assessed by examiners during the Clinical Examination. Paper Publication is mandatory and 25% of 1A is for this.

25. EXAMINATION:

- There is No Theory Examination. Only Clinical Examination & Viva will be conducted.
- A candidate who undergoes the Post-Doctoral Fellowship Programme shall satisfy the required eligibility criteria to appear for the Examination.
- Minimum 10 and Maximum 20 OSCE Stations will be given for examination (Objective Structured Clinical Examination).
- Internal Assessment marks and attendance are to be submitted to the University one month before the Examination.
- The pattern of examination may vary from time to time as per UGC guidelines /apex body.

26. STIPEND:

The University will not give any stipend to the candidates admitted for Post-Doctoral Fellowship Courses

27. LOGBOOK:

The Log Book shall be verified by the Course Director periodically and should be submitted to the examiners at the time of practical examination for evaluation and only the marks to be sent to the University for result processing.

28. PAPER PUBLICATION:

It is mandatory for Candidates to publish a paper in indexed Journal during their fellowship course as prescribed by University and it carries 25% of marks in the Internal assessment.

29. PROGRAMME DIRECTOR:

Each speciality fellowship program shall have a program director with prescribed work & teaching experience. The Programme Director should be responsible to monitor the following Academic activities.

- > Journal Club
- > C.M,E Progrmrne
- > Internal Assessment
- > Hands on Training

> Knowledge about complications	
> Regular academic sessions	2 sessions per week
> Case discussions	One per week
> Seminars	One per month
> Audit	One per month
> CME	One per year
> Workshop	Two per year

The University website shall provide a contact list of program directors for all the post-doctoral fellowship as per rules of UGC/apex body.

30. LEAVES:

There's no Leaves for the students of Post-Doctoral Fellowship Programme. In addition the institution may conduct other fellowship courses of other Apex bodies.

Note: University may start other fellowship programmes for various other faculties after taking due approval of academic council on recommendation of respective boards.

ORDINANCE NO. 36

MASTER OF FORENSIC SCIENCES

1. NAME OF PROGRAM:

Master of Forensic Science, M.Sc (Forensic Science)

The program shall be offered under this Ordinance, subject to the recommendation of the respective Board of Studies and as per norms of Forensic Science Advisory Council and/or UGC Board Of Studies is authorized to recommend further Additional/Alterations in this Ordinance.

2. NAME OF FACULTY AND BOARD OF STUDIES:

Faculty of Forensic Science — Board of studies of Forensic Science.

3. DURATION:

Schedule Period of Program Completion 2 Years (4 Semester)

Maximum Period of Program Completion 4 Years

Or as per University Policy.

4. ELIGIBILITY FOR ADMISSION:

Candidates for admission to first year of the Master of Forensic Science, Post Graduate Degree Course shall be required to have completed their graduation in B.Sc. in Biology / Physics / Chemistry / Bio chemistry / Micro biology / Biotech, MBBS or BDS. (Admission to eligible candidate will be strictly on the basis of merit list)

5. 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.

6. NUMBER OF SEATS FOR THE PROGRAM:

It will be decided time to time by the university as per guidelines of Forensic Science Advisory Council and/or UGC.

7. FEE STRUCTURE:

7.1 All the fees categories including Program fee and the examination fee shall be determined by the University from time to time, and shall payable by the students at the beginning of each semester. The fee structure shall be determined in consultation with the Madhya Pradesh Private Universities Regulatory Commission.

7.2 Registrar shall notify the quantum of fees payable to the schedule of registration before the start of each semester.

7.3 Fees, once paid, are 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.

8. ELIGIBILITY FOR THE AWARD OF THE DEGREE:

A student shall be declared to be eligible for the award of the Degree if he/she has

- Successfully gained the required number of total credits as specified in the Curriculum corresponding to his/her Program within the stipulated time.
- No disciplinary action is pending against him/her.
- Successfully completed the field visit/ industrial training, in any, as prescribed in the curriculum.

9. ATTENDANCE:

Minimum attendance required to become eligible to appear in the examination for each paper shall be 75% of all class lectures (theory and practical) or as per University policy. In case a student is short of attendance due to illness, participation in sports, extra curricular activities, etc the following rules shall apply

10. PROCESS OF EVALUATION:

10.1 Theory Papers: Semester and Annual examination shall be conducted by the University as mentioned in the academic calendar of the department. The question paper will be set by examiners appointed by the Vice Chancellor based on the recommendation of the Board of Studies. The pattern of the question paper will be decided by the University. The weightage of theory examination will be of 70% for all the courses.

10.2 Sessional Examination: The sessional examination shall be conducted by the subject teacher on the dates decided by the faculty members and Director/ HOD/ Coordinator. The weightage of this examination will be 30%.

10.3 Practical Examination: A Practical examination will be conducted in the papers given in the course structure. The V.C. on the basis of the recommendation of the Board of Studies shall appoint the examiners for the practical. The marks of the practical examination will be distributed on the following basis.

10.3.1 Sessional 30% based on the performance of the students in the practical experiments/seminars/attachments/assignments.

10.3.2 Year-end/Semester examination: 70% based on the year-end/semester practical examination and the Viva-voce conducted by the examiners. The examiners include the faculty member, in charge of the practical course, and an external examiner appointed by the Vice-Chancellor. The examiners shall jointly award marks to the students on mutual agreement.

10.4 Project work/Dissertation Fourth Semester students of all the post graduate course will undertake a project work/ Dissertation which shall be of 300 marks which will be awarded on the basis of his/her performance in research work and for presentation/ Viva taken by the external examiner. The supervisors will be allotted by the HOD to each of the students. The supervisors will be Faculty member of the department. The examiners and Supervisor shall jointly award marks to the students on mutual agreement. The Institution may decide to send the students to external Institution for completion of experimental work / consultation with Scientist and Library for their dissertation work. In that case the HOD of the concerned external Institution will allot one of its faculty member/Scientist as the Co-supervisor to the student. If a student goes to any external Institution for completion of his dissertation work He /She has to submit one certificate duly signed by the allotted faculty member and HOD of the external Institution.

10.5 Specialization: Fourth Semester students of M Sc Forensic Science may choose any one of four specializations i.e. Option A: Specialization In Forensic Biology & Serology (FBS), Option B. Specialization in Forensic Chemistry & Toxicology (FCT), Option C: Specialization in Questioned Document & Fingerprint Examination (QDFP) and Option D. Specialization in Forensic Physical Sciences

10.6 Submission of Dissertation The student will be allowed to submit his/her thesis once the supervisor is satisfied with the progress and completion of the research work. The project work should be an original research the student will have to submit his thesis in four copies for evaluation. The thesis should include a certificate of the work carried out by the student duly signed by the student, supervisor and Director/HOD/Coordinator of the Department.

10.7 Evaluation of the Dissertation/Thesis: The student will have to defend his/her research work in front of an audience. The internal examiner with an external examiner appointed by the Vice-Chancellor will do the assessment of the project work jointly. If the examiners decide that the performance of the student in the project work as well as in oral presentation is unsatisfactory, the student will have to conduct additional experiments suggested by the examiners, rewrite the Dissertation/Thesis and resubmit.

10.8 Qualifying marks and promotion The minimum passing marks shall be 40% in the aggregate. The minimum pass marks 40% have to be obtained in theory, sessional, *Practical* and dissertation individually. On the basis of percentage of total marks secured in the aggregate of all years of duration by a candidate, he/she shall be awarded a division, as detailed below

Third Division 40% or more than but less than 50%. (ii) Second Division: 50% or more than but less than 60% (iii) First Division: 60% or more than but less than 75% iv) First Division with Distinction: 75% or more A candidate can be provisionally promoted to the next year if he/she fulfills the following condition given below- If he/she has obtained 40% marks in the aggregate but has failed to secure 40% marks individually in theory papers. But, he/she will have to *clear* that paper as back paper as per rules.

10.9 Declaration of results and award of degree After completion of the evaluation process, result will be declared by the university. Candidates declared successful may get the provisional degree from the Registrar/Vice-Chancellor of the University after one week of result. Original degree will be conferred at the time of convocation to be held annually as decided by Vice-Chancellor.

11• GENERAL INSTRUCTIONS:

11.1 Board of Management of the University shall be the competent authority to decide on the matters which are not *covered in this ordinance*

11.2 The subject to be studied in different semester include lab work, practical, implant training, project etc shall be as per the University schemes, approved by Academic Council of the University on the basis of Authority norms and the Board of Management of the University.

11.3 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 Deans and/ or all the Directors/ Deans of all Departments/ Institutions Schools. The decision of the Vice Chancellor shall be final.

11.4 The Reservation to 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.

11.5 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

ORDINANCE No. 37**MASTER OF SCIENCE IN AESTHETIC MEDICINE AND SURGERY
M.SC. IN AESTHETIC MEDICINE AND SURGERY
2 YEARS POST GRADUATION COURSE****VISION AND MISSION**

M.Sc in Aesthetic Medicine & Aesthetic Surgery is a Two Year International Programme in which physicians will learn the intricate art and science of the most advanced and latest Aesthetic Medicine, Anti-Aging, Trichology & Popular Cosmetic Surgery procedures including Hair Transplantation, Breast Augmentation, Gynecomastia, Dimple Creation, Blepharoplasty & many more.

AIMS & OBJECTIVE

There is a growing international demand for M Sc in Aesthetic Medicine & Aesthetic Surgery trained professionals and through this course they will gain clinical knowledge to cater to the patients needs more effectively. The knowledge gained will bridge those gaps to reduce complication and improve clinical outcome leading to better patient care.

COURSE DURATION:

The duration of M.Sc. Aesthetic Medicine & Aesthetic Surgery course shall be two years.

The course of M.Sc. Aesthetic Medicine & Aesthetic Surgery are divided into 11 Modules.

The duration of each academic year of M.Sc. Aesthetic Medicine & Aesthetic Surgery Ist and IInd years shall be not less than 10 Months.

The maximum period to complete the course successfully should not exceed 4 years from the date of Admission or as per University Policy.

ACADEMIC QUALIFICATION FOR ADMISSION:

A person who has passed one of the following examinations shall be eligible to join the course of M.Sc. Aesthetic Medicine & Aesthetic Surgery:-

MBBS/MD/MS/MCH

Candidates shall be medically fit.

CRITERIA FOR SELECTION:

- 1.1 The Candidate who fulfil the aforesaid academic qualification for admission.
- 1.2 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.
- 1.3 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.
- 1.4 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.
- 1.5 In case the reserve seats are not filled in a particular category unfilled seats will be transferred / opened / filled by other general candidates.
- 1.6 Candidates should be medically fit.
- 1.7 Counselling will be held to finalized the required ordinances. The candidates must be physically present at the time of counselling, if required.
- 1.8 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.
- 1.9 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.

RESERVATION POLICY:

- 1.1 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%.

- 1.2 5% of total marks is relaxed for SC/ST/OBC candidate.
- 1.3 Any other reservation as per the state Govt.

COURSE COMMENCEMENT:

The commencement Basic M.Sc. 1st year shall start during the period of July / August of every year.

Vacation shall be granted maximum eight weeks duration between 2 academic years.

NUMBER OF SEATS

Number of seats will be as per course approval by competent authority.

FEE STRUCTURE:

The fees for this course shall be decided by the Board of Management of University as approved by regulatory commission/competent authority.

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.

COMMENCEMENT OF COURSES:

The course shall be commencing from the month of August/ September of every academic year.

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.

EXAMINATION:

The medium of Instruction shall be English throughout the course.

University Examination; Theory & Practical:

There shall be University examination, at the end of the academic year.

The Main Examination shall be held on yearly basis for all the two years respectively.

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.

University examination shall consist of Theory in all the subjects. There shall be Practical examinations for practical subjects.

Theory and Practical examination shall be considered as separate heads /subjects for passing

Scheme of the Examinations shall be as per the scheme, approved by Academic Council of the University

Written Examination:- Written Examination shall be of 3 Hours and each theory paper shall carry marks.

Appointment of Examiners/Question Paper Setters:

The appointment of examiner for the University Examination shall be as per ordinance of the University

Criteria for Passing:

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.

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.

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.

Internal Examination:

Two Internal assessment Examinations (Theory and Practical) shall be conducted in each year as applicable for the subject.

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

Best marks out of two internal examinations shall be considered for inclusion in the University examination.

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.

Division and Merit List:

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 in First attempt.

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

GRACE MARKS:

Grace marks shall be allowed according to the general ordinance relating to "Award of Grace Marks"

COURSE STRUCTURE:

The course of study leading to M.Sc. Aesthetic Medicine & Aesthetic Surgery shall consist of Two Academic Year. M.Sc. Aesthetic Medicine & Aesthetic Surgery Post Graduate Degree Programme shall include following Modules:-

Module 1: 10 Days

SESSION 1**INTRODUCTION**

Introduction to the World of Aesthetic Medicine
Introduction to the M.Sc in Aesthetic Medicine and Surgery Program

SESSION 2 SKIN

- Structure & Function
- Skin Appendages
- Skin Types
- Common Skin Diseases: Aetiology, Clinical Features & Management

SESSION 3 HAIR

- Structure & Function
- Normal Hair Growth
- Hair Types
- Hair Problems
- Dandruff/ Hair Fall/ Alopecia Areata/ Androgenetic Alopecia/ Scarring Alopecia/

Telogen Effluvium/ Anagen Effluvium/ Hirsutism/Hypertrichosis/Folliculitis

SESSION 4 - LASER BASICS

- History
- Laser Physics
- Laser & Skin Interaction
- Laser Safety

TYPES OF LASERS AND THEIR INDICATIONS

- Types of Lasers
- Choosing Appropriate Settings
- Newer Technologies

SESSION 5 - VASCULAR LASER

- Principle of Vascular Lasers
- Devices
- Indications
- Contraindications
- Patient Information
- Patient Assessment
- Choosing appropriate settings
- Techniques
- Post-operative Care
- Management of Complications
- Practical Tips
- Live Demonstration & Hands-on Training

SESSION 6 LASERS FOR PIGMENTATION & TATTOOS

- Principle of Q-Switched Lasers
- Devices
- Indications
- Contraindications
- Patient Information
- Patient Assessment
- Choosing appropriate settings
- Techniques
- Post-operative Care
- Management of Complications
- Practical tips
- Live Demonstration & Hands-on Training

SESSION 7 LASERS FOR EPILATION

- Principle of Hair Removal
- Lasers Devices

- Indications
- Contraindications
- Patient Information
- Patient Assessment
- Choosing appropriate settings
- Techniques
- Post-operative Care Management of Complications
- Practical tips
- Live Demonstration & Hands-on Training

SSION 8 FRACTIONAL (ABLATIVE & NON-ABLATIVE) LASERS

- Principles
- Devices
- Indications
- Contraindications
- Patient Information
- Patient Assessment
- Choosing appropriate settings
- Techniques
- Post-operative Care
- Management of Complications
- Practical tips
- Live Demonstration & Hands-on Training

SSION 9 - LIGHT BASED DEVICES

- Intense Pulsed Light (IPL)
- Light Emitting Diodes
- Principle of IPL Devices
- Indications
- Contraindications
- Patient Information
- Patient Assessment
- Choosing appropriate settings
- Techniques
- Post-operative Care
- Management of Complications
- Practical tips
- Live Demonstration & Hands-on Training

SSION 10 ENERGY BASED DEVICES

- Radio-frequency
- & Other Devices

SSION 11 SKIN CONDITIONING

- Indications/ Contraindications
- Side Effects

- Results
- Skin Regimen

SESSION 12 CHEMICAL PEELS

- Classification
 - Superficial/Medium/Deep Peels
- Combination Peels
- Peels Characteristics
- Understanding of Different Peels
- Patient Evaluation
- Indications/Precautions
- Patient Selection
- Management

SESSION 13 - BOTULINUM TOXIN

- The Product
- Indications – Upper Face
- Facial Anatomy in Detail
- Mode of Action
- Regional Anaesthesia for the Face
- Side Effects and Complications: Allergic/ Regional
- Duration of Action
- Appropriate Doses/ Dilutions
- Safety and Toxicity
- Storage and Transport
- Botulinum Toxin in Use in Facial Rhytids

SESSION 14 DERMAL FILLERS

- Introduction to dermal fillers
- Pharmacology
- Types of Dermal Fillers (Restylane, Perlane, Juvederm etc.)
- Patient selection for dermal fillers
- Indications (Nasolabial Folds/Marionette Lines)
- Side Effects and Complications
- Recommendations
- Combination Therapies
 1. Botox and Fillers
 2. Botox and Skin Resurfacing
 3. Light Therapy and Skin Resurfacing

SESSION 15 - ACNE

- Medical management
- Use of light devices
- Treatments of Acne scarring

SESSION 16 MESOTHERAPY

- For Skin rejuvenation
- For Hair Rejuvenation
- Products and protocols
- Mesotherapy Botox
- Mesolift, Mesoglow and Mesosculpt
- No-Needle Mesotherapy

SESSION 17 BODY CONTOURING & SKIN TIGHTENING DEVICES

- Radio frequency (RF) devices
 - Mono/Bi-Polar/Tri-Polar/Multi-Polar
- UltraSound based devices
- Cryo-lipolysis Technologies
- Cellulite Reduction Devices

SESSION 18 INTRODUCTION TO HAIR RESTORATION AND TREATMENTS

- Basic Science of Hair
- Hair and Scalp Anatomy
- Androgenic Alopecia and other Types of Hair Loss
- Medical Treatments
- PRP
- Growth Timeline
- Hair Loss Drugs
- Consultation, Planning, Preoperative Care and Hairline Design
- Local Anaesthesia
- Strip vs. FUE technique
- Motorised/ Automated F.U.E. technique
- Donor Harvesting
- Graft Preparation Slivering and Graft Cutting
- Recipient Site Preparation and Insertion
- Video Demonstration
- Other technique:- Dermalrollers and mesotherapy for hair regrowth

Module 2 : 10 Days - INJECTOR PROGRAM

Session 1 - ADVANCED BOTOX

- Botulinum Toxin for Upper Face
- Botulinum Toxin for Middle Face
- Botulinum Toxin for Lower Face
- Botulinum Toxin for Neck
- Botulinum Toxin for Hyperhidrosis (Axillary/Palmar/Plantar)

Session 2 ADVANCED FILLERS

- Dermal Fillers for Frown Lines
- Dermal Fillers for Under Eyes (Tear Trough)
- Dermal Fillers for Volume Augmentation of Cheeks
- Dermal Fillers for Volume Augmentation of Lips
- Dermal Fillers for Mentolabial Folds

Session 3 - THREADLIFTS

- Different types of threads
- Facial and body techniques

Session 4 PRP (PLATELET RICH PLASMA)

- Platelet biology
 - What is PRP
 - Different growth factors and their function
 - PRP devices and processing PRP
 - Centrifugation single spin & double spin method
 - Creation and activation of PRP
 - Indications of PRP
 - Contraindication of PRP
 - Use of PRP in hair Restoration therapy
 - Use of PRP in skin Rejuvenation treatment

Session 5 - SCLEROTHERAPY**Module 3 : 3 Days****DIPLOMA IN MESOTHERAPY (INDIAN SOCIETY OF MESOTHERAPY)**

- Mesotherapy for Skin
- Mesotherapy for Hair
- Products and protocols
- Meso-Botox
- Mesolift, Mesoglow
- Mesosculpt (Liquid Lipolysis)
- No-Needle Mesotherapy

Module 4 : 3 Days**CHEMICAL PEELINGS**

- Superficial Peels
- Combination Chemical Peels
- Pigmentation of the Face-Evaluation and Treatment
- Medium Depth Chemical Peels
- Facial Peels
 1. Classification – Superficial, Medium, Deep, Augmented
 2. Characteristics– Glycolics/AHA/ Fruit Peels/ Jessner/ TCA/Phenol/ Retinoic Acid/ Microdermabrasion/ Combinations
 3. Basic Understanding of each Different Agent– Indexations for Use/Contraindications/Mode of Application/Mechanism of Action/ Potentiating Factors/ Adverse Effects

ADVANCED CHEMICAL PEELS

- Retinol Peels
- Obagi Peels
- ZO Peels
- Sequential Peels

SKIN LIGHTENING

- What is Glutathione
- Importance of glutathione
- Benefits of glutathione
- Glutathione in skin lightening therapy
- Mode of action
- Glutathione IV injection procedure

Module 5 : 2 Days

BODY CONTOURING TECHNIQUES AND TECHNOLOGIES

Module 6 : 3 Days

NEW TECHNOLOGIES IN AESTHETIC MEDICINE**SESSION 1- WHAT IS NEW?**

Newest Technologies and Innovations in Aesthetic Medicine

SESSION 2 - IMPORTANT CONSIDERATIONS

- How to setup cosmetic practice
- How to Market Your Practice and Build Your Customer Base
- Medico-Legal Aspects of Cosmetic Dermatology
- Ethics in Cosmetic Practice
- What to buy and Where to Buy

SESSION 3 - OTHER MINOR COSMETIC PROCEDURES

- Derma Stamp/Derma Roller/Dermapen
- Electrocautery
- Mole & Skin Tag Removal
- Thermolysis/ Electrolysis for Depigmented Hair Removal
- Microdermabrasion

SESSION 4 - PLASMA TECHNOLOGIES IN AESTHETIC MEDICINE

Module 7 : 12 Days - FACIAL AESTHETIC SURGERY

- Hair Transplantation
- Dimple Creations
- Botox
- Buccal Fat Reduction

- Lip Augmentation
- Blephaeoplasty
- Fillers
- Earlobe Repair
- Minor Procedures
 - Lasers
 - Subcision
 - Punches
 - Facial swelling Excision
 - Chemical Peeling
 - Multiple Lipoma

Module 8 : 5 Days - HAIR MEDICINE & SURGERY

SESSION 1

- Introduction to Hair Transplantation
- History and the Past of Hair Transplantation
- Basic Science, Hair and Scalp Anatomy
- Asian Hair: Knowing the Difference
- Androgenic Alopecia and other Types of Hair Loss
- Medical Treatment
- Consultation, Planning, Preoperative Care and Hairline Design
- Local Anaesthesia
- Donor Harvesting – Strip Excision and FUE Techniques
- Graft preparation Slivering and Graft Cutting
- Recipient Site Preparation and Insertion
- Dense Packing and Survival Rate
- Complications in Hair Transplantation
- Mega Sessions
- Body Hair Transplantation
- Hair Transplantation in Scars
- Eyebrows, Mustaches and Sideburns Transplantation
- Building a Hair Restoration Practice
- Future in Hair Transplantation
- Q & A's
- Video Demonstrations

SESSION 2 - Hands-on Training in Hair Transplantation – FUE

SESSION 3 - Hands-on Training in Hair Transplantation – FUT

SESSION 4 - Hands-on Training in Hair Transplantation - Mixed FUE & FUT

SESSION 5 - IMPORTANT CONSIDERATIONS

- How to setup Transplantation Center
- How To Market Your Practice and Build Your Customer Base
- Medico-Legal Aspects of Cosmetic Dermatology
- Ethics in Cosmetic Practice
- What to buy and Where to Buy

SESSION 6 - ASSESSMENTS

- Q & A discussions
- Viva-Voce
- Written Assessment (MCQs)

Module 9 : 3 Days**GYNECOMASTIA SURGERY**

- Evaluation of Chest Aesthetic
- Medical Evaluation of Gynecomastia
- Surgical Correction of Gynecomastia
- Sutureless Correction of Gynecomastia
- Post Operative Protocol

Module 10 : 3 Days**BREAST AUGMENTATION SURGERY**

- Breast Evaluation
- Implant Selection
- Sub Mammary Augmentation
- Sub Pectoral Augmentation

CRITERIA FOR PASSING:

Minimum pass marks shall be 50% in each of the Theory and Practical papers separately.

A Candidate has to pass in theory and practical exam separately in each of the subjects.

If a candidate fails in either theory or practical paper he/she has to re-appear for both the papers (Theory and Practical).

DIVISION & MERIT:

For declaring the rank aggregate of 2 year marks to be considered.

Classification of result

Distinction – 75% and above in any subject (First attempt only)

First Division – 60% - 74%

Second Division – 50% - 59%

Pass Class – Shall be awarded to the candidate passing with supplementary or more than one attempt.

ATTENDANCES:

A candidate must have minimum of 80% attendance in theory in each subject for examination or as per University Policy.

A candidate must have 100% attendance in each of the clinical area before award of Degree.

APPOINTMENT OF EXAMINERS /QUESTION PAPER SETTER:

The appointment of examiner for the theory and practical examination shall be based on following rules-

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.

Practical Examiner- One internal and one external examiner (outside the University) should jointly conduct practical examination for each student.

Evaluation of the Dissertation.

Evaluation of the Dissertation should be done by the examiner prior to viva.

One internal and one external examiner (outside the University) Should evaluate dissertation and jointly conduct viva voice for each student.

REVALUATION /RE-TOTALING:

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.

The result after revaluation/re-totalling shall be declared as per prevailing revaluation/re-totalling and regulation of the university.

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 ;

- Candidate is not found qualified as per NMC/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.

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.

ORDINANCE NO. 38**DOCTOR OF MEDICINE (D.M.) AND MASTER OF CHIRURGIE (M.Ch.)****(SUPER SPECIALITY COURSES)****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).

Doctor of Medicine (D.M.)

- | | |
|--|---|
| 18. Cardiology | 21 Infectious Disease |
| 19. Clinical Haematology | 22 Virology |
| 20. Endocrinology | 23 Paediatric Oncology |
| 21. Medical Gastroenterology | 24 Geriatric Mental Health |
| 22. Medical Genetics | 25 Hepatology |
| 23. Medical Oncology | 26 Paediatrics and Neonatal Anaesthesia |
| 24. Neonatology | 27 Interventional radiology |
| 25. Nephrology | 28 Clinical immunology and Rheumatology |
| 26. Neurology | 29 Onco-Pathology |
| 27. Neuro radiology | |
| 28. Pulmonary Medicine | |
| 29. Child & Adolescent Psychiatry | |
| 30. Paediatrics Gastroenterology | |
| 31. Paediatrics Cardiology | |
| 32. Cardiac Anaesthesia | |
| 33. Organ Transplant Anaesthesia & Critical care | |
| 34. Critical Care Medicine | |
| 35. Paediatric Hepatology | |
| 36. Neuro-Anaesthesia | |
| 37. Paediatric Nephrology | |

Master of Chirurgie (M.Ch.)

1. Cardio Vascular & Thoracic Surgery
2. Urology
3. Neuro Surgery
4. Pediatric Surgery
5. Plastic & Reconstructive Surgery
6. Surgical Gastroenterology
7. Surgical Oncology
8. Endocrine Surgery
9. Gynecological Oncology
10. Vascular Surgery
11. Paediatric Cardio Thoracic Vascular Surgery
12. Hand Surgery
13. Head & Neck Surgery
14. Hepato-Pancreatico-Biliary Surgery
15. Reproductive Medicine & Surgery

1. AIMS & OBJECTIVES

1.1 AIMS:

The goal of D.M /M Ch medical education shall be to produce competent specialists, Researcher and/or Medical teachers.

1.1.1 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

1.1.2 Who shall have mastered most of the competencies, pertaining to the super speciality, that are required to be practiced at the secondary and the tertiary levels of the health care delivery system;

1.1.3 Who shall be aware of the contemporary advances and developments in the discipline concerned,

1.1.4 Who shall have acquired a spirit of scientific inquiry and is oriented to the principles of research methodology and epidemiology; and

1.1.5 Who shall have acquired the basic skills in teaching of the medical and paramedical professionals and who have gained ability and skills to conduct/spearhead clinical research.

1.2 OBJECTIVES:

At the end of the training discipline concerned the student shall be able to

12.1 Recognize the importance to the concerned super speciality in the context of the health needs of the community and the national priorities in the health section.

12.2 Practice the super speciality concerned ethically and in step with the principles of primary health care.

1.2.3 Demonstrate sufficient understanding of the basis sciences relevant to the concerned super-speciality.

1.2.4 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.

1.2.5 Diagnose and manage majority of the conditions in the superspeciality Concerned on the basis of clinical assessment, and appropriately selected and conducted investigations

1.2.6 Plan and advice measures for the prevention and rehabilitation of patients suffering from disease and disability related to the super speciality.

1.2.7 Demonstrate skills in documentation of individual case details as well as

Morbidity and mortality rate relevant to the assigned situation.

1.2.8 Demonstrate empathy and humane approach towards patients and their families and exhibit interpersonal behavior in accordance with the societal norms and expectations.

1.2.9 Play the assigned role in the implementation of national health programme, effectively and responsibly.

1.2.10 Organize and supervise the chosen/assigned health care services demonstrating adequate managerial skills in the clinic/hospital or the field situation

1.2.11 Develop skills as a self-directed learner, recognize continuing education needs; Select and use appropriate learning resources

1.2.12 Demonstrate competence in basic concepts of research methodology Epidemiology, and be able to critically analyse relevant published research literature.

1.2.13 Develop skills in using educational methods and techniques as applicable to the teaching of medical/nursing students, general physicians and paramedical health workers

Function as an effective leader of a health team engaged in health care, research or training

1.3 STATEMENT OF THE COMPETENCIES:

Keeping in view the general objectives of D.M./M.Ch training, each discipline has developed specific competencies which has been defined and spelt out in clear terms. Each department has to produce a statement to bring it to the notice of the trainees in the beginning of the programme so that he or she can direct the efforts towards the attainment of these competencies.

1.4 COMPONENTS OF THE D.M./M.Ch. CURRICULUM:

The major components of the D.M./M.Ch curriculum shall be:

- 1.4.1 Theoretical knowledge
- 1.4.2 Practical clinical skills
- 1.4.3 Writing Thesis / Research articles.
- 1.4.4 Attitudes including communication skills.
- 1.4.5 Training in research methodology, Medical Ethics and Medicolegal aspects

2. COURSE STRUCTURE:

2.1 Training Period and Time Distribution: The period of training for obtaining the degrees (D.M./M.Ch.) shall be three complete years including the period of examination.

2.2 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 DM & M.Ch Shall be held at the end of 3 academic years (six academic terms). The academic terms shall mean six months training period.

3. ACADEMIC QUALIFICATION AND SELECTION CRITERIA FOR ADMISSION:

3.1 Eligibility Criteria Candidate for D.M. / M.Ch. D.M.: Candidate seeking admission for D.M. courses in any subject must possess recognized degree of MD/DNB (or its equivalent recognized degree) in the subject specified in the regulations of the National Medical Commission (NMC) from time to time

M.Ch.: Candidate seeking admission for M.Ch course in any subject must possess recognized degree of MS/DNB (or its equivalent recognized degree) in the subject specified in the regulations of the National Medical Commission (NMC) from time to time.

S.No.	DNB SUPER SPECIALTY COURSE	PRIOR ENTRY QUALIFICATION
1	CARDIAC ANAESTHESIA	MD/DNB (ANAESTHESIA)
2	CARDIOLOGY	MD/DNB (GENERAL MEDICINE)
		MD/DNB (PAEDIATRICS)
		MD/DNB (RESPIRATORY MEDICINE)
3	CRITICAL CARE MEDICINE	MD/DNB (EMERGENCY MEDICINE)
		MD/DNB (GENERAL MEDICINE)
		MD/DNB (RESPIRATORY MEDICINE)
		MD/DNB (ANAESTHESIA)
		MD/DNB (PAEDIATRICS)
4	ENDOCRINOLOGY	MD/DNB (GENERAL MEDICINE)
		MD/DNB (PAEDIATRICS)
5	GASTROENTEROLOGY	MD/DNB (GENERAL MEDICINE)
6	GYNAECOLOGIC ONCOLOGY	MD/MS/DNB (OBSTT. & GYNAE.)
7	GENITO URINARY SURGERY (UROLOGY)	MS/DNB(GENERAL SURGERY)
8	MEDICAL GENETICS	MD/DNB (GENERAL MEDICINA)
		MD/DNB (PAEDIATRICS)
		ME/MS/DNB (OBSTT. & GYNAE)
9	MEDICAL ONCOLOGY	MD/DNB (GENERAL MEDICINA)
		MD/DNB (RADIOTHERAPY/RADIATION ONCOLOGY)
10	NEONATOLOGY	MD/DNB (PAEDIATRICS)
11	NEPHROLOGY	MD/DNB (GENERAL MEDICINE)
		MD/DNB (PAEDIATRICS)
12	NEUROSURGERY	MS/DNB"(GENERAL SURGERY)
13	NEUROLOGY	MD/DNB (GENERAL MEDICINE)
		MD/DNB (PAEDIATRICS)
14	PAEDIATRIC CARDIOLOGY	MD/DNB (PAEDIATRICS)
15	PAEDIATRIC SURGERY	MS/DNB (GENERAL SURGERY)
16	VASCULAR SURGERY	MS/DNB (GENERAL SURGERY)

17	PLASTIC SURGERY	MS/DNB (GENERAL SURGERY)
18	SURGICAL GASTROENTEROLOGY	MS/DNB (GENERAL SURGERY)
19	SURGICAL ONCOLOGY	MS/DNB (GENERAL SURGERY)
20	THORACIC SURGERY	MS/DNB (GENERAL SURGERY)
21	CARDIOVASCULAR & THORACIC SURGERY	MS/DNB (GENERAL SURGERY)
	RHEUMATOLOGY	MD/DNB (GENERAL MEDICINE)
		MD/DNB (PAEDIATRICS)
23	ENDOVASCULAR & INTERVENTIONAL RADIOLOGY	MD/DNB (RADIODIAGNOSIS)
24	HAEMATOLOGY	MD/DNB (GENERAL MEDICINE)
		MD/DNB (PAEDIATRICS)
		MD/DNB (BIOCHEMISTRY)
		MD/DNB (PATHOLOGY)
25	PAEDIATRIC INTENSIVE CARE	MD/DNB (PAEDIATRICS)
26	NEURO ANAESTHESIA & CRITICAL CARE	DNB/MD (ANESTHESIOLOGY)

3.2 Procedure for selection of candidates for D.M./M.Ch. courses shall be as follows:

3.2.1 There shall be a uniform entrance examination to all medical educational institutions at the Super Speciality level namely 'National Eligibility-cum- Entrance Test' for admission to D M./M.Ch. courses in each academic year and shall be conducted under the overall supervision of the Ministry of Health & Family Welfare, Government of India

3.2.2 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

3.2.3 In order to be eligible for admission to D.M./M.Ch. 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 D.M./M.Ch. courses' held for the said academic year.

3.2.4 No candidate who has failed to obtain the minimum eligibility marks as prescribed in Sub-Clause (3.2.3) above shall be admitted to any D.M /M.Ch. courses in the said academic year.

3.2.5 The University and other authorities concerned shall organize admission process in such a way that teaching in super speciality course will start after completion of Admission process as amended time to time by DGHS or competent authority.

Time Schedule of completion of Admission Process for Super Speciality Medical Courses:

S. No.	Schedule of Admission	Super Speciality
1	Conduct of Entrance Examination	Schedule will be followed as
2	Declaration of the result of the Qualifying Exam/Entrance Exam	
3	1 st round of counseling admission.	Prescribed by NMC/Government from time to time
4	Last date of joining the allotted college and the course.	
5	2nd round of counseling admission.	
6	Last date of joining for the 2 nd round of counseling / admission	
7	Commencement of academic season/item	
8	Last date up to which students can be admitted / joined against vacancies arising due to any reason	

Note

- Last date for admission in Institute/ college/ courses will based on guidelines issued by competent authority or MCC/DGHS, Government of India

3.2.6 No authority / institution shall admit any candidate to any D.M /M Ch. medicine course in contravention of the criteria / procedure as laid down by these Regulations and/or 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.

3.3 COMMON COUNSELING:

3.3.1 There shall be a common counseling for admission to all Super Speciality Courses (D M / M Ch) in all Medical Educational Institutions on the basis of merit list of the National Eligibility-cum-Entrance Test

3.3 2 The Directorate General of Health Services, Ministry of Health and Family Welfare, Government of India Further, the Directorate General of Health Services, Ministry of Health and Family Welfare, Government of India shall conduct counseling for courses D M /M Ch in Medical Educational Institutions of the Central Government, Universities established by an Act of Parliament and the Deemed Universities. Furthermore, the Directorate General of Health Services shall conduct the counseling for all Super Speciality courses (DM/M Ch) in Medical Educational Institute of the Central Government, Medical Educational Institutions of the State Government, Deemed Universities, Universities established by an Act of State/Union Territory Legislature, Medical Educational Institution established by Municipal Bodies, Trust, Society, Company or Minority Institutions”

4. MIGRATION

Migration/transfer of students undergoing any Super Speciality course shall not be permitted by any University or any authority.

5. COMMENCEMENT OF COURSE:

Commencement of Course after completion of whole admission process as amended from time to time by the competent Authority

6. ATTENDANCE, PROGRESS AND CONDUCT:

6.1 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 D M /M Ch course.

6.2 Each year shall be taken as a unit for the purpose of calculating attendance.

6.3 Every student shall attend symposia, seminars, conferences, journal review meetings, grand rounds, CPC, case presentation, clinics and lectures during each Year as prescribed by the department and not absent himself/ herself from work without valid reasons

6.4 Every candidate is required to attend a minimum of 80% of the training during each academic year of the Super Speciality (D.M /M.Ch.) course or as per University Policy 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. (Leave rules for The DM/MCh the trainees will be entitled to 12 days casual leaves and 5 days medical leaves/ academic year). Similarly, the matter of grant of leave to students shall be regulated as per respective University/State Government rules

6.5 Any student who fails to complete the course in the manner stated above shall not be permitted to appear for the University Examinations.

7. METHOD OF TRAINING:

7.1 The training given with due care to the Super Speciality (D.M /M.Ch.) 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.

7.2 Every institution undertaking Super-speciality 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.

7.3 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 NMC inspectors to assess the same at the time of inspection.

7.4 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 Ch candidates).

7.5 The record books shall be checked and assessed by the faculty members imparting the training.

7.6 During the training for degree to be awarded in clinical disciplines, there shall be proper training in basic med scat 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 Super-speciality 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.

7.7 The DM/M.Ch students shall be required to participate in the teaching, paramedics, technicians and training program of undergraduate students and interns.

7.8 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 super-speciality students.

7.9 Implementation of training programs for the award of degree shall include the following: -

Doctor of Medicine (D.M.)/ Master of Chirurgie (M.Ch.)-

The training program shall be on the same pattern as for M.D./M.S in clinical disciplines, practical training including advanced diagnostic, therapeutic and laboratory techniques, relevant to the subject of specialization For M.Ch. candidates, there shall be participation in surgical operations

PERIOD OF TRAINIG: The period of training for obtaining these degree shall be three completed years including the examination period after obtaining MD/M5 degree or equivalent recognized qualification in the required subject

8. PERIODIC TESTS:

The students will be regularly assessed on their academic growth, bed side/operative skills, critical thinking, leadership quality by the guide/ mentor. The results of the same shall be entered in the students log-book on quarterly basis.

9. 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 checklist s that assess various aspects. The learning out comes to be assessed should include.

- (1) Personal Attitudes,
- (2) Acquisition of Knowledge,
- (3) Clinical and operative skills,
- (4) Teaching skills
and
- (5) Research
Paper

Personal Attitudes. The essential items are:

- Caring attitudes
- Initiative
- Organizational ability
- Potential to cope with stressful situations and undertake responsibility
- Trust worthiness 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 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.

9.2 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/meetings This should be a multidisciplinary case study of an interesting case to train the candidate to solve diagnostic and 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.

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.

9.3 Teaching skills: Candidate 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.

10. SCHEME OF EXAMINATION AND PASSING HEADS:

10.1 University shall conduct examination at the end of three academic years for D.M. M.Ch 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

10.2 D.M. / M.Ch examination in any subject shall consist of theory practical /Clinical and Oral examinations.

10.3 Passing head and standard of Passing: -
There will be two heads of passing. -

10.3.1.1. Four papers of theory shall form one head of passing

10.3.1.2. Clinical, oral, and practical taken together shall form the second head of Passing

10.3.1.3. 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

10.4. To pass a candidate must obtain:

10.4.1 Obtaining a minimum of 40% marks in each theory paper and not less than 50% cumulatively in all the four papers for degree examinations

10.4.2 Obtaining of 50% marks in Practical examination shall be mandatory for passing the examination as a whole in the said degree examination as the case may be.

10.4.3 Fifty percent of the total marks in clinical, oral and practical taken together.

10.5. **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.

11. SCHEME OF THEORY EXAMINATION:

11.1 There shall be four theory papers at D.M. /M.Ch examination of J00 marks each.

11.2 Each Paper shall be of 3 hours duration

One paper out of three shall be on Basic Medical Sciences' and another paper on 'Recent advances'

Pattern of Question Paper for D.M. / M.Ch. as given below:

Q.No.	Nature of Questions	Division of Marks	Total Marks
1	Long Answer Question	2x20	40 Marks
2.	6 Short Answer Questions	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:
D.M. / M.Ch. (Super Speciality)

S. No.	Course Title	Paper No.
1	DM / M Ch	Paper -1
		Paper -2
		Paper-3
		Paper -4

12. SCHEME OF PRACTICAL EXAMINATION:

12.1 Clinical examination^o for the subjects 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.

12.2 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 experimental/Laboratory studies and his ability to perform such studies as are relevant to his subjects.

12.3 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

12.4 The maximum number of candidates to be examined in clinical/ Practical and viva on any day shall not exceed 3 for DM./M.Ch examination.

12.5 There will be 400 marks for the Practical/ Clinical examinations.

All 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.

13. GUIDELINES FOR APPOINTMENT OF EXAMINERS:

13.1 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 NMC and has teaching experience of 8 (Eight) years as a Professor/Asst. Professor out of which he has not less than 5 (Five) Years teaching experience after obtaining Post Graduate degree For external examiners, he should have minimum three years experience of examiner ship for Post graduate degree in the concerned subject Out of internal examiners, one examiner shall be Professor and Head of Department or Head of Department.

13.2 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 -13.1 above shall ordinarily be invited from another recognized medical college, preferably from outside the State.

13.3 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

13.4 The same set of examiners shall ordinarily be responsible for the Practical or part Vice-voce of examination

13.5 The Head of the department of the institutions concerned shall ordinarily be one of the internal examiners and second internal examiner shall rotate after every two year.

13.6 A separate set of examiner will be appointed for theory paper setting.

13.7 A separate set of examiner will be appointed for theory valuation.

14. A Student of D M /M Ch. would be required to do two research projects. The results of the same must be published in a NMC approved and indexed scientific journal/ or results of one of them should be presented at a national/international conference and that of the other must accepted published/sent for publication in a NMC approved index Journal "

GUIDE:

The academic qualification and teaching experience required for recognition by this University as a guide for dissertation work is as per 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 D M./M Ch 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 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

15 CANCELLATION OF ADMISSION:

- 15.1 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 institutions if:

15.1.1 He/She is found to have produced false / forged documents or found to have used unfair means to secure admission

15.1.2 He/She is found to be involved in serious breach of discipline in the institutions or the University camp.

16. 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/Heads of Department/Constituent College/Schools. The decision of the vice chancellor shall be final.

ORDINANCE No. 39**BACHELOR OR DENTAL SURGERY (B.D.S.)****1. GOALS OF EDUCATION AND TRAINING:**

The Dental Curriculum shall be oriented toward educating students of B.D.S Course to:

- 1.1 The dental graduates during training in the institutions should acquire adequate knowledge, necessary skills and such attitudes which are required for carrying out all the activities appropriate to general dental practice involving the prevention, diagnosis and treatment of anomalies and diseases of the teeth, mouth, jaws and associated tissues.
- 1.2 The graduate should also understand the concept of community oral health education and be able to participate in the rural health care delivery programmes existing in the country
- 1.3 Take up the responsibilities of dental surgeon of first contact and be capable of functioning independently in both urban and rural environment.
- 1.4 Provide education experience that allows hand-on-experience both in hospital as well as in community setting
- 1.5 Make maximum efforts to encourage integrated teaching and de-emphasize compartmentalization of disciplines so as to achieve horizontal and vertical integration in different phases.
- 1.6 offer educational experience that emphasizes health rather than only disease. Teach common problems of health and disease and to the national programmes.
- 1.7 Use learner oriented methods, scientific habits, problem solving abilities. Self-Initiated and self-directed learning.
- 1.8 Use of active methods of learning such as group discussion, seminars, role play, field visits, demonstrations, peer Interactions etc , which would enable students to develop personality, communication skills and other qualities which are necessary
- 1.9 Regular periodic assessment be done throughout the course. Examination be designed with a view to assess not merely the "knowledge" but also practical and clinical skills, habits and values which are necessary for a graduate to carry out professional day to day work competently
- 1.10 Establish a Dental Education Unit for faculty development, preparation of learning resource materials and for improving evaluation methods

2. OBJECTIVES:

The objectives are dealt under three headings namely (2.1) Knowledge and Understanding (2.2) skills and (2.3) attitudes.

- 2.1 **Knowledge and Understanding:** The graduate shall acquire the following during the period of training.
 - 2.1.1 Adequate knowledge of the scientific foundations on which dentistry is based and good understanding of various relevant scientific methods, principles of biological functions and shall be able to evaluate and analyze scientifically established facts and data.
 - 2.1.2 Adequate knowledge of the development, structure and function of the teeth, mouth and Jaws and associated tissues both in health and disease and their relationship and effect on general-state of health and also the bearing on physical and social well-being of the patient.

- 2.1.3 Adequate knowledge of clinical disciplines and methods, which provide a coherent picture of anomalies, lesions and diseases of the teeth, mouth and Jaws and preventive, diagnostic and therapeutic aspects of dentistry, Adequate clinical experience required for general dental practice.
- 2.1.4 Adequate clinical experience required for general dental practice.
- 2.1.5 Adequate knowledge of constitution, biological function and behavior of person in health and sickness as well as the influence of the natural and social environment on the state of health so far as it affects dentistry.
- 2.2 **Skills:** A graduate shall be able to demonstrate the following skills necessary for practice of dentistry.
- 2.2.1 Able to diagnose and manage various common dental problems encountered in general dental practice, keeping in mind the expectations and the right of the society to receive the best possible treatment available wherever possible.
- 2.2.2 Acquire skill to prevent and manage complications if encountered while carrying out various dental surgical and other procedures.
- 2.2.3 Posses skill to carry out required investigative procedures and ability to interpret laboratory findings
- 2.2.4 Promote oral health and help to prevent oral diseases wherever possible.
- 2.2.5 competent in control of pain and anxiety during dental treatment.
- 2.3 **Attitude :** A graduate shall develop during the training period the following attitudes.
- 2.3.1 Willing to apply current knowledge of dentistry in the best interest of the patients and the community
- 2.3.2 Maintain a high standard of professional ethics and conduct and apply these in all aspects of professional life.
- 2.3.3 Seek to improve awareness and provide possible solutions for oral health problems and needs throughout the community.
- 2.3.4 Willingness to participate in the continuing education programmes to update knowledge and professional skills from time to time.
- 2.3.5 to help and to participate in the implementation of national health programmes.

3. COURSE STRUCTURE:

- 3.1 **Infrastructure:** The Infrastructure like staff, equipment, Instruments, Material, Books and Journals, space and clinical material shall be as per the stipulations of Dental Council of India from time to time.

3.2 Academic Qualification for Admission:

3.2.1 Eligibility Criteria:

3.2.1.1 He/She shall complete the age of 17 years on or before 31st December, of the year of admission to the BDS course.

3.2.1.2 In order to be eligible to take National Eligibility-cum-Entrance Test he/she should have passed qualifying examination as under:-

- The higher secondary examination or the Indian School Certificate Examination which is equivalent to 10 + 2 Higher Secondary Examination after a period of 12 year study, the last, two year of study comprising of Physics, Chemistry, Biology and Mathematics or any other elective subject with English at a level not less than the core course for English as prescribed by the National Council of Educational Research and Training after the introducing 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 or 10+2 education structure of the National Committee, the candidates will have to undergo a "period of the one year pre-professional training" before admission to the dental colleges;

OR

- The intermediate examination in science of an Indian University/Board or other recognized examining body with physics, Chemistry and Biology which shall include a practical test in these subjects and also English as a compulsory subject.

OR

- The pre-professional/ pre-medical examination with Physics, Chemistry and Biology, 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 and also English as a compulsory subject;

OR

- The first year of three year degree course of a recognized university, with physics, Chemistry and Biology 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 courses

OR

- 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 physics, Chemistry, Biology (Botany, Zoology) and further he/she has passed the earlier qualifying examination with the following subjects-physics, Chemistry, Biology and English.

OR

- Any other examination which, in scope and standard is found to be equivalent to the intermediate sciences examination of an Indian University/ Board, taking physics, Chemistry and Biology including practical test in each of these subjects and English.
- 3% seats of the annual sanctioned intake capacity shall be filled – up by candidates with locomotors disability of lower limbs between 50% to 70%.

Provided that in case any seat in this quota remains unfilled on account of unavailability of candidates with locomotors disability of lower limbs between 50% to 70%, then any such unfilled seats in this 3% quota shall be filled- up by candidates with locomotory disability of lower limbs between 40% to 50% before they are included in the annual sanctioned seats for General Category Candidates

- All the academic qualification for admission will be finally guided and governed by Apex body council.

4. CRITERIA FOR SELECTION OF STUDENTS:

- 4.1 The selection of students to dental college shall be based solely on merit of the Candidate and for determination of the merit, the following criteria be adopted uniformly throughout the country
- 4.1.1 There shall be a single eligibility-cum-entrance examination namely "National Eligibility-cum Entrance Test for admission to BDS course" in each academic year"
- 4.1.2 In order to be eligible for admission to BDS Course for a particular academic year, it shall be necessary for a candidate to obtain minimum of marks of 50th percentile in 'National Eligibility cum-Entrance Test to BDS 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 locomotory disability of lower amendments, 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 in "National Eligibility-cum-Entrance Test for admission to BDS 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 BDS Course, the Central Government in consultation with Dental Council of India may at its discretion lower the minimum marks required for admission to BDS Course for candidates belonging to respective categories and marks so lowered by the central Government shall be applicable for said academic year only.

- 4.1.3 The reservation of seats in dental colleges 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 BDS course from the said lists only.
- 4.1.4 No Candidate who has failed to obtain the minimum eligibility marks as prescribed in Clause (4.1.2) above shall be admitted to BDS course in the said academic year.
- 4.1.5 All admission to BDS course within the respective categories shall be based solely on marks obtained in the National Eligibility-cum-Entrance Test
- 4.1.6 To be eligible for admission to BDS Course, a candidate must have passed in the subjects of Physics, Chemistry, Biology/Biotechnology and English individually and must have obtained a minimum of 50% marks taken together in Physics, Chemistry and Biology/Biotechnology at the qualifying examination as mentioned in Sub-regulation 2 of Regulation 1 cum-Entrance Test" for admission to BDS course. In respect of candidates Classes the minimum marks obtained in Physics, Chemistry and Biology/Bio-technology taken together in qualifying examination shall be 40% instead of 50% In respect of candidates with locomotors disability of lower limbs in terms of sub-regulation 4, after the commencement of these amendments, of Regulation 1 above, the minimum marks in taken together in qualifying examination shall be 45% instead of 50%.

Provided that a candidate who has appeared in the qualifying examination the result of which has not been declared, he/she may be provisionally permitted to take up the National Eligibility-cum-Entrance Test and in case of selection for admission to the BDS course, he/she shall not be admitted to that course until he fulfills the eligibility criteria under Regulation 1.

4.1.7 The Central Board of Secondary Education or any agency assigned by government shall be the organization to conduct National Eligibility cum-Entrance Test for admission to BDS course or any designated agency as described by statutory body.

4.2 **Duration of the Course:** The undergraduate dental programme leading to BDS Degree shall be of 4 (four) Academic years with 240 teaching days in each academic year, plus one year paid rotating Internship in a dental college. Every candidate will be required, after passing the final BDS Examination to undergo one year paid rotating internship in ad dental college The detailed curriculum of Dental Internship Programme is annexed as Annexure-A. The Internship shall be compulsory and BDS Degree shall be granted after completion of one year paid Internship.

5. MIGRATION:

- 5.1 Migration from one dental college to other is not a right of a student. However, migration of students from one dental college in India may be considered by the Dental Council of India. Only in exceptional cases on extreme compassionate ground, provided following criteria are fulfilled. Routine migrations on other ground shall not be allowed.
- 5.2 Both the colleges, i.e. one at which recognized by the studying at present and one to which migration is sought, are recognized by the Dental Council of India.
- 5.3 The applicant candidate should have passed first professional BDS examination.
- 5.4 The applicant candidate submits concerned within a period of one month of passing (declaration of results) the first professional Bachelor of Dental Surgery (BDS) examination.
- 5.5 The applicant candidate must submit an affidavit stating that he/she will pursue 240 days of prescribed study before appearing at IInd professional Bachelor of Dental Surgery (BDS) examination at the transferee dental college, which should be duly certified by the Registrar of the concerned University in which he/she is seeking transfer. The transfer will be applicable only after receipt of the affidavit.

Note 1:

- Migration is permitted only in the beginning of IInd year BDS Course in recognized Institution.
- All application for migration shall be referred to Dental Council of India by college authorities No Institution/University shall allow migrations directly without the prior approval of the Council
- Council reserved the right, not to entertain any application which is not under the prescribed compassionate grounds and also to take independent decisions where applicant has been allowed to migrate without referring the same to the Council.

Note 2: *Compassionate ground Criteria

- Death of supporting guardian
- Disturbed conditions as declared by Government in the Dental College area.

6. ATTENDANCE REQUIREMENT, PROGRESS AND CONDUCT:

- 6.1 Considering the Programme work load, student are advised to attend all classes conducted during a year i e , 100% of attendance is desirable. The student is expected to attend at least 75% of the classes in each of the courses in a given year or as per University Policy.

- 6.2 A shortfall in attendance, may be condoned by the Vice-Chancellor under special circumstances like medical emergencies, participation in sports, cultural activities, seminars, workshops and paper presentation etc At the State and National or International level representing the University and on recommendation of the concerned HOD and Intimation to his/her Proctor. This condonation will be as per discussed in different ordinances mentioned elsewhere.
- 6.3 The basis for calculation of attendance shall be the period prescribed by the University in its annual calendar of events.
- 6.4 For the first year student's attendance is computed from the date of registration of the programme.
- 6.5 If a student does not fulfill the attendance requirements in any course he/she is not permitted to attend the year end examination in that course.
- 6.6 In case of a subject in which there is no examination at the end of the academic year/semester, the percentage of attendance shall not be less than 70% However, at the time of appearing for the professional examination in the subject, the aggregate percentage of attendance in the subject should satisfy condition (6.1) above.

7. SUBJECTS OF STUDY:

7.1 First Year

- 7.1.1 General Human Anatomy including embryology and histology.
- 7.1.2 General human physiology and biochemistry, Nutrition and Dietetics
- 7.1.3 Dental Anatomy, Embryology and Oral Histology.
- 7.1.3 Dental Materials.
- 7.1.4 Pre-clinical prosthodontics and Crown & Bridge.

7.2 Second Year

- 7.2.1 General pathology and Microbiology.
- 7.2.1 General and Dental pharmacology and therapeutics.
- 7.2.3 Dental Materials.
- 7.2.4 Pre-Clinical Conservative Dentistry.
- 7.2.5 Pre-clinical Prosthodontics and Crown & Bridge.
- 7.2.6 Oral pathology & Oral Microbiology.

7.3 Third Year

- 7.3.1 General Medicine.
- 7.3.2 General Surgery
- 7.3.3 Oral Pathology and Oral Microbiology
- 7.3.4 Conservative Dentistry and Endodontic.
- 7.3.5 Oral & Maxillofacial Surgery
- 7.3.6 Oral Medicine and Radiology.
- 7.3.7 Orthodontics & Dentofacial Orthopedics.
- 7.3.8 Pediatric & Preventive Dentistry
- 7.3.9 Periodontology.
- 7.3.10 Prosthodontics and Crown & Bridge.

7.4 Fourth Year

- 7.4.1 Oral Medicine and radiology
- 7.4.2 Public Health Dentistry
- 7.4.3 Orthodontics & dentofacial orthopedics.
- 7.4.4 Periodontology
- 7.4.5 Prosthodontics and Crown & Bridge
- 7.4.6 Conservative Dentistry and Endodontic.
- 7.4.7 Oral and Maxillofacial Surgery.
- 7.4.8 Pediatric & Preventive Dentistry.

8. EXAMINATIONS:

8.1 Evaluation is a continuous process, which is based criteria developed by the concerned authorities with certain objectives to assess to assess the performance of the learner. This also indirectly helps in the measurement of effectiveness and quality of the concerned B.D.S. Programme.

8.2 Evaluation is achieved by two processes.

8.2.1 Formative or internal assessment. Formative evaluation is done through a series of tests and examinations conducted periodically by the institution.

8.2.2 Summative or university examination Summative evaluation is done by the university through examination conducted at the end of the specified course.

8.3 Methods of evaluation:

Evaluation may be achieved by the following tested methods:

8.3.1 Written test

8.3.2 Practical's/Clinical examination.

8.3.3 Viva voce

8.4 Internal assessment examination:

8.4.1 Minimum of 3 periodical Internal assessment examination shall be conducted in each subject in each subject If the teaching of subject is spread over in two years, at least one examination shall be conducted in first year of teaching. 10% of the total marks in each subject for both theory, practical and clinical examinations. Separately should be set aside for the internal assessment examinations.

8.4.2 Average marks of three examinations shall be computed for the University examinations.

8.4.3 The Internal assessment examinations shall be conducted in proper manner on the dates announced in the examination schedule prepared at Institution level.

8.4.4 If repeater students desire for up gradation of their internal assessment marks, they shall appear again in one internal examination held during next six months The new marks may be considered for University examinations.

8.5 SCHEME OF EXAMINATION:

8.5.1 The scheme of examination for B.D.S Course shall be divided into 1st B.D.S. Professional examinations at the end of the first academic year, 2nd B.D.S professional examination at the end of second year, 3rd B.D.S. professional examination at the end of third, 4th BDS examination at the end of 4th year.

8.5.2 There shall be two examination in each academic year (regular & Supplementary).

8.5.3 The examination shall be open to a candidate who satisfies the requirements of attendance, progress and other rules as laid down by the University.

8.5.4 Any candidate who fails in one subject in an examination is permitted to go to the next higher class and appears for the said failed subject and complete it successfully before he is permitted to appear for the next higher examination.

8.6 WRITTEN EXAMINATION:

- 8.6.1 The written examination in each subject shall consist of one paper of three hours duration and shall have maximum marks of 70.
- 8.6.2 In the subject of Physiology & Biochemistry and Pathology & Microbiology each paper will be divided into two parts, A and B of equal marks.
- 8.6.3 The question paper should contain different types of questions like essay, short answer and objective type / M.C.Q's
- 8.6.4 The nature of question set, should be aimed to evaluate students of different standards ranging from average to excellent.
- 8.6.5 The questions should cover as broad an area of the content of the course The essay questions should be properly structured and the marks specifically allotted.
- 8.6.6 The University may set up a question bank.

8.7 PRACTICAL AND CLINICAL EXAMINATION:

- 8.7.1 Objective Structured Clinical Evaluation The present system of conducting practical and clinical proportions at several universities provide chance for unrealistic proportions of luck. Only a particular clinical procedure or experiment is usually given for the examination. The clinical and practical examination should provide a number of examination stations with specific instructions to be provided. This can include clinical procedures, laboratory experiments, spotters etc. Evaluation must be made objective and structured. The method of objective structured clinical examination should be followed. This will avoid examiner bias because both the examiner and the examinee are give specific instructions on what is to be observed at each station.
- 8.7.2 Records/Log Books The candidate should be given credit for his records based on the scored obtained in the record. The marks obtained for the record in the first appearance can be carried over to the subsequent appearances if necessary
- 8.7.3 Scheme of clinical and practical examinations. The specific scheme of clinical and practical examinations, the type of clinical procedures/experiments to be performed and marks allotted for each are to be discussed and finalized by the conduct of the examinations along with the publication of the time table for the practical examinations This scheme should be brought to the notice of the external examiner appointed from other universities preferably outside the State. Each candidate should be evaluated by each examiner independently and marks computed at the end of the examination.
- 8.7.4 Viva Voce: Viva voce is an excellent mode of assessment because it permits a fairly broad coverage and it can assess the problem solving capacity of the student An assessment related to the affective domain is also possible through viva voce. It is desirable to conduct the viva voce maintain uniformity of standard and coverage, question can be reformulated before administering them to each student. Twenty marks are exclusively allotted for viva voce and that can be divided equally amongst the examiners, i.e., 10 marks per examiner.

MARKS DISTRIBUTION IN EACH SUBJECT:

Each subject shall have a maximum of 200 marks.

Theory	100		
Practical/clinical	100		
Theory -100		Practical/clinical-100	
University written exam	70	University Exam	90
Viva Voce	20		
Internal assessment (written)	10	Internal assessment (written)	10
Total	100		100

Practical and Viva Voce Only in University Examination

Pre-clinical Prosthodontics

Pre-clinical Conservative Dentistry

Internal Assessment	-	20
Practical	-	60
Viva Voce	-	20

		100

8.8 Criteria for a Pass:

Fifty percent of the total marks in any subject computer as aggregate for theory, i.e., written, viva voce and internal assessment and practical including internal assessment, separately is essential for a pass in all years of study.

For declaration of pass in a subject, a candidate shall secure 50% marks in the University examination both in Theory and practical/ clinical examinations separately, as stipulated below:

- 8.8.1** A candidate shall secure 50% marks in aggregate in University theory including Viva Voce and Internal assessment obtained in University written examination combined together. In the University Practical/ clinical examination, a candidate shall secure 50% of University practical marks and Internal Assessment combined together.
- 8.8.2** In case of pre-clinical Prosthetic Dentistry and Pre clinical conservative dentistry in II BDS, where there is no written examination, minimum for pass is 50% of marks in practical and viva voce combined together in University examination including Internal Assessment i.e. 50/100 marks.
- 8.8.3** Successful candidates who obtain 65% of the total marks of more be declared to have passed the examination in First Class. Other successful candidates will be placed in Second Class. A candidate who obtains 75% and above is eligible for Distinction. Only those candidates who pass the whole examination in the first attempt will be eligible for distinction or class.
- 8.8.4** First Class and Distinction etc. to be awarded by the University as per their respective rules.
- 8.9** **Grace Marks.** Grace marks may be awarded to students who have failed only in one subject but passed in all other subject as per University Policy.
- 8.10** **Re-evaluation.** The objective of re-evaluation is to ensure that the student receives a fair evaluation in the university examination and to minimize human error and extenuating circumstances. There shall be two mechanisms for this purpose.
- 8.10.1** **Re- totaling:** The University on application and remittance of a stipulated fee to be 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 the candidate has appeared in the university examination. Any error in addition of the marks awarded if identified should be suitably rectified.

8.10.2 Re-evaluation: Re-evaluation of theory papers in all years of study of the BDS course may be permissible by the university on application and remittance of a prescribed fee. 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 accordingly reconsidered. However in those university where double evaluation provision exists, this provision of re-evaluation will not be applicable.

8.11 Qualification and experience to be eligible of examiner ship for BDS examination:

8.11.1 M.D.S. Degree from a recognized Institution

8.11.2 4 years teaching experience in the subject in a dental college after MDS.

8.11.3 Should be holding the post of a Reader of above in a Dental Institution approved/recognized by the Dental Council of India for B D S

Note:

- In case of Physiology and Biochemistry if Internal examiner is from Physiology, External examiner should be from Biochemistry or vice versa.
 - In case of pathology and Microbiology or vice versa.
 - In case of Dental Materials, if internal is from Prosthodontics, external should be from Conservative Dentistry and vice versa.
- 50% of Examiners appointed shall be external from Dental Institution approved/recognized by the Dental Council of India for B.D.S Course, from other University, preferably from outside the State.

8.12 MINIMUM WORKING HOURS FOR EACH SUBJECT OF STUDY (B.D.S COURSE)

I B.D.S

Subject	Lecture Hours	Practical Hours	Clinical Hours	Total Hours
General Human Anatomy Including Embryology, histology Histology	100	175		275
General Human Physiology	120	60		180
Biochemistry	70	60		130
Dental Anatomy Embryology, and Oral Histology	105	250		355
Dental Materials	20	40		60
Pre-clinical prosthodontics & Crown & Bridge	-	100		100
Total	415	685		1100

II B.D.S

Subject	Lecture Hours	Practical Hours	Clinical Hours	Total Hours
General & Dental Pharmacology and therapeutics	70	20		90
General Pathology	55	55		110
Microbiology	65	50		115
Dental Materials	60	200		260
Oral pathology and Oral Microbiology	25	50		75
Pre-Clinical Prosthodontics & Crown & Bridge	25	200		225
Pre Clinical Conservative Dentistry	25	200		225
Total	325	775		1100

II B.D.S

Subject	Lecture Hours	Practical Hours	Clinical Hours	Total Hours
General Medicine	60	-	90	150
General Surgery	60	-	90	150
Oral Pathology and Oral Microbiology	120	80		200
Oral Medicine and Radiology	20	-	70	90
Pediatric and Preventive Dentistry	20	-	70	90
Orthodontics & Dentofacial Orthopedics	20	-	70	90
Periodontology	30	-	70	100
Oral & Maxillofacial Surgery	30	-	70	100
Conservative Dentistry & Endodontic	30	-	70	100
Prosthodontics and Crown & Bridge	30	-	70	100
Total	410	80	750	1240

IV B.D.S

Subject	Lecture Hours	Practical Hours	Clinical Hours	Total Hours
Prosthodontics and Crown & Bridge	80		300	380
Oral medicine and Radiology	45		100	145
Periodontology	50		100	150
Public Health Dentistry	60		200	260
Conservative Dentistry & Endodontic	80		300	380
Oral and Maxillofacial Orthopedics	50		200	250
Orthodontics & Dentofacial Orthopedics	30		100	130
Pediatric and preventive Dentistry	45		100	145
Total	440		1400	1840

Note 1: There should be a minimum of 240 teaching days academic year consisting of 8 working hours, including one hour of lunch break Internship - 240×8 hours – 1920 clinical hours

Note 2 . The minimum working hours indicated each year of study does not include one month mid year vacation and one month of university examination.

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.

ANNEXURE - A**CURRICULUM OF DENTAL INTERNSHIP PROGRAMME**

- A. The duration of Internship shall be one year.
- B. All parts of Internship shall be done in a Dental College duly recognized/approved by the Dental Council of India for the purpose of Imparting education and training to Dental graduates is the country
- C. The Interns shall be paid stipendiary allowance during the period of an Internship not extending beyond a period of one year.
- D. The internship shall be compulsory and rotating as per the regulations prescribed for the purpose.
- E. The degree – BDS Shall e granted after completion of internship.

1. DETERMINANTS OF CURRICULLUM FOR INTERNSHIP FOR DENTAL GRADUATES:

The curricular contents of internship training shall be based on.

- 1.1 Dental health needs of the society.
- 1.2 Financial, material and manpower resources available for the purpose.
- 1.3 National Dental Health Policy
- 1.4 Socio-economic conditions of the people in general
- 1.5 Existing Dental as also the primary health care concept, for the delivery of health services.
- 1.6 Task analysis of what graduates in Dentistry in various practice settings. Private and government service actually perform.
- 1.7 Epidemiological studies conducted to find out prevalence of different dental health problems, taking into consideration the magnitude of dental problems, severity of dental problems and social disruption caused by these problems.

2. OBJECTIVES:

- 2.1 To facilitate reinforcement of learning and acquisition of additional knowledge:
 - 2.1.1 Reinforcement of knowledge
 - 2.1.2 Techniques & resources available to the individual and the community; Social and cultural setting.
 - 2.1.3 Training in a phased manner, from a shared to a full responsibility
- 2.2 To facilitate the achievement of basic skills. Attaining competence Vs. maintaining competence in.
 - 2.2.1 History taking.
 - 2.2.2 Clinical Examination.
 - 2.2.3 Performance and interpretation of essential laboratory data
 - 2.2.4 Data analysis and inference.
 - 2.2.5 Communication skills aimed at imparting hope and optimism in the patient.
 - 2.2.6 Attributes for developing working relationship in the Clinical setting and Community team work.
- 2.3 To facilitate development of sound attitudes and habits:-
 - 2.3.1 Emphasis on Individual and human beings, and not on disease/symptoms.
 - 2.3.2 Provision of comprehensive care, rather than fragmentary treatment.
 - 2.3.2 Continuing Dental Education and learning of accepting the responsibility.
- 2.4 To facilitate understanding of professional and ethical principles.
 - 2.4.1 Right and dignity of patients.
 - 2.4.2 Consultation with other processionals and referral to seniors/institutions.
 - 2.4.3 Obligations to peers, collogues, patients, families and Community.
 - 2.4.4 Provision of free professional services in a emergent situation.
- 2.5 To initiate individual and group action, leading to disease prevention and dental health promotion, at the level of individuals families and the community.

- 3** **CONTENT (SUBJECT MATTER):**
The compulsory rotating paid Dental Internship shall include training in Oral Medicine & Radiology, Oral & Maxillofacial Surgery; Prosthodontics, Periodontics, Conservative Dentistry; Pedodontics; Oral Pathology & Microbiology, Orthodontics and Community Dentistry.
- 4. General Guidelines:**
- 4.1 It shall be task oriented training. The interns should participate in various institutional and field programmes and be given due responsibility to perform the activities in all departments of the Dental College and associated Institutions. \
- 4.2 To facilitate achievement of basic skills and attitudes the following facilities should be provided to all dental graduates:
- 4.2.1 History taking, examination diagnosis, charting and recording treatment plan of cases.
- 4.2.2 Presentation of cases in a group of Seminar.
- 4.2.3 Care and sterilization of instruments of Seminar.
- 4.2.4 Performance and interpretation of essential laboratory tests and other relevant investigations.
- 4.2.5 Data analysis and inference.
- 4.2.6 Proper use of antibiotics, anti-inflammatory and other drugs, as well as other therapeutic modalities.
- 4.2.7 Education of patients, their relatives and community on all aspects of dental health care while working in the institution as also in the field.
- 4.2.8 Communication aimed at inspiring hope, confidence and optimism.
- 4.2.9 Legal rights of patients and obligations of dental graduate under forensic jurisprudence.
- 5. Oral Medicine & Radiology:**
- | | | |
|-----|--|--------------|
| 5.1 | Standardized examination of patients | 25 Cases |
| 5.2 | Exposure to clinical, pathological laboratory procedures and biopsies. | 5 + Cases |
| 5.3 | Effective training in taking of Radiographs: | 2 Full Mouth |
| | (Intra – oral) I O (Extra oral) E.O | 1 |
| | Cephalogram | 1 |
| 5.4 | Effective management of cases in wards | 2 Cases |
- 6. Oral and Maxillofacial surgery**
- 6.1 The Interns during their posting in oral surgery shall perform the following.
- | | |
|--|----|
| Procedures: | 50 |
| 6.1.1 Extraction | 2 |
| 6.1.2 Surgical extractions | 2 |
| 6.1.3 Impactions | 1 |
| 6.1.4 Simple Intra Maxillary Fixation | 1 |
| 6.1.5 Cysts enucleations | 2 |
| 6.1.6 Incision and drainage | 2 |
| 6.1.7 Alveoloplasties, Biopsies & Frenectomies, etc. | 3 |
- 6.2 The Interns shall perform the following on Cancer patients.
- 6.2.1 Maintain file work.
- 6.2.2 Do extractions for radiotherapy cases.
- 6.2.3 Perform biopsies.
- 6.2.4 Observe varied cases of oral cancers.
- 6.3 The Interns shall have 15 days posting in emergency services of a dental/general hospital with extended responsibilities in emergency dental care in the wards. During this period they shall attend to all emergencies under the direct supervision of oral surgeon during any operation.
- 6.3.1 Emergencies.

(i) Toothache, (II) trigeminal; (III) Bleeding from mouth due to trauma, post extraction, bleeding disorder or hemophilia; (IV) Airway obstruction due to fracture mandible and maxilla, dislocation of mandible; syncope or vasovagal attacks; Ludwig; tooth fracture; post intermaxillary fixation after general Anesthesia.

6.3.2 Work in L.C.U. with particular reference to resuscitation procedures.

6.3.3 Conduct tutorials on medico-legal aspects including reporting on actual cases coming to casualty. They should have visits to law courts.

7. Prosthodontics

The dental graduates during their Internship posting in Prosthodontics shall make:-

7.1 Complete denture (upper & lower)	2
7.2 Removable Partial Denture	4
7.3 Fixed Partial Denture	1
7.4 Planned cast partial denture	1
7.5 Miscellaneous-like reline/over denture/repairs of Maxillofacial	1
7.6 Learning use of Face bow and Semi anatomic articulator technique	
7.7 Crowns	
7.8 Introduction of implants	1

8. Periodontics

8.1 The dental graduates shall Perform the following Procedures.

8.1.1 Prophylaxis	15 Cases
8.1.2 Flap Operation	2 Cases
8.1.3 Root Planning	1 Case
8.1.4 Curettage	1 Case
8.1.5 Gingivectomy	1 Case
8.1.6 Perio-Endo cases	1 Case

8.2 During their one week posting in the community health centers, the interns shall educate the public in prevention of periodontal diseases.

9. Conservative Dentistry

To facilitate reinforcement of learning and achievement of basic skills, the interns shall perform at least the following procedures independently or under the guidance of Supervisors

9.1 Restoration of extensively mutilated teeth	5 Cases
9.2 Inlay of onlay preparation	1 Case
9.3 Use of tooth colored restorative materials	4 Cases
9.4 Treatment of discolored vital and non-vital teeth	1 Case
9.5 Management of dento alveolar fracture	1 Case
9.6 Management of Pulpless, single-rooted teeth without periodical lesion.	4 Cases
9.7 Management of acute dento alveolar Infection.	2 Cases
9.8 Management of pulpless, single-rooted teeth with periodical lesion	1 Case
9.9 Non-surgical management of traumatized teeth during formative period.	

10. Pedodontics and preventive Dentistry

During their in Pedodontics the Dental graduates shall perform.

10.1 Topical application of fluorides including varnish	5 Cases
10.2 Restorative Procedures of carious deciduous teeth in children.	10 Cases
10.3 Pulpotomy	2 Cases
10.4 pulpectomy	2 Cases
10.5 Fabrication and insertion of space maintainers	1 Case
10.6 Oral habit breaking appliances	1 Case

11 Oral Pathology and Microbiology

The Interns shall perform the following:

11.1	History-recording and clinical examination	5 Cases
11.2	Blood, Urine and Sputum examination	5 Cases
11.3	Exfoliative Cytology and smears study	2 Cases
11.4	Biopsy-Laboratory procedure & reporting	1 Case

12 Orthodontics

- 12.1 The interns shall observe the following procedures during their posting in Orthodontics:
- 12.1.1 Detailed diagnostic procedures for 5 patients
 - 12.1.2 Laboratory techniques including wire-bending for removable appliance.
Soldering and processing of myo-function appliance.
 - 12.1.3 Treatment planning options and decision.
 - 12.1.4 Marking of band, bonding procedures and wire insertions.
 - 12.1.5 Use of extra oral anchorage observation of force values.
 - 12.1.6 Retainers.
 - 12.1.7 Observe handing of patients with oral habits causing malocclusions.
- 12.2 The dental graduates shall do the following laboratory work :-
- 12.2.1 Wire bending for removable appliance and space maintainers including welding and heat treatment procedure – 5 Cases
 - 12.2.2 Soldering exercises, banding procedures – 2 Cases
 - 12.2.3 Cold- cure and heat-cure acrylisation of simple Orthodontic appliances – 5 Cases

13. Public Health Dentistry

- 13.1 The Interns shall conduct health education sessions for Individuals and groups on oral health public health nutrition, behavioral sciences, environmental health, preventive dentistry and epidemiology.
- 13.2 They shall conduct a short term epidemiological survey in the community, or in the alternate, participate in the planning and methodology.
- 13.3 They shall arrange effective demonstration of:
- 13.3.1 Preventive and interceptive Procedures for prevalent dental diseases.
 - 13.3.2 Mouth-rinsing and other oral hygiene demonstrations 5 Cases
 - 13.3.3 Tooth brushing techniques 5 Cases
- 13.4 Conduction of oral health education programmers at
- 13.4.1 School setting 2
 - 13.4.2 Community setting 2
 - 13.4.3 Adult education programmers 2

- 13.5 Preparation of Health Education materials 5
- 13.6 Exposure to team concept and National Health Care system:
- 13.6.1 Observation of functioning of health infrastructure.
- 13.6.2 Observation of functioning of health care's team including multipurpose workers male and female, health educations and other workers
- 13.6.3 Observation of at least one National Health Programme:-
- 13.6.4 Observation of interlink ages of delivery of oral health care with primary Health care.
Mobile dental clinics, as and when available, should be provided for this teachings.
14. **Elective Posting:**
The Interns shall be posted for 15 days in any of the dental departments of their choice mentioned in the foregoing.
15. **Organization of content:**
The Curriculum during the 4 year of BDS training is subject based with more emphasis on learning practical skills. During one year internship the emphasis will be on competency based, community oriented training. The practical skills to be mastered by the interns along with the minimum performance level are given under the course content of different department of Dental Education. The supervisors should observe that proper facilities provided in all department and attached institutions for their performance.
16. **Specification of teaching activities:** Didactic lectures are delivered during the four years training in BDS. These shall be voided during the internship programme. Emphasis shall be on chair-side teaching, small group teaching and discussions tutorials, seminars, ward posting, laboratory posting, field visits and self learning.
17. **Use of Resource Materials:** Overhead projection, slide projectors, film projectors, charts, diagrams, photographs, posters, specimens, models and other audiovisual aids shall be provided in all the Dental Colleges and attached institutions and field area. If possible, television, video and tapes showing different procedures and techniques to mastered by the interns should be provided.
18. **Evaluation**
- 18.1 **Formative Evaluation:** Day-to-day assessment of the interns during their internship posting should be done. The objective is that all the interns must acquire necessary minimum skills required for carrying out day-to-day professional work competently. This can be achieved by maintaining records and performance data book by all interns. This will not only provide a demonstrable evidence; of the processes of training but more important, of the interns own acquisition of competencies as related to performance. It shall form a part of formative evaluation and shall also constitute a component of final grading of interns.
- 18.2 **Summative Evaluation:** It shall be based on the observation of the supervises of different departments and the records and performance data book maintained by the interns. Grading shall be done accordingly.

19. Rural Services: In the rural services, the student will have to participate in-

- 19.1 Community Health Monitoring programmes and services which include Preventive, Diagnostic and corrective procedures. .
- 19.2 To create educational awareness about dental hygiene and diseases.
- 19.3 Conduction of Oral Health Education Programmes at –
- 19.3.1 School Setting -- 5
- 19.3.2 Community Setting -- 5
- 19.3.3 Adult Education Programme -- 5
- 19.4 Compulsory setup of satellite clinics in remote areas -- 1
- 19.5 Lectures to create awareness and education in public forums about the harmful effects of tobacco consumption and the pred is position to oral cancer – two Lectures per student.

20. Period of Postings:

- 20.1 Oral Medicine & Radiology - 1 month
- 20.2 Oral & Maxillofacial Surgery - 1 ½ months
- 20.3 Prosthodontics - 1 ½ months
- 20.4 Periodontics - 1 month
- 20.5 Conservative Dentistry - 1 month
- 20.6 Pedodontics - 1 month
- 20.7 Oral pathology and Microbiology - 15 days
- 20.8 Orthodontics - 1 month
- 20.9 Community Dentistry/Rural Services - 3 months
- 20.10 Elective - 15 day

ORDINANCE No. 40**MASTER OF DENTAL SURGERY (MDS) COURSE****1. AIMS:**

1. The Aim of postgraduate training in various specialties is to train M.D.S student who will-
 - 1.1.1 Practice respective specialty efficiently and effectively, backed by scientific knowledge and skill.
 - 1.1.2 Exercise empathy and caring interest and maintain high ethical standards.
 - 1.1.3 Continue to evince keen interest in continuing professional in the specialty and allied specialties irrespective of whether in teaching or practice.
 - 1.1.4 Willing to share the knowledge and skills with learner, junior or a colleague.
 - 1.1.5 To develop the faculty for critical analysis and evaluation of various concepts and views and to adopt the most rational approach

2. 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 or her a career in teaching, research and specialty practice. A candidate must achieve a high degree of clinical proficiency in the subject and develop competence in research and its methodology as related to the concerned Field. These objectives are to be achieved by the time the candidate completes the course. The objectives may be classified as –

- 2.1 Knowledge (Cognitive domain),
- 2.2 Skills (Psycho motor domain),
- 2.3 Human values, ethical practice and communication abilities

2.1 Knowledge :

- 2.1.1 Demonstrate understanding of basic sciences relevant to specialty.
- 2.1.2 Describe etiology, patho-physiology, principles of diagnosis and management of common problems within the specialty in adults and children.
- 2.1.3 Identify social, economic, environmental and emotional determinants in a given case and take them into account for planning treatment.
- 2.1.4 Recognize conditions that may be outside the area of specialty/competence conditions and to refer them to an appropriate specialist.
- 2.1.5 Update knowledge by self study and by attending courses, conferences and seminars relevant to specialty.
- 2.1.6 Undertake audit, use information technology and carryout research both basic and clinical with the aim of publishing or presenting the work at various scientific gatherings.

2.2 Skills:

- 2.2.1 Take a proper clinical history, examine the patient, perform essential diagnostic procedures and order relevant-test and interpret them to come to a reasonable diagnosis about the condition
- 2.2.2 Acquire Adequate skills and competence in performing various procedures as required in the specialty

2.3 HUMAN BALUES, ETHICAL PRACTICE AND COMMUNICATIONABILITIES:

- 2.3.1 Adopt ethical principles in all aspect of practice.
- 2.3.2 Professional honesty and integrity are to be fostered;
- 2.3.3 Patient care is to be delivered irrespective of social status, caste, creed or religion of the patient.
- 2.3.4 Develop communication skills. In particular and skill to explain various options available in management and to obtain a true informed consent fro, the patient.
- 2.3.5 Provide leadership and get the best out of his team in a congenial working atmosphere.
- 2.3.6 Apply high moral and ethical standards while carrying out human o animal research.
- 2.3.7 Be humble and accept the limitations in his knowledge and skill and to ask for help from colleagues when needed
- 2.3.8 Respect patient's rights and privileges including patient's right to information and right to seek a second opinion.

3. INFRASTRUTURE:

The Infrastructure like staff, equipment, Instruments, Materials, Books and Journals, space, clinical material and number of students in each specialty shall be as per the stipulations of Dental Council of India from time to time.

4. M.D.S COURSE – BRANCHES:

Specialties for the M.D.S. Degree

- 4.1 Prosthodontics and Crown & Bridge.
- 4.2 Periodontology.
- 4.3 Oral & Maxillofacial Surgery.
- 4.4 Conservative Dentistry and Endodontic
- 4.5 Orthodontics & Dentofacial Orthopedics.
- 4.6 Oral & Maxillofacial Pathology and Oral Microbiology
- 4.7 Public Health Dentistry.
- 4.8 Pedodontics & Preventive Dentistry.
- 4.9 Oral Medicine & Radiology

5. ELIGIBILITY FOR ADMISSION:

- 5.1 A candidate for admission to the MDS course (Master of Dental Surgery) must have a recognized degree of BDS (Bachelor of Dental Surgery) awarded by an Indian

University/ institute recognized by Dental Council of India and registered with the State dental Council and has obtained provisional/ permanent registration with my State Dental Council on or before 31st March of the calendar year of admission and has undergone compulsory rotator internship of a year in an approved/ recognized Dental college.

Candidates not possessing a recognized Dental qualification for the above purpose shall secure the prior approval of his qualifications by the DCI before he can be admitted to the MDS Course under.

- 5.2 Provided that in the case of a foreign national, the candidate may, on payment of the prescribed fee to Dental Council of India for registration, obtain temporary registration for the duration of the postgraduate training under LNCT Vidhyapeeth University. He is admitted for the time being exclusively for postgraduate studies.
- 5.3 Provided further that grant of temporary registration to such foreign national by Dental Council of India shall be subject to the condition that such person is duly registered as dental practitioner in his own country from which he/she has obtained his/her basic dental qualification and that his/her degree is recognized by DCI

6. SELECTION OF STUDENTS FOR MDS COURSES:

Students for MDS course shall be selected strictly on the basis of their academic merit based on-

- 6.1 The merit as determined by the Common Entrance examination conducted by NEET or as described by the Statutory Body.
- 6.2 The minimum percentage of mark for eligibility for admission to postgraduate Dental Course shall be 50th percentile for general category candidates and 45th percentile for person with locomotory disability of lower limbs and 40th percentile for the candidates belonging to Scheduled Castes and Scheduled Tribes, obtained in Common Entrance examination or as prescribed by Statutory Body/ Competent Authority from time to time.

7. DURATION OF THE M.D.S. COURSE:

- 7.1 The MDS Course shall be of three academic years duration as full time study including the period of examination Provided that a time period required for passing of MDS Course shall be a maximum of 6 years from the date of admission in said course as per University policy.
- 7.2 All the candidates for the degree of MDS are required to pursue the prescribed course for three academic years as full time candidates. No candidate is permitted to run a clinic or work in clinic/ laboratory/ nursing home/ College while studying postgraduate course.
- 7.3 The candidates shall undertake the study, under the direction of the Head of the Department, who has to be a recognized postgraduate teacher in that specialty.
- 7.4 The students undergoing postgraduate courses shall be exposed to the following:
- 7.4.1 Regular study of all the aspects as given in syllabus of the specialty as per DCI.
- 7.4.2 Basics of statistic, to understand and critically evaluate published research papers.
- 7.4.3 Human values and professional ethics.
- 7.4.4 Basic understanding of pharmacodynamics

8. COMMENCEMENT OF COURSE:

The academic session shall be commenced from 1st of May and the cut-off date for admission, even for stray vacancies, in the Mater of Dental Surgery Course shall be 31st of May, every year. The Universities and other institutions shall start the admission process in such a way that teaching in post –graduate courses starts by 1st May each year for which they shall strictly adhere to the time schedule specified in the Dental Council of India (Establishment of new dental college, opening of higher courses of study Council Increase of admission capacity in existing dental colleges) Regulation, 2006.

9. TEACHING AND LEARNING ACTIVITIES:

- 9.1 All the candidates registered for MDS in various specialties shall pursue the course for a period of three years as full time students. During this period each students shall take part actively in learning and teaching activities designed by LNCT Vidhyapeeth University.
- 9.2 **Lecture** There shall be some didactic lecturers in the specialty and in the allied fields. The postgraduate departments should encourage the guest lectures in the required areas to strengthen the training programmers. It is also desirable to have certain integrated lectures by multidisciplinary teams on selected topics
- 9.3 **Journal club:** The journal review meetings shall be held at least once a week. All trainees are expected to participate actively and enter relevant details in logbook. The trainee should make presentations from the allotted journals of selected articles at least 5 times in a year.
- 9.4 **Seminars:** The seminars shall be held at least twice a week in each postgraduate department. All trainees are expected to participate actively and enter relevant details in logbook. Each trainee shall make at least 5 seminar presentation in each year.
- 9.5 **Symposium:** It is recommended to hold symposium on topics covering multiple disciplines.
- 9.6 **Clinico pasting.** Each trances shall work in the clinics on regular basis to acquire adequate professional skills and competency in managing various cases to be treatment by a specialist.
- 9.7 **Clinico pathological conference:** The clinic=pathological conferences should be held once in a month involving the faculties of oral medicine and radiology, oral pathology and concerned clinical department. The trainees should be encouraged to present the clinical details, radiological and histo-pathological interpretations and participation the discussions.
- 9.8 **Interdepartmental meeting:** To bring in more integration among various specialties there shall be interdepartmental meeting chaired by the dean with all heads of postgraduate department at least once a month.
- 9.10 **Continuing dental education programs:** Each postgraduate department shall organize these programmes on regular basis involving the other institutions. The trainees shall also be encouraged to attend such programmes conducted elsewhere.
- 9.11 **Conferences/Workshops/Advanced course:** The trainees shall be encouraged not only to attend conference/ workshops/ advance course but also to present at least two scientific posters and two papers at state/ national level specialty and allied conferences/conventions during their training period.
- 9.12 **Rotation & posting in other departments.** To bring in more integration between the specialty and allied fields each postgraduate department shall workout a programme to rotate the trainees in related disciplines.
- 9.13 **Dissertation.** The LNCT Vidhyapeeth University appreciates the importance of Research activities- for the growth of the profession, Institution and trainee student The trainees shall prepare a dissertation based on the clinical or experimental work or any other study conducted by them under the supervision of the guide A model

check list, prescribed by DCI, is to be filled by guide/co guide for evaluation of dissertation presentation and continuous evaluation of dissertation work.

- 9.14 All the student of the specialty departments shall complete the minimum quota for the teaching and learning activities, as follows:-
- | | |
|---|--|
| a) Journal clubs | .5 In a year |
| b) Seminars | -5 In a year |
| c) Clinical Case presentation | .4 In a year |
| d) Lectures taken for undergraduates | .1 In a year |
| e) Scientific Paper/ poster Presentations
In state/National Level Conference | 4 papers/posters during three years of
Training period |
| f) Clinico Pathological Conferences | 2 presentations during three
years of Training period |
| g) Scientific Publications (optional) | One publication in any indexed scientific
Journal within six month from date of
commencement of the course |
| h) Submission of Synopsis | Within six months from date of
Commencement of the course |
| i) Submission of Dissertation | Within six months before appearing for
the university examination |
| j) Submission of Library Dissertation. | Within eighteen months from the
date of Commencement of the
course. |

10. **MIGRATION:** Under no circumstances, the migration or the transfer of students undergoing postgraduate Degree/Diploma shall be permitted by the university or the authority. No interchange of the specialty in the same institution or in any other institution shall be permitted after the date of the commencement of session.

11. **METHOD OF TRAINING:**

The training of a postgraduate student shall be time with graded responsibilities in the management and treatment of patients entrusted to his/her care. The participation of the students in all facets of educational process is essential. Every candidate should take part in Lectures, seminars, group discussions, case demonstration, clinics, journal review meeting, and clinical meeting. Every candidate shall be required to participate in the teaching and training programme of undergraduate students Training should include involvement in laboratory and experimental work, and research studies.

12. **SYLLABUS:** As per DCI regulation notified from time to time.

13. **ATTENDANCE, PROGRESS AND CONDUCT:**

- 13.1 A candidate pursuing MDS degree course work in the concerned department of the institution as a full time student.
- 13.2 Each Academic year shall be taken as a unit for the purpose of calculating the attendance.
- 13.3 Every student shall attend symposia, seminars, conferences, journal review meetings, OT, ward rounds, case presentation, clinics; and lectures during each year as prescribed by the department and not absent himself/herself from work without valid reasons
- 13.4 Every candidate shall have less than 80 percent of attendance in each year of the course or as per University policy. However, candidates should not be absent in one continuous stretch as the course is a full time one.
- 13.5 Every candidate shall complete from time to the assignment as prescribed in the curriculum as started by DCI

14. MONITORING PROGRESS OF STUDIES:

- 14.1 **Work diary / Log Book:** Every candidate shall maintain a work diary and record of his/her participation in the training programme conducted by the department such as journal reviews, seminars, etc. as per the model checklists and logbook prescribed by DCI. Special mention may be made of the presentational 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 practical / clinical examination.
- 14.2 **Periodic tests:** In case of MDS degree course of three years duration, the concerned departments shall conduct three test, first at the end of first year and second at the end of second year and the Third. Two months before the University examination. The tests shall include written papers, practical, clinical and viva voce. Records and marks obtained in such tests will be maintained by the Head of the Department
- 14.3 In addition to these annual tests the departments may conduct assessment tests periodically to monitor the progress.

15. DISSERTATION:

Every candidate shall prepare two Dissertations, one based on Review of Literature (LIBRARY DISSERTATION) and second one based on clinical or research or experimental or any other method of study (MAIN / RESEARCH).

- 15.1 **Library Dissertation:** It is a process of collection and compiling of data available in already published literature on a given topic. The dissertation work shall be complete within 18 months of commencement of course.
- 15.2 **Main \ Research Dissertation-**
- 15.2.1 Man / Research dissertation shall be based on work/ Research done by the candidate under the approved Guide, during the course of study.
- 15.2.2 Every candidate pursuing MDS 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 a dissertation.
- 15.2.3 The dissertation is aimed to train a postgraduate student in research methods and techniques. It includes identification of a problem, acquainted with recent advances, designing of a research study, collection of data, critical analysis, comparison of results and drawing conclusions.
- 15.2.4 Every candidate shall submit to the Registrar of the University in the prescribed proforma, a synopsis containing particulars of proposed dissertation work within six 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.
- 15.2.5 Such synopsis will be reviewed and the dissertation topic will be registered by the University. No change in the dissertation topic or guide shall be made without prior approval of head of the Institution or the University.
- 15.2.6 The dissertation should be written under the following heading.
- Introduction.
 - Aim & Objectives of study.
 - Review of Literature
 - Materials and Methods
 - Results & observations.

- Discussion.
- Conclusion.
- Summary.
- Reference.
- Tables.
- Annexure.

- 15.2.7 The written text of dissertation be not less than 50 pages shall not exceed 200 pages excluding reference, tables, questionnaires and other annexure. It should be neatly typed in double line spacing on one side of paper (Executive size, 7.25" 10.5") and bound properly. Spiral binding is not permitted. The dissertation shall be certified by the guide, head of the department and head of the Institution.
- 15.2.8 Four copies and one soft copy of dissertation thus prepared and duly certified by the Guide, and HOD shall be submitted to the University, through the Head of the Institution, six months before final examination on or before the dates notified by the University.
- 15.2.9 The dissertation shall be valued by Two external examiners appointed by the University, before the University examination.
- 15.2.10 Approval of dissertation for a candidate to be eligible to appear in the University examination, provided further that that the candidate fulfils other eligibility requirements of attendance, progress and clearance.
- 15.2.11 If any examiner does not approve the dissertation, examiner shall give in writing the specific reasons for NOT accepting the work
- 15.2.12 If one examiner does not approve & other approved the dissertation, it should be sent to 3rd external valuer & his opinion will be considered as final decision
- 15.2.13 If both the external examiner do not approve the dissertation. Such candidate should rectify the deficiencies as pointed out by the examiner and submit three copies of new bound dissertation and one soft copy duly approved and signed by the Guide and H.O.D. to the University through HOI, 3 month before commencement of next or subsequent examination
- 15.2.14 University shall get the dissertation valued by the external examiner, preferably the same examiner. After due approval of the dissertation by the examiner, the candidate may be permitted to appear the Theory, Clinical/ practical examination.

16. GUIDE:

- 16.1 The academic qualification and teaching experience required for recognition by the University as a guide for dissertation work shall be as laid down by Dental Council of India and LNCT Vidhyapeeth University, Indore
- 16.2 The Guide for each student in the specialty shall be nominated by the HOI, in consultation with the HOD.
- 16.3 Two students for each Professor and one student for each Reader can be allotted in each academic year. However a guide shall not have under him/her more than six students at a given time.
- 16.4 HOI/HOD may nominate if required, a co-guide who shall be a postgraduate teacher in the same specialty in the Institution in consultation of University.
- 16.5 Guides and co-guides shall be approved by the LNCT Vidhyapeeth University. Indore
- 16.6 CHANGE OF GUIDE: In the event of a registered guide leaving the institution for any reason or retiring from service, or arising of any unforeseen circumstances, guide may be changed with prior permission from head of the Institution and the University.

17. UNIVERSITY EXAMINATION:**Eligibility.**

The following requirement shall be fulfilled by every candidate to become eligible to appear for the MDS University examination.

- 17.1 Attendance. Every candidate shall have attendance of 80% in each academic year of the postgraduate course or as per specifications of apex council.
- 17.2 Progress and conduct: Every candidate shall have participated in seminars, journal review meeting, symposia, conferences, case presentation, clinics and didactic lectures during each year as designed by the concerned department.
- 17.3 Work diary and Logbook: Every candidate shall maintain a work diary and logbook, as prescribed by DCI, for recording his/ her participation in the training programme conducted by the department. The work diary and logbook shall be verified and certified by the Head of the Department and Head the institution.
- 17.4 Dissertation The approval of main dissertation by external examiners before appearing for university examination.

The certification of satisfactory progress by the head of the department and head of the institution shall be based work dairy, book and attendance.

18. SCHEME OF UNIVERSITY EXMINATION:

- 18.1 **General:** The University examination shall consist of theory, practical and clinical examination and viva-voce and pedagogy.

18.1.1 Theory:

Part-I: shall consist of one paper.

There shall be a theory examination in the Basic Sciences at the end of the 1st year of course. The question paper shall be set and evaluated by the concerned Department/ Specialty. The candidates shall have to secure a minimum of 50% in the Basis Sciences and shall have to pass the **Part-I** examination at least six months prior to the final (part-II) examination.

Part-II Shall consist of three papers, namely-

- Paper I : Concerned specialty
- Paper II : Concerned specialty
- Paper III : Essay.

18.1.2 Practical (Part-II):

Shall consist and Clinical Examination,

- Practical and Clinical Examination,
- Viva-voce;
- Pedagogy.

- 18.1.3 The failed candidates shall appear again in Supplementary examination, after six months.

- 18.1.4 The main examination shall be held in the months of April each year and supplementary examination shall be held in the month of October each year.

- 18.1.5 There shall be a gap of at least six month between the two examinations (Main, supplementary and subsequent examinations).

- 18.1.6 The failed student shall appear once again in all the parts or university examination (Written, Clinical/ Practical and Viva voce).

- 18.1.7 The failed candidate need not prepare new dissertation, if it is approved by the University. However this is applicable to six attempts or a maximum of 5 year from the date of first appearance in the examination only.

18.1.8 Such students shall apply to the University for Permission to carry but out the dissertation work again in the Institution. If permitted a fresh dissertation need to be prepared under the Guide approved by the University.

18.2 WRITTEN EXAMINATION:

Theory: Part I : Basic sciences paper – 100 marks

Part II : paper I , Paper II and Paper III – 300 marks (100 marks for each paper)

Written examination shall consist of basic sciences (Part I) of three hours duration shall be conducted at the end of first year MDS course. Party II examination shall be conducted at thee end of third year MDS course. Examination shall consist of paper I, Paper III, each of three hours duration. Paper I and paper I, Paper II and Paper III, each of three hours duration. Paper I and Paper II shall consist of 2 long answer questions carrying 25 marks each and 5 questions carrying 10 marks each. Paper III will be on essays. In Paper III questions will be given and student has to answer any 2 questions. Each question carries 50 marks. Questions on recent advances may be asked in any or all the papers. Distribution of topics for each paper will be as follows.

Part I- Theory

Paper I: Applied Basic Sciences

Part II – Theory

Paper I – Concerned specialty

Paper II Concerned specialty

Paper III – Essay on any topic concerned specialty (Choices shall be given for the essay)

*The topics assigned to the different papers are generally evaluated under those section. However a strict different of the subject may not be possible and some overlapping of topics is inevitable. Students should be prepared to answer overlapping topics.

18.3 CLINICAL / PRATICAL EXMINATION: Clinical/ practical examination is designed to test the clinical skill, performance and competence of the candidate in skills such as communication, clinical examination, medical/ dental procedures or prescription, exercise prescription, latest techniques, evaluation and interpretation of result so as to undertake independent work as a specialist. The exam process to ensure that the candidate has been given ample opportunity to perform various clinical procedures.

The practical/ clinical examination in all specialties shall be conducted for six candidates for six candidates in two days.

Provided that practical / clinical examination may be extended for one day, if it in not complete in two days.

18.4 VIVA VOCE EXMINATION: Viva voce examination shall aim at assessing depth of knowledge, logical reasoning, confidence and verbal communication skills.

18.5 DISTRIBUTION OF MARKS AND TYPES OF QUESTION IN WRITTEN PAPERS AT THE UNIVERSIY EXAMINATION: (Total 400 marks)

18.5.1 Theory

Paper – 1 Applied Basic subjects

There shall be 10 questions of 10 marks each (Total 100 marks)

18.5.2 Part –II (3 Papers of 100 marks each):

- > Paper-I - Two long essay of 25 marks each and five short essay of 10 marks each (Total of 100 marks.)
- > Paper-II - Two long essay of 25 marks each and five short essay of 10 marks each (Total of 100 marks).

➤ Paper-III - Two out of three essay questions (50 2= 100 marks).

18.6 All the written papers shall be valued by examiners for part I exam and four examination for part II exam. Aggregate of average marks in all the written papers shall be computed to determine the result.

18.7 Criteria for pass certificate: to pass the university examination, a candidate shall secure in both theory examination and in practical/ clinical including viva independently with an aggregate of 50% of total marks allotted (50 out of 100 marks in Part I examination and 150 marks out of 300, clinical plus viva voce together). A candidate securing marks below 50% as mentioned above shall be candidate have failed in the examination.

A candidate who is declared successful in the examination shall be granted degree of master of dental surgery in the respective specialty.

19. **GENERAL:**

Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the 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.

ORDINANCE No. 41

Ayurveda Vachaspati – Doctor of Medicine in Ayurveda (M.D. Ayurveda)
Ayurveda Dhanwantri – Master of Surgery in Ayurveda (M.S. Ayurveda)

This ordinance shall provide regulation of LNCT Vidhyapeeth University running Ayurveda Vachaspati – Doctor of Medicine in Ayurveda (M.D. Ayurveda) – Subject concern, Ayurveda Dhanwantri – Master of Surgery in Ayurveda (M.S. Ayurveda) – Subject concern. The programme shall be governed by the norms, rules and guideline of the National Commission for Indian System of Medicine (NCISM), New Delhi and the policies of Government of Madhya Pradesh.

1. Duration :

The duration of the programme of Ayurveda Vachaspati – Doctor of Medicine in Ayurveda (M.D. Ayurveda) & Ayurveda Dhanwantri – Master of Surgery in Ayurveda (M.S. Ayurveda) – subject concern shall be three years.

2. Specialization:

In which post – graduate degrees can be conducted:

The post – graduate degree may be allowed in the following specialties:

Sl.No.	Name of specialty	Nearest terminology of modern subject	Department in which post-graduate degree can be conducted
(1)	(2)	(3)	(4)
Pre-clinical specialty			
1	Ayurveda Samhita evam Siddhant	Ayurveda Samhita and basic principles of Ayurveda	Samhita and basic principles of Ayurveda
2	Rachana Sharira	Anatomy	Rachana Sharira
3	Kriya Sharira	Physiology	Kriya Sharira
Para-clinical specialty			
4	Dravyaguna Vigyana	Materia Medica and Pharmacology	Dravyaguna
5	Rasa Shastra evam Bhaishajya Kalpana	Ayurveda Pharmaceuticals	Rasa Shastra evam Bhaishajya Kalpana
6	Roga Nidana evam Vikriti Vigyana	Diagnostic Procedure and Pathology	Roga Nidana evam Vikriti Vigyana
Clinical specialty			
7	Prasuti evam Stri Roga	Obstetrics and Gynecology	Prasuti evam Stri Roga
8	Kaumarabhritya –Bala Roga	Pediatrics	Kaumarabhritya– Bala Roga
9	Swasthavritta	Preventive Social Medicine	Swasthavritta and Yoga
10	Kayachikitsa	Medicine	Kayachikitsa
11	Rasayana evam Vajikarana	Rejuvenation and Aphrodisiacs	Kayachikitsa
12	Mano Vigyana evam Manasa Roga	Psychiatry	Kayachikitsa
13	Shalya	Surgery	Shalya Tantra
14	Shalaky	Diseases of Eye, Ear, Nose, Throat Head, Neck, Oral and Dentistry	Shalaky Tantra
15	Panchakarma	Panchakarma	Panchakarma
16	Agada Tantra	Toxicology and Forensic Medicine	Agada Tantra.

3. The nomenclature of post-graduate degree in respective specialties shall be as under:-

Sl.No	Nomenclature of specialty or degree	Abbreviation
(1)	(2)	(3)
Pre-clinical specialty		
1	Ayurveda Vachaspati – Ayurveda Samhita evum Siddhant	M.D. (Ayurveda)- Compendium and Basic Principles
2	Ayurveda Vachaspati – Rachana Sharira	M.D. (Ayurveda) - Anatomy
3	Ayurveda Vachaspati – Kriya Sharira	M.D. (Ayurveda) - Physiology
Para-clinical specialty		
4	Ayurveda Vachaspati – Dravyaguna Vigyana	M.D. (Ayurveda) - Materia Medica and Pharmacology
5	Ayurveda Vachaspati – Rasa Shastra evam Bhaishajya Kalpana	M.D. (Ayurveda) - Pharmaceuticals
6	Ayurveda Vachaspati – Roga Nidana evam Vikriti Vigyana	M.D. (Ayurveda)- Diagnostic procedure and Pathology
Clinical specialty		
7	Ayurveda Dhanvantari – Prasuti evam Stri Roga	M.S. (Ayurveda)- Obstetrics and Gynecology
8	Ayurveda Vachaspati – Kaumarabhritya –Bala Roga	M.D. (Ayurveda)- Paediatrics
9	Ayurveda Vachaspati – Swasthavritta	M.D. (Ayurveda)- Social and Preventive Medicine
10	Ayurveda Vachaspati – Kayachikitsa	M.D. (Ayurveda)- Medicine
11	Ayurveda Vachaspati – Rasayana evam Vajikarana	M.D. (Ayurveda)- Rejuvenation and aphrodisiacs
12	Ayurveda Vachaspati – Mano vigyana evam Manasa Roga	M.D. (Ayurveda)- Psychiatry
13	Ayurveda Dhanvantari – Shalya	M.S. (Ayurveda)- Surgery
14	Ayurveda Dhanvantari – Shalakya	M.S. (Ayurveda)- Diseases of Eye, Ear, Nose, Throat Head, Neck, Oral and Dentistry
15	Ayurveda Vachaspati – Panchakarma	M.D. (Ayurveda)- Panchakarma
16	Ayurveda Vachaspati – Agada Tantra	M.D. (Ayurveda)- Toxicology and Forensic Medicine

4. **Eligibility For Admission**

4.1 A person possessing the degree of Ayurvedacharya (Bachelor of Ayurveda Medicine and Surgery) from a recognised University or Board or medical institution specified in the Second Schedule to the Act and enrolled in Central or State register of Indian System of Medicine shall be eligible for admission in the post-graduate courses.

4.2 (i) There shall be a uniform entrance examination to all medical institutions at the post-graduate level namely, the All India AYUSH Post Graduate Entrance Test (AIA-PGET) for admission to post-graduate course in each academic year and shall be conducted by an authority designated by the Central Government.

(ii) In order to be eligible for admission to post-graduate courses for an academic year, it shall be necessary for a candidate to obtain minimum of marks at 50th percentile in the 'All India AYUSH Post Graduate Entrance Test (AIA-PGET)' held for the said academic year:

Provided that in respect of-

(a) candidates belonging to the Scheduled Castes, Scheduled Tribes and Other Backward Classes, the minimum marks shall be at 40th percentile;

(b) candidates with benchmark disabilities specified under the Rights of Persons with Disabilities Act, 2016 (49 of 2016), the minimum marks shall be at 45th percentile for the General Category and 40th percentile for the Scheduled Castes, Scheduled Tribes and Other Backward Classes.

- (iii) An all India common merit list as well as State-wise merit list of the eligible candidates shall be prepared on the basis of the marks obtained in the All India AYUSH Post Graduate Entrance Test (AIA-PGET) and the candidates, within the respective categories, shall be admitted to post graduate course from the said merit lists only.
- (iv) The seat matrix for admission in the university shall be fifteen per cent. for the all India quota and eighty-five percent for the States.
- (v) The designated authority for counseling for admission to post-graduate course in university shall be the respective State in accordance with the relevant rules as the case may be.
- (vi) The counseling for all admissions to post-graduate course for seats under the all India quota as well as state quota shall be conducted by the authority designated by the Central / state Government.
- (vii) No candidate who has failed to obtain the minimum eligibility marks as specified above shall be admitted to post-graduate course in the said academic year.
- (viii) The university shall not admit any candidate to the post-graduate course in contravention of the criteria or procedure as laid down by the NCISM / state govt. rules regulations and the in respect of admissions.
- 4.3 The sponsored candidates if any shall also be required to possess the percentile of marks specified in clause (ii) of sub-regulation.
- 4.4 Change of subject shall be permissible within a period of two months from the date of admission, subject to availability of vacancy and guide in the concerned department.”.

5. Duration of course and attendance

- 5.1 The student shall have to undergo study for a period of three years after the admission.
- 5.2 The student shall have to attend minimum seventy-five per cent. of total lectures, practical and clinical tutorials or classes to become eligible for appearing in the examination.
- 5.3 The student shall have to attend the hospital and other duties as may be assigned to him during the course of study.
- 5.4 The student of clinical subject shall have to do resident duties in their respective departments and student of non-clinical subject shall have duties in their respective departments like Pharmacy or Herbal Garden or Laboratory during the course of study.
- 5.5 The student shall attend special lectures, demonstrations, seminars, study tours and such other activities as may be arranged by the teaching departments.
- 5.6 The maximum duration for completion of the course shall not exceed beyond the period of six years from the date of admission to the course.
- 5.7 Web based centralized biometric attendance system shall be required for the attendance of post-graduate students and manual attendance at department level in which student is pursuing the post-graduate course.

6. Method of training.-

- 6.1 In the first year of the course, the students shall have to acquire knowledge in the applied aspects of the fundamentals of Ayurveda
- 6.2 Intensive training shall be provided in classical knowledge along with comparative and critical study in the respective specialty.
- 6.3 The emphasis shall be given on intensive applied and hands on training.
- 6.4 The student shall have to acquire the knowledge about the methods and techniques of research in the respective fields making use of information technology.
- 6.5 In clinical subjects, students shall undertake responsibility in management and treatment of patients independently and deal with emergencies.

6.6 The student shall undertake training in teaching technology and research methods and shall participate in the teaching and training programs of under-graduate students or interns in the respective subjects during the course of studies.

6.7 In the clinical training, the student shall have to acquire knowledge of independent work as a specialist.

6.8 In the specialties of Shalya, Shalakyia and Prasuti - Stri Roga, the student shall undergo training of investigative procedures, techniques and surgical performance of procedures and management in the respective specialty.

7. Dissertation.-

7.1 The title of the dissertation along with the synopsis, with approval of the Ethics Committee constituted by the institute as per regulations of the University, shall be submitted to the University within a period of six months from the date of admission to the post-graduate course.

7.2 If the student fails to submit the title of dissertation and synopsis within the period specified under sub-regulation (2), his terms for final post-graduate course shall be extended for six months or more in accordance with the time of submission of the synopsis to the University.

7.3 The synopsis of the proposed scheme of work shall indicate the expertise and action plan of work of the student relating to the proposed theme of work, the name of the department and the name and designation of the guide or supervisor and co-guide (if any). The University shall approve the synopsis not later than three months after submission of the synopsis.

7.4 A Board of Research Studies shall be constituted by the University for approving the title.

7.5 The University shall display the approved synopsis of dissertation on website.

7.6 The subject of every dissertation shall be research oriented, practical oriented, innovative and helpful in the development of Ayurveda system and the subject of the dissertation shall have relation with the subject matter of the specialty.

7.7 Once the title for dissertation is approved by the Board of Research Studies of the University, the student shall not be allowed to change the title of the proposed theme of work without permission of the University.

7.8 No student shall be allowed to submit the dissertation before six months of completion of course and the student shall continue his regular study in the institution after submission of dissertation to complete three years.

7.9 The dissertation shall contain the methods and data of the research carried out by the student on the problem selected by him and completed under the guidance of the guide or supervisor approved by the University.

7.10 The dissertation shall consist of critical review of literature, methodology, results of the research, discussion on the basis of research findings of the study, summary, conclusion, and references cited in the dissertation shall be suitable for publication.

7.11 The dissertation shall consist of not less than forty thousand words.

7.12 The dissertation shall contain, at the end, a summary of not more than one thousand and five hundred words and the conclusion not exceeding one thousand words.

7.13 The guide or supervisor shall be a person of status of a Professor or Reader or Associate Professor.

7.14 Lecturer or Assistant Professor having five years University approved teaching experience in the subject concerned shall eligible for guide or supervisor.

7.15 Five copies of the bound dissertation along with a certificate from the supervisor or guide shall reach the office of the Registrar of the University four months before the final examination.

7.16 The dissertation shall be assessed by two external examiners and two internal examiners appointed by the University.

7.17 The dissertation shall be accepted only after the approval of examiners appointed under sub-regulation (17) and in case of disapproval by one external examiner, the dissertation shall be referred to third external examiner approved by the University concerned.

7.18 If the dissertation is not accepted by two external examiners, the same shall be returned to the student with the remarks of the examiners and the student shall resubmit the dissertation after making necessary improvement in the light of examiners' report to the University within a further period of six months.

7.19 The student shall be permitted to appear in the final examination of post-graduate degree course only after approval of the dissertation by the examiners.

7.20 Inter-disciplinary research may be done by co-opting the guide or supervisor from the concerned specialty.

7.21 If a para-clinical or pre-clinical subject student takes a thesis topic involving clinical trials then he/she shall work under co-guide of a clinical teacher of the specialty concerned for preparing the thesis

8. Examination and assessment.-

8.1 The post-graduate degree course shall have two examinations in the following manner, namely:

- (a) the preliminary examination shall be conducted at the end of one academic year after admission;
- (b) the final examination shall be conducted on completion of three academic years after the admission to post-graduate course;
- (c) examination shall ordinarily be held in the month of June or July and November or December every year;
- (d) for being declared successful in the examination, student shall have to pass all the subjects separately in preliminary examination;
- (e) the student shall be required to obtain minimum fifty per cent. marks in practical and theory subjects separately to be announced as pass;
- (f) if a student fails in preliminary examination, he shall have to pass before appearing in the final examination;
- (g) if the student fails in theory or practical in the final examination, he can appear in the subsequent examination without requiring to submit a fresh dissertation;
- (h) the subsequent examination for failed candidates shall be conducted at every six months interval; and
- (i) the post-graduate degree shall be conferred after the dissertation is accepted and the student passes the final examination.

8.2 The examination shall be aimed to test the clinical acumen, ability and working knowledge of the student in the practical aspect of the specialty and his fitness to work independently as a specialist.

8.3 The clinical examination shall judge the competence of the student in Ayurveda and scientific literature of the specialty.

8.4 The *viva-voce* part of the practical examination shall involve extensive discussion on any aspect of subject or specialty.

9. Subjects of examination.-

9.1 The preliminary examination at the end of one academic year after admission shall be conducted in the following subjects, namely:-

Paper I- Research Methodology and Bio or Medical Statistics;

Paper II-Applied aspects regarding concerned subjects.

9.2 The student shall have to undergo training in the department concerned and shall maintain month-wise record of the work done during the last two years of study in the specialty opted by him as under:-

- (a) study of literature related to specialty;

(b) regular clinical training in the hospital for student of clinical subject

(c) practical training of research work carried out in the department, for student of pre-clinical and para-clinical subject;

(d) participation in various seminars, symposia and discussions; and

(e) progress of the work done on the topic of dissertation.

9.3 The assessment of the work done by the students of first year post-graduate course during the first year as specified in sub-regulation (2) shall be done before the preliminary examination.

9.4 The final examination shall include dissertation, written papers and clinical or practical and oral examination.

9.5 There shall be four theory papers in each specialty and one practical or clinical and viva-voce examination in the concerned specialty or group of sub-specialties selected by the student for special study.

9.6 The student shall publish or get accepted minimum one research paper on his research work in one journal and one paper presentation in regional level seminar.

10. Mode of examination and appointment of examiner(s)-

10.1 The preliminary examination and final examination shall be held in written, practical or clinical and oral examination.

10.2 The preliminary examination shall be conducted by a team of two examiners, out of which one examiner shall be external from any other institution and the final examination shall be conducted by a team of four examiners, out of which two examiners shall be external from any other institution.

10.3 A teacher with five years teaching or research experience in concerned subject or speciality shall be considered eligible for being appointed as an examiner.

11. Teacher- student ratio.-

The teacher-student ratio shall be in accordance to the regulations of NCISM, New Delhi.

12. Number of the Seats for the programe-

12.1 It will be decided by the university from time to time, as per the norms laid down by National Council of Indian System of Medicine (NCISM), New Delhi and Government of India.

12.2 The maximum number of students per year per specialty shall not exceed twelve.

13. Fee Structure:

13.1 Tuition Fees and such other fees approved by competent authority shall be payable yearly.

13.2 The Examination fee to be paid by a candidate shall be as per University norms for each examination or a part thereof

13.3 Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each year.

13.4 Fee, 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 hard ship, 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 fees before the start of examination, the result of such student shall be withheld till all his dues are cleared.

13.5 The Fees of this Course shall be as decided by the board Management of the University and after the approval of M.P. Private University Regulatory Commission.

14. General Instructions:

14.1 Board of Management of the University shall be the competent authority to decide on the matters which are not covered in this ordinance.

14.2 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 Studies of the University on the basis of Authority norms and the board Management of the University.

14.3 Notwithstanding anything stated in this Ordinance for any unforeseen issues interpretation, this 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 Departments/Institution Schools. The decision of the Vice-Chancellor shall be final.

14.4 The reservation of SC/ST/OBC and other category candidates shall be applicable as per the norms of the state Government of Madhya Pradesh and/ or the Government of India.

14.5 The medium of Instruction and Examination shall be Hindi /English and Sanskrit.

ORDINANCE NO. 42**MASTER OF BUSINESS ADMINISTRATION (MBA)****1. AIMS AND OBJECTIVES OF M.B.A. PROGRAMME:**

LNCT Vidyapeeth University, Indore is committed to contribute to nation building by producing future Manager – Leaders who will lead India's quest to be a world super power. With a Mission to develop students into integrated personalities and worthy citizens of India through imparting managerial skills, imbining ethical values and building their self - confidence, the M.B.A. Program has the following Aims and Objectives:-

1.1 AIMS:

To produce, competent Leaders and Managers, in all fields and specializations of Management, who will be full of self-confidence, have administrative skills and business acumen, have high concern for the environment and adhere to universal ethical and moral values.

1.2 OBJECTIVES:

The MBA program is oriented to enhance students learning and develop their skills and attitude towards Business, Market and Society as a whole. To support this aim following objectives are formulated

- 1.2.1 Apply best practices to solve managerial issues.
- 1.2.2 Understanding of link between business and society.
- 1.2.3 Knowledge and skills in each functional area of management.
- 1.2.4 Demonstrate effective written forms of communication and oral business presentations
- 1.2.5 Implement leadership skills to work effectively with in diverse teams.
- 1.2.6 Identify and analyze ethical responsibilities of businesses

1.3 Program / Learning Outcomes:

The learning out comes specify the knowledge, skills, values and attitudes that students are expected to attain in MBA program, MBA-DSV and MBA-Executive as below:-

- 1.3.1 Business Environment and Domain Knowledge (BEDK)
Economic, legal and social environment of Indian business.
Post Graduates are able to improve their awareness and knowledge about functioning of local and global business environment and society. This helps in recognizing the

- functioning of businesses, identifying potential business opportunities, involvement of business enterprises and exploring the entrepreneurial opportunities.
- 1.3.2 Critical thinking, Business Analysis, Problem Solving and Innovative Solutions (CBPI): Competencies in quantitative and qualitative techniques Graduates are expected to develop skills on analyzing, the business data, application of relevant analysis, and problem solving in other functional areas such as marketing business strategy and human resources.
- 1.3.3 Global Exposure and Cross - Cultural Understanding (GECCU): Demonstrate a global outlook with the ability to identify aspects of the global business and Cross Cultural Understanding
- 1.3.4 Social Responsiveness and Ethics (SRE) Developing responsiveness to Contextual social issues, problems and exploring solutions, understanding business ethics and resolving ethical dilemmas. Graduates are expected to identify the contemporary social problems, exploring the opportunities for social entrepreneurship, designing business solutions and demonstrate ethical standards in organizational decision making Demonstrate awareness of ethical issues and can distinguish ethical and unethical behaviors
- 1.3.5 Effective Communication (EC): Usage of various forms of business communication, supported by effective use of appropriate technology, logical reasoning, articulation of ideas. Graduates are expected to develop effective oral and written communication especially in business applications, with the use of appropriate technology (business presentations, digital communication, social network platforms and soon).
- 1.3.6 Leadership and Teamwork (LT). Understanding leadership roles at various levels of the organization and leading teams. Post Graduates are expected to collaborate and lead teams across organizational boundaries and demonstrate leadership qualities, maximize the usage of diverse skills of team members in the related context.

2. COURSE & FACULTY:

- 2.1 This ordinance shall be applicable to two year (four Semesters) Post Graduate Degree programs except those for which the university has separate ordinances. These courses shall be run on semester systems.
- 2.1.1 At present the programs covered under this ordinance are Master of Business Administration (MBA).
- 2.1.2 These programs are offered by the concerned faculty after the recommendation of concerned Board of Studies / Faculty and approval of Academic Council.
- 2.1.3 More degree programs can be offered under this ordinance on the recommendations of the Board of Studies / Faculty and approval of Academic Council & Board of Management.
- 2.2 The ordinance shall be applicable to all the University Teaching Departments / Institutes / Schools of this University

3. DURATION OF PROGRAM:

- 3.1 The Master of Business Administration shall be a full time Post-graduate Degree program of two academic years (four semesters) commencing in July – September even year
- 3.2 There shall be at least fourteen weeks of teaching in every semester.
- 3.3 One hour of conduct in Lecturer (L) / Tutorial (T) / Practical (P) per week shall be equal to one credit as allotted in the respective schemes.
- 3.4 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.
- 3.5 The maximum duration of the program shall be 7 (seven) years. However, for one mercy attempt shall be applicable or as per University Policy.

4. INTAKE & FEES:

- 4.1 The intake for each of these Programs shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body.
- 4.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body.

5. MEDIUM OF INSTRUCTION AND EXAMINATIONS:

The medium of Instruction and Examinations shall be English.

6. ACADEMIC QUALIFICATION AND SELECTION CRITERIA FOR ADMISSION:

- 6.1 **Eligibility:** Admission to MBA Program is open to a student who holds a Bachelor Degree (Minimum 3 years Program) or Post Graduate Degree of the University or of any other University recognized as equivalent there to by the University with 50 percent or more marks in aggregate. Eligibility criteria for candidates of all reserved categories like SC/ST/OBC/BPL Physically Handicapped etc. shall be as per the prevailing Government norms.

OR

The minimum qualification for admission to first semester of Master of Business Administration two years (Four semester) course shall be as per AICTE, New Delhi

- 6.2 **Mode of selection:** On the basis of the merit in qualifying examination and policy decided by the competent authority/statutory body

- 6.3 **Eligibility for Admission to NRI / other privileged Candidates:**
Non-resident Indian and other privileged candidate shall be eligible for admission to this course in accordance with the directives of Govt. of India and / or State Government

7. **COMMENCEMENT OF COURSE:** M.B.A I & III semesters shall commence during the period of July- December every year while M.B A. II & IV semesters shall commence during the period of January-June every year

8. NOMENCLATURE AND COURSE OUTLINE:

First Year

MBA First Semester

S.No.	Subject Code	Subject Name	Credit Hours	Cumulative Credit Hours
1	FT101C	PRINCIPLES AND PRACTICE OF MANAGEMENT	3	3
2	FT102C	QUANTITATIVE TECHNIQUES	3	6
3	FT103C	ACCOUNTING FOR MANAGERS	3	9
4	FT104C	IT & E-BUSINESS FUNDAMENTALS	3	12
5	FT105C	BUSINESS ENVIRONMENT	3	15
6	FT106C	ORGANIZATION BEHAVIOUR	3	18
7	FT107C	BUSINESS COMMUNICATION	3	21
8	FT108C	MANAGERIAL ECONOMICS	3	24
		TOTAL CREDIT FOR MBA 1 st Sem		20

MBA Second Semester

S.No.	Subject Code	Subject Name	Credit Hours	Cumulative Credit Hours
1	FT201C	OPERATIONS RESEARCH	3	27
2	FT202C	OPERATIONS MANAGEMENT	3	30
3	FT203C	ENTREPRENEURSHIP	3	33
4	FT204C	FINANCIAL MANAGEMENT	3	36
5	FT205C	MARKETING MANAGEMENT	3	39
6	FT206C	HUMAN RESOURCE MANAGEMENT	3	42
7	FT207C	BUSINESS ETHICS AND INDIAN ETHOS IN MANAGEMENT	3	45
8	FT208C	BUSINESS RESEARCH METHODS	3	48
		TOTAL CREDIT FOR MBA 1 st and 2 nd Sem		48

Second Year
MBA Third Semester

Third Semester			
Subject Code	Subject Name	Credit Hours	Cumulative Credit Hours
COMPULSORY SUBJECTS			
FT301C	SUPPLY CHAIN MANAGEMENT	3	51
FT302C	PROJECT MANAGEMENT	3	54

ELECTIVES COURSES SELECT ANY TWO ELECTIVE GROUPS				
ELECTIVE GROUP - I: MARKETING MANAGEMENT				
Subject Code	Subject Name	Credit Hours	Cumulative Credit	
FT303C	PRODUCT AND BRAND MANAGEMENT	3	Credit for Core subject Up to III Sem.: 54	
FT304C	ADVERTISING AND DIGITAL MARKETING	3		
FT305C	SALES AND DISTRIBUTION MANAGEMENT	3		
ELECTIVE GROUP - II FINANCIAL MANAGEMENT				
Subject Code	Subject Name	Credit Hours	Cumulative Credit	
FT303F	TAX PLANNING AND MANAGEMENT	3	Credit for Electives in III Sem 18 Credit for Internship / Field work / MRP 04 Total Credit upto III Sem. 76	
FT304F	INDIAN FINANCIAL SYSTEMS	3		
FT305F	BANK AND INSURANCE MANAGEMENT	3		
ELECTIVE GROUP - III: HUMAN RESOURCE MANAGEMENT				
Subject	Subject Name	Credit Hours		Cumulative Credit
FT303H	INDUSTRIAL RELATIONS AND LEGISLATIONS	3		Credit for Electives in III Sem 18 Credit for Internship / Field work / MRP 04 Total Credit upto III Sem. 76
FI304H	HUMAN RESOURCE DEVELOPMENT & AUDIO	3		
FT305H	SOCIAL PSYCHOLOGY	3		
ELECTIVE GROUP - IV: INFORMATION TECHNOLOGY				

Subject Code	Subject Name	Credit Hours
FT3031	WEB DESIGN AND TECHNOLOGY	3
FT3041	MANAGEMENT INFORMATION SYSTEM	3
FT3051	RDBMS USING ORACLE	3
ELECTIVE GROUP - V: PRODUCTION AND OPERATIONS		
Subject Code	Subject Name	Credit Hours
FT303P	TECHNOLOGY MANAGEMENT	3
FT304P	PRODUCT INNOVATION AND OPERATIONS PLANNING	3
FT305P	PURCHASE AND MATERIAL MANAGEMENT	3
ELECTIVE GROUP - VI: BUSINESS ANALYTICS		
Subject Code	Subject Name	Credit Hours
FT303B	INTRODUCTION TO BUSINESS ANALYSIS	3
FT304B	PREDICTIVE MODELING	3
FT305B	STATISTICAL PROGRAMMING IN 'R'	3
FI306	MRP / INTERNSHIP / FIELD WORK	4

MBA FOURTH SEMESTER

<u>Fourth Semester</u>			
Subject code	Subject Name	Credit Hours	Cumulative Credit Hours
COMPULSORY SUBJECTS			
FT401C	BUSINESS LEGISLATION	3	57
FT402C	STRATEGIC MANAGEMENT	3	60

ELECTIVES COURSES (SELECT ANY TWO ELECTIVE GROUPS)

ELECTIVE GROUP-I: MARKETING MANAGEMENT				
Sub. Code	Subject Name	Credit Hours	Cumulative Credit Hours	
FT403M	INTERNATIONAL MARKETING	3	Credit for Core subject up to IV Sem.: 60 Credit for Electives in IV Sem: 18 Credit for Comp. VIVA 04 Total Credit upto IV Sem. 104	
FT404M	SERVICE AND RETAIL MARKETING	3		
FT505M	CONSUMER BEHAVIOR AND RURAL MARKETING	3		
ELECTIVE GROUP -II: FINANCIAL MANAGEMENT				
Sub. Code	Subject Name	Credit Hours		
FT403F	INTERNATIONAL FINANCE	3		
FT404F	FINANCIAL DERIVATIVES AND RISK MANAGEMENT	3		
FT405F	INVESTMENT ANALYSIS AND PORTFOLIO MANAGEMENT	3		
ELECTIVE GROUP - III: HUMAN RESOURCE MANAGEMENT				
Sub. Code	Subject Name	Credit Hours		
FT403H	COMPENSATION MANAGEMENT	3		
FT404H	TRAINING AND DEVELOPMENT	3		
FT405H	ORGANISATION DEVELOPMENT	3		
ELECTIVE GROUP - IV: INFORMATION TECHNOLOGY				
Sub. Code	Subject Name	Credit Hours		
FT4031	OPERATING SYSTEM & AND THEIR UTILITIES	3		
FT4041	PHP PROGRAMMING AND JAVA SCRIPTS	3		
FT4051	MOBILE COMPUTING AND ITS APPLICATIONS	3		
ELECTIVE GROUP - V: PRODUCTION AND OPERATIONS				
Sub. Code	Subject Name	Credit Hours		
FT403P	LOGISTICS MANAGEMENT	3		
FT404P	TOTAL QUALITY MANAGEMENT	3		
FT405P	ENTERPRISE RESOURCE PLANNING	3		
ELECTIVE GROUP - VI: BUSINESS ANALYTICS				
Sub. Code	Subject Name	Credit Hours		

FT403B	DATA VISUALISATION FOR MANAGERS	3
FT404B	SPREAD SHEET MODELING	3
FT405B	APPLICATTONS OF MODELING IN BUSINESS	3
FT406	COMPREHENSIVE VIVA-VOCE	4
		Total Credit: 104

Total Credits

(1) For Core (Compulsory Subjects):	60
(2) For Elective Courses	36
(3) For MRP/ INTERNSHIP/ FIELD WORK:	04
(4) For COMPREHNSIVE VIVA-VOCE	04
Grand total	104

9. EXAMINATIONS:

- 9.1 The subjects to be studied in different semesters of M.B.A. program shall be as per the schemes and syllabus, approved by the respective Board of Studies.
- 9.2 There shall be one University examination at the end of each semester These examinations will be designated as follows:
- 9.2.1 During first year: M.B.A program –I & II semester.
- 9.2.2 During second year: M.B.A. program – III & IV semester
- 9.3 There will be full examination at the end of each semester consisting of end semester of theory and practical of all the subjects. Supplementary examination will not be conducted separately
- 9.4 Every candidates of this M.B.A program shall have to undertake a dissertation work (DW). The topic of the dissertation shall be allotted at the end of the semester examination. The topic shall be chosen from current innovative fields of importance. The allotment procedure shall be decided by the department of the concerned specialization
- 9.5 Re-totaling / Re-valuation is permitted in all the papers.

10. EXAMINATION SCHEME FOR PROMOTION TO HIGHER SEMESTER AND YEAR:

A candidate who has been admitted in the M.B.A. program will be promoted to the higher class in accordance with the following rules:

PRC

- 10.1 For the award of degree minimum Cumulative Grade Point Average (CGPA) required is 5.0 and grade required is C.
- 10.2 To pass a particular subject of the program the minimum required grade is D. However, the candidate should also separately score minimum of grade 'D' in end semester examinations of theory and practical parts of the subject. For practical examinations at least one external examiner from outside the university shall always be there.
- 10.3 A candidate who fails to score minimum of grade D in more than two subjects (Theory and Practical of the same subject shall be treated as two subjects) in a particular year, shall not be admitted to the next higher year.
- 10.4 The result of Fourth and final semester shall be declared only if the candidates have fully cleared all the previous semesters.
- 10.5 If a candidate has passed all the subjects of the Program in fourth semester but has failed to score a minimum CGPA of 5.0 as per the requirement of rule 10.1 above. Such a candidate shall be permitted to cover up the short fall in requisite grade point by reappearing in maximum of two theory papers chosen from subjects of any of the semesters in the ensuing examination.
- 10.6 Other than the provision of rule 10.5 above a candidate shall not be permitted to reappear, in the papers which he / she has cleared, for improvement of division / marks or for any other purpose.

11. AWARD OF CREDITS AND GRADES:

- 11.1 Each Program, along with its weight again terms of unit sand equivalent credits, shall be recommended by the concerned Board of Studies and shall be approved by the standing committee of Academic Council. Only approved programs can be offered during any semester.
- 11.2 A student shall be continuously evaluated for his / her academic performance in a subject through tutorial work, practical, home assignment, mid-semester test, field work,

seminars, quizzes, end-semester examinations and regularity, as proposed by respective Board of Studies and approved by standing committee of Academic Council of the University.

11.3 The distribution of weightage / marks for each component shall be decided by the respective of Board of Studies and approved by standing committee of Academic Council of the University subject to such stipulation as given under:

➤ **Theory Block**

- | | |
|---------------------------------------|-----|
| • Quizzes, assignments and regularity | 10% |
| • Mid — semester test- | 20% |
| • End - semester examination- | 70% |

Total	100%
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➤ **Practical Block**

- | | |
|--------------------------------------|-----|
| • Lab work and performance, quizzes, | 40% |
| Assignments and regularity- | |
| • End — semester examination- | 60% |

Total	100%
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11.4 Practical training and project work shall be treated as practical subjects.

11.5 In each semester, the department will be required to conduct at least two mid semester tests for theory block

11.6 Each student, registered for a program, shall be awarded grade by the concerned faculty / faculties for the specific subject / paper. The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, mid semester test and regularity. The grades to be used and their numerical equivalents are as under.

Credit Based Grading System

Grade	% Marks range (Based on absolute marks system)	Grade Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
c	41-50	5	Satisfactory
D	40 Only	4	Marginal
F	Below 40	0	Fail
I		0	Incomplete
W		0	Withdrawal

11.7 The Semester Grade Points Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under-

$$SGPA = \frac{\sum_{i=1}^c c_i p_i}{\sum_{i=1}^c c_i}$$

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 earned in

the i^{th} subject, where $i = 1, 2, \dots, n$, are the number of subjects in that semester.

$$\text{CGPA} = \frac{\sum_{i=1}^m \text{SGD}_i \text{NC}_i}{\sum_{i=1}^m \text{NC}_i}$$

Here NC_j is the number of total credits offered in the j^{th} semester, SGD_j is the SGPA earned in the j^{th} semester, where $j = 1, 2, \dots, m$, are the number of semesters in that program.

12. CONDONATION OF DEFICIENCY:

The Grace marks shall be allowed according to the University Policy

13. AWARD OF DIVISION:

Division shall be awarded only after the fourth and final semester examination based on performance of the candidate for all the two years as per following details.

CGPAScore	Divisions
$7.5 \leq \text{CGPA}$	First Division With Honors
$6.5 \leq \text{CGPA} < 7.5$	First Division
$5.0 \leq \text{CGPA} < 6.5$	II Division

14. MERIT LIST:

Merit list of first ten (10) candidates in the order of merit shall be declared by the University only after the main examination of the fourth and final semester for M.B.A. program, on the basis of the integrated performance of all the Two years. The merit list shall include the first ten (10) candidates securing at least first division and passing all semesters in single attempts

15. CANCELLATION OF ADMISSION:

Admission of a student may be cancelled under following circumstances.

15.1 At any stage, if student is not found qualified, for the Program, as per government norms / guidelines or the eligibility criteria prescribed by the University.

15.2 Failing to complete the program within six years of commencement of the program.

- 15.3 Involvement in gross indiscipline in the Institute / University
- 15.4 He / She is found to have produced false / forged documents or found to have used unfair means to secure admission.

16. 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.

ORDINANCE NO. 43**MASTER OF BUSINESS ADMINISTRATION IN HOSPITAL ADMINISTRATION
(MBA - HA)****1. AIMS AND OBJECTIVES OF M.B.A. in H.A. PROGRAMME:**

LNCT Vidyapeeth University, Indore is committed to contribute to nation building by producing future Manager - Leaders who will lead India's quest to be a world superpower.

With a Mission to develop students into integrated personalities and worthy citizens of India through imparting managerial skills, imbibing ethical values and building their self-confidence, the M.B.A. in Hospital Administration Program has the following Aims and Objectives:-

1.1 AIMS:

To produce, competent Leaders and Managers for Health care Industry, in all fields and specializations of Hospital Management, who will be full of self-confidence, have administrative skills and business acumen, have high concern for the environment and adhere to universal ethical and moral values.

1.2 OBJECTIVES:

The MBA in Hospital Administration program is oriented to enhance students learning and develop their skills and attitude towards Business, Market, Hospital and Society as a whole. To support this aim following objectives are formulated:

- 1.2.1 Apply best practices to solve managerial issues related to Hospital Industry.
- 1.2.2 Understanding of link between Medical Profession, business and society.
- 1.2.3 Knowledge and skills in each functional area of management like Hospital Operations, Life Care Management.
- 1.2.4 Demonstrate effective written forms of communication and oral business presentations.
- 1.2.5 Implement leadership skills to work effectively within diverse teams.
- 1.2.6 Identify and analyze ethical responsibilities of healthcare sector.

1.3 Profile of the Course:

Hospital administration has come up to be one of the most rewarding careers in the emergent field of health sector. As health sector is prospering with fast pace, the demand of hospital administrators has increased to a great extent. Hence, at present, hospital administration is counted among the top professions in the country. Although there has been a tremendous growth in the sector of health tourism, number of private hospitals and clinics, however the perennial problem of shortage of trained

administrators for optimum management of resources in the sector still continues. With growing stress on importance of healthcare and patient contentment, professionalism the specialized area of Hospital Management / Administration are required in large number. Most recently, in past few years, the healthcare concept in country and abroad has experienced remarkable transformation. People have gradually become more cognizant to healthcare. This has further steered to complex potentials and an increased expectation for a superior category of medical convenience and responsibilities, healthcare services and amenities.

MBA (HA) program purports to develop well-trained hospital administration professionals capable of fulfilling the changing demands of the healthcare industry. The program curriculum combines the knowledge of healthcare with the modern management concepts incorporated by businesses across the world. The MBA (HA) program is therefore a powerful, comprehensive, knowledge based program that aims to deliver the best hospital administrators. The principal objective of the program is to train students and enable them to impart outstanding healthcare services. Certainly, there is an excessive requirement for exceptionally proficient, qualified and capable hospital administrators, those who can offer and uphold excellent standards in healthcare.

The program includes training in developing skills required for hospital administration, management practices, accounting and financial management,

business communication, along with focused understanding on the functionality of hospital, marketing of services of hospital and supply chain management, primary acquaintance of healthcare, diet management, deterrence of contagious and non-contagious infections, public well-being and other therapeutic services.

2. COURSE & FACULTY:

- 2.1 This ordinance shall be applicable to two year post graduate Degree programs in management. These courses shall be run on semester systems.
 - 2.1.1 This program is covered under this ordinance are Master of Business Administration in Hospital Administration (MB.A. - H.A.).
 - 2.1.2 This program is offered by the concerned faculty after the recommendation of concerned Board of Studies / Faculty and approval of Academic Council.
- 2.2 The ordinance shall be applicable to all the University Teaching Departments / Institutes / Schools of this University.

3. DURATION:

- 3.1 The duration of this course of study of two years (Four Semester).
3.2 The Maximum duration for programme is as per University Policy.

4. INTAKE & FEES:

- 4.1 The intake for each of this course shall be decided by the Board Management of the University from time to time subject to the approval of the regulatory body.
4.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body.

5. MEDIUM OF INSTRUCTION AND EXAMINATIONS:

The medium of instruction and Examinations shall be English.

ACADEMIC QUALIFICATION AND SELECTION CRITERIA FOR ADMISSION:

- 5.1 Eligibility: Admission to MBA in Hospital Administration course is open to a student who holds a under graduate degree of MBBS, BDS, BUMS, BHMS, BAMS, BYNS, BSc. (Nursing), BPT, BOT, BASLP, B. Pharm, BBA(HA), and other medical degree of equivalent tenure as MBBS and one year internship from a recognized University with 50% marks A relaxation of 5% in the eligibility criteria shall be admissible to the bonafide OBC / SC / ST applicants of Madhya Pradesh only as per the prevailing Government norms. Additional relaxation will be applicable as per the directions made by University / Regulatory council / s.
OR

The minimum qualification for admission to first semester of M.B.A (HA) two Years (Four semester) course shall be as per AICTE, New Delhi.

- 5.2 Mode of Selection: On the basis of the merit in qualifying examination and policy decided by the competent authority/statutory body.
5.3 Eligibility for Admission to NRI / other privileged Candidates:
Non-resident Indian and other privileged candidate shall be eligible for admission to this course in accordance with the directives of Govt. of India and / or State Government

6. COMMENCEMENT OF COURSE:

M.B.A.—H.A. I & III semesters shall commence the period of July - December every year

M.B.A.—H.A. II & IV semesters shall commence the period of January - June every year.

7. EXAMINATION:

- 7.1 The subjects to be studied in different semesters of M.B.A. in H.A. program shall be as per the schemed and syllabus, approved by the respective Board of Studies.
- 7.2 There shall be one University examination at the end of each semester. These examinations will be designated as follows:
- 7.2.1 During first year: MB.A. in H.A. program –I & II semester.
- 7.2.2 During second year M.B.A. in H.A. program - III & IV semester.
- 7.3 Residency: Candidates shall undergo Residency in Hospital during first and second semester and submit a report thereon along with a certificate obtained from the concerned hospitals, at the end of each semester. The Residency in Hospitals carries 200 marks in each of the first and second semester to be awarded internally, by a committee consisting of the course co-ordinator and two senior faculty members of the Institution.
- 7.4 Visits to Hospitals: Candidates shall have to go for Hospital visits local and / or outstation and submit a report thereon along with a certificate obtained from the concerned hospitals during the Third Semester. Visits to the Hospitals carries 100 marks to be awarded internally, by a committee consisting of the course coordinator and two senior faculty members of the institution.
- 7.5 Project Report and Viva Voce: The purpose of the project work is primarily to demonstrate the knowledge and skills in studying and analyzing a selected problem in the work station, in a systematic manner while suggesting solution to the management of the hospital. It is desirable that the sponsoring organization has to identify the area of project work at the beginning of the organization has to identify the area of project work at the beginning of the project. Each student is required to study the problem report under the guidance of a faculty member of the institution. The completed project should be submitted to University / College within 30 days before the commencement of IV semester examinations. The Project Report together with Viva Voce carries 200 marks.
- 7.6 There will be full examination at the end semester consisting of end semester of theory and practical of all the subjects. Supplementary examination will not be conducted separately

7.7 Every candidates of this M.B.A. in H.A. program shall have to undertake a dissertation work (DW). The topic of the dissertation shall be allotted at the end of the semester examination. The topic shall be chosen from current innovative fields of importance. The allotment procedure shall be decided by the department of the concerned specialization.

7.8 Re-totaling/Revaluation: Re-totaling of marks and Revaluation of answer sheets is permitted for theory papers of university examination only. The University, on application within stipulated time and remittance of prescribed fees, shall permit a recounting of marks and/ or revaluation for the subjects applied. Re-totaling and revaluation shall be done by a qualified examiner other than a first evaluator. Re-totaling /Re-valuation is permitted in all the theory papers.

8. EXAMINATION SCHEME FOR PROMOTION TO HIGHER SEMESTER AND YEAR:

A candidate who has been admitted in the M.B.A. (HA) program will be promoted to the higher class in accordance with the following rules:

- 8.1 For the award of degree minimum Cumulative Grade Point Average (CGPA) required is 5.0 and grade required is C.
- 8.2 To pass a particular subject of the program the minimum required grade is D. However, the candidate should also separately score minimum of grade 'D' in end semester examinations of theory and practical parts of the subject. For practical examinations at least one external examiner from outside the university shall always be there
- 8.3 A candidate who fails to score minimum of grade D In more than two subjects (Theory and Practical of the same subject shall be treated as two subjects) in a particular year, shall not be admitted to the next higher year.
- 8.4 The result of Fourth and final semester shall be declared only if the candidates have fully cleared all the previous semesters.
- 8.5 If a candidate has passed all the subjects of the Program in fourth semester but has failed to score a minimum CGPA of 5.0 as per the requirement of rule 9.1 above, such a candidate shall be permitted to cover up the short fall in requisite grade point by reappearing in maximum of two theory papers chosen from subjects of any of the semesters in the ensuing examination.
- 8.6 Other than the provision of rule 9.5 above a candidate shall not be permitted to reappear, in the papers which he / she has cleared, for improvement of division / marks or for any other purpose.

9. AWARD OF CREDITS AND GRADES:

9.1 Each Program, along with its weightage in terms of units and equivalent credits, shall be recommended by the concerned Board of Studies and shall be approved by the standing committee of Academic Council. Only approved programs can be offered during any semester.

9.2 A student shall be continuously evaluated for his / her academic performance in a subject through tutorial work, practical, home assignment, mid-semester test, field work, seminars, quizzes, end-semester examinations and regularity, as proposed by respective Board of Studies and approved by standing committee of Academic Council of the University.

9.3 The distribution of weightage / marks for each component shall be decided by the respective Board of Studies and approved by standing committee of Academic Council of the University subject to such stipulation as given under:

➤ Theory Block

• Quizzes, assignments and regularity	10%
• Mid — semester test -	20%
• End — semester examination -	70%

Total

100%

➤ Practical Block

• Lab work and performance, quizzes, Assignments and regularity -	40%
• End — semester examination -	60%

Total 100%

9.4 Practical training and project work shall be treated as practical subjects.

9.5 In each semester, the department will be required to conduct at least two mid semester tests for theory block.

9.6 Each student, registered for a program, shall be awarded grade by the concerned faculty/faculties for the specific subject/paper. The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, mid semester test and regularity. The grades to be used and their numerical equivalents areas under:

Credit Based Grading System

Grade	% Marks range (Based on absolute marks system)	Grade Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	40 Only	4	Marginal
F	Below 40	0	Fail
I		0	Incomplete
W		0	Withdrawal

(CGPA) shall be calculated as under.-

$$SGPA = \frac{\sum_{i=1}^n C_i P_i}{\sum_{i=1}^n C_i}$$

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 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, SG_j is the SGPA earned in the j^{th} semester, where $j = 1, 2, \dots, m$, are the number of semesters in that program.

10. CONDONATION OF DEFICIENCY:

The Grace marks shall be allowed according to the University Policy.

11.0 AWARD OF DIVISION:

Division shall be awarded only after the fourth and final semester examination based on performance of the candidate for all the two years as per following details.

CGPA Score	Divisions
$7.5 \leq \text{CGPA}$	First Division With Honors
$6.5 \leq \text{CGPA} < 7.5$	First Division
$5.0 \leq \text{CGPA} < 6.5$	II Division

12. MERIT LIST:

Merit list of first ten (10) candidates in the order of merit shall be declared by the University only after the main examination of the fourth and final semester for M.B.A.

Hospital Administration program, on the basis of the integrated performance of all the Two years. The merit list shall include the first ten (10) candidates securing at least first division and passing all semesters in single attempts

13. CANCELLATION OF ADMISSION:

Admission of a student may be cancelled under following circumstances.

- 14.1 At any stage, if student is not found qualified, for the Program, as per government norms / guidelines or the eligibility criteria prescribed by the University.
- 14.2 Failing to complete the program within six years of commencement of the program.
- 14.3 Involvement in gross indiscipline in the Institute / University.
- 14.4 He / She is found to have produced false / forged documents or found to have used unfair means to secure admission.

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.

ORDINANCE NO. 44**INTEGRATED DEGREE IN MANAGEMENT (Integrated Program B.B.A. + M.B.A.)****1. AIMS AND OBJECTIVES OF INTEGRATED (B.B.A. + M.B.A.):**

LNCT Vidyapeeth University, Indore is committed to contribute to nation building by producing future Manager - Leaders who will lead India's quest to be a world super power. With a Mission to develop students into integrated personalities and worthy citizens of India through imparting managerial skills, imbibing ethical values and building their self-confidence, the M.B.A. Program has the following Aims and Objectives:-

1.1 AIMS

To produce, competent Leaders and Managers, in all fields and specializations of Management, who will be full of self confidence, have administrative skills and business acumen, have high concern for the environment and adhere to universal ethical and moral values.

1.2 OBJECTIVES

The Integrated MBA program is oriented to enhance students learning and develop their skills and attitude towards Business, Market and Society as a whole. To support this aim following objectives are formulated:

- 1.2.1 Apply best practices to solve managerial issues.
- 1.2.2 Understanding of link between business and society.
- 1.2.3 Knowledge and skills in each functional area of management.
- 1.2.4 Demonstrate effective written forms of communication and oral business presentations.
- 1.2.5 Implement leadership skills to work effectively within diverse teams
- 1.2.6 Identify and analyze ethical responsibilities of businesses.

2. APPLICABILITY:

This ordinance shall apply to the integrated program leading to Master's degree in Business Administration.

3. DEFINITIONS:

- 3.1 Academic Program shall mean a program of courses and / or any other components leading to a Master's degree in Business Administration.
- 3.2 Subject or Course shall mean an academic program and / or component of the Teaching & Evaluation Scheme that has been assigned a distinctive code and that has a weightage of certain marks and specific credits assigned to it. It can be a theory course, practical, projector viva voce. It may have internal and / or external evaluation.
- 3.3 University shall mean LNCT Vidyapeeth University, Indore, Madhya Pradesh.
- 3.4 Semester System—A program where in each academic year is apportioned into two parts known as semesters
- 3.5 Student shall mean a person admitted and enrolled for a program in the Institute / School of the University
- 3.6 External Examiner shall mean an examiner who is not in the employment of the University.
- 3.7 Integrated M.B.A. program means Five Year Integrated Post Graduate Program.

4. ELIGIBILITY CRITERIA FOR ADMISSION:

Candidates possessing following qualifications shall be eligible for admission.

- 4.1 Candidate should have passed the 10+2 examination or any other equivalent examination conducted by State / Central Board of Secondary Education or any other state Board / University. However, in order to be eligible for completing MBA, a student would have to secure at least 50% in aggregate in first 6 semesters.
- 4.2 Merit prepared on the basis of CGPA or marks obtained in the qualifying examination and / or personal interview conducted by the University.
- 4.3 Lateral Entry: A candidate, who holds a Bachelor Degree in Business Administration (minimum 3 years program) or Post Graduate Degree in Management of the University or of any other university recognized as equivalent there to by the University with 50% or more marks in aggregate, can take admission to the integrated MBA Program in the Seventh Semester. For selection, a merit list of such candidates shall be prepared on the basis of their qualifying examination and / or personal interview.
- 4.4 The last date for admission will be as notified by the University.
- 4.5 Mode of Selection: On the basis of the merit in qualifying examination and policy decided by the competent authority / statutory body.

4.6 Eligibility for Admission to NRI / other privileged Candidates:

Non-resident Indian and other privileged candidate shall be eligible for admission to this course in accordance with the directives of Govt. of India and / or State Government.

5. DURATION OF PROGRAM:

- 5.1 The integrated Master of Business Administration shall be a full time Post-graduate Degree program of five academic years (i.e. ten semesters) commencing in July-September every year.
- 5.2 If a candidate wants to leave / quit the course after successfully completion of three years, he will be awarded bachelor degree in Business Administration.
- 5.3 There shall be at least fourteen weeks of teaching in every semester.
- 5.4 One hour of conduct in Lecture (L) / Tutorial (T) / Practical (P) per week shall be equal to one credit as allotted in the respective schemes.
- 5.5 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 can not claim any right on the basis of his / her provisional admission.
- 5.6 The maximum duration of the program shall be eight years. However, for one mercy attempt shall be applicable or as per University Policy.

6. INTAKE & FEES:

- 6.1 The intake of these Programs shall be decided by the Board Management of the University from time to time subject to the approval of the regulatory body.
- 6.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body.

7. MEDIUM OF INSTRUCTION:

English shall be medium of instruction and examination / dissertation.

8. ATTENDANCE:

A student who has 75% or more attendance in each theory / practical paper in a semester shall be eligible to appear in university examination. 10% of relaxation will be permissible by the permission of VC or as per University Policy.

9. EXAMINATIONS:

- 9.4 The subjects to be studied in different semesters of Integrated M.B.A. program shall be as per the schemes and syllabus, approved by the respective Board of Studies.
- 9.5 There shall be one University examination at the end of each semester. These examinations will be designated as follows:
- 9.5.1 During first year: Integrated M.B.A. program - I & II semester.
- 9.5.2 During second year: Integrated M.B.A. program - III & IV semester.
- 9.5.3 During third year: Integrated M.B.A. program - V & VI semester.
- 9.5.4 During fourth year: Integrated M.B.A. program - VII & VIII semester.
- 9.5.5 During fifth year: Integrated M.B.A. program - IX & X semester.
- 9.6 There will be full examination at the end of each semester consisting of end semester of theory and practical of all the subjects. Supplementary examination will not be conducted separately.
- 9.7 Every candidates of this Integrated M.B.A program shall have to undertake a dissertation work (DW). The topic of the dissertation shall be allotted at the end of the tenth semester examination. The topic shall be chosen from current innovative fields of importance. The allotment procedure shall be decided by the department of the concerned specialization.
- 9.8 Re-totaling / Re-valuation is permitted in all the papers.

10. EXAMINATION SCHEME FOR PROMOTION TO HIGHER SEMESTER AND YEAR:

A candidate who has been admitted in the Integrated M.B.A. program will be promoted to the higher class in accordance with the following rules:

- 10.1 For the award of degree minimum Cumulative Grade Point Average (CGPA) required is 5.0 and grade required is C.
- 10.2

- 10.3 A candidate who fails to score minimum of grade D in more than two subjects (Theory and Practical of the same subject shall be treated as two subjects) in a particular year, shall not be admitted to the next higher year.
- 10.4 The result of Tenth and final semester shall be declared only if the candidates have fully cleared all the previous semesters.
- 10.5 If a candidate has passed all the subjects of the Program in tenth semester but has failed to score a minimum CGPA of 5.0 as per the requirement of rule 10.1 above, such a candidate shall be permitted to cover up the short fall in requisite grade point by reappearing in maximum of two theory papers chosen requisite grade point by reappearing in maximum of two theory papers chosen from subjects of any of the semesters in the ensuing examination.
- 10.6 Other than the provision of rule 10.5 above a candidate shall not be permitted to reappear, in the papers which he / she has cleared, for improvement of division / marks or any other purpose.

To pass a particular subject of the program the minimum required grade is D. However, the candidate should also separately score minimum of grade D in end semester examinations of theory and practical parts of the subject. For practical examinations at least one external examiner from outside the university shall always be there.

11. AWARD OF CREDITS AND GRADES:

11.1 Each Program, along with its weightage in terms of units and equivalent credits, shall be recommended by the concerned Board of Studies and shall be approved by the standing committee of Academic Council. Only approved programs can be offered during any semester.

11.2 A student shall be continuously evaluated for his / her academic performance in a subject through tutorial work, practical, home assignment, mid - semester test, field work, seminars, quizzes, end – semester examinations and regularity, as proposed by respective Board of Studies and approved by standing committee of Academic Council of the University.

11.3 The distribution of weightage / marks for each component shall be decided by the respective of Board of Studies and approved by standing committee of Academic Council of the University subject to Such stipulation as given under:

➤ Theory Block

• Quizzes, assignments and regularity	10%
• Mid – semester test -	20%
• End – semester examination -	70%

Total	100%
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➤ Practical Block

• Lab work and performance, quizzes, Assignments and regularity -	40%
• End – semester examination	60%

Total	100%
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11.4 Practical training and project work shall be treated as practical subjects.

11.5 In each semester, the department will be required to conduct at least two mid semester tests for theory block

11.6 Each student, registered for a program, shall be awarded grade by the concerned faculty / faculties for the specific subject / paper. The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, mid semester test and regularity. The grades to be used and their numerical equivalents are as under:

Credit Based Grading System

Grade	% Marks range (Based on absolute marks system)	Grade Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	40 Only	4	Marginal
F	Below 40	0	Fail
I		0	Incomplete
W		0	Withdrawal

11.7 The Semester Grade Points Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:-

$$SGPA = \frac{\sum_{i=1}^n C_i P_i}{\sum_{i=1}^n C_i}$$

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 earned in the i^{th} subject, where $i = 1, 2, \dots, n$, are the number of subjects in that semester.

$$CGPA = \frac{\sum_{j=1}^m SG_j NCP_j}{\sum_{j=1}^m NCP_j}$$

Here NCP is the number of total credits offered in the j^{th} semester, SG, is the SGPA earned in the j^{th} semester, where $j = 1, 2, \dots, m$, are the number of semesters in that program.

12. CONDONATION OF DEFICIENCY:

The Grace marks shall be allowed according to the University Policy.

13. AWARD 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 as per following details.

CGPA Score	Divisions
$7.5 \leq$ CGPA	First Divisions with Honors
$6.5 \leq$ CGPA < 7.5	First Division
$5.0 \leq$ CGPA < 6.5	II Division

14. MERIT LIST:

Merit list of first TEN (10) candidates in the order of merit shall be declared by the University only after the main examination of the tenth and final semester for Integrated management (BBA + MBA) program, on the basis of the integrated performance of all the five years. The merit list shall include the first ten candidates securing at least first division and passing all semesters in single attempts.

15. CANCELLATION OF ADMISSION:

Admission of a student may be cancelled under following circumstances.

- 15.1 At any stage, if student is not found qualified, for the Program, as per AICTE norms / guidelines or the eligibility criteria prescribed by the University.
- 15.2 Failing to complete the program within Eight years of commencement of the program
- 15.3 Involvement in gross indiscipline in the Institute / University.
- 15.4 She / he is found to have produced false / forged documents or found to have used unfair means to secure admission.

16. 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.

ORDINANCE NO. 45**Bachelor of Commerce and Bachelor of Law (B.Com - LLB)****1. COURSE & FACULTY**

- 1.1 The ordinance shall be applicable to candidates admitted to Bachelor of Commerce and Bachelor of Law B.Com LL.B (Integrated Course). The ordinance is subject to change 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.Com. 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 VIDYAPITH UNIVERSITY is committed to contribute to nation building by producing future legal experts in various 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.com. LL.B. (Integrated) Program has the following Aim and Objectives:-

2.1 AIMS

The aim of B.Com Plain 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.Com. 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 integrated degree of Bachelor of Law (B.Com. 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 course leading to the award of the integrated B.Com. LL.B (5 years)degree.

5. DURATION:

The Duration of the Integrated Degree of Bachelor of law B.Com. 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 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.Com. 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.Com. 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 to SC/ST/OBC categories will relaxed by BCI.

8.2 Candidates appearing for the eligibility examination and awaiting for their results can apply for admission in B.Com LL.B (Integrated) course. They will have to provide proof of passing the examination within date decided by competent / M.P. Government/ Regulatory Body.

9. ADMISSION PROCEDURE:

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 student 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 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.

form may be rejected on the following grounds:

9.5.1 The candidate 9.5 The application 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 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.Com LL.B (Integrated) course in semester system shall consist of:

10.1.1 Such course {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 University. The Academic council of the university on the recommendation of the concerned Board of Studies may change number of papers and /or marking 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 provides 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 last 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 (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 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 last 40% marks in university examination separately in the term-end Theory, practical and Internal 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 the 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.Com. 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.Com. LL.B. (Integrated) semester but not previous semester shall be withheld. He / she shall be have passed the final B.Com. LL.B. (Integrated) examination 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.Com. 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 each individual paper. Division to successful candidate for the B.Com. LL.B. (Integrated) degree will be assigned at end final year examination on the basis of the aggregate. The total marks obtained by him at the B.Com. 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.Com. LL.B. (Integrated) examination shall have the option of 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 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 who obtained 75% or more marks in aggregate shall be declared to have passed the B.Com. 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 at end of the last i.e tenth semester from amongst. The candidates who have passed all previous semesters in one attempt without any break.

16. **MAXIMUM DURATION OF CMPLETION OF COURSE:**

The maximum duration of 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 Result and Mark sheet shall be revised after revaluation, as per the laid down provisions.

18. 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:**

Admission of a student may be cancelled under following circumstances:

- 19.1 At any stage, if student is not found qualified for the program, as per norms/guidelines or the eligibility criteria prescribed by the University.
- 19.2 Failing to complete the course within seven years of commencement of the course
- 19.3 Involvement in gross indiscipline ragging heinous offences under Indian Law in the University
- 19.4 If the student does not want to continue 5 years integrated on reasonable ground University may power to award B.Com. Degree So that his/her three academic years are not lost

20. **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.

ORDINANCE NO. 46**UNIFIED ORDINANCE FOR SEMESTER SYSTEM OF EXAMINATION FOR
UNDERGRADUATE COURSES**

LNCT Vidyapeeth University, Indore is committed to contribute to nation building by producing future Under Graduates who will lead India's quest to be a world super power. With a Mission to develop the three year degree courses at undergraduate level, except those for which the university has separate ordinances, will run on semester system. The courses shall be divided in six semester covering three academic sessions. The first academic session will comprise of 1st and 2nd Semester, second academic session 3rd and 4th semester and third academic session 5th and 6th semester.

The provisions of this ordinance will be application to all the undergraduate courses being taught in Constituent colleges located within the jurisdiction of the LNCT Vidyapeeth University, Indore. Courses (B.Sc., B.A., B Com., B.Com. Honors, B.H.Sc. etc.) of study shall be governed by the provisions of this ordinance.

1. AIMS:

To produce, competent commerce graduates, who will be full of self-confidence, have administrative, scientific and social skills, have high concern for the environment and adhere to universal ethical and moral values

2. OBJECTIVES:

- 2.1 To Impart Education for creating competent professionals.
- 2.2 To promote a yearning for creativity, entrepreneurship and research.
- 2.3 To establish synergistic relationships with the industry and society.

3. APPLICABILITY:

This ordinance shall apply to the program and courses leading to the award of the Bachelor degree.

4. INTAKE & FEES:

4.3 The intake for each of these Programs shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body

4.4 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body.

5. ELIGIBILITY CRITERIA FOR ADMISSION:

Every candidate seeking admission to these courses must have passed Higher Secondary (10+2) or an equivalent course recognized from M.P. Board / CBSE / or recognized body. The eligibility criterion for admission in individual course will be decided by the Board of Studies of the competent authority of University / Statutory body. For admission to these Courses the admission rules will be framed by the University with the Guidelines of the State Government. The admissions in these courses are made in the month June / July of every year in first semester only. However, admissions in other subsequent semesters may be given on the grounds of transfer of student's parents / guardians or specific reason there off. The last date for admission will be as notified by the University

Reservation: As per guideline of M.P. State Government / Statutory body / University.

Mode of Selection: The mode of selection shall be on the basis of the merit in qualifying examination and policy decided by the competent authority/statutory body/University.

6. DURATION OF PROGRAM

The three year degree courses at undergraduate level, except those for which the university has separate ordinances, will run on semester system. The courses shall be divided in six semester covering three academic sessions. The first academic session will comprise of 1st and 2nd Semester, second academic session 3rd and 4th semester and third academic session 5th and 6th Semester.

A candidate has to complete the entire course of undergraduate of degree within a maximum period of 5 years (five) from session of first admission or as per University Policy.

Provided that if Student shall be not completed his degree within stipulated time, the Vice Chancellor can give one year additional time to complete the course, with the approval of concerning head of the institute.

7. MEDIUM OF INSTRUCTION:

English / Hindi shall be medium of instruction and examination

8. ATTENDANCE:

A student who has 75% or more attendance in each theory / practical in a semester shall be eligible to appear in university examination. However, relaxation of 10% condonation of deficiency can be allowed by the Vice-Chancellor on the recommendation of the Principal/*Director*/Head of Department, as the case may be or as per University Policy.

9. EXAMINATIONS:

9.1 The undergraduate courses in semester system shall consists of:

9.1.1 Such courses (Theory papers) as prescribed by the University / Board of Studies.

9.1.2 Such job internship / lab work / practical / projects etc. as prescribed by the university / Board of Studies.

9.1.3 Such scheme of examination as prescribed by the university / Board of Studies

9.2 No candidate shall be allowed to take the Semester Examination unless one has.

9.2.1 Attended at least 75% of lectures and practical delivered in a particular semester. However, relaxation of 10% condonation of deficiency can be allowed by the Vice-Chancellor on the recommendation of the Principal / Director / Head of Department, as the case may be.

- 9.2.2 Paid all the dues including university course and examination fees before the last date of submission examination forms.
- 9.2.3 Submitted the Job internship certificate / Project Report by the date notified by the Head / Principal of the college.
- 9.3 Each student shall have to appear in the theory, practical (if applicable) and continuous comprehensive examination (CCE)/Internal assessment tests. The internal assessment of CCE will be held in a manner prescribed by the university/ Central Board of Studies of concern subjects from time to time.
- 9.3.1 30 percent marks of each theory paper and practical separately shall be assigned for internal assessment / CCET here shall be two or three separate internal tests at the Constituent College level in each paper / practical of equal marks in each semester
- 9.3.2 70 percent marks shall be assigned separately for each theory paper and practical of the university main semester examination.
- 9.3.3 For passing the examination, the candidate shall be required to secure at least 33% marks in university theory and practical examination separately and 30% in CCE / Internal Assessment test conducted by the constituent colleges / department.
- 9.3.4 Examination of odd semesters shall ordinarily be held in the month of November / December and that of even semesters in the month of May / June.
- 9.4 There shall be no supplementary or second examination in semester system of the course of study.
- 9.5 If a candidate fails in two subjects in any one semester examination but clears all the remaining subjects of the examination, candidate will be allowed to keep the term (ATKT) and promoted to the next semester. Student will be allowed to appear and pass the ATKT paper in next two successive examination of the same semester, along with the regular semester examination, and if student fails to pass the ATKT paper or fails to appear in next two successive examinations of the same semester, will not be allowed to appear in subsequent semester

examination, however, students may be allowed to appear in all the papers as an ex-student in the next examination of the same semester.

9.5.1 Provided further, that if a candidate fails in more than two subjects in any semester examination, she / he will not be allowed to appear in subsequent semester examination. However, she / he may be allowed to appear as an ex-student in the next examination of the same semester. In no case the candidate will be given more than two ATKT other than the main examination, to pass a semester.

9.5.2 Provided further that the candidate will be permitted to appear in 5th semester only when she / he clears all the subjects / papers and practical up of 1st & 2nd Semester. No Division shall be awarded up to 5th Semester. Candidate will be awarded degree in the year in which she / he clears all the papers and practical of 5th semester. In such situation, mark-sheet for each semester will be issued separately up to 5th semester with the result Pass/ATKT Once the candidate clears all the subjects of 6th semester, composite mark-sheet will be issued in the 6th semester with the mention of Division also.

9.5.3 Provided further that if a candidate fails in two subjects in 6th Semester, an exemption will be made to this and she / he be permitted to take one repeat attempt examination in that subject along with the regular examination of these papers conducted by the university in an immediately subsequent semester beyond the stipulated time limit of five years

9.6 Rules for ATKT system as amended by the LNCT Vidyapeeth University, Indore from time to time shall be made applicable in the University; however it is herewith made clear that there shall not be separate examination for ATKT students but they shall be allowed to appear in the ATKT papa / subject with regular semester examination.

9.7 If a candidate fails or remain absent in practical / CCE / Project / Internship of any subject or subjects will be treated as ATKT in that subject.

- 9.8 A candidate shall not be required to appear in the practical / CCE / Project / Internship if he has already cleared in the main examination.

10. CONDONATION OF DEFICIENCY:

The Grace marks shall be allowed according to the University Policy.

11. AWARD OF DIVISION:

The Division shall be awarded on the basis of total marks obtained in Internal Assessment / CCE, University Examination (Theory & Practical's both) and project work (if any) taken together at the end of sixth / final semester of examination.

60% or above	-	First Division
45% but less than 60%	-	Second Division
33% but less than 45%	-	Third

12. CANCELLATION OF ADMISSION:

Admission of a student may be cancelled under following circumstances.

- 12.1 At any stage, if student is not found qualified, for the Program, as per government norms / guide lines or the eligibility criteria prescribed by the University.
- 12.2 Failing to complete the program within six years of commencement of the program.
- 12.3 Involvement in gross indiscipline in the Institute / University.
- 12.4 He / She is found to have produced false/ forged documents or found to have used unfair means to secure admission.
13. The matter of admission attendance, examination and all other matters not provided in this ordinance shall be governed by the provisions of the relevant ordinances of the same university Notwithstanding anything contained in forgoing Para, shall be in contravention and in consistence with other examination ordinance or specific ordinance if any and stand independent.
14. In case of any dispute/ambiguity in semester system of examination/course the Vice Chancellor decision shall be final.

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 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.

ORDINANCE NO. 47**UNIFIED ORDINANCE FOR SEMESTER SYSTEM OF EXAMINATION FOR
POSTGRADUATE COURSES**

LNCT Vidyapeeth University, Indore is committed to contribute to nation building by producing future Post Graduates who will lead India's quest to be a world super power.

With a Mission to develop the two year degree courses at postgraduate level, except those courses which have separate ordinances, shall be run on semester system. The courses shall be divided in four semesters covering two academic sessions The first academic session will comprise of 1st and 2nd Semester and second academic session 3rd and 4th semester

The ordinance shall be application to all the post graduate courses taught in constituent colleges located within the jurisdiction of the LNCT Vidyapeeth University, Indore.

The Courses (MA, M.Sc., M.Com. and M.H.Sc. Etc.) of study shall be governed by the provisions of these ordinances.

1. AIMS:

To produce, competent post graduates, who will be full of self-confidence, have administrative, scientific and social skills, have high concern for the environment and adhere to universal ethical and moral values

2. OBJECTIVES:

- 2.1 To impart education for creating competent professionals.
- 2.2 To promote a yearning for creativity, entrepreneurship and research.
- 2.3 To establish synergistic relationships with the industry and society.

3. APPLICABILITY:

This ordinance shall apply to the program and courses leading to the award of the Master degree.

4. INTAKE & FEES:

4.5 The intake for each of these Programs shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body.

4.6 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body.

5. ELIGIBILITY CRITERIA FOR ADMISSION:

Every candidate seeks admission to these courses must have passed graduation course with the relevant subjects as one of the major subject with a minimum of second division from any recognized university or an equivalent body duly recognized by the Association of Indian Universities (AIU). The eligibility criteria for admission to the subject will be decided by the concerning Board of Studies of the subject.

For admission to these courses the admission rules will be framed by the University as per guidelines of state government.

The admissions in these courses are made in the month June / July of every year in first semester only. However, admissions in other subsequent semesters may be given on the grounds of transfer of student's parents/ guardians or specific reason there off.

The last date for admission will be as notified by the University.

Reservation: As per guideline of M.P. State Government / Statutory body / University.

Mode of Selection: The mode of selection shall be on the basis of the merit in qualifying examination *and* policy decided by the competent authority / statutory body / University.

6. DURATION OF PROGRAM:

The two year degree courses at postgraduate level, except those courses which have separate ordinances, shall be run on semester system, The courses shall be divided in four semesters covering two academic sessions. The first academic session will comprise of 1st and 2nd Semester and second academic session 3rd and 4th semester.

A candidate has to complete the entire course of Post-graduate of degree within a maximum period of 4 years (Four year) from session of first admission nor as per University Policy.

Provided that If Student shall not be completed his degree within stipulated time, the Vice Chancellor can give one year additional time to complete the course, with the approval of concerning head of the institute.

MEDIUM OF INSTRUCTION:

English / Hindi shall be medium of instruction and examination.

7. ATTENDANCE:

A student who has 75% or more attendance in each theory/ practical in a semester shall be eligible to appear in university examination However, relaxation of 10% condonation of deficiency can be allowed by the Vice Chancellor on the recommendation of the Principal / Director / Head of Department, as the case may be or as per University Policy.

8. EXAMINATIONS:

8.1 The Post-graduate courses in semester system shall consists of.

8.1.1 Such courses (Theory Papers) as prescribed by the University Board of Studies of different subjects

8.1.2 Such job internship / lab work / practical / projects etc. as prescribed by the University Board of Studies of different subjects.

8.1 3 Such scheme of examination as prescribed by the University Board of Studies of different subjects.

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

8.2.1 Attended at least 75% of lectures and practical delivered in a particular semester. However, relaxation of 10% condonation of deficiency can be allowed by the Vice-Chancellor on the recommendation of the Principal / Director / Head of the dept. as the case may be.

8.2.2 Paid all the dues including university course and examination fees before the last date of submission examination forms.

8.3 Each student shall have to appear in the theory, practical (if applicable) and continuous comprehensive examination (CCE) / Internal assessment tests. The internal assessment of CCE will be held in a manner prescribed by the university / Board of Studies of concern subjects from time to time.

8.3.1 30 percent marks of each theory paper and practical separately shall be assigned for internal assessment / CCE. There shall be two or three separate internal tests at the constituent College in each paper / practical of equal marks in each semester.

8.3.2 70 percent marks shall be assigned for each theory paper and practical of the University main semester examination.

8.3.3 For passing the examination, the candidate shall be required to secure separately at least 36% marks in each theory paper and practical university examination and 30% in CCE / Internal Assessment test conducted by the colleges / School of Studies

8.3.4 Examination of odd semesters shall ordinarily be held in the month of November / December and that of even semesters in the month of May / June

8.4 There shall be no supplementary or second examination

8.5 If a candidate fails in two papers in any one semester examination but clears all the remaining papers of that examination, candidate will be allowed to keep the term (ATKT) to pass the aforesaid paper and promoted to the next semester. Student will be allowed to pass the ATKT paper in next two successive examination of the same semester, along with the regular semester examination, and if student fails to pass the ATKT paper or fails to appear in next two successive examination of the same semester, will not be allowed to appear in subsequent semester examination, however, students may be allowed in all the papers as an ex-student in the next examination of the same semester.

Provided further, that if a candidate fails in more than two papers in any semester examination, student will not be allowed to appear in subsequent semester examination. However, students may be allowed to appear in all the

papers as an ex-student in the next examination of the same semester. In no case the candidate shall be given more than two ATKT, other than main examination, to pass a semester.

Provided further that the candidate will be permitted to appear in fourth semester only when students clears all the subjects / papers and practical up of 3rd Semester. No Division shall be awarded up to 3rd Semester. Candidate will be awarded degree in the year in which she / he clears all the papers and practical of 4th semester.

Provided further that if a candidate fails in 4th Semester, an examination will be made to this and she / he be permitted to take one repeat attempt examination in paper along with the regular examination of that paper conducted by the university in an immediately subsequent semester beyond the stipulated time limit of three years.

Provided that If Student shall be not completed his degree within stipulated time, the Vice Chancellor can give one year additional time to complete the course, with the approval of concerning head of the institute.

Mark-sheet for each semester will be issued separately up to 3rd semester with the result Pass / ATKT. Once the candidate clears all the subjects of 4th semester, composite mark-sheet will be issued in the 4th semester with the mention of Division also.

If the candidate fails in the project viva-voce examination she / he will not be required to submit the project report again, but she / he will have to pass the viva – voce examination in next examination of same semester.

- 8.6 Rules for ATKT system as amended by University from time to time shall be made applicable in the University, however it is herewith made clear that there shall not be separate examination for ATKT students but they shall be allowed to appear in the ATKT paper with regular semester examination.
- 8.7 If a candidate fails or remain absent in practical / CCE / Project of any subject or subjects will be treated as ATKT in that subjects.

9. **CONDONATION OF DEFICIENCY:** One grace mark will be given to the candidate who is failing / missing distinction / missing first division by one mark, on behalf of the Vice-Chancellor in the examination or as per University Policy.

10. **AWARD OF DIVISION:**

The Division shall be awarded on the basis of total marks obtained in Internal Assessment / CCE, University Examination (Theory & Practical both) and project work (if any) taken together at the end of sixth / final semester of examination.

60% or above	-	First Division
45% but less than 60%	-	Second Division
36% but less than 45%	-	Third

11. **CANCELLATION OF ADMISSION:**

Admission of a student may be cancelled under following circumstances

11.1 At any stage, if student is not found qualified, for the Program, as per government norms / guide lines or the eligibility criteria prescribed by the University

11.2 Failing to complete the program within six years of commencement of the program.

11.3 Involvement in gross indiscipline in the Institute / University.

11.4 He / She is found to have produced false / forged documents or found to have used unfair means to secure admission

12. The matter of admission attendance, examination and all other matters not provided in this ordinance shall be governed by the provisions of the relevant ordinances of the same university. Notwithstanding anything contained in forgoing Para, shall be in contravention and in consistence with other examination ordinance or specific ordinance if any and stand independent.

13. In case of any dispute / ambiguity in semester system of examination / course the Vice Chancellor decision shall be final.

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.

ORDINANCE NO. 48**CERTIFICATE COURSES**

This ordinance shall provide regulation of LNCT Vidyapeeth University, Indore running Certificate course program in various subjects / departments of Medicine, Dentistry, Nursing, Physiotherapy, Occupational therapy and Miscellaneous

1. SHORT TITLE AND COMMENCEMENT:

Keeping in view the explosion of knowledge in modern medicine, the University introduces a series of Certificate courses in different disciplines (speciality or sub-speciality); wherein suitable candidates will be imparted training in the concerned area. Through this Certificate courses, we hope to effectively give training to bring about change in the communities through better clinical practice.

The Courses shall be called as "CERTIFICATE COURSES" of the LNCT Vidhyapeeth University.

The Regulations framed are subject to modification from time to time by the University Academic Board / apex body from time to time.

2. AIMS & OBJECTIVE:

The main aim of this certificate courses is to expose the eligible candidates to newer methods of skill oriented program in different disciplines'. The program of study leading to career oriented certificate courses of LNCT Vidyapeeth University, Indore shall have the status of Add-on skill oriented programs

3. GENERAL PROVISIONS:

3.1 The various training in certificate courses cannot be registered as qualifications by regulatory bodies

3.2 These training must be rendered to teach some Skill & develop competence in different disciplines the skill.

- 3.3 Candidates registering in these courses shall have to complete the predetermined period of training. In case the candidate leaves in between the certificate will not be issued.
- 3.4 The concerned department will provide a structured training program.
- 3.5 There will be a formal entrance examination conducted by University to pursue the mentioned Certificate courses.
- 3.6 Candidate will have to pay fees for these certificate courses which will be mentioned in combined ordinances for University fees & structure.
- 3.7 Candidates involved in direct patient care will have to have regulatory approvals. Like they must be registered with MP State Medical Council with a valid registration number & additional degrees must be registered.

4. LIST OF VARIOUS CERTIFICATE COURSES OFFERED BY LNCT VIDYAPEETH UNIVERSITY, WITH ELIGIBILITY CRITERIA AND DURATION:

4.1 POST - DOCTORAL CERTIFICATE COURSE:

Course Name	Eligibility	Subject of Specialization	Duration
PDCC in Cardiac-Anesthesia	Post MD / MS / DNB / DMRD in the required specialty	Medicine	One year
PDCC in Neuro Anesthesia	Post MD / MS / DNB / DMRD in the required specialty	Medicine	One year
PDCC in Organ Transplant Anaesthesia	Post MD / MS / DNB / DMRD in the required specialty	Medicine	One year
PDCC in Paediatrics Endocrinology	Post MD / MS / DNB / DMRD in the required specialty	Medicine	One year
PDCC in Critical Care Medicine	Post MD / MS / DNB / DMRD in the required specialty	Medicine	One year
PDCC in Paediatric Gastroenterology	Post MD / MS / DNB / DMRD in the required specialty	Medicine	One year
PDCC in Laboratory Immunology	Post MD / MS / DNB / DMRD in the required specialty	Medicine	One year
PDCC in Infectious Diseases	Post MD / MS / DNB / DMRD in the required specialty	Medicine	One year
PDCC in Nuclear Nephrology	Post MD / MS / DNB / DMRD in the required specialty	Medicine	One year
PDCC in Nuclear Nephrology	Post MD / MS / DNB / DMRD in the required specialty	Medicine	One year
PDCC in Gastro-Radiology	Post MD / MS / DNB / DMRD in	Medicine	One year

	the required specialty		
PDCC in Neuro-Radiology	Post MD / MS / DNB / DMRD in the required specialty	Medicine	One year
PDCC in Aphaeresis Technology and Blood Component Therapy	Post MD / MS / DNB / DMRD in the required specialty	Medicine	One year
PDCC in Pain Management	Post MD / MS / DNB / DMRD in the required specialty	Medicine	One year
PDCC in Haemato-Oncology	Post MD / MS / DNB / DMRD in the required specialty	Medicine	One year
PDCC in Paediatrics Endocrinology	Post MD / MS / DNB / DMRD in the required specialty	Medicine	One year
PDCC in Paediatric ENT	Post MD / MS / DNB / DMRD in the required specialty	Medicine	One year
PDCC in interventional Radiology	Post MD / MS / DNB / DMRD in the required specialty	Medicine	One year
PDCC in Spine Surgery	Post MD / MS / DNB / DMRD in the required specialty	Medicine	One year

4.2 BASIC CERTIFICATE-COURSES:

Course Name	Eligibility	Subject of Specialization	Duration
Medical			
Certificate Course in Paediatric Respiratory Disorders	MD / DCH / DNB Paediatrics Or Equivalent from recognized institute	Medicine	6 Months
Certificate Care in Pulmonary Critical Care	MD / DNB Medicine Or Equivalent from recognized Institute	Medicine	6 Months
Certificate Course in Basic Infertility Management, including Endoscopy	MS / DNB (obst & Gyn) or DGO Or Equivalent from recognized institute	Medicine	6 Months
Certificate Course in Benign Hematology	MD (Pathology) / MD (Gen Medicine) / DCP / DNB Or Equivalent from recognized institute	Medicine	12 Months
Certificate Course in Clinical Nutrition	Bachelors or Master's Degree from Medicine Nursing, physiotherapy, dietetics, public health professionals Or Equivalent from recognized institute	Medicine	6 Months
Certificate Course in Critical Care Dialysis	MBBS / BAMS / BHMS / BUMS Or Equivalent from recognized institute	Medicine	6 Months
Certificate Course in	MBBS/ BAMS/BHMS/BUMS	Medicine	6 Months

Prof. Pavitra Shrivastava

Hypertension Management	Or Equivalent from recognized institute	Medicine	6 Months
Certificate Course in Emergency Medical Services	MBBS / BAMS / BHMS / BUMS Or Equivalent from recognized institute	Medicine	6 Months
Certificate Course in Epidemic Management	MBBS / BAMS / BHMS / BUMS Or Equivalent from recognized institute	Medicine	6 Months
Certificate Course in Health Insurance	MBBS; BAMS; BHMS; BDS, BPT, BOTH, B.Sc.(Nursing), BPO, M.Sc.(Med) Or Equivalent from recognized institute	Medicine	6 Months
Certificate Course in Hepatology	MD (General Medicine) Or Equivalent from recognized institute	Medicine	6 Months
Certificate Course in Clinical Hematology	MD (General Medicine) Or Equivalent from recognized institute	Medicine	6 Months
Certificate Course in Neonatology	MD (General Medicine) Or Equivalent from recognized institute	Medicine	6 Months
Certificate Course in High Risk Robotics	MD / DGO / DNB (Obs & Gyn) Or Equivalent from recognized institute	Medicine	6 Months
Certificate Course in Human Genetics (Certificate Course in Human Genetics)	MBBS / BAMS / BHMS / BUMS Or Equivalent from recognized institute	Medicine	6 Months
Certificate Course in Hyperbaric Medicine and Basic Wound Management	MBBS / BAMS / BHMS / BUMS Or Equivalent from recognized institute	Medicine	6 Months
Certificate Course in Immunization	DCH, MBBS, BDS, BAMS, BUMS, BHMS	Medicine	6 Months
Certificate Course in Infection Prevention & Control	MBBS / BAMS / BHMS / BUMS Or Equivalent from recognized institute	Medicine	6 Months
Certificate Course in Intensive Cardiac Care	MBBS / BAMS / BHMS / BUMS Or Equivalent from recognized institute	Medicine	6 Months

Certificate Course in Intensive Care in Obstetrics	MD / DGO / DNB (Obs & Gyn) Or Equivalent from recognized institute	Medicine	6 Months
Certificate Course in Laser Surgery in Urology	Post graduate in surgery M.S. or D.N.B.	Medicine	6 Months

Certificate Course in Medical Genetics	MBBS / BAMS / BHMS / BUMS Or Equivalent from recognized institute	Medicine	6 Months
Certificate Course in Neonatal Intensive Care	MBBS / BAMS / BHMS / BUMS Or Equivalent from recognized institute	Medicine	6 Months
Certificate Course in Neonatology	MBBS / BAMS / BHMS / BUMS Or Equivalent from recognized institute	Medicine	6 Months
Certificate Course in Operation Theater Technology	MBBS / BAMS / BHMS / BUMS Or Equivalent from recognized institute	Medicine	6 Months
Certificate Course in Radiography Technology	MBBS / BAMS / BHMS / BUMS Or Equivalent from recognized institute	Medicine	6 Months
Certificate Course in Reconstructive Urology	MBBS / BAMS / BHMS / BUMS Or Equivalent from recognized institute	Medicine	6 Months
Certificate Course in Regional Anaesthesia	MBBS / BAMS / BHMS / BUMS Or Equivalent from recognized institute	Medicine	6 Months
Certificate Programme in Hair Restoration	MBBS / BAMS / BHMS / BUMS Or Equivalent from recognized institute	Medicine	6 Months
International Postgraduate Paediatric Certificate (IPPC)	MBBS / BAMS / BHMS / BUMS Or Equivalent from recognized institute	Medicine	6 Months

Postgraduate Training Course in Colposcopy	MBBS / BAMS / BHMS / BUMS Or Equivalent from recognized institute	Medicine	6 Months
Training Programme or HIV & AIDS	MBBS / BAMS / BHMS / BUMS Or Equivalent from recognized institute	Medicine	6 Months
Training Programme on Medical Rehabilitation	MBBS / BAMS / BHMS / BUMS Or Equivalent from recognized institute	Medicine	6 Months
Certificate Course in Basic Life Support	MBBS / BAMS / BHMS / BUMS Or Equivalent from recognized institute	Medicine	6 Months
Certificate Course in Pain Management	MBBS / BAMS / BHMS / BUMS Or Equivalent from recognized institute	Medicine	6 Months
Certificate Course in Patient Safety	MBBS / BAMS / BHMS / BUMS Or Equivalent from recognized institute	Medicine	6 Months
Certificate Course in Disaster Management	MBBS / BAMS / BHMS / BUMS Or Equivalent from recognized institute	Medicine	6 Months
Certificate Course for Clinicians in Medico Legal Practices	MBBS / BAMS / BHMS / BUMS or Equivalent from Recognized institute	Medicine	6 Months
Physiotherapy			
Certificate Course in Sports Physiotherapy	BPT	Physiotherapy	12Months
Dental			
Post Graduate Certificate Course in Oral Implantology	BDS / MDS	Dental	12Months
Nursing			
Certificate Course in Cardiovascular and Thoracic Nursing	B. Sc / M. Sc. Nursing OR Equivalent from recognized Institute	Nursing	6Months
Certificate Course in Oncology Nursing	B. Sc / M. Sc. Nursing OR Equivalent from recognized Institute	Nursing	6Months
Certificate Course in Renal Nursing	B. Sc / M. Sc. Nursing OR Equivalent from recognized Institute	Nursing	6Months
Certificate Course in Wound Care Nursing	B. Sc / M. Sc. Nursing OR Equivalent from recognized	Nursing	6Months

	Institute		
Certificate Course in Child Health Nursing	B. Sc / M. Sc. Nursing OR Equivalent from recognized Institute	Nursing	6Months
Certificate Course in Medical Surgical Nursing	B. Sc / M. Sc. Nursing OR Equivalent from recognized Institute	Nursing	6Months

Certificate Course in Community Health Nursing	B. Sc / M. Sc. Nursing OR Equivalent from recognized Institute	Nursing	6Months
Certificate Course in Obstetrics and Gynecology Nursing	B. Sc / M. Sc. Nursing OR Equivalent from recognized Institute	Nursing	6Months
Certificate Course in Psychiatry Nursing	B. Sc / M. Sc. Nursing OR Equivalent from recognized Institute	Nursing	6Months
Certificate Course in Critical Care Nursing	B. Sc / M. Sc. Nursing OR Equivalent from recognized Institute	Nursing	6Months
Certificate Course in Nursing Practitioner	B. Sc / M. Sc. Nursing OR Equivalent from recognized Institute	Nursing	6 Months
Certificate Course in Orthopedic and Rehabilitation	B. Sc / M. Sc. Nursing OR Equivalent from recognized Institute	Nursing	6 Months
Certificate Course in Neonatal Care Nursing	B. Sc / M. Sc. Nursing OR Equivalent from recognized Institute	Nursing	6 Months
Certificate Course in Oncology Nursing	B. Sc / M. Sc. Nursing OR Equivalent from recognized Institute	Nursing	6 Months
Certificate Course in Mental Health Nursing	B. Sc / M. Sc. Nursing OR Equivalent from recognized Institute	Nursing	6 Months
Certificate Course in Nursing Administration	B. Sc / M. Sc. Nursing OR Equivalent from recognized Institute	Nursing	6 Months

Certificate/ PG Diploma / Diploma/ Miscellaneous			
Certificate Course in NABH	Bachelors or Master's Degree from Medicine, Dental, Nursing, physiotherapy, dietetics, Public health professionals, MBA / BBA in H.A. Or Equivalent from recognized institute	Miscellaneous	12Months
Certificate Course in Sustainable development,	Science Graduate or Equivalent from recognized	Miscellaneous Prof. Pavitra Shrivastava	12Months

Environmental Auditing & Environmental Impact Assessment	institute		
PG Diploma in Sustainable development, Environmental Auditing & Environmental Impact Assessment	Science Graduate or Equivalent from recognized institute	Medical / Management and Other	One Year
Post Graduate Diploma in Medico Legal System	Any Graduate		

5. ENTRY EXAMINATIONS FOR CERTIFICATE COURSES:

- 5.1 There shall be Entrance Examination which will be conducted by Controller of Examinations as per University norms.
- 5.2 Entrance exam will be multiple choice type questions with one paper of 100 questions. The questions will be prepared from any External source as per University policy. Candidates will be selected in respective certificate courses as per the merit list of theory exam No interview will be conducted.

6. EXIT EXAM FOR CERTIFICATE COURSES:

- 6.1 For appearing in the exit examination the candidate should have an attendance of least 80% to be certified by the course coordinator and Head of Department. The course coordinator and HOD have also to certify that the candidate has learnt the skills for which the candidate had been enrolled.
- 6.2 There will be no theory exam.
- 6.3 For Practical examination there shall be two examiners. One internal & one external examiner. To pass the exit exam, candidate has to secure minimum 50% marks in practical examination.
- 6.4 At the end of examination the result will be declared by the controller of Examination and will be displayed at University website / as decided by University norms.
- 6.5 If the candidate fails in the exam, then he/she shall be allowed to appear in the next two regular exams maximally and the Examination fee again will be deposited each time by the candidate.

7. 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. 49****MASTER OF VOCATIONAL STUDIES (M. VOC.)****(2 Year Program)****1. NAME OF PROGRAM & APPLICABILITY**

1.1 2- Year Master of Vocational Education (M. Voc.) Degree Program shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned regulatory authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of MP

1.2 Name of Faculty/ Board of Studies Vocational Studies and the Department shall be Department of Vocational Studies

2. ELIGIBILITY FOR ADMISSION:

2.1 Candidates possessing following minimum qualification shall be eligible for admission B. Voc /Graduate in any discipline from any recognized University, with minimum marks as prescribed by concerned regulatory authority / University.

2.2 Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Board of management and the Academic Council from time to time, in accordance with the concerned regulatory authority.

2.3 Admission shall be according to the criteria made by the Admission Committee and the concerned regulatory authority / University.

3. CRITERIA FOR SELECTION:

Admission shall take place on the criteria of Regulatory body Norms / University from time to time.

4. INTAKE & FEES:

- 4.1 The intake for each of these Programs shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body.
- 4.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body.

5. COMMENCEMENT AND DURATION:

- 5.1 Scheduled period for the completion of M.Voc Program is 2 years
- 5.2 Maximum duration of Program completion is 4 years or as per University Policy.
- 5.3 Each Academic year shall comprise of 2 semesters each
- 5.4 The Programs shall generally commence in July / August every year Barring exceptional circumstances
- 5.5 Each semester shall be spread over not less than 90 teaching days
- 5.6 Ten day vacation as semester break shall be granted to the students between two semesters.

6. MEDIUM OF INSTRUCTION:

Medium of instruction and examinations would be English /Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

7. ATTENDANCE:

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester or as per University policy.

8. Examinations

- 8.1 Internal Assessment shall be based on class work / assignments / attendance.
- 8.2 Mid Sem or Half yearly examination: One half yearly exam in case of yearly exam and two mid semester examinations shall be conducted in each semester and marks of the best of two will be considered for the final result of that semester.
- 8.3 University Examination shall be conducted as per Ordinance No. 04

9. ASSESSMENT SYSTEM:

The University can decide on the grade or percentage of marks required to pass in a

course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council or as per university examination guidelines

10. **DEGREE / GRADESHEET**

- 10.1 Student shall be declared eligible for the award of the three year Degree, if he / she fulfills all requirements set by Regulatory Authority.
- 10.2 Students shall be eligible for award of Degree subject to passing the program and all courses within the stipulated time period.

11. **GENERAL INSTRUCTIONS**

- 11.1 Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance
- 11.2 The subject to be studied in the different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority
- 11.3 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 the Principal / Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- 11.4 The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of M.P. and / or the Government of India.

LNCT VIDHYAPEETH UNIVERSITY, INDORE

ORDINANCE No. 50

MASTER OF SCIENCE
TWO YEARS (FOUR SEMESTERS) POST GRADUATE DEGREE PROGRAMS

1. COURSE & FACULTY

- 1.1 This ordinance will be applicable to all to years (four semesters) post Graduate Degree programs except those for which the university has separate ordinances. These courses shall be run on semester system.
- 1.1.1. At present the programs covered under this ordinance are Master of Science (M.Sc.) in Physics, Math, CSE and Chemistry.
- 1.1.2. These programs are offered by the concerned Faculty after the recommendation for concerned Board of Studies / Faculty and approval of Academic Council.
- 1.1.3. More degree programs can be offered under this ordinance on the recommendations of the Board of Studies / Faculty and approval of the Academic Council & Board of Management.
- 1.2 The ordinance shall be applicable to all the University Teaching Departments/ Institutes/ School of this University.
- 1.3 NAME OF STATUTORY/REGULATORY BODY :- UGC

2. DURATION

- 2.1 The duration of these courses of study are of two years (Four semesters.)
- 2.2 A candidate has to complete the entire course of post graduate degree within a maximum period of four years from the session of first admission.

3. INTAKE & FEES

- 3.1 the intake for each of these programs shall be decided by the Board of Management of the University from time to time subject of the approval of the regulatory body, if any.
- 3.2 Fees of these programs will be decided by the Board of management subject to the approval of regulatory body, if any.

4. ACADEMIC YEAR

There will be one academic cycles every year starting from July to June.

5. ELIGIBILITY

- 5.1 Candidates seeking admission to these programs must have passed the graduation course as specified below from any recognized University or an equivalent body.
- 5.1.1 M.Sc. : Bachelor of Science Degree (Hons. /Pass) with major subject in the relevant subject from any recognized University.
- 5.1.4 Candidates appearing for their final year/semester of Graduation Examination and waiting for their results can apply. They will have to provide proof of passing the Degree, within 15 days of admission.
- 5.5.5 Eligibility for new programs under this ordinance shall be defined by the Academic Council of the University.

6. ADMISSION PROCEDURE

Admission under these programs will be made as follows:

- 6.1 The University will issue admission notifications in news Papers, on the University's website, Notice Board of the University and in other publicity media before the start of every cycle.
- 6.2 List of candidates provisionally selected for admission/ shortlisted based on merit will be displaced 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.
- 6.3 The candidates whose results of the qualifying exam are awaited can also apply. Such candidates, however, must produce the previous year mark sheet/School/ college Certificates, as a proof for required eligibility criteria before the due date failing which the provisional admission granted will be cancelled.
- 6.4 The application form may be rejected due to any of the following reasons:
- 6.4.1 The candidate does not fulfill the eligibility conditions.
- 6.4.2 The prescribed fees are not enclosed
- 6.4.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.
- 6.4.4 Supporting documents for admission are not enclosed.
- 6.5 Enrolment / Registration Number will be assigned to the student by the University after verification & submission of all the necessary documents/ fees.
- 6.6 Admission rules as framed by the University shall be applicable for all admissions from time to time.

7. COURSE STRUCTURE

- 7.1 The Post Graduate course in semester system shall consist of:
- 7.1.1 Such courses (Papers) as prescribed by the University.
- 7.1.2 Such job internship, job work, Practical, in-Plant Training, Projects etc. as may be prescribed by the University and.
- 7.1.3 Such scheme of examination as prescribed, by the University from time to time.

8. MEDIUM OF INSTRUCTIONS AND EXAMINATIONS

- 8.1 The medium of instructions and examination shall be either Hindi or English.

9. EXAMINATION SCHEME

- 9.1 No candidate shall be allowed to take the term end semester Examination unless one has:
- 9.1.1 Attended at least 75% of lectures/ Practical delivered.
 - 9.1.2 Paid all the fess due.
 - 9.1.3 Obtained "No Dues" Certificate from the concerned Department / College.
 - 9.1.4 Submitted the job internship Certificate/ Project Report, as notified by the University.
 - 9.1.5 Received in plant/ Practical training as prescribed by the University.
Clause (9.1) above shall not be applicable to the Private /Ex candidates.
- 9.2 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.
- 9.2.1 50% marks of each paper will be earmarked for internal assessment (for each year, there will be at least two midterm examinations.
 - 9.2.2 Main examination will be carry 50% marks.
 - 9.2.3 for passing the examination ; the candidate that be required to secure to secure at least 'D' Grade in university examination separately in the term – end theory, practical and internal assessment in each of the prescribed paper in the subject and practical's are also to be cleared separately.
 - 9.2.4 There will be an external examiner to evaluate, the project report. The minimum passing marks for project work will be 'B' Grade.

10. PROMOTION TO NEXT SEMESTER & FAILED CANDIDATE

- 10.1 There shall be no supplementary or second examination in between the semester exam.
- 10.2 A candidate may provisionally continue his/her studies in higher semester class after the examination of the semester he/she appeared is over. However, His/ Her eligibility shall be evaluated only after the results of semester are declared at which he /she had appeared.
- 10.3 If a candidate fails in not more than one paper in any one semester examination he/she will be allowed to keep the term (ATKT) and promoted to the next semester. Candidate shall be eligible to carry the backlog of one paper of each semester examination but in no case candidate shall be permitted to carry backlog of more than two papers at a time.
- 10.4 Provided further that if a candidate fails in more than one paper in any semester examination, he/she may be allowed to appear as an Ex-Student in the next semester examination of the same semester.
- 10.5 provided further that if a candidate fails in some papers of earlier semester and clears the final semester, his result will be withheld . A candidate will be awarded degree only in the year when he/she clears the papers of earlier semesters in such situation mark sheet for each semester will be issued Separately up to third semester and a composite mark sheet will be issued in the Fourth semester once the candidate clears all the papers.

11. AWARD OF CREDITS AND GRADES

One hour of conduct in Lecture (L) Tutorial (T) & two hours of practical (P) per week shall be equal to neo credit as allotted in the respective schemes.

- 11.1 A student shall be continuously evaluated for his/her academic performance in a subject through tutorial work, practical, home assignment, mid-semester tests , field work, seminars, quizzes, end semester examination and regularity, as proposed and recommended by respective Board of Studies and approved by the Academic Council.

11.2 For the award of degree minimum Cumulative Grade Point Average (CGPA) 5.0 and promotion to higher semester.

11.2.1 To pass a particular subject of the course the minimum required Grade is D. However the candidate should also separately score minimum of Grade D in end semester examinations of theory and practical parts separately of the subject for practical examination one external examiner from outside the institute shall always be there.

11.2.2 if a candidate has passed all the subjects of an applicable year but has failed to score a minimum CGPA of 5.0 as per requirement, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of three theory/ Practical subjects, in the ensuing examination (theory and Practical of a subject shall be treated as separate subjects.)

11.2.3 Other than the provision of clause (11.2.2) above, a candidate shall not be permitted to reappear in that examination, for improvement of Division Grade or for any other purpose.

11.3 Practical Training and Project work shall be treated as Practical Subjects.

11.3.1 in each semester, there will be normally three mid semester tests. Only in emergent cases number of test could be reduced to two with approval of the Vice- Chancellor.

11.3.2 The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, mid semester test, end semester exam and regularity.

11.3.3 The grades to be used and their numerical equivalents are as under:

Credit based Grading System

Grade	% Marks range (based on absolute marks system)	Credit Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	31-40	4	Marginal
F	30 & below	0	Fail
I		0	Incomplete.
W		0	Withdrawal

11.3.4 The semester Grade Points Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:

$$SGPA = \frac{\sum_{i=1}^n C_i P_i}{\sum_{i=1}^n C_i}$$

11.3.4 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 earned in the i^{th} subject, where $i = 1, 2, \dots, n$, are the number of subjects in that semester.

$$\sum_{j=1}^m SG_j NC_j$$

$$CGPA = \frac{\sum_{j=1}^m SG_j NC_j}{\sum_{j=1}^m NC_j}$$

Where NC_j is the number of total credits offered in the j^{th} semester, SG_j is the SGPA earned in the j^{th} semester, where $j = 1, 2, \dots, m$, are the number of semesters in that course.

12. CONDONATION OF DEFICIENCY

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks) in each semester.

13. AWARD OF DIVISION

13.1 Division shall be awarded only after the Fourth and final semester examination based on integrated performance of the candidate for all the years as per following details:

CGPA Score	Divisions
$7.5 \leq CGPA$	First Division With Honors

$7.5 \leq \text{CGPA} < 7.5$	First Division
$7.5 \leq \text{CGPA} < 6.5$	II nd division
$\text{CGPA} < 5.0$	Fail

13.2 The conversion from grade to an equivalent percentage in a given academic program shall be according to the following formula applicable.

$$\text{Percentage marks scored} = \frac{\text{CGPA Obtained} \times 100}{10}$$

14. MERIT LISTS

- 14.1 Merit list of First 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.
- 14.2 Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree, on the basis of the integrated performance of all the two years. The merit list shall include the first ten candidates securing at least First Division and passing all semester in single attempts.

15. EXAMINATION CENTERS

University examination centers will be notified by the university.

16. GENERAL

- 16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the programs shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
- 16.2 In case of any dispute/ ambiguity, the ruling of the Vice-Chancellor shall be final competent to change the system/ pattern of the Examination.
- 16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Bhopal.
- 16.4 The Provisions of this ordinance shall change as per the directive of regulatory authority.

LNCT Vidhyapeeth University, Indore**ORDINANCE No. 51****MASTER OF ARTS (MA)****TWO YEARS (FOUR SEMESTERS) PG DEGREE PROGRAM****1. COURSE & FACULTY**

- 1.1 This Ordinance shall be applicable to all two years (four semester) post Graduate degree programs except those for which the University has separate ordinances. These courses shall be run on semester system.
- 1.1.1. At present the programs covered under this ordinance are Master of Arts (M.A.).
- 1.1.2. These programs are offered by the concerned Faculty after the recommendation for concerned Board of Studies/Faculty and approval of Academic Council.
- 1.1.3. More degree programs can be offered under this ordinance on the recommendations of the Board of Studies/Faculty and approval of the Academic Council & Board of Management.
- 1.2 The ordinance shall be applicable to all the University Teaching Departments/ Institutes/ School of this University.

2. DURATION

- 2.1 The duration of these courses of study are of two years (Four semesters,)
- 2.2 A candidate has to complete the entire course of post graduate degree within a maximum period of four years from the session of first admission.

3. INTAKE & FESS

- 3.1 The intake for each of these programs shall be decided by the Board of Management of the University from time to time subject of the approval of the regulatory body, if any.
- 3.2 Fees of these programs will be decided by the Board of management subject to the approval of regulatory body, if any.

4. ACADEMIC YEAR

- 4.1 There will be one academic cycles every year starting from July to June.

5. ELIGIBILITY

- 5.1 Candidates seeking admission to these programs must have passed the graduation course as specified below from any recognized University or an equivalent body.
- 5.1.1 M.A. Bachelor Degree (Hons./Pass) from any recognized University in any discipline (Arts,
- 5.1.2 Candidates appearing for their final year / semester of Graduation Examination and waiting for their results can apply. They will have to provide proof of passing the Degree, within 15 days of admission.
- 5.5.5 Eligibility for new programs under this ordinance shall be defined by the Academic Council of the University.

6. ADMISSION PROCEDURE

Admission under these programs will be made as follows:

- 6.1 The University will issue admission notifications in news Papers, on the University's website, Notice Board of the University and in other publicity media before the start of every cycle.
- 6.2 List of candidates provisionally selected for admission/ shortlisted based on merit will be displaced 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.
- 6.3 The candidates whose results of the qualifying exam are awaited can also apply. Such candidates, however, must produce the previous year mark sheet/ School / college Certificates, as a proof for required eligibility criteria before the due date failing which the provisional admission granted will be cancelled.
- 6.4 The application form may be rejected due to any of the following reasons:
- 6.4.1 The candidate does not fulfill the eligibility conditions.
- 6.4.2 The prescribed fees are not enclosed
- 6.4.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.
- 6.4.4 Supporting documents for admission are not enclosed.
- 6.5 Enrolment / Registration Number will be assigned to the student by the University after verification & submission of all the necessary documents/ fees.
- 6.6 Admission rules as framed by the University shall be applicable for all admissions from time to time.

7. COURSE STRUCTURE

7.1 The Post Graduate course in semester system shall consist of:

7.1.1 Such courses (Papers) as prescribed by the University.

7.1.2 Such job internship, job work, Practical, in-Plant Training, Projects etc. as may be prescribed by the University and.

7.1.3 Such scheme of examination as prescribed, by the University from time to time.

8. MEDIUM OF INSTRUCTIONS AND EXAMINATIONS

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

9. EXAMINATION SCHEME

9.1 No candidate shall be allowed to take the term end semester Examination unless one has:

9.1.1 Attended at least 75% of lectures/ Practical delivered.

9.1.2 Paid all the fess due.

9.1.3 Obtained "No Dues" Certificate from the concerned Department / College.

9.1.4 Submitted the job internship Certificate/ Project Report, as notified by the University.

9.1.5 Received in plant/ Practical training as prescribed by the University.

Clause (9.1) above shall not be applicable to the Private/Ex candidates.

9.2 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.

9.2.1 50% marks of each paper will be earmarked for internal assessment (for each year, there will be at least two midterm examinations.

9.2.2 Main examination will be carry 50% marks.

9.2.3 For passing the examination ; the candidate that be required to secure to secure at least 'D' Grade in university examination separately in the term – end theory, practical and internal assessment in each of the prescribed paper in the subject and practical's are also to be cleared separately.

9.2.4 There will be an external examiner to evaluate, the project report. The minimum passing marks for project work will be 'B' Grade.

10. PROMOTION TO NEXT SEMESTER & FAILED CANDIDATE

10.1 There shall be no supplementary or second examination in between the semester exam.

10.2 A candidate may provisionally continue his/her studies in higher semester class after the examination of the semester he/she appeared is over. However, His/ Her eligibility shall be evaluated only after the results of semester are declared at which he /she had appeared.

- 10.3 If a candidate fails in not more than one paper in any one semester examination he/she will be allowed to keep the term (ATKT) and promoted to the next semester. Candidate shall be eligible to carry the backlog of one paper of each semester examination but in no case candidate shall be permitted to carry backlog of more than two papers at a time.
- 10.4 Provided further that if a candidate fails in more than one paper in any semester examination, he / she may be allowed to appear as an Ex-Student in the next semester examination of the same semester.
- 10.5 provided further that if a candidate fails in some papers of earlier semester and clears the final semester, his result will be withheld . A candidate will be awarded degree only in the year when he/she clears the papers of earlier semesters in such situation mark sheet for each semester will be issued Separately up to third semester and a composite mark sheet will be issued in the Fourth semester once the candidate clears all the papers.

11. AWARD OF CREDITS AND GRADES

One hour of conduct in Lecture (L) Tutorial (T) & two hours of practical (P) per week shall be equal to neo credit as allotted in the respective schemes.

- 11.1 A student shall be continuously evaluated for his/her academic performance in a subject through tutorial work, practical, home assignment, mid-semester tests , field work, seminars, quizzes, end semester examination and regularity, as proposed and recommended by respective Board of Studies and approved by the Academic Council.
- 11.2 For the award of degree minimum Cumulative Grade Point Average (CGPA) 5.0 and promotion to higher semester.
- 11.2.1 To pass a particular subject of the course the minimum required Grade is D. However the candidate should also separately score minimum of Grade D in end semester examinations of theory and practical parts separately of the subject for practical examination one external examiner from outside the institute shall always be there.
- 11.2.2 if a candidate has passed all the subjects of an applicable year but has failed to score a minimum CGPA of 5.0 as per requirement, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of three theory/ Practical subjects, in the ensuing examination (theory and Practical of a subject shall be treated as separate subjects.)
- 11.2.3 Other than the provision of clause (11.2.2) above a candidate shall not be permitted to reappear in that examination for improvement of Division Grade or for any other purpose.
- 11.3 Practical Training and Project work shall be treated as Practical Subjects.
- 11.3.1 in each semester, there will be normally there mid semester tests. Only in emergent cases number of test could be reduced to two with approval of the Vice- Chancellor.
- 11.3.2 The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, mid semester test, end semester exam and regularity.

11.3.3 The grades to be used and their numerical equivalents are as under:

Credit based Grading System

Grade	% Marks range (based on absolute marks system)	Credit Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	31-40	4	Marginal
F	30 & below	0	Fail
I		0	Incomplete.
W		0	Withdrawal

11.3.4 The semester Grade Points Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:

SGPA =

$$\frac{\sum_{i=1}^n C_i P_i}{\sum_{i=1}^n C_i}$$

$$\sum_{i=1}^n C_i$$

11.3.4 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 earned in the i^{th} subject, where $i = 1, 2, \dots, n$, are the number of subjects in that semester.

$$\sum_{i=1}^n SG_j NC_j$$

$$CGPA = \frac{\sum_{j=1}^m SG_j NC_j}{\sum_{j=1}^m NC_j}$$

Where NC_j is the number of total credits offered in the j^{th} semester, SG_j is the SGPA earned in the j^{th} semester, where $j = 1, 2, \dots, m$, are the number of semesters in that course.

12. CONDONATION OF DEFICIENCY

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks) in a each semester.

13. AWARD OF DIVISION

- 13.1 Division shall be awarded only after the Fourth and final semester examination based on integrated performance of the candidate for all the for years as per followings details:

CGPA Score	Divisions
$7.5 \leq \text{CGPA}$	First Division with Honors
$7.5 \leq \text{CGPA} < 7.5$	First Division
$7.5 \leq \text{CGPA} < 6.5$	II nd division
$\text{CGPA} < 5.0$	Fail

- 13.2 The conversion from grade to an equivalent percentage in a given academic program shall be according to the following formula applicable.

$$\text{Percentage marks scored} = \frac{\text{CGPA Obtained} \times 100}{10}$$

14. MERIT LISTS

- 14.1 Merit list of First 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.
- 14.2 Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree, on the basis of the integrated performance of all the two years. The merit list shall include the first ten candidates securing at least First Division and passing all semester in single attempts.

15. EXAMINATION CENTERS

- 15.1 University examination centers will be notified by the university.

16. GENERAL

- 16.1 in matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the programs shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
- 16.2 In case of any dispute/ ambiguity, the ruling of the Vice-Chancellor shall be final competent to change the system/ pattern of the Examination.
- 16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Bhopal.
- 16.4 The Provisions of this ordinance shall change as per the directive of regulatory authority.

LNCT VIDHYAPEETH UNIVERSITY, INDORE**ORDINANCE No. 52****MASTER OF ARTS IN JOURNALISM & MASS COMMUNICATION (MA:JMC)****2 YEARS PG COURSE**

This Ordinance shall be applicable to candidates admitted for Master of Arts in Journalism & Mass Communication (MA:JMC) degree.

1. The course for the degree in Master of Arts in Journalism & Mass Communication spread over two academic year or 4 semester and examination shall consist of two parts:

- (a) The previous examination, at the end of first year and
- (b) The final examination, at the end of second year

1.1 NAME OF STATUTORY /REGULATORY BODY: - UGC

1.2 FEES:-The fees for each courses shall be decided by board of management of university the of sets in each course will be as per norms.

1.3 NUMBER OF SEATS :- Number of seats shells be as per course approval by competent Authority.

1.4 CANCELLATION OF ADMISSION :-

In case of Producing false documents and non-payment of the fees, the admission will be cancelled.

2. A candidate who, after having passed the final examination for any Graduate degree from this University or in a Statutory University in India, has completed a regular course/ study in the teaching department of the University or in a college affiliated to the University, in the in which he offers himself for examination, for one year, shall be admitted to the previous examination fess degree of Master of Arts in Journalism and Mass Communication.
3. (a) A candidate after passing the MA:JMC previous examination of the University has completed a regular course of study for one academic year in a teaching department of the University, in the subject in which he offers, himself for examination, for one academic year, shall be admitted to the final examination for the degree of Master of Arts in Journalism & Mass Communication.
(b) A candidate who has passed the previous examination for the degree of Master of Arts in Journalism & Mass Communication of another University may also be admitted to the final examination for the degree of Master of Arts in Journalism & Mass Communication after obtaining necessary permission from the Vice-Chancellor provided that he/she offered for his/her previous examination a course of study or an equivalent, standard with almost identical syllabus as is required for the previous examination of this University and has attended a regular course of study for one academic year in a teaching department of the University.

4. Besides regular students and ex-students and subjects to their compliance with this Ordinance, non-collegiate candidates shall be eligible for admission to the examination as per provisions of the Ordinance related matter and provided that if they fulfill other conditions of Ordinances.
5.
 - a) The scope of studies shall be as prescribed by the Academic Council on the recommendation of the board of studies and the faculty of Media Communication from time to time and printed in the prospectus for the examination or published by notification.
 - b) The examination shall be conducted by means of written papers, in both previous and in final examination there.
6. The written examination shall be held as far as possible in the months of March, April every year, the date of commencement thereof having been notified in advance and at such centers as may be appointed by the Board of Management of the University.
7. In order to be successful at any of the previous and final examination an examinee must obtain at least:-
 - (i) 36% of marks in each of the theory papers separately.
 - (ii) 45% of marks in the total of all theory papers taken together.
8.
 - (a) Examinees of the previous examination obtaining mark not less.
 - (b) Successful candidates of the final examination shall be placed in a division on the basis of the total marks obtained at the previous and final examinations taken together, in accordance with the following scale:
 - (i) Those obtaining 45% or more but less than 50% marks in the aggregate Third Division.
 - (ii) Those obtaining 50% or more but less than 60% of marks in the aggregate Second Division.
 - (iii) Those obtaining 60% or more marks in the aggregate First Division.
 - (c) In the case of a candidate permitted to appear, after having passed the previous examination of another University, at the final examination of the University, the total marks obtained at the previous examination shall be, if they are out of an aggregate maximum marks more or less than the aggregate maximum marks of the University, reduced or raised proportionately as the custom may be, so as to make them out of an equal aggregate maximum marks.
9.
 - (a) A regular candidate of a college or of a teaching department of the University, who, on obtaining marks less than the minimum pass marks prescribed by foregoing Para 8, has been declared to have failed or who, after having been duly admitted to the examination fails on account of or a similar bonafide reason to appear there to may reappear at subsequently as an ex-student in accordance

with the provision and on fulfillment and the conditions of Ordinance and regulations.

- (b) An ex-student candidate for any of the examination shall offer the same papers which he/she had previously offered as a regular candidate unless on account of case to be a part of the examination or syllabus for the examination and he/she has been permitted by the Registrar to offer a different paper.

10. (a) Regular students undergoing regular course of studies in an affiliated college or a teaching department of the University, who have obtained not less than 60% marks MA:JMC. In (previous) examination may be permitted to offer at their final examination, dissertation or a project report in lieu of one of the theory papers from optional group, provided a provision for such dissertation project report has been made in the syllabus for the subject.

- (b) On being permitted to offer a dissertation a student shall prepare it on a problem not dealt earlier, assigned to him/her by the Head Department in the college or the University Teaching Department.

- (c) A regular student who has been permitted to offer, under the provisions of sub Para (a) dissertation shall send, through the Principal of the College or the Head of the Department concerned, three printed or typed copies of it duly countersigned by the Supervisor so as to reach the Registrar by a date preceding by three the date of commencement of the writer examination, any dissertation received after such a date shall not be accepted for the purpose of the examination.

- (d) An ex-student candidate for the final examination who was, a regular candidate from a college or a teaching department. Permitted, under the provisions of sub Para (a) above, to offer a dissertation in lieu of an optional paper, may be on the recommendation of the Head of the School/Department of the College of which he/she was regular student to submit either a revised dissertation on the same topic on which work was done previously or a dissertation on a fresh topic assigned by the faculty in consultation with the Head of the School/Department in the college.

Provided (i) that the candidate shall apply for such permission to the Registrar, through the Head/Director of the School/College concerned at least three months before the date commencement of the examination and if permitted, shall work for it under the guidance of a teacher in the department of the college as assigned by the Principal and (ii) that the candidate shall fulfill the candidate of foregoing sub paragraphs (b) and (c).

11. A candidate who has passed the MA:JMC examination of the University may on submission of an application on prescribed form together with necessary fees be allowed subject to the provisions of Ordinances regulations and directives, to reappear at the examination in the same subject for purpose of improving his/her performance thereat.

Provided that a candidate who has been granted permission for re-appearing at the examination may be treated, if he/she had been in the first instance, a regular student of a college or department ex-student candidate for the purpose of

- exemption from attending a regular course of a studies again in the college or department or production of a residence certificate.
12. The Board of Registrar shall publish the results of the examination as soon as possible after the examination but not later than the 60th day from the date when the examination was over.
 13. In the notification declaring the results of the final examination names of first ten successful candidates, separately in each subject, may be arranged in order or marks.
 14. The other rules & regulation for MA:JMC degree & examination etc. will be as per Ordinance of University for this purpose from time to time or as per approval of board of Management the University for this Course.
 15. 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, 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.
16. The MA:JMC course will have specialization in Marketing Communication and any other specialization will be decided by the Board of Studies with the approval of Academic Council.

LNCT VIDHYAPETH UNIVERSITY, INDORE.**ORDINANCE NO. 53****Bachelor of Science (Hons) Agriculture**

All the rules/regulation/changed define or suggest by Central government/State government/UGC/Regulatory Commission/related authority in new education policy shall be applicable in all the ordinance of LNCT Vidhyapeth University, Indore.

The Faculty of Agriculture shall offer Under Graduate Program in Agriculture as per details given below:

- **B. Sc. (Hons) Agriculture**

- (a) The University shall offer above course as per guidelines of the Indian Council of Agriculture Research / University Grants Commission (UGC) and / or otherwise as prescribed by the State Government of Madhya Pradesh from time to time.
- (b) The medium of instructions and examinations shall be English throughout the course of studies.
- (c) The Teaching and Examination Scheme shall be duly approved by the Board of Studies and Academic Council before execution and shall be according to the Ordinances, Rules and Regulations as specified.
- (d) The minimum duration to complete the course shall be Four (4) years and maximum will be as per ICAR norms.
- (e) Admission:

A candidate shall be considered for admission to above programs, if he/she is physically fit to carry out field work related with agricultural activities. The eligibility for admission to the first year of the courses shall be based on the Qualifying Examination / Entrance Test to be conducted at State or National level or according to the guidelines as given by the State / Central Government from time to time. Further, candidate appeared in the qualifying examination and awaiting the result may also apply and may be admitted provisionally. But, the admission shall be confirmed only after the declaration of the result and passing the examination and fulfilling the admission eligibility criteria within 30 days of admission.

Reservations and admissions to NRI / Foreign Students / Persons of Indian Origin (PIO) / Children of Indian Workers in the Gulf Countries and Management / Institute Preference Quota shall be as per the policy laid down by Central government / State government of MP.

The reservations for SC/ST/OBC (excluding creamy layer)/ Minority communities shall be as per the policy laid down by Central government / State government of MP.

(f) **The Teaching Scheme:**

The teaching scheme and the syllabus of the different subjects of courses shall be strictly as per the 5th Dean committee of ICAR.

While finalizing the teaching and examination scheme, the University shall follow the guidelines of the Indian Council of Agriculture Research / All India Council for Technical Education (AICTE) / University Grants Commission (UGC) and adopt choice based credit system.

Courses designing different semesters and credit load will be as per the 5th Deans committee of ICAR and revised from time to time.

RAWE and experiential learning programmes for the students will be conducted as per ICAR guidelines; University will develop various experiential learning modules.

(g) **Examination Scheme:**

The scheme of examination and all the rules and regulations as applicable to the Award of Grade and Grade Points, Attendance, Condoning of Deficiency, Award of Grace Marks, Award of Division and Merit List, Promotion to Higher Semester and Year etc., will be in accordance with the 5th deans committee of ICAR University will apply for ICAR accreditation of the degree programme following the norms prescribed for the same.

LNCT VIDHYAPETH UNIVERSITY, INDORE.**ORDINANCE NO. 54****Master of Science (Agriculture)**

All the rules/regulation/changed define or suggest by Central government/State government/UGC/Regulatory Commission/related authority in new education policy shall be applicable in all the ordinance of LNCT Vidhyapeeth University, Indore.

The Faculty of Agriculture shall offer Post Graduate Program in Agriculture as per details given below:

- **M. Sc. (Agriculture)**

In following disciplines and specializations:

Food Technology, Seed Technology, Agronomy, Soil Science, Microbiology, Horticulture, Entomology, Plant Pathology, Food Science, Biotechnology, Forestry, agriculture economics & farm management, agriculture extension, plant breeding & genetics, Plant Physiology, More subjects may be added after approval from relevant bodies of the University.

- (a) The University shall offer above course as per guidelines of the Indian Council of Agriculture Research / University Grants Commission (UGC) and / or otherwise as prescribed by the State Government of Madhya Pradesh from time to time.
- (b) The medium of instructions and examinations shall be English throughout the course of studies.
- (c) The Teaching and Examination Scheme as proposed by BSMA committee of ICAR shall be duly approved by the Board of Studies and Academic Council before execution and shall be according to the Ordinances, Rules and Regulations as specified.
- (d) The minimum duration to complete the course shall be Two (2) i.e. 4 semesters. Academic regulations, as prescribed by the BSMA committee shall be adopted.

(A) Admission:

The admission to the above programs shall be based on the Qualifying Examination /Entrance Test to be conducted at State or at National level. In addition, the University shall follow the eligibility criteria for admission as per ICAR norms and all the

guidelines as given by the State/Central Government regarding admissions from time to time. Further, candidate appeared in the qualifying examination and awaiting the result may also apply and may be admitted provisionally. But, the admission shall be confirmed only after the declaration of the result and passing the examination and fulfilling the admission eligibility criteria within 30 days of admission.

Reservations and admissions to NRI / Foreign Students / Persons of Indian Origin (PIO) /Children of Indian Workers in the Gulf Countries and Management/Institute Preference Quota shall as per the policy laid down by Central government/State government of MP.

The reservations for SC/ST/OBC (excluding creamy layer)/ Minority communities shall be as per the policy laid down by Central government / State government of MP.

The Teaching Scheme:

The detailed Teaching Scheme and the Syllabus of the different subjects of courses, based on BSMA committee of ICAR shall be prepared by the Departmental Councils of the concerned departments keeping in view the Course Outcomes, Program Outcomes and Program Educational Objectives to prepare the Students with the expected Post-graduate attributes. These courses shall be revised, if required by the Departmental Council and approved by the Board of Studies and Academic Council respectively, as and when directed by ICAR

The University shall follow the ICAR / UGC guidelines and adopt the choice based credit system.

While finalizing the Teaching and Examination Scheme of Post Graduate Studies full care should be taken to see that the students after completing post-graduation from this University should be well recognized by the State and the Central Governments, Government of India Undertakings, National and Multinational companies for employability and Universities in India or abroad for Higher Education.

The subjects and their content taught in the First year of study should be capable of strengthening the fundamental concepts in respective disciplines. The final year shall be specialized with Elective Courses, Seminar, and Project Dissertation/ thesis research.

(C) The Examination Scheme:

All the rules and regulations as applicable to the Award of Grade and Grade Points, Attendance, Condoning of Deficiency, Award of Grace Marks, Award of Division and Merit List, Promotion to Higher Semester and Year etc. described by ICAR shall be applicable in the current ordinance.

LNCT Vidhyapeeth University, Indore**Ordinance No. 55****Three Years Diploma Programmes****1.0 THREE YEARS DIPLOMA PROGRAMMAS**

LNCT VIDHYAPEETH, INDORE hereafter referred as LNCT Vidhyapeeth Awards diploma in disciplines of Engineering/Technology or Vocation/Occupation.

1.1 This Diploma Programme shall include the branches of Applied Videography, Agriculture, Automobile Engineering, Architecture And Interior Design Architectural Assistantship, Cement Technology, Chemicals Engineering Civil Engineering, Computer Science And Engineering, Construction Technology And Management, Computer Hardware And Maintenance, Costume Design And Dress Making, Electrical Engineering, Electronics & Telecommunication Engineering, Electronics And Instrumentation, Electrical And Electronics Engineering, Electronics Engineering, Food Technology, Instrumentation Engineering, Interior Decoration And Design, Information Technology, Mechanical Engineering, Metallurgy, Mining And Mine Surveying, Modern Office Management Opto-Electronics, Ophthalmic Technology, Refinery And Petrol, Plastic Technology, Printing Technology, Production Engineering, Refrigeration And Air Conditioning Engineering, Textile Design, Textile Technology, (Automatic Manufacturing Technology, Architecture, Automobile Servicing Production, Industry Tool Manufacturing (ITM), Refrigeration and Air Condition Of Software Development, Graphic Multimedia, BFSI, Travels And Tourism, Food Processing, Manufacturing Services, Media Image Technology, Printing & Packing Technology, Graphics & Animation, Product Design, Industries Design, Advertisement, Digital Advertisement, Print Media, Ink Media, Astrology, Vastu, Sthapatya, Yoga, Capacity/Character Building & Personality Development, Fashion Design, Communication Skill, Pharmaceutical Packing, Screenplay Writing, Smartphone Film Making, Screen Acting and all courses covered under this ordinances relating to vocational/professional training programs. All branches Resigned approved by AICTE/ICAR from time to time prevalent in the university.

1.2 The studies and examinations of these Diploma Programme shall be on the basis of marks-cum-credit system and as decided by the BOS.

2.0 ADMISSION

2.1 The Minimum qualification for admission to the first semester Diploma Programme shall be the qualifying 10th or higher examination under (10+2) scheme with science PCM.PCB/ any stream according to the concerned course (also securing pass marks in these subject individually) conducted by M.P. Board of Secondary Education or an equivalent examination from a recognized Board/University for all Diploma Programme mentioned in para 1.1 except Applied Videography, Architecture and Modern Office management.

- 2.2 Candidates who have qualified ITI course in related branch from Directorate Training, Govt. of M.P. or equivalent shall be eligible to take admission into 1st or 2nd semester as decided by competent authority of admission.
- 2.3 The minimum qualification for admission into first semester of Diploma Programme "APPLIED VIDEOGRAPHY and ARCHITECTURE shall be the qualifying of higher secondary school certificate examination (10+2) scheme with Physics, Chemistry and Mathematics conducted by M.P. Board of Secondary Education or an equivalent examination from a recognized Board/University.
- 2.4 The minimum qualification for admission to first semester of Diploma Programme in "Modern Office Management" shall be the qualifying of higher secondary school certificate examination (10+2) scheme with any subject group conducted by M.P. Board of Secondary Education and equivalent examination from a recognized Board/University.
- 2.5 Candidates seeking admission to Mining and Mine Surveying Programme should not be below the age of 16 years on 1st January of that year in which admission is sought. Candidates will be eligible for admission only after producing the required medical certificate as per the standards of working in mines. Women candidates are not eligible for admission to Mining and Mine Surveying Programme.
- 2.6 No credit/relaxation or exemption in courses or duration shall be granted to candidates for pursuing second Diploma Programme of the University.
- 2.7 In general, the admission to Diploma Programmes shall be governed by the rules of Department of Technical Education & Training, Government of M.P. Bhopal and/or any other competent authority of the State Government of Madhya Pradesh.

3.0 DURATION OF COURSE

- 3.1 There shall normally be 90 days of teaching in every semester.
- 3.2 A candidate may provisionally continue his/her studies in next higher semester/class after the examinations of the semester he/she had appeared. However, his/her eligibility shall be evaluated only after the results of semesters are declared in which he/she had appeared.
- 3.3 The maximum duration for passing all the courses (theory, practical's and industrial Training etc.) of the programme shall be Six years for 3 years Diploma programme, however for one mercy attempt the para 24.1.4 of Ordinance No-12 "Examination General" shall be applicable. No extension in duration for course will be given to the candidates for UFM, Medical or any reason.
- 3.4 Names of the candidates who are unable to clear their Diploma Programme in the stipulated period will be struck off from the roll list of college and enrolment of the university.

4.0 EXAMINATIONS

4.1 There shall be University Examination at the end of each semester. These examination common to all branches shall be designated as follows.

(A) FIRST YEAR

- First Semester Diploma Exam.
(Branch-wise)
- Second Semester Diploma Exam.

(B) SECOND YEAR

- Third semester Diploma Exam.
(Branch-wise)
- Fourth semester Diploma Exam.
(Branch-wise)

(c) THIRD YEAR

- Fifth semester Diploma Exam.
(Branch-wise)
- Sixth semester Diploma Exam.
(Branch-wise)

4.2 The examinations of First semester (I), Third semester (III) and Fifth semester (V) called odd semesters, shall generally be held in the months of November-December. Similarly the examination of Second semester (II) Fourth semester (IV) and Sixth semester (VI) called even semesters, shall generally be held in the months of May- June, the dates of which shall be notified to all the concerned Collages/ Institutions.

4.3 There will be full examination at the end of each semester consisting of end semester of theory paper and practical's.

4.4 For the evaluation of end of the Semester exam in Practical's, one external examiner shall always be there from outside the College/Institute and one internal examiner from the College/Institution.

4.5 In case of change in curriculum of a diploma programme the student who seeks admission in higher semester shall have to study/appear in new and revised curriculum, however, university shall conduct the exams of old scheme for backlog subject papers.

5.0 ELIGIBILITY FOR APPEARING IN EXAMS:

5.1 A candidates shall be eligible to appear in the end semester examinations by fulfilling the following criteria:

- (1) Filling up prescribed examination form in time.
- (2) Depositing required amount of fees (non- refundable & adjustable)
- (3) Should have attendance as per point 12.0 of this Ordinance
(Rules for Attendance)

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- 5.2 The candidate who could not fulfill the condition mentioned in para 5.1.3 will be detained from appearing in the examination.

6.0 AWARD OF CREDITS AND GRADES

- 6.1 Each course, with its weightage in terms of units, equivalent credits (credit ranging from 20-40 in each semester) shall be recommended by the concerned board of studies and shall be approved by the standing committee of academic council and executive council, only approved courses can be offered during any semester.
- 6.2 A student shall be continuously evaluated for his/her academic performance in a subject through, tutorial work, practical, home assignment, mid semester test, filed work, Seminars, Quizzes and Semester Examinations etc., as proposed by respective Board of Studies and approved by standing committee of academic council and executive council of university.
- 6.3 The distribution of weightage / marks for each component shall be decided by the respective of Board of Studies and approved by Academic Council of University and Executive Council of the University subjective to such stipulation as given under:

(A)	Theory Block	
i.	Quizzes, assignments and regularity	10%
II.	Mid- semester test	20%
III.	End - semester examination	70%
	Total	100%

(B)	Practical Block	
i.	Lab work and performance, quizzes, Assignments and regularity	40%
II.	End - semester examination -	60%
	Total	100%

- 6.4 Practical training and project work shall be treated as practical subjects.
- 6.5 In each semester there shall be at least two mid semester tests and one end semester examination.
- 6.6 Each student registered for a course shall be awarded grade by the concerned faculties for the specific subjects. The grades awarded to the students shall be depend upon his continuous evaluation through performance in various examinations, assignments laboratory work, class work, mid semester test etc. The grades to be used and their numerical equivalentents are as under:

Credit Based Grading System

Grade	% Marks range (based on absolute marks system)	Grade Point	Description performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	31-40	4	Marginal
F	30 & Below	0	Fail
I		0	Incomplete
W		0	Withdrawal

6.7 The semester grade points average (SGPA) and cumulative grade point average (CGPA) shall be evaluated as under:

$$SGPA = \frac{\sum_{i=1}^M C_i P_i}{\sum_{i=1}^M C_i}$$

$$\sum_{i=1}^M C_i$$

Where C_i is the number of credits offered in the i th subject of the semester for which SGPA is to be calculated, P_i is the corresponding grade point earned in the i th subject where $i = 1, 2, \dots, n$, are the number of subjects in that semester.

$$CGPA = \frac{\sum_{j=1}^M SG_j NC_j}{\sum_{j=1}^M NC_j}$$

$$\sum_{j=1}^M NC_j$$

Here NC_j is the number of total credits offered in the J th semester, SG_j is the SGPA earned in the J th semester, where $j = 1, 2, \dots, m$ are the number of semesters in that course.

6.8 The grade sheet at the end of each even semester examination shall show CGPA till end of that semester. The final examination grade sheet at the end of final semester examination shall also indicate CGPA, equivalent percentage marks and the division awarded according to the rule given in the point 9.0 of the Ordinance.

7.0 PROMOTION TO HIGHER SEMESTER/CLASS.

- 7.1 A candidate who has taken admission and has appeared in the examination of odd semester of a particular year will be automatically promoted to even semester of that year irrespective of failing in any number of theory or practical of that semester.
- 7.2 To qualify a particular subject or course the minimum required grade is D and the candidate should separately score minimum grade D in end semester examination of theory and practical parts of subjects/courses.
- 7.3 A candidate who has appeared in the second semester examination shall be promoted to third semester even if he/she could not pass/clear up to a maximum number of five subjects/courses (theory & practical parts are considered as separate subjects) in the first and second semesters taken together.
- 7.4 A candidate who has appeared in the fourth semester examination to be promoted to fifth semester should fulfill the following criteria:
- (A) He/She has to clear first and second end semester examination with a minimum D Grade in all theory and practical parts of each subject with a minimum CGPA of 5.0 in first year.
- (B) Shall be promoted to fifth semester even if he/she could not pass upto a maximum number of five (theory and practical parts are considered as separate subjects) in third and fourth semester taken together.
- 7.5 A candidate who fails to satisfy the condition of 7.3 or 7.4 shall become an Ex-student.
- 7.6 If a candidate has passed all the subjects of an applicable year but has failed to score a minimum CGPA of 5.0 such candidate shall be permitted to improve requisite grade point by reappearing in a maximum of four theory/practical subjects in the ensuing examination.

8.0 RULES OF PASSING

- 8.1 A candidate shall be declared passed if he/she clears all subjects/courses (theory & practical) of first to sixth semester with minimum grade D.
- 8.2 There will be no minimum grade point to pass for mid semester test.
- 8.3 For the award of diploma the required cumulative Grade Point Average (CGPA) is 5.0.
- 8.4 The result of the candidate will be withheld if he/she clears all courses/subjects of sixth semester but could not clear the courses/subjects of previous semesters.

9.0 AWARD OF DIVISION

- 9.1 Division shall be awarded only after the six and final semester examination based on integrated performance for all the three years (six semesters) as per following details.

CGPA Score	Divisions
$7.5 \leq \text{CGPA}$	First Division with Honors
$7.5 \leq \text{CGPA} < 7.5$	First Division
$7.5 \leq \text{CGPA} < 6.5$	Second Division

- 9.2 The grade sheet at the end of each even semester examination shall also show CGPA till end of that SEM. The final examination grade sheet at the end of final semester of the course shall also indicate CGPA, equivalent percentage marks and the division awarded according to rule given at point 9.3.

- 9.3 The conversation from grade to an equivalent percentage in a given academic program shall be calculated as per the following formula:

$$\text{Percentage marks score} = \frac{\text{CGPA obtained} \times 100}{10}$$

10. RULES FOR CONDONATION OF DEFICIENCY IN MARKS

With a view to moderate hard line cases in the examination, the following rules shall be observed:

- 10.1 Deficiency up to a total of 5 marks be condoned to the best advantage of the candidate for passing the examination, provided the candidate fails in maximum of two theory papers.

This facility shall be available only to those candidates who pass that particular semester examination in full by availing 5 grace marks in the course in which candidate has appeared in current examination.

- 10.2 While declaring result of the candidate no marks shall be added to or subtracted from aggregate for the deficiency condoned as above, However, he/she will pass the courses (subjects) cleared through clause 10.1 After condoning the deficiency the candidates result shall be declared in the division, for which the aggregate obtained by him/her entitles.

- 10.3 One grace mark will be awarded to the candidate who is failing /missing distinction /missing first division by one mark, on behalf of the Vice-Chancellor in the Diploma examination. This benefit will not, however, be available to a candidate getting advantage under clause 10.1.

11.0 DECLARATION OF MERIT LISTS

11.1 University shall declare the final Branch wise merit list only after the main examination of the sixth and final semester for DIPLOMA. The merit list shall include the first ten candidates securing at least first Division and passing all the semesters examination in single attempts.

12.0 RULES FOR ATTENDANCE

12.1 Candidates appearing as regular students for any semester examination are required to attend 75 percent of the lectures delivered and of the practical classes held separately in each course of study, provided that a short fall in attendance up to 10% and a further 5% can be condoned by the principal of the college and Vice-Chancellor of the University respectively for satisfactory reasons.

13.0 RULES FOR PURSUING SECOND DIPLOMA PROGRAMME

Candidates are allowed to enroll for second Diploma programme of the Vidhyapeeth, after acquiring one Diploma of Engineering/Technology disciplines, but admission for above course is as per clause 2.0.

14.0 If the candidate has qualified a semester examination in full at least with grade point 5.0 he/she shall not be permitted to appear in that examination for improvement of division/marks or any other purpose.

15.0 The Vidhyapeeth reserves the right to frame, amend or cancel any rule or a part there of at any time and the candidate shall subjected to such rules made by the University from time to time as per Statute 19(vii) and (viii).

- ❖ More degree programmes can be offered under this ordinance on the recommendation of the Board of Studies/Academic Council/ Board of Management and Governing Body with the approval of VC. The Vice Chancellor shall be competent to change /add more degree programmes.
- ❖ In case of any dispute/ambiguity under this ordinance. The decision of the Vice Chancellor shall be final.
- ❖ Notwithstanding anything stated in this ordinance for any unforeseen Issues arise 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 committee consisting of any two or all the Dean/Directors/HOD of the School. The decision of the Vice Chancellor shall be final.

LNCT VIDHYAPEETH UNIVERSITY, INDORE**ORDINANCE NO. 56****POST-GRADUATION DIPLOMA****Direction & Screenplay Writing, Cinematography, Editing, Sound Recording & Sound Design, Art Direction and Production Design****1. Name of Programme**

Post-Graduation Diploma In Direction & Screenplay Writing, Cinematography, Editing, Sound Recording & Sound Design, Art Direction & Production Design

2. Name of School / Faculty - Faculty of Arts**3. Duration**

The Post Graduation Diploma in Direction & Screenplay Writing, Cinematography; Sound Recording & Sound Design, Editing, Art Direction & Production Design shall Three Years (Six Semesters) Maximum Period of Programme completion: Six Years.

4. Eligibility

The candidates seeking admission to Post Graduate Diploma in Direction & Screenplay Writing, Cinematography, Editing must be a Graduate in any discipline having scored a minimum of 50% of marks for general category and 5% relaxation of SC/ST category any recognized University to which equivalence is granted by as per State Govt./concerned statutory body norms (AICTE) and as per FTII, Pune, from time to time.

While the candidate who wants admission in Sound Recording & Sound Design must have Bachelor's degree in any discipline with Physics as a subject at 10+2 level. Like-wise, who wants admission in Art Direction & Production Design must be a Bachelor's degree in Applied Arts, Architecture, Painting, Sculpture, Interior Design or related fields in Fine Arts or equivalent diploma from a recognized institute.

5. Admission process

Admission to the programme shall be made by admission committee approved by the Vice-Chancellor. The admission process shall take place as per Ordinance No. 1 of LNCT Vidhyapeeth.

6. Number of Seats for the Programme

It will be decided by the Vidhyapeeth from time to time as per the norms laid down by concerned Apex Regulatory Body (AICTE) norms if any.

7. Fee Structure

- I. All the fee categories including Programme fee and the examination fee shall be determined by the Vidhyapeeth from time to time, and shall be payable by students at the

beginning of each semester. The fee structure shall be determined in consultation with the M.P. Private University Regulatory Commission, Bhopal.

- II. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- III. Fees, once paid, and if a student has started attending the classes, are not refundable in any case except for the caution money. In some case of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees. However; the student 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.

The fees shall be applicable as per approval of Board of Management from time to time.

8. Programme Structure

The Post Graduate Diploma shall consist of:

- I. Such courses (papers) as prescribed by the Academic Council of the Vidhyapeeth.
- II. Such a job internship, lab work, practical, Industrial training, projects etc. as may be prescribed by Board of Studies/ Academic Council of the Vidhyapeeth
- III. Such scheme of examination as prescribed, by the Board of Studies/Academic Council of the Vidhyapeeth from time to time.
- IV. The Curriculum & Syllabus of the Course related to this program will be as prescribe by the respective Board of Studies and Academic Council.

9. Academic Year

There will be normally one academic cycle every year from July to June comprising of two semesters. i.e. July to Dec and Jan to June.

10. Examination and related Regulations:

An Examination pattern shall be applied as per the Ordinance No. 3 of LNCT Vidhyapeeth University, Indore.

11. Medium of Instructions and Examination

The medium of instruction and examinations shall be Hindi/English.

12. Attendance - Attendance in theory and practical classes shall be compulsory as per statutes. Presently, it is 75% in theory and practical separately.

13. 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. The decision of the Vice-Chancellor shall be final.

LNCT VIDHYAPEETH UNIVERSITY, INDORE

ORDINANCE NO. 57

POST-GRADUATION DIPLOMA IN ACTING

1. Name of Programme - Post Graduate Diploma in Acting
2. Name of School / Faculty - Faculty of Arts
3. Duration

The Post Graduation Diploma in Acting shall for Two Years (Four Semesters) Maximum Period of Programme completion: Five Years.

4. Eligibility

The candidates seeking admission to Post Graduate Diploma in must be a Graduate in any discipline having scored a minimum of 50% of marks for general category and 5% relaxation of SC/ST category any recognized University to which equivalence is granted by as per State Govt./concerned statutory body norms (AICTE) and as per FTII, Pune, from time to time.

5. Admission process

Admission to the programme shall be made by admission committee approved by the Vice-Chancellor. The admission process shall take place as per Ordinance No. 1 of LNCT Vidhyapeeth University.

6. Number of Seats for the Programme

It will be decided by the Vidhyapeeth from time to time as per the norms laid down by concerned Apex Regulatory Body (AICTE) norms if any.

7. Fee Structure

i. All the fee categories including Programme fee and the examination fee shall be determined by the University from time to time, and shall be payable by students at the beginning of each semester. The fee structure shall be determined in consultation with the M.P. Private University Regulatory Commission, Bhopal.

ii Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.

ii. Fees, once paid, and if a student has started attending the classes, are not refundable in any case except for the caution money. In some case of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees. However; the student 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.

The fees shall be applicable as per approval of Board of Management from time to time.

8. Programme Structure

The Post Graduate Diploma shall consist of:

- I Such courses (papers) as prescribed by the Academic Council of the Vidhyapeeth.
- II Such a job internship, lab work, practical, Industrial training, projects etc. as may be prescribed by Board of Studies/ Academic Council of the Vidhyapeeth
- III Such scheme of examination as prescribed, by the Board of Studies/Academic Council of the Vidhyapeeth from time to time.
- IV The Curriculum & Syllabus of the Course related to this programme will be as prescribe by the respective Board of Studies and Academic Council.

9. Academic Year

There will be normally one academic cycle every year from July to June comprising of two semesters. i.e. July to Dec and Jan to June.

10. Examination and related Regulations:

An Examination pattern shall be applied as per the Ordinance No. 3 of LNCT Vidhyapeeth University.

11. Medium of Instructions and Examination

The medium of instruction and examinations shall be Hindi/English.

12. Attendance

Attendance in theory and practical classes shall be compulsory as per statutes. Presently, it is 75% in theory and practical separately.

13. 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. The decision of the Vice-Chancellor shall be final.

LNCT VIDHYAPEETH UNIVERSITY, INDORE**ORDINANCE NO. 58****POST-GRADUATION DIPLOMA IN FEATURE FILM SCREENPLAY WRITING****1. Name of Programme**

Post Graduate Diploma in Feature Film Screenplay Writing

2. Name of School / Faculty - Faculty of Arts**3. Duration**

The Post Graduation Diploma in Acting shall for One Years (Four Semesters)
Maximum Period of Programme completion: Four Years.

4. Eligibility

The candidates seeking admission to Post Graduate Diploma in must be a Graduate in any discipline having scored a minimum of 50% of marks for general category and 5% relaxation of SC/ST category any recognized University to which equivalence is granted by as per State Govt./concerned statutory body norms (AICTE) and as per FTII, Pune from time to time.

5. Admission process

Admission to the programme shall be made by admission committee approved by the Vice-Chancellor. The admission process shall take place as per Ordinance No. 1 of LNCT Vidhyapeeth.

6. Number of Seats for the Programme

It will be decided by the University from time to time as per the norms laid down by concerned Apex Regulatory Body (AICTE) norms if any.

7. Fee Structure

- i) All the fee categories including Programme fee and the examination fee shall be determined by the Vidhyapeeth from time to time, and shall be payable by students at the beginning of each semester. The fee structure shall be determined in consultation with the M.P. Private University Regulatory Commission, Bhopal.
- ii) Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- iii) Fees, once paid, and if a student has started attending the classes, are not refundable in any case except for the caution money. In some case of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees. However; the student 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.

The fees shall be applicable as per approval of Board of Management from time to time.

8. Programme Structure

The Post Graduate Diploma shall consist of:

- I Such courses (papers) as prescribed by the Academic Council of the Vidhyapeeth.
- II Such a job internship, lab work, practical, Industrial training, projects etc. as may be prescribed by Board of Studies/ Academic Council of the Vidhyapeeth
- III Such scheme of examination as prescribed, by the Board of Studies/Academic Council of the Vidhyapeeth from time to time.
- IV The Curriculum & Syllabus of the Course related to this program will be as prescribe by the respective Board of Studies and Academic Council.

9. Academic Year

There will be normally one academic cycle every year from July to June comprising of two semesters. i.e. July to Dec and Jan to June.

10. Examination and related Regulations:

An Examination pattern shall be applied as per the Ordinance No. 4 of LNCT Vidhyapeeth University.

11. Medium of Instructions and Examination

The medium of instruction and examinations shall be Hindi/English.

12. Attendance

Attendance in theory and practical classes shall be compulsory as per statutes. Presently, it is 75% in theory and practical separately.

13. 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. The decision of the Vice-Chancellor shall be final.

LNCT VIDHYAPEETH UNIVERSITY, INDORE**ORDINANCE NO. 59****MASTER OF SCIENCE IN MEDICAL SCIENCE
(M. SC. IN MEDICAL SCIENCE MEDICAL ANATOMY, MEDICAL PHYSIOLOGY, MEDICAL
PHARMACOLOGY, MEDICAL BIOCHEMISTRY/ MEDICAL MICROBIOLOGY)
UNDER THE FACULTY OF MEDICAL SCIENCE****1.0 AIMS & OBJECTIVES**

- 1.1 The overall aim of this programme is to develop expertise in the field of basic health sciences. A process of rational thinking and cogent action will be inculcated in an individual so that he/she shall be competent to pursue various activities as demanded by any professional.
- 1.2 The Objectives of this programme are to prepare post graduate student in the subject of Master of Medical Science (M.Sc.) in Medical Anatomy, Medical Physiology, Medical Pharmacology, Medical Biochemistry/ Medical Microbiology under the Faculty of Medical Science who shall:-
 - 1.2.1 Teach and train future undergraduate and postgraduate medical students in basic medical subject in medical College & research Institutions.
 - 1.2.2 Carry out & guide, contribute to research advancement of the subject.
 - 1.2.3 Organize and manage administrative and clinical responsibilities for routine day to day department work.
 - 1.2.4 Developing human resource for government organization and industries.

2.0 APPLICABILITY

- 2.1 This Ordinance shall apply to the programme and courses leading to the award of Post Graduate Degrees of Master of Science (M.Sc.) in Medical Anatomy, Medical Physiology, and Medical Pharmacology Medical Biochemistry, Medical Microbiology/Pharmaceutical Medicine, Cardiac Care & Cardio Vascular Technology, Anesthesia, Operation Theatre Technology, Dialysis Technology, Optometry, Radiology under the faculty of Medical Sciences these course will be similar to that of M.D. /M.S. examination.

3.0 DEFINITIONS

- 3.1 Academic Year: Duration of the course shall be 3 years from the date of admission.
- 3.2 Course: An academic programme and/or component, carrying a distinctive code.
- 3.3 External Examiner: Examiner not in the employment of the University.
- 3.4 Programme: Programme of course and /or other components leading to the award of degree of Master of Science in medical subject like in the subject of Medical Anatomy, Medical Physiology Medical Anatomy, Medical Physiology, Medical Pharmacology, Medical Biochemistry/ Medical

Microbiology/Pharmaceutical Medicine, Cardiac Care & Cardio Vascular Technology, Anesthesia, Operation Theatre Technology, Dialysis Technology, Optometry and Radiology

- 3.5 Regular Students: A students who is enrolled in 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.

1. ELIGIBILITY

- 4.1 Candidate possessing following minimum qualification shall be eligible for admission.

4.1.1 Graduate with MBBS/BDS/BPT/B.Pharm/BMLT, B.Sc. Biology (i.e. Zoology/Botany/ Biotechnology / Microbiology/ Biochemistry/ Bio-Science as major paper) from a recognized University with minimum aggregate 50% marks in aggregate at the qualifying examination (Relaxation as per norms) or as per MCI norms. MBBS shall be preferred.

- 4.2 Admission shall be according to the following criteria.

4.2.1 Merit prepared on the basis of marks obtained in the qualifying examination/ interview or test conduct by Vidhyapeeth or any agency on its behalf.

- 4.3 Last date for admission will be as notified by the Vidhyapeeth.

- 4.4 Admission of Foreign Nationals/NRI/PIO shall be as per the policy/ rules as applicable.

- 4.5 Candidate who has already appeared in the last year examination of graduate programme may be considered for admission. if he/she have successfully passed last year examination, such candidate shall be admitted provisionally and shall be required to submit, certificate and mark-sheet as proof of passing qualifying examination, within three months of commencement of the programme. Otherwise his/her admission shall be cancelled. Such candidate shall not be eligible for refund of fees.

- 4.6 Candidates who are already in service will be required to apply through proper channel along with NOC from the employer.

- 4.7 If a selected candidate does not join the course by the stipulated date, the selection will be offered to the first candidate on the waiting list.

5.0 DURATION

The M.Sc in Medical Science course shall be for Three years (six semester/annual pattern) maximum period of programme completion – Six years.

- 5.1 The programme shall generally commence in July/August every year.

5.2 Master of Science in medical subject shall be given from this period of training of three years (36 months). No exemption shall be give from this period of training of three years for any other experience or diploma. All the course of study will be executed under the guidance & the supervision of the recognized post graduate teachers in the respective subject.

6.0 MEDIUM OF INSTRUCTION

English shall be the medium of instruction and examination.

7.0 ATTENDANCE

Regular students to be eligible to appear in the University examination re required to attend a minimum of 80% theory & practical classes inclusive of non-lecture teaching i.e. seminars, group discussion, tutorials, demonstrations, clinical/ hospital posting.

8.0 EXAMINATION

8.1 Vidhyapeeth examination shall be held at the end of each part.

- After completion of one academic year, M.Sc. part- I Examination will be conducted No student shall be permitted to join M.Sc. part- II Training unit he/she passed in all the subject of M.Sc. part- I examination.
- After completion of local three academic years, M.Sc. Part- II Final Vidhyapeeth examination will be conducted.
- The dissertation is compulsory for candidates registered for P.G. degree and should include candidates own work under a supervisor, qualified for the purpose and recognized as a P.G. teacher by the Vidhyapeeth after six months of admission. The subject of dissertation along with synopsis (about 200 words) signed by P.G. teacher H.O.D. and Head of the Institution will be submitted within six months of admission to the Vidhyapeeth. Ethics committee of the institution must approve the topic of dissertation. Completed dissertation will be submitted to the University that is, six months before the date of final examination.
- The candidate shall publish at least two research paper in National or International indexed medical research journal, or submit the evidence of acceptance of paper, related to his/her subject/ dissertation topic, before submission of final dissertation to the University.
- The Dissertation shall be examined by a minimum of three examiners: one internal & two external examiners. A candidate shall be allowed to appear for the Theory and Practical/ Clinical examination only after the acceptance of the dissertation by the examiners.
- Theory and Practical Clinical examination for the subjects including basic Medical Science shall be conducted to test the knowledge & competence of the candidates for making valid and relevant observation based on the

experimental Laboratory studies and his ability to perform such studies as are relevant to his/her subject.

- The Oral examination shall be thorough and shall aim at assessing the candidate knowledge and competence about the subject, investigative procedures, therapeutic technique and other aspects of the specialty, which form a part of the examination.

8.2 The Vidhyapeeth shall conduct not more than two examinations in a year i.e. one main and another supplementary with an interval of not less than 4 and not more than 6 months.

8.3 Details of subjects and course curriculum shall be prescribed by the scheme of Examination prepared and proposed by BOS and approved by Academic Council.

9.0 HEAD OF PASSING AND PASSING CRITERIA:

A candidate shall secure not less than 50% marks in each Head of passing which shall include (1) Theory (2) Practical including clinical and viva voce examination.

10.0 APPOINTMENT OF Vidhyapeeth EXAMINERS:

The appointment of examination for the Vidhyapeeth shall be based on the following criteria:

10.1 For Theory paper setting and valuation one examiner shall be required who may be an internal or external, minimum and Assistant Professor with 1 year teaching experience in the concern subject.

10.2 For the practical examination there shall be two examiners for each subject one external and one internal Examiner with minimum qualification and experience of an Assistant Professor with 1 year teaching experience in the concern subject.

10.3 The External Examiner shall be expert from outside the Vidhyapeeth having Master's Post Graduate qualification in the concern subject with minimum 3 years teaching experience.

10.4 The Faculty of the subject/HOI with minimum with 1 year of teaching experience shall be the internal-cum-convener examiner for the examination.

11.0 DIVISION AND MERIT LIST

11.1 The division shall be awarded only after Part II University Examination and shall be based on the aggregate marks obtained by the candidates of at his /her successful attempt at the first and second part of University Examination.

There shall be only three divisions as follows:

Distinction - 75% and above 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

11.2 The Merit shall be declared by the Vidhyapeeth after the declaration of result of second part of the examination on the basis of the integrated performance of all the examination. The merit list shall include the first ten candidates securing at least First Division and passing all the examination single attempts.

12.0 CANCELLATION OF ADMISSIONS:

12.1. The admission of a candidate may be cancelled under following circumstances:

12.1.1 At any stage if student is not found qualified for the programme as per norms/guidelines or the eligibility criteria prescribed by the Vidhyapeeth.

1.1.2 In gross indiscipline in the 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. The decision of the Vice-Chancellor shall be final.

LNCT VIDHYAPEETH UNIVERSITY, INDORE

ORDINANCE NO. 60

MASTER OF PHYSICAL EDUCATION AND SPORTS (MPES)

1.0 Degree Title :- Master of Physical Education and Sports (MPES)

2.0 Duration of the Course :- 2 Years (4 Semesters)

3.0 Minimum Eligibility :- Candidate who have passed

- B.P. Ed. with at least 45% marks
OR
- BPES with at least 45 % marks
OR
- B.Sc. (Health & Physical Education) with at least 45% marks.
OR
- BPE with at least 45% marks
OR
- Any University examination in India or in any foreign country recognized as equivalent to Graduation in relevant field with at least 45 % marks.

AND

The relaxation in the percentage of marks in the qualifying examination and in the reservation of seats for SC/ST/OBC and other categories shall be as per the rules of the Central Government / State Government whichever is applicable.

4.0 Admission Procedure: -

On merit, on the basis of the qualifying examination/ Entrance examination following norms of the concerned regulatory body (UGC) and approved by admission Board of Vidhyapeeth.

The Reservation of SC, ST, OBC and physically handicapped shall be as per rules of State/Central Govt. and Regulatory Body.

5.0 Number of Seat: -

It will be decided by the Vidhyapeeth from time to time, as per the norms laid down by concerned Apex Regulatory Body, if any.

6.0 Examination: -

Examination will be conducted as per the appropriate statutes and ordinances in this respect. The scheme of the examinations, promotion to subsequent semesters and course of the studies shall be as per the recommendations of the concerned Board of studies with due approval of Academic Council, for matters not covered in this ordinance, general rules and regulations shall be application. For all other matters, the

decision of the Board of Management shall be binding. The mode of examination will be Hindi or English only.

7.0 Eligibility for Degree :-

Eligibility for Award of the Master of Physical Education and Sports (MPES)

A student shall be declared to be eligible for award of the degree of Master of Physical education and Sports if he/she has.

- a) Registered and successfully completed all the score courses and projects within maximum period of four years from the date of registration (Admission).
- b) Successfully acquired the minimum required credits as specified in the regulations corresponding to the branch of his/her study within the stipulated time.
- c) Earned the specified credits in all the categories of subjects.
- d) Secured a CGPA of S.O.
- e) No Dues to the Vidhyapeeth, Hostels, Libraries, NCC/ NSO/Sports etc.
And
- f) No disciplinary action is pending against him/her.

8.0 Attendance Requirement: -

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

9.0 General Instructions and Provision: -

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

10.0 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. The decision of the Vice-Chancellor shall be final.

LNCT VIDHYAPEETH, INDORE**Ordinance No. 61****BACHELOR OF TECHNOLOGY
Bachelor of Technology (B.Tech)/BE**

Civil, Mechanical, Electrical, Computer Science, Auto Mobile Engineering, Chemical Engineering, Bio science Engineering, Automatic Design, Aero-space Engineering, Fire & Safety, Agriculture Engineering, Petroleum Technology, Dairy Technology, Mining & Surveying, Cement Technology, Food Technology, Renewable Energy, Industrial Safety, Leather Technology, Textile Technology, Aeronautical Engineering, Applied Electronics & Instrumentation, Automobiles Engineering, Bio-Medical Engineering, Chemical Engineering, Bio-Technology, Civil & Environmental Engineering, Computer Science & Engineering, Artificial Intelligence & Machine Learning., Computer Engineering- Artificial Intelligence, Electrical & Electronics Engineering, Electrical Engineering, Electronics & Communication Engineering, Electrical & Instrumentation Engineering, Fire Technology/Fire & Safety Engineering, Industrial Engineering & Management, Industrial Production Engineering, Information Technology Engineering, Mechanical Engineering, Mining Engineering, Petro-Chemical Engineering, Textile Technology, Artificial Intelligence and Data Science, Food Engineering and Technology, Printing & Packing Technology Engineering, Dairy Technology Engineering, Energy Engineering, Nano Technology and Military Engineering

1. AIM AND OBJECTIVES:

The degree "Bachelor of Technology" acronym as B.Tech/BE shall be of four years (Eight semesters) in the branches of Engineering Civil, Mechanical, Electrical, Computer Science, Auto Mobile Engineering, Chemical Engineering, Bio science Engineering, Automatic Design, Aero-space Engineering, Fire & Safety, Agriculture Engineering, Petroleum Technology, Dairy Technology, Mining & Surveying, Cement Technology, Food Technology, Renewable Energy, Industrial Safety, Leather Technology, Textile Technology, Aeronautical Engineering, Applied Electronics & Instrumentation, Automobiles Engineering, Bio-Medical Engineering, Chemical Engineering, Bio-Technology, Civil & Environmental Engineering, Computer Science & Engineering, Artificial Intelligence & Machine Learning., Computer Engineering- Artificial Intelligence, Electrical & Electronics Engineering, Electrical Engineering, Electronics & Communication Engineering, Electrical & Instrumentation Engineering, Fire Technology/Fire & Safety Engineering, Industrial Engineering & Management, Industrial Production Engineering, Information Technology Engineering, Mechanical Engineering, Mining Engineering, Petro-Chemical Engineering, Textile Technology, Artificial Intelligence and Data Science, Food Engineering and Technology, Printing & Packing Technology Engineering, Dairy Technology Engineering, Energy Engineering, Nano Technology and Military Engineering prevalent in the institute at a point of time based on course-credit system/ Marks system.

1.1 NAME OF STATUTORY/REGULATORY BODY :- AICTE**2. ADMISSION:**

2.1 Admission is open to students of both sex without any distinction of caste, creed or color. However, those candidates against whom disciplinary action has been taken in the past or those with moral turpitude will not be granted admission to any class/course

- conducted by the university. Foreign student/NRIs nominated by the Government of India, against the seats reserved for them will also admitted.
- 2.2 Admission to B.Tech. course is on the basis of merit secured in joint entrance examination main (JEE Main), is an all India common engineering entrance examination of objective pattern which is conducted for admission in various engineering colleges and courses all over the countries.
- 2.3 Minimum qualification for admission to the first year of B.Tech. programme shall be qualifying higher secondary school certificate examination (10+2 scheme) of M.P. Board of Secondary education or equivalent securing at least 50% of aggregate marks (also securing pass marks/ grade in all subject individually conducted by M.P. Board of secondary education or equivalent examination for recognized board).
- 2.4 The admission to B.Tech. Programme shall be governed by 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.
- 2.5 The reservation to SC/ST/OBC/PH candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.
- 2.6 Admission of Diploma holders (with Mathematics in 10+2 Exam in 10+2 Exam) through lateral entry in second year (Third semester) of under graduate courses in Engineering/Technology in the university. Maximum 10 percent seats over and above the sanctioned intake (supernumerary) of previous academic year shall be available for admission through lateral entry scheme in second year Engineering degree (BE) course and Maximum 10 percent seats over and above the sanctioned intake (supernumerary) of previous academic year shall be available for admission through lateral entry scheme in second year. The unfilled / vacant seats of previous academic year of first year will also be available for admission in lateral entry scheme.
- 2.6 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.
- 2.7 INTAKE :-
- The Intake for each of these program shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body/MP Private University Regulatory Commission.
- 2.8 Transfer of the candidates from other programme /courses/places shall not be permitted in the programme.
- 2.9 A candidate who has discontinued the course during any semester of first three years duration shall not be permitted to take readmission to the course.
- 2.10 Selected candidates will be admitted to the institute only when their records, certificates, marks etc. are verified from original documents on personal appearance. If it is found that the candidate has succeeded in getting admission to the institute on the basis of false/ incorrect information or with holding relevant facts or if any time after admission it is found that the admission was given to the candidate due to some mistake or over

sight, admission granted to the candidate shall be liable to cancellation, without any notice, at any time during the course of his/ her studies.

2.11 Admission to four years (eight semesters) degree programme shall be take place through counseling on the basis of gazette notification issued by State Government of Madhya Pradesh from time to time.

2.12 Admission to higher classes (registration):

2.12.1 Registration is very important procedural part of the academic system. Registration procedure ensures that the students name is on the name list of each course that he/she wants to study .No credits can be assigned if the students attend a course for which he/she not registered.

2.12.2 Registration for the various courses shall remain open for a period of ten days.

2.12.3 Registration of the courses to be opted by students would be done for in each semester as per the academic calendar notified by the university.

2.12.4 Late registration with a fee of 100/- will be permitted for a period up to seven days from the day of completion of the initial registration process(2.10.1)

2.12.5 Any student who is not registering will be considered as if he /she has withdrawn from the course on his/her on choice

2.12.6 A student may drop a course within first three weeks in consultation with faculty advisor.

2.12.7 Those students who have completed 130 credits up to fifth semester may go up to 208 credits by taking additional courses in the subsequent semesters. The extra credits taken by the students in a particular stream specifying the field is his/her choice. Such candidates shall be awarded a minor specialization while a student earns minimum of 200 credits.

2.13 Faculty Advisor

2.13.1 HOD of each department will assign a faculty member to the newly admitted class comprising of 60 students as faculty advisor who shall remain attached with the same class till they pass out the programme. Faculty advisor shall help students to make choice of the courses before registration as per university ordinances, and enable student receive support and services required for him to complete the programme.

2.13.2 College/ Institute shall provide record of the students for which he is a faculty advisor for enabling him to discharge his duties in a meaningful manner.

2.13.3 Registration form of the candidate shall be signed by the faculty advisor.

3. ACADEMIC CALENDAR

The normal duration of the course leading to B.Tech degree will be eight semester. Each academic year shall be divided into two semesters. The academic session in each semester shall be provided for at least 14 teaching weeks. The semester that is typically from July to December is called the odd semester and the one that is from January to June is called the even semester. The exact date for the important academic events scheduled during the academic session shall be specified in the academic calendar. In particular the dates for the following events shall be specified:

Registration, Late registration, commencement of classes, examinations, submission of sessional/tutorials, vacation, extra-curricular activities etc. The academic calendar must be strictly adhered to, and all other activities including co-curricular and /or extra-curricular activities must be scheduled so as not to interface with the curricular activities as stipulated in the academic calendar.

4. STRUCTURE OF B.TECH PROGRAMME (choice based credit system)

4.1 The choice based credit system (CBCS) provides a 'cafeteria' type approach in which the students can take courses of their choice, learn at their own pace, undergo additional courses and acquire more than the required credits, and adopt an interdisciplinary approach to learning. It is desirable that the Higher Educational Institutions (HEI) move to CBCS and implement the grading system.

4.2 Course structure

- 4.2.1 Fundamental courses (FC): comprises course belonging basic science, engineering science, humanities, social science, and management core groups. These courses shall be specified by the university from time to time for different disciplines/departments and are essential for an undergraduate degree.
- 4.2.2 Departmental core courses (DC): comprises introducing the student to the fundamentals, applications, and advances in the relevant branch of engineering. These courses shall be decided by the university from time to time.
- 4.2.3 Elective courses (ELE): These are departmental elective and open category elective distributed over eight semesters with two semesters per academic year.
- 4.2.4 Mandatory learning courses (MLC): These are courses that must be completed by the students at appropriate time.
- 4.2.5 Project work (PW): Project work may consist of major and mini project work offered by parent department
- 4.2.6 Practical training (PT): The students may complete the training before the beginning of seventh semester.

Table 1:

The total course contents for a 4 year BE Degree Programme will typically consist of following Components

SI No	Course Structure	Abbreviation	Credits
1	Foundation Courses	FC	40- 55 Credits
	Basic Science Core Courses Engineering Science Core Courses Humanities and Social Science Core Courses		
2	Departmental Core Courses	DC	> = 60 Credits
3	Elective Courses	ELE	> = 40 Credits
	An elective course can be any of the following		
	Program specific electives		
	Open Electives		
4	Project (Mini and Major Project)	MP	8-12 Credits
5	Mandatory Learning Courses	MLE	7 Credits
	Credits	Total	180

- 4.3 For the award of degree in any branch of four years degree programme, a student has to earn a minimum of 180 credits.
- 4.4 There shall be at least 14 weeks of teaching in every semester.
- 4.5 The curriculum and syllabi of each programme shall be notified by the university from time to time after due consultation process.
- 4.6 Conduct hours and credits: The norms for course credits are as follows:

Lectures/Tutorials – one hour per week is assigned one credit

Practical – two hours session per week is assigned one credit

For example: A theory course with L-T-P schedules 2-1-0 will be assigned three credits

L	T	P	C
2	1	0	3

A Laboratory practical course with a L-T-P schedules of 0-0-2 will be assigned one credits

L	T	P	C
0	0	2	1

- 4.7 lower and upper limit for course credits registered in a semester by a full time student of a degree programme:
 Lower limit – 16 credits
 Upper limit – 26 credits
- 4.8 A student can move next level (second year) only if he/she secures minimum of 22 credits at the end of first year.
- 4.9 The maximum duration for a student for complying of the degree requirement is eight year from the date of registration for the first semester.
 The subjects listed in the semester first and second will be in floating mode except the mathematics – I & II .Institute will be free to make their own pool of subjects with total number of credits not exceeding 26 per semester.
- 4.10 It is mandatory for a student to earn the required credits as mentioned in each semester i.e. he/she to total of 52 credits in first year.
- 4.11 A student will be eligible to move to next level (i.e. second year) only if he/she secures minimum 22 credits at the end of first year. However in such cases he/she has to earn the remaining 32 credits as end when he/she chooses to opt for in the subsequent semesters.
- 4.12 Criterion for pool performance at the end of second registered semester

Table 2: Criterion for pool performance at the end of second registered semester

Performance level	Earned Credits	Decision
Poor	<22	Restart (once only) or termination of registration

4.13 If a student chooses to restart after the first two registered semester then he/she credits earned will be carried over.

5. MINIMUM CREDIT THRESHOLD:

5.1 Students depending on their pace of learning may decide the time and duration of their degree.

5.2 At the end of each semester, student performance will be monitored by the following criterion as mentioned in Table 3. A student can move to the next level (i.e. year) after earning the minimum credits, if he/she fails to earn the minimum credit threshold limit then, he/she has to re-register again in the next academic year.

Table 3: Check point for Credit Threshold

Check Point	Credit Threshold
End of First Year	22
End of Second Year	46
End of Third Year	70
End of Fourth Year	94

5.3 If the student fails to earn 22 credits at the end of second semester as stated above, he/she will get a chance to restart first/second semester again. However he/she can carry over the previously earned credits.

5.4 If a student after eight semesters are short by eight credits will be permitted to register for the same number of credits in the summer at a place to be decided by the university to enable him to complete the degree in the specified period.

6. BRANCH UP-GRADATION:

6.1 The branch up-gradation will be considered only at the end of first year, the performance based on merit during the first year will be the basis for consideration for change of branch.

6.2 All the students who have successfully completed the first year of the course will be eligible for consideration for branch up-gradation, subject to the availability of vacancy in the particular branch, under no circumstances, the total intake cannot exceed the sanctioned intake by AICTE in that particular branch excluding fee waiving scheme.

7. ATTENDANCE REQUIREMENT:

7.1 Candidates appearing as regular students for any semester examination are required to attend 75% of the lectures delivered and the practical classes held separately in each subject of the programme of the study, provided that a shortfall in attendance up to 10% and further 5% can be condoned by the principal of college and vice chancellor of university.

7.2 Attendance required will be maintained based upon the roll calls (or any equivalent operation) in every schedule lecture, tutorial and practical classes. The course coordinator will maintain and consolidates attendance record for the course(lectures/tutorials/practical together as applicable).Head of the institute shall be responsible for maintaining the attendance records for the course run by the institute.

8. EXAMINATION:

8.1 There will be one university examination at the end of each semester. These examinations will be designed as follows:

- (i) During first year : First semester B-Tech, Exam
Second semester B-Tech, Exam
- (ii) During second year: Third semester B-Tech exam
Fourth semester B-Tech exam
- (iii) During third year: Fifth semester B-Tech exam
Sixth semester B-Tech exam
- (vi) During fourth year: Seven semester B-Tech exam
Eighth semester B-Tech exam

8.2 The semester examination will generally be held in December/January and May/June in each year.

8.3 Earning credits: At the end of every semester, a letter grade is awarded in each course for which the student is registered. On obtaining pass grade, the student accumulates the course credits as earned credits.

8.4 Major project evaluation: At the completion of major project, the student will submit a project report which will be evaluated by panel of duly appointed internal and external examiner

9. AWARD OF CREDITS & GRADE

9.1 In each semester, the institute will be required to conduct two mid-semester test required to conduct two mid-semester test with a provision of one extra module-up test for theory.

9.2 Each student, required for a non-examination course, shall be awarded grade by the concerned faculty for the specific course the grade shall be awarded on the basis of student's performance in various quiz/assignments/laboratory work/class work./mid-semester test.

9.3 University from time may instruct the institutes to optimize their process of evaluation.

9.4 The distribution of weight age/marks for examination based courses shall be as mentioned below.

(a) Theory Block

i	Quizzes, assignments and regularity	10%
ii	Mid – semester test -	30%
iii	End – semester examination-	60%
	Total	100%

(b) Practical Block

i	Lab work and performance, quizzes/assignments and regularity -	80%
ii	End – semester examination-	20%
	Total	100%

- 9.5 A unified practical examination (online) for all the practical's mentioned in respective scheme except the major project will be conducted by the university on a notified date before/ after the end semester theory examinations.
- 9.6 The questions for this on line examination will be drawn from the experiments working principles and their procedures, data collection & its interpretation and results achieved during experiments.
- 9.7 Major project viva-voce examination will be conducted by a panel of duly appointed interval & external examiners by the university.

10. LETTER GRADE & GRADE POINT SYSTEM

Each student, registered for a course shall be awarded grade by the concerned faculty/faculties for the specific subject/paper.

- 10.1 The grades awarded to the students shall depends upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, minor test & regulatory. The grades to be used and their numerical equivalents are mentioned in Table-4.

Table 4: Credit Based Grading System

% Marks range (based on absolute marks system)	Grade	Grade point	Description of performance
91-100	A ⁺	10	Outstanding
81-90	A	9	Excellent
71-80	B ⁺	8	Very Good
61-70	B	7	Good
51-60	C ⁺	6	Average
41-50	C	5	Satisfactory
31-40	D	4	Marginal
30 & below	F	0	Fail
	I	0	Incomplete
	W	0	Withdrawal

- 10.2 Semester Grade points Average (SGPA) shall be calculated as under:

$$SGPA = \frac{\sum_{i=1}^n C_i P_i}{\sum_{i=1}^n C_i}$$

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 earned in the i^{th} subject Where $i=1,2,3,\dots,n$ are the number of subjects in that semester

$$CGPA = \frac{\sum_{j=1}^m SG_j NC_j}{\sum_{j=1}^m NC_j}$$

Where NC_j is the number of total credits offered in the j^{th} semester, SG_j is the SGPA earned in the j^{th} semester where $j=1,2,3,\dots,m$ are the Number of semesters in that course.

11. AWARD OF DIVISION:

Division shall be awarded only after the eighth semester (final semester) examination based on integrated performance of the candidate for all the 4 years as per following details:

CGPA score	Divisions
$7.5 \leq \text{CGPA}$	First Division with Honors
$6.5 \leq \text{CGPA} < 7.5$	First Division
$5.0 \leq \text{CGPA} < 6.5$	Second Division

The conversion from grade to an equivalent percentage in a given academic program shall be according to the following formula applied as:

$$\% \text{ marks scored} = \text{CGPA obtained} \times 10$$

12. MERIT LIST

Final merit list of first three candidates in the order of merit shall be declared by the university only after the main examination of final semester for B.Tech programme, on the basis of the integrated performance of all the semesters. The merit list shall include the first three candidates securing at least first division and passing all semesters in single attempts.

13. MEDIUM OF INSTRUCTIONS

The medium of instruction and examination shall be English throughout the programme of study.

14. CONDONATION OF DEFICIENCY

- 14.1 Deficiency up to three marks can be condoned in any one of the subject (theory & practical) to the best of the advantage of the student for passing the examinations the deficiency can be condoned is not more than two subjects (theory & practical of the same subject shall be considered as two separate subjects for the purpose of awarding grace).
- 14.2 A candidate securing minimum passing grades in all theory and practical papers but failing to secure minimum CGPA of 5.0 shall be condoned by a margin of 0.01 CGPA.
- 14.3 The candidate whose distinction or first division is affected by 0.01 of CGPA shall be eligible for condonation of 0.01 CGPA on behalf of vice-chancellor for which the candidate has to apply separately.

LNCT VIDHYAPEETH, INDORE**ORDINANCE NO. 62****MASTER OF ENGINEERING/TECHNOLOGY/ARCHITECTURE
(ME./M.TECH./M.ARCH.) FULL TIME/ PART TIME**

Civil, Mechanical, Electrical, Computer Science, Auto Mobile Engineering, Digital Communication, Heat Power Engineering, Power System, Structural Engineering, Energy Technology, Nano Technology, Cyber Forensic, Data Sciences, Computer Technology & Application, Information Technology and Biotechnology and Architecture.

1.0 This ordinance shall be applicable to candidates admitted in First Year in Master of Engineering/Technology/Master of Architecture.

1.1 The post graduate degree "Master of Technology" acronym as M.Tech shall be of Two years (Four semesters) in the branches of Engineering of Civil, Mechanical, Electrical, Computer Science, Auto Mobile Engineering, Digital Communication, Heat Power Engineering, Power System, Structural Engineering, Energy Technology, Nano Technology, Cyber Forensic, Data Sciences, Computer Technology & Application, Information Technology and Biotechnology and Architecture.

1.2 The studies and examinations of M.E./ M.Tech./ M.Arch. course shall be on the basis of Marks- Cum - Credit system but semester wise and final evaluation shall be by Credit Based Grading System (CBGS).

1.3 NAME OF STATUTORY/REGULATORY BODY :- UGC/AICTE

2. ADMISSION ELIGIBILITY

2.1 Every applicant for admission to M.E./M.Tech./M.Arch., first semester shall have passed B.E./B. Tech./B.Arch. or equivalent examination approved by the All India Council of Technical Education (AICTE) in appropriate branch with at least 55% marks in the aggregate. Candidates belonging to SC/ST categories will get relaxation as per the norms of State Government of Madhya Pradesh.

2.2 For full time courses applicants possessing valid GATE score shall be given preference over to those candidates who do not possess GATE score.

2.3 Full time sponsored and all part-time candidates, after passing the qualifying examination, must have at least two years of experience in the relevant field from recognized organizations.

2.4 The admissions to M.E./ M.Tech./ M.Arch. courses shall be governed by the rules of the Technical Education and Skill Development Department, Government of Madhya Pradesh, Bhopal and / or any other competent authority authorized by the State Government of Madhya Pradesh for this purpose.

3. EXAMINATIONS

The Post Graduate courses in Engineering/Technology / Architecture leading to the Degree of Masters of Engineering / Technology/ Architecture (M.E./ M.Tech./ M.Arch.) of the university shall be divided into four semesters in the case of full time courses and six semesters in the

3.1 case of part time courses. Each semester would be approximately of six months duration including vacation/preparatory leave / examination / industrial training etc.

3.2 There shall be University Examinations at the end of each semester. These examinations shall be named as:

3.3 arThe semester examination will generally be held in Nov-Dec. and April-May

(a)	M.E./M.Tech./M.Arch. First semester Second semester	First Year -I semester -II semester
(b)	M.E./M.Tech./M.Arch. Third semester Fourth semester	Second Year -III semester -IV semester
(c)	M.E./M.Tech./M.Arch. (Only for part time courses) Fifth semester Sixth semester	Third Year -V semester -VI semester in each yr

3.4 The Fourth semester in the case of full time course and sixth semester in the case of part time course is the semester for project. During this semester the candidate shall devote himself for the research work, in connection with any of the aspects of technology relevant to the course selected, and assigned to him/her by the Head of the Department concerned in the respective college. Prior to submission of dissertation, candidate shall present a pre-submission seminar on his/her work. At the end of the semester the candidate shall submit three typed or printed copies of the dissertation written by him/her to the university through the Director/Principal of the college. The dissertation should be accompanied by the certificate from the Head of the Department and the project supervisor to the effect that it embodies actual work by the candidate and that the work has not been submitted earlier in part or full for the award of any other degree.

3.5 The candidate shall be permitted to appear at the semester examination provided he/she has successfully prosecuted a course of study in the university teaching department or in an affiliated college for that semester in the concerned course, with stipulated attendance as mentioned in para 12 of this ordinance. A candidate who has failed in any subject of a semester shall be permitted to reappear in that subject in subsequent examination, subject to conditions given at para 10.3 of this ordinance

4. PROMOTION TO HIGHER SEMESTER AND YEAR

A candidate who has been admitted in the Master of Engineering/Technology/ Master of Architecture course will be promoted to the higher class in accordance with the following rules:

- 4.1 For the award of degree minimum Cumulative Grade Point Average (CGPA) required is 5.0.
- 4.2 To pass a particular subject of the course the minimum required grade is D. However, the candidate should also separately score minimum of grade D in end semester examinations of theory and practical parts of the subject. For practical examinations one external examiner from outside the institute shall always be there.
- 4.3 A candidate who fails to score minimum of grade D in more than two subjects (Theory and Practical of the same subject shall be treated as two subjects) in a particular year, shall not be admitted to the next higher year.
- 4.4 The result of fourth and final semester for full time candidates and sixth and final semester for part-time candidates shall be declared only if the candidates have fully cleared all the previous semesters.
- 4.5 If a candidate has passed all the subjects of the course but has failed to score a minimum CGPA of 5.0 as per the requirement of rule 4.1 above, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of two theory /practical, subjects chosen from subjects of first to third semesters for full time candidates and first to fifth semesters for part time candidates in the ensuing examination. Theory and practical of a subject shall be treated as separate subjects.
- 4.6 Other than the provision of rule 4.5 above a candidate shall not be permitted to reappear, in the papers which he/she has cleared, for improvement of division/marks or for any other purpose.
- 4.7 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.

5.0 AWARD OF CREDITS AND GRADES

Each course, along with its weightage in terms of units and equivalent credits, shall be recommended by the concerned Board of Studies and shall be approved by the Standing .

- 5.1 Committee of Academic Council and the Executive Council. Only approved courses can be offered during any semester.
- 5.2 A student shall be continuously evaluated for his/her academic performance in a subject through tutorial work, practicals, home assignments, mid-semester tests, field work, seminars, quizzes, end-semester examinations and regularity, as proposed by respective Board of Studies and approved by Standing Committee of Academic Council and Executive Council of the University.

5.3 The distribution of weightage /marks for each component shall be decided by the respective of Board of Studies and approved by Standing Committee of Academic Council and Executive Council of the University subject to such stipulation as given under:

(a)	Theory Block	
i.	Quizzes, assignments and regularity	10%
ii.	Mid-semester tests-	20%
iii.	End-semester examination-	70%
Total		100%
(b)	Practical Block	
i.	Lab work and performance, quizzes, assignments and regularity-	40%
ii.	End-semester examination-	60%
Total		100%

5.4 Project work shall be treated as practical subject.

5.5 In each semester, the institute will be required to conduct at least two mid semester tests for theory block.

5.6 Each student, registered for a course, shall be awarded grade by the concerned faculty / faculties for the specific subject/paper. The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, mid semester tests and regularity. The grades to be used and their numerical equivalents are as under:

Credit Based Grading System

Grade	% Marks range (based on absolute marks system)	Grade Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	40 Only	4	Marginal
F	Below 40	0	Fail
I		0	Incomplete
W		0	Withdrawal

5.7 The Semester Grade Points Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:-

$$SGPA = \frac{\sum_{i=1}^n c_i p_i}{\sum_{i=1}^n c_i}$$

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 earned in the i th subject, where $i = 1, 2, \dots, n$, 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, SG_j is the SGPA earned in the j th semester, where $j = 1, 2, \dots, m$, m are the number of semesters in that course.

5.8 The grade sheet at the end of each even semester examination shall show CGPA till the end of that semester. The final examination grade sheet at the end of final semester examination of the course shall also indicate CGPA, equivalent percentage marks and the division awarded, according to the rule as given in para 7.0 of this ordinance.

6.0 CONDONATION OF DEFICIENCY

One grace mark will be given to the candidate who is either failing in any semester or missing distinction/ first division by one mark, on behalf of the Vice-Chancellor in the M.E./ M.Tech./ M.Arch. examination.

7.0 AWARD OF DIVISION

7.1 Division shall be awarded only after the fourth (sixth for part time course) and final semester examination based on integrated performance of the candidate for all the two (three for part time course) years as per following details:

CGPA Score	Divisions
$7.5 \leq CGPA$	First Division with Honors
$6.5 \leq CGPA < 7.5$	First Division
$5.0 \leq CGPA < 6.5$	Second Division

7.2 THE CONVERSION FROM GRADE TO AN EQUIVALENT PERCENTAGE IN A GIVEN ACADEMIC PROGRAM SHALL BE ACCORDING TO THE FOLLOWING FORMULA APPLICABLE:

$$\text{PERCENTAGE MARKS SCORED} = CGPA \times 10$$

8.0 POST GRADUATE DIPLOMA

8.1 A CANDIDATE ON SUCCESSFULLY COMPLETION OF THE FIRST THREE SEMESTERS OF FULL TIME COURSE OR THE FIRST FIVE SEMESTERS OF PART TIME COURSE, WITH MINIMUM CGPA OF 5.0, SHALL BE ELIGIBLE FOR THE AWARD OF A POST GRADUATE DIPLOMA IN ENGINEERING IF

HE/SHE WITHDRAWS FROM COURSE OR FAILS TO SUBMIT HIS/HER PROJECT REPORT WITHIN THE MAXIMUM DURATION OF THE COURSE. THE GRADE AND DIVISION SHALL BE ASSIGNED IN POST GRADUATE DIPLOMA AS PER THE SCALES LAID DOWN IN RELEVANT CLAUSES OF THIS ORDINANCE.

A candidate who possesses a Post Graduate Diploma in Engineering of the university shall be eligible for admission to the fourth semester in case of full time and six semester in case of part time for the purpose of completing the course, leading to the Master's Degree in Engineering within maximum duration of this course as per para 10.3 of this Ordinance, provided that immediately after the declaration of the results of the final semester

8.2 Examinations and before conferment of the Degree of (M.E./M.Tech.) the candidate shall surrender to the university the Post graduate Diploma he/she possesses.

9.0 READMISSION

9.1 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.

10. DURATION OF COURSE

10.1 There shall be at least fourteen weeks of teaching in every semester.

10.2 One hour of conduct in Lecture (L) / Tutorial (T) / Practical (P) per week shall be equal to one credit as allotted in the respective schemes.

10.3 The maximum duration of the course shall be Five years in the case of full time candidates and seven years in the case of part time candidates.

11.0 MERIT LIST

In the notification declaring the results of the final semester examination for the Degree of M.E./ M.Tech./ M.Arch. , the names of the first candidate in order of merit in each branch shall be notified by the university, separately, for full time and part time courses, securing at least first division and passing all semester examinations in single attempt.

12.0 ATTENDANCE

Candidates appearing as regular students for any semester examination shall be required to attend at least 75% of lectures delivered and of the practical's held, separately in each paper, provided that a short fall in attendance up to 10% and 5% can be condoned by the Director/Principal of the College and Vice Chancellor of LNCT Vidhyapeeth, Indore, respectively, for satisfactory reasons.

13.0 MEDIUM OF INSTRUCTION AND EXAMINATION

The medium of instruction and examination shall be English throughout the course of study.

LNCT Vidhyapeeth University, Indore**ORDINANCE No. 63****MASTER OF HOSPITAL MANAGEMENT****1 AIMS :**

The Institute offers a two-year full-time master of Hospital management Programme with specialization in Hospital Management, Health Management. It is a flagship educational programme which aims to develop trained professional managers with requisite skills in planning, implementation, operational management, diagnosing and problem solving, consultancy and entrepreneurship with a view to prepare them to manage hospitals and health care institutions in developing countries, both the public and the private sectors, and to meet the rising demand for quality health care management. The Institute builds achievers through the programme. Our students have won prizes in many inter-campuses and national competitions in academic and non-academic activities. They have presented papers in many conferences.

2. NAME OF STATUTORY/REGULATORY BODY- This Courses Organized by University..**3. DURATION:- Two (2) Year****4. QUALIFICATION /CRITERIA:-**

Must possess a graduate degree of any university treated as equivalent in medical and non- medical field with 50% aggregate (45% for SC and ST candidates)

5. ADMISSION PROCESSES: - Admissions are done at institutional level according to merit and the reservation rules are followed as per Norms of the Government.**6. CANCELLATION OF ADMISSION**
In case of Producing false documents and non-payment of the fees, the admission will be cancelled.**7. FEES-To be decided by University subject to approval of MPPURC, Bhopal.****8. ATTENDANCE**

Has attended not less than 75% of the total classes held in each theory/lab/seminar/dissertation etc. This requirement shall be fulfilled separately for each subject of study. A deficiency up to 10% may be condoned by the Chairman of the Department.

A further condonation of 5% in attendance may be allowed in severe/compassionate circumstances by the Vice-Chancellor. However it may not be treated as a matter of right by the students. (In case a student fails to fulfill

the necessary requirement of the attendance in any subject(s) in any semester, he/ she shall not be promoted to next semester and will have to repeat that academic semester in the next academic session along with regular students.)

9. STANDARD OF PASSING / DIVISION

In order to pass a candidate should obtain at least 50% marks separately in internal Assessment and external examination in each of theory practical papers.

- Less than 60% is Second Division,
- 60% and above and below 75% is First division,
- 75% and above is Distinction.

10. MODE OF EXAMINATION :- Semester wise.

LNCT VIDHYAPEETH UNIVERSITY, INDORE

ORDINANCE NO. 64

Master of Computer Application (MCA)

1. PROGRAMME & FACULTY

1.1 This ordinance shall be applicable to the three years (Six Semesters) post graduate programme like master of Computer Application (MCA), MCA (AIML) MCA (DSV) Course.

1.2 The course shall be run on semester system. The program will be offered by faculty of Engineering & Technology after the recommendation of Board of Studies and approval by academic Council.

1.3 The ordinance shall be applicable to all the University Teaching Department /Institutes /School of this University.

2. Duration

2.1 The duration for these courses of study shall be of Three Years (Six Semesters).

2.2 A candidate has to complete the entire course of Post graduate Degree within a maximum period of six years from the session of first admission.

3. INTAKE & FEES

3.1 The intake for each of these programs shall be decided by the Board of Management of the University from time to time subject to the approval to the regulatory body, if any.

3.2 Fees of these programs will be decided by the Board of management subject to the approval of regulatory body, if any .

4. ACADEMIC YEAR

4.1 There will one academic cycle year starting from July to June.

5. ELIGIBILITY

5.1 For admission in MCA 1st semester programme a candidate should have a Bachelor's Degree of minimum 3 years duration of a recognized University in Physics, Chemistry and Mathematics (PCM).

5.2 For admission in MCA 3rd semester (Lateral entry) a candidate should have passed 12th (PCM) with BCA.

6. ADMISSION PROCEDURE

Admission under these courses will be made as follows:

6.1 The University will issue admission notifications in News papers, on the University's website, Notice Board of University and in other publicity media before the start of every cycle.

6.2 List of candidates provisionally selected for admission / short listed based on merit will be displayed on the notice board of the University/ University's website or the students will be informed directly of their admission after the last date of application.

6.3 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 so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.

6.4 If a candidate admitted provisionally under the clause (6.3) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.

6.5 The application form may be rejected due to any of the following reasons:

6.5.1 The candidate does not fulfill the eligibility conditions.

6.1.2 The prescribed fees are not enclosed.

6.1.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.

6.1.4 Supporting documents for admission are not enclosed.

6.6 Enrollment / Registration Number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.

6.7 Admission rules as framed by the University shall be applicable for all admissions from time to time.

7. COURSE STRUCTURE

7.1 The undergraduate course in semester shall consist of:

7.1.1 Such Courses (Papers) as prescribed by the University.

7.1.2 Such job internship, Lab Work, Practical, in plant Training, Projects, etc. as may be prescribed by the University.

7.1.3 Such scheme of examination as prescribed by the University from time to time.

7.2 The MCA course is six semester duration consisting of five semester classroom study/ practical and one semester project Work. The sixth semester is for project work during this semester the candidate shall devote himself /herself for the research work, in connection with any of the aspects of computer application relevant to the course selected, and assigned to him by the Head of the Department concerned in the respective college. Prior to submission of dissertation, candidate shall present a pre submission seminar on his/ her work. At the end of the semester the candidate shall submit three typed or printed copies of the dissertation written by him/ her to the university through the Director / Principal of the college. The dissertation should be accompanied by the Certificate from the Head of the Department and the projects supervisor to the effect that it embodies actual work by the candidate and that the work has not been submitted earlier in part or full for the award of any other degree.

8. MEDIUM OF INSTRUCTIONS AND EXAMINATIONS

8.1 The medium of instruction can be Hindi or English. However, the term end examination will be in English only.

9. EXAMINATION SCHEME

9.1 No candidate shall be allowed to take the term end Semester examination unless one has:

- 9.1.1 Attended at least 75% of Lectures/ Practical delivered.
- 9.1.2 Paid all the fees due.
- 9.1.3 Obtained 'No Dues' certificate from the concerned Department /College.
- 9.1.4 Submitted the job Internship Certificate / Project Report, as notified by the University.
- 9.1.5 Received in Plant/ Practical training as prescribed by the University.

Clause (9.1) above shall not be applicable to the Private/Ex.University.

9.2 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.

9.2.1 50% marks of each paper will be earmarked for internal assessment (For each year, there will be at least two midterm examinations.

9.2.2 Main examination will carry 50% marks.

9.2.3 For passing the examination the candidate that be required to secure at least 'D' grade in University examination separately in the term- end

theory, parietal and internal assessment in each of the prescribed paper in the subject and practical are also to be cleared separately.

9.2.4 There will be an external examiner to evaluate, the project report. The minimum passing marks for project work will be 'B' Grade.

10. Promotion to Next Semester & Failed Candidate

- 10.1 There shall be supplementary or second examination in between the semester exam.
- 10.2 A candidate may provisionally continue his/ her studies In higher semester class after the examination of the semester he/she appeared are over. However, his/her eligibility shall be evaluated only after the results of semester are declared at which he /she had appeared.
- 10.3 If a candidate fails in not more than one paper in any one semester examination, he/she will be allowed to keep the term (ATKT) and promoted to the next semester. Candidate shall be eligible to carry the backlog of one paper of each semester examination but in no case candidate shall be permitted to carry backlog of more than two papers at a time.
- 10.4 provided further, that if a candidate fails in more than one paper in any semester examination, he/she may be allowed to appear as an ex student in the next examination of the same semester.
- 10.5 provided further, that if a candidate fails in some papers of earlier semester and clears the final semester, his result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semesters. In such situation. Mark sheet for each semester will be issued in the sixth semester once the candidate clears all the papers.

11. AWARD OF CREDITS AND GRADES

Once hour of conduct in Lecturer (L) Tutorial (T) & two hours of Practical (P) per week shall be equal to one credit as allotted in the respective schemes.

- 11.1 A Student shall be continuously evaluated for his/her academic performance in a subject through tutorial work, practical, home assignment, mid-semester tests, field work, seminars, quizzes, end-semester examination and regularity, as proposed by respective board of studies and approved by Academic Council.
- 11.2 For the award of degree minimum Cumulative Grade Point Average (CGPA) required is 5.0 and promotion to higher semester.
- 11.2.1 To pass a particular subject of the course the minimum required Grade is D. However, the candidate should also separately

score minimum of the subject. For practical examination one external examiner from outside the institute shall always be there.

11.2.2 If a candidate has passed all the subject of an applicable year but has failed to score a minimum CGPA of 5.0 as per requirement, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of three Theory/ Practical Subjects, in the ensuing examination (Theory and Practical of a subject be treated as separate subjects.)

11.2.3 Other than the provision of clause (11.2.2) above, a candidate shall not be permitted to reappear in that examination, for improvements of Division / Grade or for any other purpose.

11.3 Practical Training and Project Work shall be treated as practical subjects.

11.3.1 In each semester, there will be normally three mid semester tests. Only in emergent cases number of tests could be reduced to two with approval of the Vice- Chancellor.

11.3.2 The grades to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class, work, mid semester exam and regularity.

11.3.3 The grades to be used and their numerical equivalent are as under:

Credit Based Grading System

Grade	% Marks range (based on absolute marks system)	Credit Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	31-40	4	Marginal
F	30 & below	0	Fail
I		0	Incomplete
W		0	Withdrawal

11.3.3 The semester Grade Points Average (SGPA) and Cumulative Grade Point Average (CGPA) Shall be calculated as under:

$$SGPA = \frac{\sum_{i=1}^n C_i P_i}{n}$$

$$\sum_{i=1}^n C_i$$

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 earned in the i^{th} subject, where $i = 1, 2, \dots, n$, are the number of subjects in that semester.

$$\sum_{i=1}^n SG_i NC_i$$

$$CGPA = \frac{\sum_{i=1}^n SG_i NC_i}{\sum_{i=1}^n NC_i}$$

Where NC_j is the number of total credits offered in the j^{th} semester, SG_j is the SGPA earned in the j^{th} semester, where $j = 1, 2, \dots, M$, are the number of semesters in that course.

- 11.4 The grade sheet at the end of each even semester examination for students shall also show CGPA till end of that semester. The final examination grade sheet at the end of final semester examination grade sheet at the end of final semester examination of the course shall also indicate CGPA.

12. CONDONATION OF DEFICIENCY

Deficiency up to five marks can be condoned of the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (Theory and Practical) of the same subject shall be considered as two separate subjects. For the purpose of awarding grace marks) in a each semester.

13. AWARD OF DIVISION

13.1 Division shall be awarded only after the six and final semester examination based on integrated performance of the candidate for all the three years as per following details:

CGPA Score	Divisions
$7.5 \leq CGPA$	First Division with Honors
$7.5 \leq CGPA < 7.5$	First Division
$7.5 \leq CGPA < 6.5$	II nd division
$CGPA < 5.0$	Fail

13.2 The conversion from grade to an equivalent percentage in a given academic program shall be according to the following formula applicable.

$$\text{Percentage marks scored} = \frac{CGPA \text{ Obtained} \times 100}{10}$$

14. MERIT LISTS

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

- 14.2 Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree on the basis of the integrated performance of all the two years. The merit list shall include the first ten candidates securing at least first Division and passing all semesters in single attempt.
15. **EXAMINATION CENTERS** - University examination centers will be notified by the university.
16. **GENERAL**
- 16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the university so far as they are not inconsistent with the provisions of this ordinance.
- 16.2 In case of any dispute/ambiguity, the ruling of the Vice-Chancellor shall be final. However, on the recommendations of the Academic Council the Vice-Chancellor the Vice-Chancellor shall be competent to change the system/pattern of the examination.
- 16.3 In case of any dispute, the matter shall be decided under the jurisdiction of District Court, Bhopal.
- 16.4 The Provisions of this ordinance shall change as per the directive of regulatory authority.

LNCT VIDHYAPEETH UNIVERSITY, INDORE

ORDINANCE NO. 65

Master of Business Administration MBA (Integrated)

1. Name of Programme: MASTER OF BUSINESS ADMINISTRATION (MBA-INTEGRATED)
2. Name of School / Faculty - Faculty of Management
3. Duration

Total duration of the MBA (Integrated) Course shall be 5 years, each year comprises two semesters. Each semester shall normally have teaching for the 90 working days or as prescribed by A.I.C.T.E. from time to time.

The student admitted to 1st year MBA (Integrated) Course shall complete the course within a period of seven (07 Years) academic years from the date of first admission, failing which he/she has to B Tech discontinue the course.

A Student, who has failed twice in first year due to any reason (either due to his/her non-appearance or he/she being not permitted to appear in semester examinations) shall not be allowed to continue his/her studies further. Provided further that if a student wishes to continue third time in first year he/she may be allowed on the terms and conditions laid down by the LNCT Vidhyapeeth for such Permission but the maximum time allowed for completing the course will be 7 years.

A student, who wishes to temporarily discontinue the program and continue the same subsequently, has to obtain prior permission from the Registrar of LNCT Vidhyapeeth by applying the director / head of the college or institute. Such student has to take admission to the same semester again from where he/ she discontinued. However, the student shall be required to complete the program in 7 years.

4. Eligibility

The candidates seeking admission to the Master of Business Administration (MBA) must have passed 10+2 examination with at least 50% marks (relaxation for SC/ST candidates of 5%) from a recognized board and as may be notified from time to time by AICTE or any recognized University to which equivalence is granted by as per State Govt. norms/UGC/Concerned statutory body norms from time to time.

5. Admission process

Admission to the programme shall be made by admission committee approved by the Vice-Chancellor. The admission process shall take place as per LNCT Vidhyapeeth norms.

6. Number of Seats for the Programme

It will be decided by the Board of Management of LNCT Vidhyapeeth from time to time.

7. Fee Structure

All the fee categories including Programme fee and the examination fee shall be as per norms of M P Private University Regulatory Commission, Bhopal and will be determined by the LNCT Vidhyapeeth University from time to time, and shall be payable by students at the beginning of each semester.

- I. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- II. Fees, once paid, and if a student has started attending the classes, are not refundable in any case except for the caution money. In some case of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees. However; the student 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.

The fees shall be applicable as per approval of Board of Management from time to time.

8. Programme Structure

The Post Graduate degree course of MBA (Integrated) shall consist of:

- a) Such courses (papers) as prescribed by the Academic Council of the LNCT Vidhyapeeth University.
- b) Such a job internship, lab work, practical, Industrial training, projects etc. as may be prescribed by Board of Studies/ Academic Council of the Vidhyapeeth
- c) Such scheme of examination as prescribed, by the Board of Studies/Academic Council of the Vidhyapeeth from time to time.
- d) The Curriculum & Syllabus of the Course related to this program will be as prescribe by the respective Board of Studies and Academic Council.

9. Academic Year

There will be normally one academic cycle every year from July to June comprising of two semesters. i.e. July to Dec and Jan to June or on annual pattern basis.

10. Examination and related Regulations: An Examination pattern shall be applied as per LNCT Vidhyapeeth norms.

11. Medium of Instructions and Examination- The medium of instruction and examinations shall be Hindi/English.

12. Attendance

Attendance in theory and practical classes shall be compulsory as per statutes and as per norms of AICTE. Presently, it is 75% in theory and practical separately.

13. 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. The decision of the Vice-Chancellor shall be final.

LNCT VIDHYAPEETH UNIVERSITY, INDORE

ORDINANCE NO. 66

MASTER OF TECHNOLOGY (M.TECH) INTEGRATED

CIVIL, MECHANICAL, ELECTRICAL, ELECTRONICS, COMPUTER SCIENCE,
ELECTRONICS AND COMMUNICATION, MINING, MINES SURVEYING,
INFORMATION TECHNOLOGY

1.0 Name of Programme

Master of Technology (M.Tech) Programmes

The Post Graduation course shall be offered with specialization in the following subjects:

Civil, Mechanical, Electrical, Electronics, Computer Science, Electronics and Communication, Mining, Mines Surveying, Information Technology

2.0 Name of School / Faculty - Faculty of Science & Technology

3.0 Duration - The Post Graduation course shall be for Five Years (Ten Semesters)
Maximum Period of Programme completion: 7 (Seven) Years.

4.0 Eligibility

A candidate will be eligible for admission to the first semester of this course only if he/she fulfills the following requirements: (i) That the candidate has passed the Senior Secondary Certificate (10+2) Examination with at least five subjects from any recognized Board/ University with Physics and Mathematics as compulsory subjects along with anyone of the following subjects: (a) Chemistry; (b) Bio-Technology; (c) Computer Science; (d) Biology or the candidate has passed Diploma Course in Engineering/Technology of three year duration or more from a recognized Board/University or its equivalent Diploma Examination.

5.0 Admission process - Admission to the programme shall be made by admission committee approved by the Vice-Chancellor. The admission process shall take place as per LNCT Vidhyapeeth norms.

6.0 Number of Seats for the Programme

It will be decided by the Board of Management of LNCT Vidhyapeeth from time to time.

7.0 Fee Structure

- i. All the fee categories including Programme fee and the examination fee shall be determined by the Vidhyapeeth from time to time, and shall be payable by students at the beginning of each semester.

- ii. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- iii. Fees, once paid, and if a student has started attending the classes, are not refundable in any case except for the caution money. In some case of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees. However; the student 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.

The fees shall be applicable as per approval of Board of Management from time to time.

8.0 Programme Structure

The Post Graduate degree course of M. Tech shall consist of:

- a) Such courses (papers) as prescribed by the Academic Council of the Vidhyapeeth University.
- b) Such a job internship, lab work, practical, Industrial training, projects etc. as may be prescribed by Board of Studies/ Academic Council of the Vidhyapeeth
- c) Such scheme of examination as prescribed, by the Board of Studies/Academic Council of the Vidhyapeeth from time to time.
- d) The Curriculum & Syllabus of the Course related to this program will be as prescribe by the respective Board of Studies and Academic Council.

9.0 Academic Year

There will be normally one academic cycle every year from July to June comprising of two semesters. i.e. July to Dec and Jan to June or on annual pattern basis.

11.0 Examination and related Regulations:

An Examination pattern shall be applied as per LNCT Vidhyapeeth norms.

12.0 Medium of Instructions and Examination

The medium of instruction and examinations shall be English.

13.0 Attendance

Attendance in theory and practical classes shall be compulsory as per statutes. Candidates appearing as regular students for any semester examination are required to attend 75% of the theory and practical classes separately in each subject of the course of study, provided that a shortfall in attendance upto 10% and a further 5% can be condoned by the Head of the Department and Vice-Chancellor of the LNCT Vidhyapeeth University respectively for satisfactory reasons.

14.0 There shall be at least fourteen weeks of teaching in every semester.

15.0 In every semesters, deficiency upto one mark (in both theory as well as practical) can be condoned to the best of the advantage of the students for passing the exams.

16.0 One grace mark can be condoned to the candidate by VC who is failing/missing distinction/missing first division at the completion of the course. This benefit will not however, be available to a candidate getting advantage under clause 15.

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. The decision of the Vice-Chancellor shall be final.

LNCT VIDHYAPEETH UNIVERSITY, INDORE**ORDINANCE No. 67****MASTER OF COMMERCE (M.COM)****1. COURSE & FACULTY**

- 1.1 this ordinance shall be applicable to all to years (four semester) post Graduate Degree programs except those for which the university has separate ordinances. These courses shall be run on semester system.
- 1.1.1. At present the programs covered under this ordinance are Master of Commerce (M.Com.).
- 1.1.2. These programs are offered by the concerned Faculty after the recommendation for concerned Board of Studies / Faculty and approval of Academic Council.
- 1.1.3. More degree programs can be offered under this ordinance on the recommendations of the Board of Studies / Faculty and approval of the Academic Council & Board of Management.
- 1.1 The ordinance shall be applicable to all the University Teaching Departments/ Institutes/ School of this University.

2. DURATION

- 2.1 The duration of these courses of study are of two years (Four semesters,)
- 2.2 A candidate has to complete the entire course of post graduate degree within a maximum period of four years from the session of first admission.

3. INTAKE & FESS

- 3.1 the intake for each of these programs shall be decided by the Board of Management of the University from time to time subject of the approval of the regulatory body, if any.
- 3.2 Fees of these programs will be decided by the Board of management subject to the approval of regulatory body, if any.

4. ACADEMIC YEAR

- 4.1 There will be one academic cycles every year starting from July to June.

5. ELIGIBILITY

5.1 Candidates seeking admission to these programs must have passed the graduation course as specified below from any recognized University or an equivalent body.

5.1.1 M.Com: Bachelor of Commerce Degree (Hons. / Pass) from any recognized University.

5.1.3 Candidates appearing for their final year / semester of Graduation Examination and waiting for their results can apply. They will have to provide proof of passing the Degree, within 15 days of admission.

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

6. ADMISSION PROCEDURE

Admission under these programs will be made as follows:

6.1 The University will issue admission notifications in news Papers, on the University's website, Notice Board of the University and in other publicity media before the start of every cycle.

6.2 List of candidates provisionally selected for admission/ shortlisted based on merit will be displayed on the notice board of the university/ University's website/ or the students will be informed directly of their admission after the last date of application.

6.3 The candidates whose results of the qualifying exam are awaited can also apply. Such candidates, however, must produce the previous year mark sheet/ School / college Certificates, as a proof for required eligibility criteria before the due date failing which the provisional admission granted will be cancelled.

6.4 The application form may be rejected due to any of the following reasons:

6.4.1 The candidate does not fulfill the eligibility conditions.

6.4.2 The prescribed fees are not enclosed

6.4.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.

6.4.4 Supporting documents for admission are not enclosed.

6.5 Enrolment / Registration Number will be assigned to the student by the University after verification & submission of all the necessary documents/ fees.

6.6 Admission rules as framed by the University shall be applicable for all admissions from time to time.

7. Course Structure

7.1 The Post Graduate course in semester system shall consist of:

7.1.1 Such courses (Papers) as prescribed by the University.

- 7.1.2 Such job internship, job work, Practical, in-Plant Training, Projects etc. as may be prescribed by the University and.
- 7.1.3 Such scheme of examination as prescribed, by the University from time to time.

8. MEDIUM OF INSTRUCTIONS AND EXAMINATIONS

- 8.1 The medium of instructions and examination shall be either Hindi or English.

9. Examination Scheme

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

- 9.1.1 Attended at least 75% of lectures/ Practical delivered.
- 9.1.2 Paid all the fess due.
- 9.1.3 Obtained "No Dues" Certificate from the concerned Department / College.
- 9.1.4 Submitted the job internship Certificate/ Project Report, as notified by the University.
- 9.1.5 Received in plant/ Practical training as prescribed by the University.
- Clause (9.1) above shall not be applicable to the Private /Ex candidates.

- 9.2 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.

- 9.2.1 50% marks of each paper will be earmarked for internal assessment (for each year, there will be at least two midterm examinations.
- 9.2.2 Main examination will be carry 50% marks.
- 9.2.3 for passing the examination ; the candidate that be required to secure to secure at least 'D' Grade in university examination separately in the term – end theory, practical and internal assessment in each of the prescribed paper in the subject and practical's are also to be cleared separately.
- 9.2.4 There will be an external examiner to evaluate, the project report. The minimum passing marks for project work will be 'B' Grade.

10. PROMOTION TO NEXT SEMESTER & FAILED CANDIDATE

- 10.1 There shall be no supplementary or second examination in between the semester exam.
- 10.2 A candidate may provisionally continue his/her studies in higher semester class after the examination of the semester he/she appeared is over. However, His/ Her eligibility shall be evaluated only after the results of semester are declared at which he /she had appeared.
- 10.3 If a candidate fails in not more than one paper in any one semester examination he/she will be allowed to keep the term (ATKT) and promoted to the next semester. Candidate shall be eligible to carry the backlog of one paper of each semester examination but in no case candidate shall be permitted to carry backlog of more than two papers at a time.

- 10.4 Provided further that if a candidate fails in more than one paper in any semester examination, he / she may be allowed to appear as an Ex-Student in the next semester examination of the same semester.
- 10.5 provided further that if a candidate fails in some papers of earlier semester and clears the final semester, his result will be withheld . A candidate will be awarded degree only in the year when he/she clears the papers of earlier semesters in such situation mark sheet for each semester will be issued Separately up to third semester and a composite mark sheet will be issued in the Fourth semester once the candidate clears all the papers.

11. AWARD OF CREDITS AND GRADES

One hour of conduct in Lecture (L) Tutorial (T) & two hours of practical (P) per week shall be equal to neo credit as allotted in the respective schemes.

- 11.1 A student shall be continuously evaluated for his/her academic performance in a subject through tutorial work, practical, home assignment, mid-semester tests , field work, seminars, quizzes, end semester examination and regularity, as proposed and recommended by respective Board of Studies and approved by the Academic Council.

- 11.2 For the award of degree minimum Cumulative Grade Point Average (CGPA) 5.0 and promotion to higher semester.

11.2.1 To pass a particular subject of the course the minimum required Grade is D. However the candidate should also separately score minimum of Grade D in end semester examinations of theory and practical parts separately of the subject for practical examination one external examiner from outside the institute shall always be there.

11.2.2 if a candidate has passed all the subjects of an applicable year but has failed to score a minimum CGPA of 5.0 as per requirement, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of three theory/ Practical subjects, in the ensuing examination (theory and Practical of a subject shall be treated as separate subjects.)

11.2.3 Other than the provision of clause (11.2.2) above, a candidate shall not be permitted to reappear in that examination, for improvement of Division Grade or for any other purpose.

- 11.3 Practical Training and Project work shall be treated as Practical Subjects.

11.3.1 in each semester, there will be normally there mid semester tests. Only in emergent cases number of test could be reduced to two with approval of the Vice- Chancellor.

11.3.2 The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, and class work, mid semester test, end semester exam and regularity.

11.3.3 The grades to be used and their numerical equivalents are as under:

Credit based Grading System

Grade	% Marks range (based on absolute marks system)	Credit Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	31-40	4	Marginal
F	30 & below	0	Fail
I		0	Incomplete.
W		0	Withdrawal

11.3.4 The semester Grade Points Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:

$$\sum_{i=1}^n C_i P_i$$

$$SGPA = \frac{\sum_{i=1}^n C_i P_i}{\sum_{i=1}^n C_i}$$

11.3.4 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 earned in the i^{th} subject, where $i = 1, 2, \dots, n$, are the number of subjects in that semester.

$$CGPA = \frac{\sum_{j=1}^m SG_j NC_j}{\sum_{j=1}^m NC_j}$$

Where NC_j is the number of total credits offered in the j^{th} semester, SG_j is the SGPA earned in the j^{th} semester, where $j = 1, 2, \dots, m$, are the number of semesters in that course.

12. CONDONATION OF DEFICIENCY

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks) in a each semester.

13. AWARD OF DIVISION

- 13.1 Division shall be awarded only after the Fourth and final semester examination based on integrated performance of the candidate for all the for years as per followings details:

CGPA Score	Divisions
$7.5 \leq \text{CGPA}$	First Division With Honors
$7.5 \leq \text{CGPA} < 7.5$	First Division
$7.5 \leq \text{CGPA} < 6.5$	II nd division
$\text{CGPA} < 5.0$	Fail

- 13.2 The conversion from grade to an equivalent percentage in a given academic program shall be according to the following formula applicable.

$$\text{Percentage marks scored} = \frac{\text{CGPA Obtained} \times 100}{10}$$

14. MERIT LISTS

- 14.1 Merit list of First 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.
- 14.2 Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree, on the basis of the integrated performance of all the two years. The merit list shall include the first ten candidates securing at least First Division and passing all semester in single attempts.

15. EXAMINATION CENTERS

- 15.1 University examination centers will be notified by the university.

16. GENERAL

- 16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the programs shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
- 16.2 In case of any dispute/ ambiguity, the ruling of the Vice-Chancellor shall be final competent to change the system/ pattern of the Examination.
- 16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Bhopal.
- 16.4 The Provisions of this ordinance shall change as per the directive of regulatory authority.

LNCT Vidhyapeeth University, Indore

ORDINANCE No. 68

**MASTER IN HOTEL MANAGEMENT (MHM)
DURATION - 2 YEAR DEGREE**

1.0 AIM & OBJECTIVES

- 1.1 To impart higher and advanced professional skills and knowledge in operational and non operational areas of Hospitality and Tourism Industry
- 1.2 To acquaint students with Hospitality and Tourism systems and phenomenon and impacts of Hospitality and Tourism in Society, Economics and Environment.
- 1.3 To prepare aspirants for managerial tasks and responsibilities in Hospitality and Tourism Industry
- 1.4 To provide aspirants National and International career in Hospitality and Tourism Industry.

2.0 COURSE STRUCTURE

The Master degree in Hotel Management of Two years (Four semesters) course hereinafter called 2 Year Masters Degree Course shall be designated as Master in Hotel Management in short MHM.

- 2.1 The duration of MHM course shall extend over a period of Two years consisting of four semesters named below:
 - i. MHM 1st Semester
 - ii. MHM 2nd Semester
 - iii. MHM 3rd Semester
 - iv. MHM 4th Semester
- 2.1 Each semester shall be spread over for not less than sixteen weeks.
- 2.3 The student is required to complete the course in the maximum duration of 4 years.

3.0 ACADEMIC QUALIFICATION & SELECTION CRITERIA FOR ADMISSION

- 3.1 The minimum qualification for admission to first semester of MHM of Two year's (Four semesters) course shall be Graduate in any stream from a recognized University with minimum 50% marks for general category and 40% marks for scheduled castes/scheduled tribes and other backward classes.

OR

Graduate in Hotel Management from National Council of Hotel Management / Recognized University.

OR

Three years Diploma in Hotel, Catering or Tourism Management from a recognized technical board or University with two years of working experience in Supervisory or Managerial position.

3.2 Selection Criteria: The admission in MHM 1st semester shall be done either directly on the merit of the qualifying examination or through a common entrance test conducted by the University or any designated Agency.

3.3 The score card of CAT/MAT/AIMA would be given preference while preparing the Merit list for admissions.

4.0 COMMENCEMENT OF COURSE

4.1 MHM 1st & 3rd semesters shall commence during July every year while MBAHTM 2nd & 4th semesters shall commence January every year.

4.2 Semester break: Maximum of 10 days leave as semester break shall be granted to the students between two semesters.

4.3 The subjects to be studied in different semesters of MHM shall be as per the schemes given in subsequent sections.

5.0 REGULATIONS RELATING TO ASSESSMENT OF ACADEMIC GROWTH OF STUDENT

The assessment of academic growth of student shall be done on the basis of two sessionals (conducted during the semester) and one semester/University examination (conducted at the end of semester). The medium of instruction and examination shall be English throughout the course of study.

5.1 SESSIONAL

Two sessionals shall be conducted for each theory and practical.

5.1.1 Theory: Two sessional examinations shall be held during the semester for each theory paper.

5.1.2 Practical: Marks shall be awarded on the basis of the assigned practical performed by the students conducted in the laboratory, result of the practical, assignment, day-to-day completion of the records and viva-voce.

5.1.3 If a student secures 50% marks in theory paper and fails in examination of that Subject (securing less than 50% in the aggregate including theory), the student may reappear for improvement only in sessional theory paper in which he/she has failed. However, he/she will not be allowed to reappear in practical sessional.

5.2 SEMESTER / UNIVERSITY EXAMINATION

5.2.1 There shall be one semester examination (theory & practical) at the end of each semester. These examinations will be designated as follows:

- a. During first year : MHM. 1st semester, MHM 2nd semester.
- b. During second year : MHM 3rd semester, MHM 4th semester.

5.2.2 There will be no supplementary examination.

5.2.3 The semester theory examination in each subject shall consist of one paper of three hours duration..

5.2.4 The question paper shall cover as broad area/units of the content of the course. The essay questions should be properly structured and the marks specifically allotted.

5.2.5 The semester practical examination in each subject shall consist of one paper of four hours duration.

The question paper shall contain 3 exercises as below;

- i. Practical Assignment and Demonstration – 25 Marks
- ii. Records and Journal – 25 Marks
- iii. Viva voce – 20 Marks.

5.3 APPOINTMENT OF EXAMINERS/QUESTION PAPER SETTERS

The appointment of examiner for semester practical examination shall be based on following rules:-

5.3.1 Practical Examiner: Professor, Associate Professor and Assistant Professor (with teaching experience of not less than 3 years) working in Hotel Management/Management institute not affiliated to the LNCT University can be appointed as an external examiner for semester practical examination.

5.3.2 Question Paper Setter/Moderator/Head Evaluator: Professor, Associate Professor and Assistant Professor (with teaching experience of not less than 5 years) working in any Hotel Management / Management institute conducting MBA/BHMCT course can be appointed as Question Paper Setter/Moderator/Head Evaluator for semester theory examinations.

5.4 CRITERIA FOR PASSING

In each subject/head (theory and practical);

5.4.1 Minimum 50% in sessional and semester examination taken together.

5.4.2 Each theory paper and practical will be treated as separate subject/head for passing.

5.4.3 A candidate who has been admitted in MHM 1st semester will be promoted to the higher class in accordance with the following sub-rules:

- a. A candidate shall not be promoted to the third semester if he/she carries a backlog of more than five papers/subjects.
- b. A candidate shall not be admitted in the fourth semester classes unless he/she has fully passed/cleared the first and second semester examinations.

5.4.4 If a candidate has passed a semester examination in full he/she shall not be permitted to reappear in that examination for improvement of division/marks or any other purpose.

5.4.5 No candidate will be awarded Master's Degree in Hotel Management unless he/she has passed all the four semester examinations. If any previous semesters, paper/ practical remain as backlog to be cleared by him/her, the result will be withheld till he passes the backlog.

5.5 DIVISION AND MERIT LIST

Candidates who have passed all the examination of MHA the course shall be awarded divisions in accordance with the total aggregate marks secured by them in all the semester examinations taken together.

First Division with Distinction	:	70% and above
First Division	:	60% and above but less than 70%
Second Division	:	50% and above but less than 60%
Pass Division	:	40% and above but less than 50%

Candidates who have not passed the examination in the first attempt along with the batch in which they were admitted are not eligible for getting rank certificates, medals.

The merit shall be declared by the University after the semester examination of the fourth semester of MHM on the basis of the integrated performance of both the two years. The merit list shall include the first ten candidates securing at least first division and passing all semester examinations in first attempt.

5.6 EDUCATIONAL AND INDUSTRIAL STUDY TOUR

For MHM 2nd semester students an educational study tour to visit a Hospitality organization is compulsory. All students will have to submit a tour report after the study tour. The marks shall be awarded by the teacher-in-charge of the student's study tour.

5.7 PROJECT WORK

For MHM 4th semester students a project work shall be compulsory. The project shall be undertaken in any of the Hospitality Areas. The project shall be made under the supervision and guidance of faculty member(s). The candidate shall present a seminar on his/her project work. Every candidate shall be required to submit the project report in triplicate. The marks shall be awarded by the project supervisor and one external examiner.

5.8 PROFESSIONAL TRAINING

- 5.8.1 A candidate shall have to undergo Professional Training in a Hotel / Hospitality organization after the examination of the 3rd semester for a period of at least 4 weeks. The report of the Professional Training shall be submitted by the candidate in triplicate, duly certified by the host organization.
- 5.8.2 The viva-voce examination based on the professional/industrial training shall be carried out by Board of Examiners consisting of:
- Chairman – The Head/Principal of the institute.
 - The external examiner.
 - The internal examiner.

The marks shall be awarded by the Board of Examiners.

5.9 CONDONATION OF DEFICIENCY IN MARKS

With a view to moderate hard line cases in the examination the following Rules shall be observed;

- 5.9.1 Deficiency up to 5 marks is condoned to the best advantage of the candidate for passing the examination, provided the candidate fails in maximum of two theories, or one theory and one practical or two practical.
- 5.9.2 One grace mark will be given to the candidate who is failing / missing Distinction / missing first division by one mark, by the Vice-Chancellor in the MBAHTM examination. This benefit will not, however, be available to a candidate getting advantage under clause 5.8.1.
- 5.9.3 After condonation of marks, the result of concerned subject/semester shall declare as "pass by condonation" or "pass by grace".

5.10 ATTENDANCE

- 5.10.1 Candidates appearing as regular students for any semester examination are required to attend 75 percent of the total lectures delivered and of the practical classes held separately in each subject of the course of study.
- 5.10.2 The total theory lecture and practical shall be conducted as per scheme and syllabus given in subsequent sections.

6.0 REVALUATION / RE-TOTALING

Revaluation and re-totaling of marks is permitted for theory papers only. The University, on application within the stipulated time and remittance of a prescribed fee, shall permit a recounting of marks, for the subject(s) applied. The marks obtained after revaluation or re-totaling will be the final marks awarded.

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 :- The Intake for each of these programs shall be decided by the board of management of the University from time to time subject to the approval of the regulatory body/MP Private University Regulatory Commission.

Maximum Duration of Courses :

9.0 RESERVATION: Reservation shall be applicable as per norms of the Government.

10.0 MEDIUM OF INSTRUCTION:

Medium of Instruction in BHMCT course shall be 'English¹'. The condition of English Medium has been laid-down in view of the industry requirement vis-a-vis better entrepreneurial employment opportunities for the incumbent students.

11.0 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 Departments/ Institutions/ Schools. The decision of the Vice-Chancellor shall be final.

12.0 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 Institution, if;

He/She is not found qualified as per AICTE/State Government norms and guidelines or the eligibility criteria prescribed by the University.

OR

She is not able to complete the course within the stipulated time.

OR

He/She is found involved in serious breach of discipline in the institution or in the Vidhyapeeth campus.

13.0 SCHEME OF COURSE / EXAMINATION

Course of Study and Scheme of Examination
Master in Hotel Management

1st SEM

Code	Subjects	Hrs Per Week		Term Marks	
		Theory	Practical	Theory	Practical
MHM11	Management functions & Organizational behaviour in hospitality & tourism.	4	-	100	-
MHM12	Accommodation Management - I	4	6	100	100
MHM13	Food & Beverage Management - I	4	6	100	100
MHM14	Fundamentals of Food Science, Nutrition & Dietetics Management	2	-	100	-
MHM15	Course work in tourism – Phenomenon & systems	4	-	50	-
MHM16	Information Management & Information systems in Hospitality & Tourism	4	-	50	-
Total		22	12	500	200
Grand Total		34 Hours		700	

2nd SEM

Code	Subjects	Hrs Per Week		Term Marks	
		Theory	Practical	Theory	Practical
MHM21	Human Resource Planning & Development in Hospitality & Tourism	4	-	100	-
MHM22	Accommodation Management - II	4	6	100	100
MHM23	Food & Beverage Management - II	4	6	100	100
MHM24	Marketing Management for Hospitality & Tourism Managers	4	-	100	-
MHM25	Tourism Planning & Development	4	-	50	-
MHM26	Communication & soft skills	2	-	50	-
Total		22	12	500	200
Grand Total		34 Hours		700	

3rd SEM

Code	Subjects	Hrs Per Week		Term Marks	
		Theory	Practical	Theory	Practical
MHM31	Managing Personnel in Hospitality & Tourism	4	-	100	-
MHM32	Accounts, Finance & Working capital for Hospitality & Tourism Managers	4	-	100	-
MHM33	Hospitality & Tourism Law	4	-	50	-
MHM34	Applied operations research (Hospitality & Tourism)	4	-	50	-
MHM35	Facilities Design & Management	4	-	50	-
MHM36	Sales & Advertisement Management in Hospitality & Tourism	4	-	100	-
MHM37	French for Hospitality & Tourism	4	-	50	-
Total		28	-	500	-
Grand Total		28 Hours		500	

4th SEM

Code	Subjects	Hrs Per Week		Term Marks	
		Theory	Practical	Theory	Practical
MHM41	Tourism Impacts	2	-	50	-
MHM42	Tourism Products - Design & Development	4	-	100	-
MHM43	Events Management & MICE	4	-	100	-
MHM44	Strategic Management	4	-	100	-
MHM45	Industrial Exposure Training	-	8 Weeks	-	100
MHM46	Research Based Project Work	-	-	-	100
MHM47	Workshop on executive communication	4	-	50	-
Total		18	-	400	200
Grand Total		18 Hours		600	
Total Subjects in all 4 semester is 26					

Minimum Pass Marks : Duration of Theory Papers: 3 Hours.
 (A) Theory and Sessional (combined) : 50 Percent
 (B) Practical and Sessional (combined) : 50 Percent

LNCT VIDYAPEETH UNIVERSITY, INDORE**ORDINANCE NO. 69****Certificate Course on Remotely Piloted Aircraft (RPA)/Drone Pilot'
(One Year Program)**

Remotely Piloted Aircraft (RPA)/Drone Pilot' Trade is one of the newly designed course under Craftsmen Training Scheme (CTS). It mainly consists of Domain area and Core area. Domain area (Trade Theory and Trade Practical) imparts professional skills and knowledge, while Core area (Employability Skills) imparts requisite life skills. During the 12 months duration of course a candidate is trained on professional skills and knowledge. In addition to this a candidate is entrusted to undertake project work and Extra-Curricular Activities to build up confidence. After passing out of the training programme, the trainee is awarded National Trade Certificate (NTC) by LNCT Vidhyapeeth University, Indore.

AIMS & OBJECTIVE:

The main aim of this certificate course is to expose the eligible candidates to newer methods of skill oriented program in Remotely Piloted Aircraft (RPA)/Drone Pilot. The candidate can join Aviation industry/other sectors as drone Pilot for implementing different applications of Drone. Further, they can work in a Drone service centre or start own Drone Training Academy.

Further, the candidates can Read and interpret technical parameters/ documentation, executes work, identify necessary materials and tools. Perform tasks with due consideration to safety rules, accident prevention regulations. Apply professional knowledge & employability skills while performing the job and maintenance work. Check the circuit/ equipment/ panel as per drawing for functioning, identify and rectify faults/ defects. Document the technical parameters related to the task undertaken.

THE BROAD COMPONENTS

The trainee begins with learning first aid, fire fighting and various safety practices for working in industrial environment. Recognizes DGCA Safety Regulations & develop safety attitude while flying Drones. Identifies & selects different types of Drones & Fundamentals of Flight (Aerodynamics), ATC procedures & Radio Telephony, different regulations of DGCA, Civil Aviation Requirements, Weather and meteorology. Develops & applies knowledge of Airframes, Electric motors & Propellers. Identifies & selects Electronic Speed Controllers (ESC) & flight Controllers for Drones. Recognizes application of Batteries, Chargers & Connectors, Transmitters & Receivers, Cameras, Gimbals & other payloads. Applies knowledge of Ground Control Stations & FPV. Performs Assembling, MRO & battery care of Drones. Identifies & selects Basic operating features of a Drone Flight Simulator. Fly a Drone with instructor and then perform solo flight (Virtual reality training & live Drone flying). Carry out entire flying operations from pre-flight checks to after flight checks while flying a drone in simulator training

& live training. Also the trainee will learn to Communicate with required clarity, understand technical English, environment regulation, productivity and enhance self-learning.

QUALIFICATION OF INSTRUCTORS

(i) For Remotely Piloted Aircraft (RPA)/Drone Pilot

M. Tech/ B. Tech or equivalent in Aeronautical engineering /ECE/EEE/Mechatronics with one year experience in building & piloting drones and good at teaching. Candidates with experience of a drone project or a project experience in Robotics are preferred.

(ii) For Employability Skill

MBA OR BBA with two years experience OR Graduate in Sociology/ Social Welfare/ Economics with Two years experience OR Graduate/ Diploma with Two years experience and trained in Employability Skills from DGT institutes.

INTAKE & FEES:

The intake for each of these Programs shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body.

Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body.

COMMENCEMENT AND DURATION:

Scheduled period for the completion of the Program is 1 year. Maximum duration of Program completion is 2 years or as per University Policy. Each Academic year shall comprise of 2 semesters each

The Program shall generally commence in July/August every year barring exceptional circumstances.

Each semester shall be spread over not less than 90 teaching days. Ten day vacation as semester break shall be granted to the students between two semesters.

MEDIUM OF INSTRUCTION:

Medium of instruction and examinations would be English /Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

ATTENDANCE:

Regular students, to be eligible to appear in the University examination, are required to attend a

minimum of 75% theory classes and 75% practical classes, in each semester or as per University policy.

ASSESSMENT & CERTIFICATION

The trainee will be tested for his skill, knowledge and attitude during the period of the course and at the end of the course.

The **Internal Assessment** during the period of training will be done by **Formative Assessment Method** by testing for assessment criteria listed against learning outcomes.

- a) The final assessment will be in the form of summative assessment method. The All India Trade Test for awarding NTC will be conducted by NCVT as per the guideline of Govt of India. The pattern and marking structure is being notified by Govt. of India from time to time. **The learning outcome and assessment criteria will be basis for setting question papers for final assessment. The examiner during final examination will also check** individual trainee's profile as detailed in assessment guideline before giving marks for practical examination.

ASSESSMENT GUIDELINE

Appropriate arrangements should be made to ensure that there will be no artificial barriers to assessment. The nature of special needs should be taken into account while undertaking the assessment. Due consideration should be given while assessing for teamwork, avoidance/reduction of scrap/ wastage and disposal of scrap/ waste as per procedure, behavioural attitude, sensitivity to the environment and regularity in training. The sensitivity towards OSHE and self-learning attitude are to be considered while assessing competency. Assessment will be evidence based comprising the following:

- Job carried out in labs/workshop
- Record book/ daily diary
- Answer sheet of assessment
- Viva-voce
- Progress chart
- Attendance and punctuality
- Assignment
- Project work

Evidences of internal assessments are to be preserved until forthcoming examination for audit and verification by examination body. The following marking pattern to be adopted while assessing:

Performance Level	Evidence
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(a) Weightage in the range of 60%-75% to be allotted during assessment	
For performance in this grade, the candidate should produce work which demonstrates attainment of an acceptable standard of craftsmanship with occasional guidance, and due regard for safety procedures and practices	<ul style="list-style-type: none"> • Demonstration of good skill in the use of hand tools and workshop equipment. • Below 70% tolerance dimension achieved while undertaking different work with those demanded by the component/job. • A fairly good level of neatness and consistency in the finish. • Occasional support in completing the project/job.
(b) Weightage in the range of 75%-90% to be allotted during assessment	
For this grade, a candidate should produce work which demonstrates attainment of a reasonable standard of craftsmanship, with little guidance, and regard for safety procedures and practices	<ul style="list-style-type: none"> • Good skill levels in the use of hand tools and workshop equipment. • 70-80% tolerance dimension achieved while undertaking different work with those demanded by the component/job. • A good level of neatness and consistency in the finish. • Little support in completing the project/job.
(c) Weightage in the range of more than 90% to be allotted during assessment	
For performance in this grade, the candidate, with minimal or no support in organization and execution and with due regard for safety procedures and practices, has produced work which demonstrates attainment of a high standard of craftsmanship.	<ul style="list-style-type: none"> • High skill levels in the use of hand tools and workshop equipment. • Above 80% tolerance dimension achieved while undertaking different work with those demanded by the component/job. • A high level of neatness and consistency in the finish. • Minimal or no support in completing the project.

EXAMINATIONS:

Internal Assessment shall be based on class work / assignments / attendance. .

Mid Sem or Half yearly examination: One half yearly exam in case of yearly exam and two mid semester examinations shall be conducted in each semester and marks of the best of two will be considered for the final result of that semester.

N

University Examination shall be conducted as per Ordinance No. 04

COURSE STRUCTURE

Table below depicts the distribution of training hours across various course elements for one semester :

S No.	Course Element	Notional Training Hours
1.	Professional Skill (Trade Practical)	510
2.	Professional Knowledge (Trade Theory)	102
3.	Employability Skills	55
4.	Library & Extracurricular Activities	13
5.	Simulator Training & Live Training	280
6.	Specific Course content as per DGCA Guidelines	40
7.	Revision & Examination	40
	Total	1040

National Skills Qualification Framework (NSQF)

National Skill Qualification Framework total 10 (Ten) Levels are defined. Each level of the NSQF is associated with a set of descriptors made up of five outcome statements, which describe in general terms, the minimum knowledge, skills and attributes that a learner needs to acquire in order to be certified for that level.

Each level of the NSQF is described by a statement of learning outcomes in five domains, known as level descriptors. These five domains are:

- a. Process
- b. Professional knowledge
- c. Professional skill
- d. Core skill
- e. Responsibility

The Broad Learning outcome of 'Remotely Piloted Aircraft (RPA)/ Drone Pilot' Trade under CTS mostly matches with the Level descriptor at Level- 4. The NSQF level-4 descriptor is given below:

Level	Process Required	Professional Knowledge	Professional Skill	Core Skill	Responsibility
Level 4	Work in familiar, predictable, routine, situation of clear choice	Factual knowledge of field of knowledge or study	Recall and demonstrate practical skill, routine and repetitive in narrow range of application, using appropriate rule and tool, using quality concepts	Language to Communicate written or oral, with required clarity, skill to basic Arithmetic and algebraic principles, basic understanding of social political and natural environment	Responsibility for own work and learning

Distribution of training on hourly basis:**Semester - I**

Total hours /week	Trade practical	Trade theory	Employability Skill	Extra-curricular activity
40 Hours	30 Hours	6 Hours	2 Hours	2 Hours

Semester - II

Total hours /week	Trade practical	Trade theory	Employability Skill	Extra-curricular activity
40 Hours	30 Hours	6 Hours	2 Hours	2 Hours

LEARNING OUTCOME WITH ASSESSMENT CRITERIA**GENERIC LEARNING OUTCOME**

LEARNING OUTCOME	ASSESSMENT CRITERIA
1. Apply safe working practices	1.1 Follow and maintain procedures to achieve a safe working environment in line with occupational health and safety regulations and requirements, and according to policy.
	1.2 Recognize and report all unsafe situations according to policy.
	1.3 Identify and take necessary precautions on fire and safety hazards and report according to work policy and procedures.

	1.4 Identify, handle and store/ dispose-off dangerous goods and substances according to policy and procedures following safety regulations and requirements.
	1.5 Identify and observe policies and procedures with regard to illness or accident.
	1.6 Identify safety alarms accurately.
	1.7 Report supervisor/ competent of authority in the event of accident or sickness of any staff and record accident details correctly according to accident/injury procedures.
	1.8 Identify and observe evacuation procedures according to site policy.
	1.9 Identify Personal Protective Equipment (PPE) and use the same as per related working environment.
	1.10 Identify basic first-aid and use them under different circumstances.
	1.11 Identify different fire extinguisher and use the same as per requirement.
2. Comply with environment regulation and housekeeping	2.1 Identify environmental pollution & contribute to the avoidance of instances of environmental pollution.
	2.2 Deploy environmental protection legislation & regulations.
	2.3 Take opportunities to use energy and materials in an environmentally friendly manner.
	2.4 Avoid waste and dispose waste as per procedure.
3. Assist in exigencies and carry out elementary first-aid during emergencies.	3.1 Demonstrate elementary first-aids.
	3.2 Demonstrate safety practices to be observed in kitchen.
	3.3 Demonstrate use of personal protective dresses.
	3.4 Identify emergency exit route.
	3.5 Demonstrate fire fighting procedure using fire extinguishers.
4. Work in a team, understand and practice soft skills, technical English to communicate with Required clarity.	4.1 Obtain sources of information and recognize information.
	4.2 Use documents, regulations and occupationally related provisions.
	4.3 Conduct appropriate and target oriented discussions with higher authority and within the team.
	4.4 Present facts and circumstances, possible solutions & use English and French terminology.
	4.5 Resolve disputes within the team.
	4.6 Conduct written communication.

5. Explain energy conservation, global warming, pollution, and contribute in day-to-day work by using available resources optimally.	5.1 Explain the concept of energy conservation, global warming, pollution and utilize the available resources optimally & remainsensitive to avoid environment pollution.
	5.2 Explain standard procedure for disposal of waste.
6. Explain personnel finance, entrepreneurship and manage/organize related task in day-to-day work for personal & societal growth.	6.1 Explain personnel finance and entrepreneurship.
	6.2 Explain role of various schemes and institutes for self-employment i.e. DIC, SIDA, SISI, NSIC, SIDO, Idea for financing/non-financing support agencies to familiarize with the policies/programmes, procedure & the available scheme.
	6.3 Prepare a report to become an entrepreneur for submission to financial institutions.

SPECIFIC LEARNING OUTCOME	
LEARNING OUTCOME	ASSESSMENT CRITERIA
7. Identify & select different types of Drones and illustrate Fundamentals of Flight (Aerodynamics).	7.1 Identify & select different types of Drones.
	7.2 Identify basic components of Drones.
	7.3 Recognise basic principles of flying like Bernoulli's Principle etc.
	7.4 Apply principles of flight to Drones.
	7.5 Identify Longitude/Latitude etc.
8. Interpret .DGCA Safety Regulations & observe safety guidelines, ATC procedures & Radio Telephony, Weather and meteorology as a Drone Pilot in flying aDrone.	8.1 Apply workshop safety norms.
	8.2 Identify & select safety rules while flying a drone.
	8.3 Apply DGCA safety regulations.
	8.4 Recognize Do's and Don'ts of drone flying.
	8.5 Recognize issues Drone pilots encounter including airspace, traffic patterns etc.
	8.6 Perform Radio telephony using Standard radio terminology and RT Phraseology.
	8.7 Communicate with ATC including Position, Altitude Reporting etc.
	8.8 Identify & prepare specific Flight Planning Procedures for specific drone flights.

	8.9 Take METAR from MET office/ ATC before flying.
9. Identify & select different Airframes & Propellers in drone flying.	9.1 Recognize multi rotor design, various configurations, airframe sizes and construction materials.
	9.2 Identify different propeller designs. .
10. Explain & apply knowledge of Power systems viz. Electric motors, Batteries, Chargers, Connectors etc. in drone flying.	10.1 Calculate motor ratings for load capabilities for a drone build.
	10.2 Identify different electricity fundamentals (Wattage, voltage, Amperage and their relationship) and soldering techniques.
	10.3 Identify parallel vs. serial arrangements of batteries.
	10.4 Perform charging, cell balancing and explore connectors.
11. Identify & select various Controllers like Electronic Speed Controllers (ESC), Transmitters, Receivers & flight Controllers for Drones.	11.1 Identify different role of ESCs.
	11.2 Calibrate and mount ESCs..
	11.3 Recognize different sensors & their applications in drones.
	11.4 Apply sense-and-avoid technology
	11.5 Identify GPS applications in drone flying.
	11.6 Distinguish GPS open source vs. closed source programming.
	11.7 Compare current FCs on the market.
	11.8 Identify different radio control systems, controllers, transmitters and receivers, Frequency bands and programming transmitters.
12. Plan & estimate different payload considerations like Cameras, Gimbals & other payloads and make use of them in drone flying/ Maintenance.	12.1 Plan & estimate payload considerations.
	12.2 Explore camera options, resolution etc.
	12.3 Identify & select other pay load possibilities.
	12.4 Identify different payloads including cameras like Lidar, Thermal, RGB, Hyper spectral etc.
	12.5 Use different payloads in drone flying/maintenance.
13. Apply knowledge of Ground Control Stations & FPV.	13.1 Track data using telemetry.
	13.2 Plan Drone missions.
	13.3 Perform 3D mapping and modeling.
	13.4 Carry out First-person-view (FPV) flying & drone racing.
14. Perform Assembling, MRO & battery care of Drones.	14.1 Perform assembling & de assembling of drones.
	14.2 Carry out Maintenance Repair and Overhaul (MRO) of the drone.

	14.3 Apply safety precautions while handling LiPo batteries.
15. Identify basic operating features of a drone flight simulator and fly a Drone in simulator training & live training for various applications first with instructor & then solo (70% of flying practice in simulator and rest 30% in live flying).	15.1 Identify Basic operating features of a drone flight simulator.
	15.2 Select different aircrafts/drones and aerodromes.
	15.3 Carry out Demo flight in Drone Flight Simulator.
	15.4 Perform Pre-flight checks and start-up.
	15.5 Prepare & coordinate drone flight.
	15.6 Take-off drone and carry out flight stage.
	15.7 Do Approach and safe landing.
	15.8 Perform after flight checks.
	15.9 Identify emergency and handle it accordingly.
	15.10 Tackle In flight emergencies, Loss of link, Fly-aways (Straying).
	15.11 Loss of power, Control surface failures etc.
	15.12 Perform Practical flying with instructor in drone simulator.
	15.13 Perform Practical flying without instructor in drone simulator.
	15.14 Fly a live drone with instructor.
	15.15 Fly a live drone without instructor/Solo.

JOB ROLE ON COURSE COMPLETION

On completion of the course candidate can take photography for Real estate, Film Making, special events, Journalism, Agriculture etc., can apply it for liquid pesticides, fertilizers, herbicides, seeding, farm land mapping & surveying, crop theft or theft by animal etc. Provides key surveying capabilities and point the way to new excavation sites for mapping archaeological remains. Inspects infrastructure from power lines to pipelines, which are often in hard-to-reach, dangerous places to mitigate hazardous, time consuming and expensive work. Not only are they cutting costs, reducing time and decreasing injuries, but with drones, Individual can also obtain high- quality, detailed images of overhead utility lines to look for damage, corrosion and more. They are able to provide engineers with real-time data, images and post-inspection analysis—the benefits of which are causing a shift away from traditional utility inspection methods. Carries on commercial Inspection of Bridges, Cell & TV Towers, Wind Turbines, Power lines, Pipe Lines & even solar panels. Checks roofs, chimneys, sliding, bricks and other structures for exterior damage as Residential Home Inspection. Uses drones for wild life Management & conservation where wildlife drones can be used in many different ways, from small multi-rotor units that can scare invasive birds away from crops, to fixed- wing aircraft that fly above rainforests to spot orangutan nests. Provides more precise data than traditional ground-based techniques when it comes to monitoring seabird colonies. Individual may use it for law and order and aerial surveillance in police departments for Public Service Surveillance. Applies it in E-Commerce: for a variety of purposes: to take inventory, streamline its distribution system and use for deliveries to customers. Medical drones are the future of disaster relief, providing much-needed help to isolated areas. Can take part in Drone Aerobatics show & Aerial Advertising.

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.