Annexure 1

1114/06
13/9/06

XXX-Part-21

रूप क्रमांक 2

(देखिये नियम 7)

मध्यप्रदेश शासन

समिति का पंजीयन प्रमाण पत्र

क्रमांक 03/27/03/09498/06

यह प्रमाणित किया जाता है कि श्री आस्था फाउण्डेशन फॉर एजूकेशन समिति जो 13/4, न्यू पलासिया, इन्दौर तहसील इन्दौर जिला इन्दौर में स्थित है, मध्यप्रदेश सोसाइटी रजिस्ट्रीकरण अधिनियम, 1973 (सन् 1973 का क्रमांक 44) के अधीन 13/09/2006 को पंजीयित की गई है।

दिनांक तेरह माह सितम्बर सन् 2006

(एम. जे. कुरैशी)
असिस्टेण्ट रजिस्ट्रार
समितियों के रजिस्ट्रार

PRINCIPAL 4/06/07
BAFW INSTITUTE OF NURSING COLLEGE

Annexure 2

इसे वेबसाईट **www.govtpressmp.nic.in** से भी डाउन लोड किया जा सकता है.



मध्यप्रदेश राजपत्र

(असाधारण)

प्राधिकार से प्रकाशित

क्रमांक 565] भोपाल, सोमवार, दिनांक 17 अक्टूबर 2022—आश्विन 25, शक 1944

विधि और विधायी कार्य विभाग

भोपाल, दिनांक 17 अक्टूबर 2022

क्र. 15668-261-इक्कीस-अ. (प्रा.).—मध्यप्रदेश विधान सभा का निम्नलिखित अधिनियम जिस पर दिनांक 17 अक्टूबर, 2022 को महामहिम राज्यपाल की अनुमति प्राप्त हो चुकी है, एतद्द्वारा सर्वसाधारण की जानकारी के लिये प्रकाशित किया जाता है.

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,
राजेश यादव, अपर सचिव.

मध्यप्रदेश अधिनियम

क्रमांक २५ सन् २०२२

मध्यप्रदेश निजी विश्वविद्यालय (स्थापना एवं संचालन) संशोधन अधिनियम, २०२२

[दिनांक १७ अक्टूबर, २०२२ को राज्यपाल की अनुमति प्राप्त हुई, अनुमति ''मध्यप्रदेश राजपत्र (असाधारण)'' में दिनांक १७ अक्टूबर, २०२२ को प्रथमबार प्रकाशित की गई.]

मध्यप्रदेश निजी विश्वविद्यालय (स्थापना एवं संचालन) अधिनियम, २००७ को और संशोधित करने हेतु अधिनियम.

भारत गणराज्य के तिहत्तरवें वर्ष में मध्यप्रदेश विधान-मंडल द्वारा निम्नलिखित रूप में यह अधिनियमित हो :—

संक्षिप्त नाम.

१. इस अधिनियम का संक्षिप्त नाम मध्यप्रदेश निजी विश्वविद्यालय (स्थापना एवं संचालन) संशोधन अधिनियम, २०२२ है.

अनुसूची का संशोधन.

२. मध्यप्रदेश निजी विश्वविद्यालय (स्थापना एवं संचालन) अधिनियम, २००७ (क्रमांक १७ सन् २००७) की अनुसूची में, अनुक्रमांक ४० तथा उससे संबंधित प्रविष्टियों के पश्चात्, निम्नलिखित अनुक्रमांक तथा उनसे संबंधित प्रविष्टियां जोड़ी जाएं, अर्थात्:—

अनु-क्रमांक (१)	निजी विश्वविद्यालय का नाम (२)	प्रायोजी निकाय का नाम (३)	प्रायोजी निकाय की स्थापना की पद्धति (४)	मुख्य परिसर (५)	अधिकारिता (६)
''४१	प्रेस्टीज विश्वविद्यालय, इन्दौर	प्रेस्टीज एज्यूकेशन फाउन्डेशन, इन्दौर	कंपनी अधिनियम, २०१३ (२०१३ का १८) के अधीन रजिस्ट्रीकृत कंपनी	प्रेस्टीज विश्वविद्यालय ग्राम- रिंगनोदिया, इन्दौर-उज्जैन स्टेट हाइवे, इन्दौर	सम्पूर्ण मध्यप्रदेश
४२	शुभम् विश्वविद्यालय, भोपाल	साईंनाथ एज्यूकेशनल ट्रस्ट, आगरा (उ.प्र.)	भारतीय न्यास अधिनियम, १८८२ (१८८२ का २) के अधीन रजिस्ट्रीकृत लोक न्यास	शुभम् विश्वविद्यालय, सेमरा सैयद, तहसील हुजूर, जिला भोपाल	सम्पूर्ण मध्यप्रदेश
४३	डॉ. प्रीति ग्लोबल विश्वविद्यालय, शिवपुरी	लक्ष्मण सेठ एज्यूकेशन फाउन्डेशन, झांसी (उ.प्र.)	कंपनी अधिनियम, १९५६ (१९५६ का १) के अधीन रजिस्ट्रीकृत कंपनी	डॉ. प्रीति ग्लोबल विश्वविद्यालय, ग्राम-दिनारा, तहसील-करेरा, जिला-शिवपुरी	सम्पूर्ण मध्यप्रदेश
४४	एल.एन.सी.टी. विद्यापीठ विश्वविद्यालय, इन्दौर	श्री आस्था फाउण्डेशन फॉर एज्यूकेशन सोसाइटी, इन्दौर	मध्यप्रदेश सोसायटी रजिस्ट्रीकरण अधिनियम, १९७३ (क्रमांक ४४ सन् १९७३) के अधीन रजिस्ट्रीकृत सोसायटी	एल.एन.सी.टी. केम्पस, ग्राम-कनाड़िया, कनाड़िया रोड, इन्दौर	सम्पूर्ण मध्यप्रदेश
४५	अमलतास विश्वविद्यालय, देवास	अमलतास एज्यूकेशनल वेलफेयर सोसाइटी, इन्दौर	मध्यप्रदेश सोसायटी रजिस्ट्रीकरण अधिनियम, १९७३ (क्रमांक ४४ सन् १९७३) के अधीन रजिस्ट्रीकृत सोसायटी	अमलतास विश्वविद्यालय, देवास, देवास-उज्जैन स्टेट हाइवे, बांगर, जिला देवास	सम्पूर्ण मध्यप्रदेश

(१)	(२)	(३)	(४)	(५)	(६)
४६	आर्यावर्त विश्वविद्यालय, सौहोर	ए.पी.एस. शिक्षा प्रसार समिति, छतरपुर	मध्यप्रदेश सोसायटी रजिस्ट्रीकरण अधिनियम, १९७३ (क्रमांक ४४ सन् १९७३) के अधीन रजिस्ट्रीकृत सोसायटी	आर्यावर्त विश्वविद्यालय, नेशनल हाइवे-४६, ग्राम झारखेडा, तहसील श्यामपुर, जिला सीहोर	सम्पूर्ण मध्यप्रदेश
४७	विक्रांत विश्वविद्यालय, ग्वालियर	विक्रांत एज्यूकेशनल एण्ड वेलफेयर सोसाइटी, ग्वालियर	मध्यप्रदेश सोसायटी रजिस्ट्रीकरण अधिनियम, १९७३ (क्रमांक ४४ सन् १९७३) के अधीन रजिस्ट्रीकृत सोसायटी	विक्रांत विश्वविद्यालय, ग्राम-रतवई, चितोरा रोड, बड़ा गांव, मुरार, ग्वालियर	सम्पूर्ण मध्यप्रदेश
४८	ज्ञानवीर विश्वविद्यालय, सागर	ज्ञानवीर सेवा समिति, सागर	मध्यप्रदेश सोसायटी रजिस्ट्रीकरण अधिनियम, १९७३ (क्रमांक ४४ सन् १९७३) के अधीन रजिस्ट्रीकृत सोसायटी	ज्ञानवीर विश्वविद्यालय, ग्राम मारा इमलिया, पी.एच.-२०, खण्ड राहतगढ़, जिला सागर	सम्पूर्ण मध्यप्रदेश.''.

३. (१) मध्यप्रदेश निजी विश्वविद्यालय (स्थापना एवं संचालन) द्वितीय संशोधन अध्यादेश, २०२२ (क्रमांक २ सन् २०२२) एतद्द्वारा निरसित किया जाता है। **निरसन तथा व्यावृत्ति.**

(२) उक्त अध्यादेश के निरसन के होते हुए भी उक्त अध्यादेश के अधीन की गई कोई बात या की गई कोई कार्रवाई, इस अधिनियम के तत्स्थानी उपबंधों के अधीन की गई बात या की गई कार्रवाई समझी जाएगी.

भोपाल, दिनांक 17 अक्टूबर 2022

क्र. 15668-261-इक्कीस-अ. (प्रा.).—भारत के संविधान के अनुच्छेद 348 के खण्ड (3) के अनुसरण में, मध्यप्रदेश निजी विश्वविद्यालय (स्थापना एवं संचालन) संशोधन अधिनियम, 2022 (क्रमांक 25 सन् 2022) का अंग्रेजी अनुवाद राज्यपाल के प्राधिकार से एतद्द्वारा प्रकाशित किया जाता है.

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,
राजेश यादव, अपर सचिव.

MADHYA PRADESH ACT
No. 25 OF 2022

THE MADHYA PRADESH NIJI VISHWAVIDYALAYA (STHAPANA AVAM SANCHALAN) SANSHODHAN ADHINIYAM, 2022

[Received the assent of the Governor on the 17th October, 2022; assent first published in the "Madhya Pradesh Gazette (Extra-ordinary)" dated the 17th October, 2022.]

An Act further to amend the Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam, 2007.

Be it enacted by the Madhya Pradesh Legislature in the Seventy-third year of the Republic of India as follows:—

Short title. 1. This Act may be called the Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Sanshodhan Adhiniyam, 2022.

Amendment of Schedule. 2 In Schedule to the Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam, 2007 (No. 17 of 2007), after serial number 40 and entries relating thereto,the following serial numbers and entries relating thereto shall be added, namely:—

S.No.	Name of private university	Name of sponsoring body	Mode of forming sponsoring body	Main campus	Jurisdiction
(1)	(2)	(3)	(4)	(5)	(6)
"41.	Prestige University, Indore.	Prestige Education Foundation, Indore.	Company registered under the Companies Act, 2013 (No. 18 of 2013).	Prestige University, Gram-Ringnodia, Indore-Ujjain State Highway, Indore.	Whole of Madhya Pradesh.
42.	Shubham University, Bhopal.	Sainath Educational Trust, Agra (U.P.).	Public Trust registered under the Indian Trusts Act, 1882 (No. 2 of 1882).	Shubham University, Semra Saiyad, Tehsil-Huzur, District Bhopal.	Whole of Madhya Pradesh.
43.	Dr. Preeti Global University, Shivpuri.	Laxman Seth Education Foundation, Jhansi (U.P.).	Company registered under the Companies Act, 1956 (No. 1 of 1956).	Dr.Preeti Global University, Gram-Dinara, Tehsil-Karera, District Shivpuri.	Whole of Madhya Pradesh.
44.	LNCT Vidhyapeeth University, Indore.	Shri Astha Foundation for Education Society, Indore.	Registered Society under the Madhya Pradesh Society Registrikaran Adhiniyam, 1973 (No. 44 of 1973).	LNCT Campus, Village-Kanadiya, Kanadiya Road, Indore.	Whole of Madhya Pradesh.
45.	Amaltas University, Dewas.	Amaltas Educational Welfare Society, Indore.	Registered Society under the Madhya Pradesh Society Registrikaran Adhiniyam, 1973 (No. 44 of 1973).	Amaltas University, Dewas, Dewas-Ujjain State Highway, Bangar, District Dewas.	Whole of Madhya Pradesh.

(1)	(2)	(3)	(4)	(5)	(6)
46.	Aryavart University, Sehore.	APS Shiksha Prasar Samiti, Chhatarpur.	Registered Society under the Madhya Pradesh Society Registrikaran Adhiniyam, 1973 (No. 44 of 1973).	Aryavart University, National Highway-46, Village Jharkheda, Tehsil Shyampur, District Sehore.	Whole of Madhya Pradesh.
47.	Vikrant University, Gwalior.	Vikrant Educational and Social Welfare Society, Gwalior.	Registered Society under the Madhya Pradesh Society Registrikaran Adhiniyam, 1973 (No. 44 of 1973).	Vikrant University, Gram Ratwai, Chhitora Road, Badagaon, Morar, Gwalior.	Whole of Madhya Pradesh.
48.	Gyanveer University, Sagar.	Gyanveer Seva Samiti, Sagar.	Registered Society under the Madhya Pradesh Society Registrikaran Adhiniyam, 1973 (No. 44 of 1973).	Gyanveer University Village Mara Emliya, P.h-20, Block Rahatgarh, District Sagar.	Whole of Madhya Pradesh.".

Repeal and saving.

3.(1) The Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Dwitiya Sanshodhan Adhyadesh, 2022 (No. 2 of 2022) is hereby repealed.

(2) Notwithstanding the repeal of the said Ordinance, anything done or any action taken under the said Ordinance, shall be deemed to have been done or taken under the corresponding provision of this Act.

नियंत्रक, शासकीय मुद्रण तथा लेखन सामग्री, मध्यप्रदेश द्वारा शासकीय केन्द्रीय मुद्रणालय, भोपाल से मुद्रित तथा प्रकाशित—2022.

Annexure 4

कार्यालय जिला विधिक सेवा प्राधिकरण, इन्दौर

जिला न्यायालय परिसर, इन्दौर म.प्र. 0731–2533012 indoredlsa@gmail.com

पत्र क0फा.नं. 41/जिविसेप्रा/1099/2023 इन्दौर, दिनांक 21/08/2023

प्रति,

रजिस्ट्रार
स्कूल ऑफ लीगल स्टडीज विद्यालय
एल.एन.सी.टी. विद्यापीठ, इन्दौर

विषयः– नालसा (विश्वविद्यालय, विधि महाविद्यालय एवं अन्य शैक्षणिक संस्थानों में विधिक सहायता क्लीनिक) योजना, 20213 के अंतर्गत ''लीगल एड क्लीनिक'' स्थापित करने बाबत्।

संदर्भः– आपका पत्र क. 72/2023 दिनांक 26.07.2023 एवं राज्य प्राधिकरण, जबलपुर के पत्र क. 1150 दिनांक 25.07.2023

——00——

उपरोक्त विषयांतर्गत लेख है कि संदर्भित पत्र के माध्यम से म.प्र. राज्य विधिक सेवा प्राधिकरण, जबलपुर के निर्देशानुसार नालसा (विश्वविद्यालय, विधि महाविद्यालय एवं अन्य शैक्षणिक संस्थानों में विधिक सहायता क्लीनिक) योजना, 2013 के अंतर्गत ''लीगल एड क्लीनिक'' स्थापना किया जाना है। उक्त लीगल एड क्लीनिक के माध्यम से विधि संकाय के छात्रों द्वारा आम जनता जिन्हें अपने विधिक अधिकारों की जानकारी नहीं है को उक्त संबंध में अवगत कराना साथ ही वचित, अभावग्रस्त व जरूरतमंद व्यक्तियों को शासकीय योजनाओं का लाभ दिलाने व उनके सशक्तिकरण हेतु कानूनी जागरूकता कार्यक्रम, सेमीनार, वाद–विवाद, विधिक सलाह, नुक्कड़ नाटक इत्यादि के माध्यम से कार्य किया जाना है। लीगल एड क्लीनिक में कार्य करने हेतु इच्छुक विधि छात्रों को चयनित कर उन्हें वरिष्ठ फैकल्टी सदस्य की देखरेख में उक्त क्लीनिक में पैरालीगल वालेंटियर के रूप में कार्य किया जाना है।

अतः अनुरोध है कि आपके महाविद्यालय में एक उपयुक्त कक्ष चिन्हित कर उसमें बैठक व्यवस्था इत्यादि की उपलब्धता करते हुए ''लीगल एड क्लीनिक'' की स्थापना किया जाना सुनिश्चित कर इस कार्यालय को अवगत करें।

//माननीय प्रधान जिला न्यायाधीश/अध्यक्ष महोदय के आदेशानुसार//

(मिथिलेश डेहरिया)
जिला विधिक सहायता अधिकारी
जिला विधिक सेवा प्राधिकरण,
इन्दौर

जिला विधिक सहायता अधिकारी,
जिला विधिक सेवा प्राधिकरण,
जिला न्यायालय, इन्दौर (म.प्र.)

Annexure 5

इसे वेबसाईट www.govtpressmp.nic.in
से भी डाउन लोड किया जा सकता है.

मध्यप्रदेश राजपत्र

प्राधिकार से प्रकाशित

क्रमांक 28] भोपाल, शुक्रवार, दिनांक 15 जुलाई 2022–आषाढ़ 24, शक 1944

भाग ४

विषय–सूची

(क)	(1) मध्यप्रदेश विधेयक,	(2) प्रवर समिति के प्रतिवेदन	(3) 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)

प्रथम अध्यादेश

उच्च शिक्षा विभाग

मंत्रालय, वल्लभ भवन भोपाल
भोपाल, दिनांक 14 जुलाई 2022

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

प्रथम अध्यादेश क्रमांक 01 से 31

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

List of Ordinances of LNCT Vidhyapeeth University, Indore

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

LNCT Vidhyapeeth University, Indore

ORDINANCE NO. 1

Faculty and Name of Programme of LNCT Vidhyapeeth University, Indore

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

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

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

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

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

LNCT Vidhyapeeth University, Indore

ORDINANCE NO.2

ADMISSION, ENROLLMENT AND MIGRATION

1. DEFINITIONS:

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

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

1.1.1. Any recognized Board of Higher Secondary Education, or

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

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

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

2. ADMISSION PROCEDURE:

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

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

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

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

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

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

2.3.4 Any other document as required by Concerned Institution.

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

2.4 No student migrating from any other University shall be admitted to any class in an institution unless he has passed the examination which has been declared by this University as equivalent to the qualifying examination for a student of the University.

2.5 An applicant for admission to a course leading to a Bachelor's degree shall not be so admitted unless he is prepared to appear in all subjects prescribed for the particular degree examination.

2.6 No student who has passed a part of any degree or post-graduate examination from another University shall be admitted to subsequent higher class for such examination, in any institution without the approval of the Vice-Chancellor. Vice- Chancellor may permit such candidate in consultation with the Dean of the Faculty in case of degree examination and the Chairman of the concerned Board of Studies in case of post-graduate examination.

2.7 No person, who is under sentence of rustication from another University or a teaching institution connected this University shall be admitted to any course or study in Institution of this University.

2.8 Admission of students to all institutions, those for Medicine, Dentistry, Nursing Physiotherapy, speech & Hearing, Occupational Therapy, Allied and Paramedical Sciences and other faculties in each academic year shall be completed by the first day of the academic session. Admission in various faculties shall be as per the norms of apex council.

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

2.9 The list of admitted students in medical & other related course should also be made available to NMC, DCI or any other respective apex council, to as well as Director Medical Education Department or any concerned government department, Government of M.P. and Admission & Fee Regulation Committee constituted under M.P. Niji Vyavasayik Shikshan Sansthan (Pravesh ka Viniyaman Avam Shulka Nirdharan) Adhiniyam 2007 within One week from the last date of admission or as may be prescribed by competent authority.

2.10 The admission procedure as prescribed if any, by Medical Education Department or concerned government department, Government of M.P. and other State & Central Regulatory bodies for professional & Technical courses will be followed.

3. <u>LATE ADMISSIONS:</u>

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

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

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

4. TRANSFER OF STUDENT:

4.1 No student shall be allowed to migrate from one institution to another under the jurisdiction of this University without a Transfer Certificate. No such transfer shall in any case be permitted after the date on which the application of a student for admission to the ensuing examination has been forwarded to the University.

4.2 Subject to the provision contained in Para (1) above a student, who during an academic session desires to leave the constituents institution of which he has become a member shall give notice in writing to the Head of the Institution of his intention to leave stating reasons thereof and further stating the name of the institution if any, which he wished to join.

4.3 If the change is to another Institution, the Head of the Institution shall consider the reasons given to justify such a change. If they are strong enough to justify such a change, he may pass order accordingly. On such orders being passed, the student in question shall:

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

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

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

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

5. DISCIPLINE:

5.1 Every student in the University shall at all times be of good behaviour, show diligence, maintain decorum and dignity, take proper interest in co-curricular activities and observe all rules of discipline of the institution of which he is student and of the University.

5.2 When a student has been guilty of breach of discipline within or outside the precincts of the University or an Institution, or persistent absenteeism, the Head of the institution with the approval of Vice Chancellor may, according to the nature and gravity of the offence:

5.2.1 Suspend such a student from attending classes at a time; or

5.2.2 Expel such a student from the institution; or

5.2.3 Disqualify such a student from appearing at the next ensuing examination;

or

5.2.4 Rusticate such a student.

5.3 Before inflicting any punishment as aforesaid, the Head of the Institution shall give the student concerned an opportunity of personal hearing and record the reasons of inflicting the punishment in writing.

5.4 The Head of the Institution concerned shall have power to suspend, for such time as may be necessary, a student temporality from the Institution pending inquiry into his conduct in connection with an alleged offence.

5.5 The period, during which a student remains suspended for completion of an inquiry shall be reckoned in the calculation of his attendance for appearing at an examination, provided he is found innocent.

5.6 A student who has been rusticated shall not be admitted to another Institution within the jurisdiction of this University. Ordinarily, the period of rustication shall not exceed two years. Other Universities shall be informed of the fact of the rustication.

5.7 The rustication of a student from an Institution shall entail the removal of his name from the Register of Enrolled Students.

6. ENROLLMENT OF STUDENTS:

6.1 A person, who has been admitted to an institution as per the prescribed eligibility of a particular course, shall be enrolled as a student of University by the Registrar.

6.2 Application for enrolment as a student of the University shall be made to the Registrar in the prescribed form. Head of Institute will ensure that all the documents are enclosed along with enrolment form and it shall be accompanied by the prescribed enrolment fee. Such application shall be submitted through Head of Institution of the College to which the student has been admitted.

6.3 i) No student shall be deemed to have been admitted to any course of study as a regular student of the University unless his/ her name is borne on the Register of Enrolled Students.

ii) The fee for enrollment paid by a student shall not be refunded under any circumstances.

6.4 The procedure for submission of application for Enrolment of students by colleges shall be as follows:

'6.4.1 Application on the prescribed form from students, together with the necessary fees, migration certificate, eligibility certificate, if necessary, shall reach the University Registrar within two weeks from the last date of admission of the academic year in which the student is admitted.

6.4.2 On the payment of late fee as prescribed, the Vice Chancellor may permit the enrolment of student whose application, enrolment fee or the migration certificate have been submitted after the due date if the Vice Chancellor is

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

6.5 No person, who is under sentence, expulsion or rustication from another University, shall be admitted to any course of study during the period for which the sentence/ expulsion/ rustication is in operation.

6.6 A student who is enrolled in the University may apply for a change/ correction in one's own name or surname to the Registrar of the University with the prescribed fee (not refundable) and required documents along with affidavit.

6.7 Any change, addition or modification, shall be recorded in the University Register in red ink under the attestation of the Registrar and a certificate to that effect shall be issued to the applicant.

6.8 Under no circumstances shall any alteration be made in the University certificate, diploma degree, and other document issued in favour of the applicant prior to the order for a change/ correction in the name.

6.9 In all subsequent documents, certificates, diplomas and degrees of the University the former as well as the new name shall be entered and all correspondence shall be carried on in like manner.

6.10 Name of the student will only be changed provided procedure as per law and prevailing rules/regulations.

7. MIGRATION:

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

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

8. CONSIDERATIN FOR SPECIAL CATEGORIES:

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

ORDINANCE NO.3

UNIVERSITY EXAMINATIONS (GENERAL)

1. **DEFINITIONS:**

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

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

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

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

1.4 A **"Regular Course of Study"** means:

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

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

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

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

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

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

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

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

2.3.1 Attendance at lectures delivered and practical/ clinical/ sessional, if any held during the academic session shall be counted.

2.3.2 Attendance shall be calculated from the date of commencement of course.

2.3.3 Attendance by a regular candidate in a higher class shall be counted towards percentage of attendance for the examination of the lower class to which he may revert as a result of his failure to pass in the second/supplementary examination.

2.3.4 Attendance at N.C.C./ N.S.S. Camp during the session shall be taken as full attendance at Lectures/ Practical on each day of camp and the days of journey to such camp.

2.3.5 Participation as a member of a University/ College team in any inter University or inter- Collegiate competition shall be taken as full attendance on the days of such competition and the days of journey for participation therein.

2.4 For special reasons such as prolonged illness deficiency in percentage of attendance not exceeding ten percent of the total number of lectures delivered and practical/clinical/sessional held in each subject may be condoned by the Vice-Chancellor.

2.5 A regular candidate eligible for an examination shall submit their examination form on or before the last date notified by the Controller of Examination.

2.5.1 Submit an examination form for appearing to the examination through the Dean/ Principal/ Head of the University Teaching Departments indicating the subject in which he desires to present himself for the examination.

2.5.2 Pay along with the examination form, the fee prescribed for the examination concerned together with a fee for the supply of marks obtained by him/ her in each paper at the examination.

2.6 The head of Institute shall forward the application submitted by regular candidates together with the examination fee and marks fee to Controller of Examinations on or before the last date notified for the purpose by the University. In case of each application, the Head of Institutions, shall certify that the candidate;

2.6.1 Possesses the minimum academic qualification as prescribed by Regulatory Body/ LNCT Vidhyapeeth University, for appearing at the examination to which he seeks admission.

2.6.2 Is having good conduct.

2.7 The Head of the Institutions/College, concerned shall send to the Controller of Examinations at least three weeks before the commencement of the examination concerned three separate lists as detailed below:-

2.7.1 List A: List of those candidates who have full filled the minimum criteria of prescribed attendance as per regulatory body of that course/ University Policy.

2.7.2 List B: List of those candidates whose attendance is short by not more than 10% for condonation by the Vice Chancellor, the Principal/ Head of the Institutions concerned are required to give specific reasons for condonation of shortage along with their recommendation.

2.7.3 List C: List of those candidates whose shortage of attendance exceeds 10% and who are to be debarred from appearing at the examination.

2.8 The Head of the Institutions/ college may detain a regular candidate from taking an examination, if he does not pay out standing college dues, or does not return the college property and all the articles and uniforms issued to him or does not pay the cost there of in case of loss, within one month preceding the examination or if the conduct of the student has been unsatisfactory between the time of submission of his application form to the Registrar for admission to the examination and the date of the commencement of the examination.

However, this detention (on grounds other than shortage of attendance) must be notified by Board of Studies.

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

3.1 No ex-student/repeater candidate shall be admitted to an examination of the University unless he/ she submits with his/ her application for appearing in the examination:

3.1.1 The statement of marks (in original) obtained by him/ her at the said examination issued by the University together with an attested copy thereof, or

3.1.2 In case he was duly admitted to the said examination as a regular candidate but could not appear thereat, a certificate from the Principal/ Head of the College last attended by him showing the year, the roll number and the examination to which he was admitted as a regular candidate.

3.2 No person shall be admitted as an ex-student/ repeater candidate at any examination in the various faculties if he has failed to secure the minimum marks required for passing in the sessional. In case of repeater student the norms of Statutory Bodies will always be followed.

3.3 An ex-student/repeater candidate for an examination shall:

3.3.1 Submit through the Head/Principal of the college, wherein he had prosecuted a regular course of study, an application for admission to the examination in the prescribed form on or before the last date notified by the University and specify therein.

3.3.1.1 Whether he/she is a candidate for the full examination or for supplementary examination.

3.3.1.2 The subject or subjects in which he/ she desires to present himself/herself for the examination.

3.3.2 Submit with his application evidence or having been admitted to the examination earlier as required in paragraph 3.1 above.

3.3.3 Attach with his application for admission to the examination, his/her latest passport size photograph duly attested by the forwarding officer.

3.3.4 Pay the fee prescribed for the examination together with the additional fee as prescribed by university for the statement of marks obtained in each paper at the examination. Fees shall be paid through crossed Bank Draft in favour of University or in any other manner prescribed by the University.

3.4 An ex-student/ repeater candidate shall offer the subjects or optional papers which he/she had previously offered as a regular candidate unless on account of a change in the scheme of examination the subject/ paper offered by him earlier ceases to be a part of the scheme of examination or syllabus for the examination and he is permitted by the University to offer instead a different subject or paper.

3.5 An ex-student/ repeater candidate will be required to appear in the examination in accordance with syllabus specifying the scope of studies in different subjects notified in the University.

3.6 Every ex-student/ repeater candidate shall appear at the examination center at which the regular candidates from the college in which he had prosecuted a regular course of study shall be appearing. Provided that the Registrar may, for sufficient reasons, required or allow a candidate to change his/her Examination Centre.

3.7 In the event of change of Regulations, scheme and contents in the Courses and introductions of revised schemes, the old Regulations shall continue for two academic year or four University Examinations.

3.8 The students of old scheme will be permitted to appear in the University Examinations for next two academic years or four University examinations to complete the respective subjects, failing which the students shall come under the new scheme.

4. GENERAL CONDITIONS APPLICABLE TO ALL CANDIDATES:

4.1 No candidate shall be allowed to peruse more than one degree examination or more than one degree courses simultaneously in the same academic year.

4.2 A candidate who has passed the Bachelor's Degree Part I, or Part II Examination or the previous examination for a Master's Degree of another University may, with the permission of the Vice Chancellor be admitted to the next higher examination of the University for the Degree concerned provided the course offered by the candidate at such other University is equivalent to the course of the University for

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

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

4.4 The Controller of Examination shall issue an admission card in favour of a candidate if;

4.4.1 The application of the candidate is complete in all particulars in accordance with the provisions applicable to him/her and in order.

4.4.2 The candidate is eligible for admission to examination, and

4.4.3 The fees as prescribed have been paid by the candidate.

4.5 The admission card issued in favour of a candidate and also the permission given to candidate to appear at an examination may be withdrawn if it is found that:

4.5.1 The admission card was issued or permission was given through mistake and the candidate was not eligible to appear in the examination.

4.5.2 Any of the particulars/ vital information given or documents submitted by the candidate in or with the application for enrollment, admission to a Institution or admission to an examination is false or incorrect.

4.6 The Registrar may, if he is satisfied that an admission card has been lost or destroyed, grant a duplicate admission card on payment of a further fee, as prescribed. Such card shall show at a prominent place the world "Duplicate".

4.7 A candidate shall not be admitted into the Examination hall unless he/she produces the admission card before the Superintendent of the Examination Center or the invigilator or satisfies such Officers that it shall be produced. A candidate shall produce his/her admission card whenever required by the Superintendent or the invigilator.

4.8 In the examination Hall the candidate shall be under the disciplinary control of the Superintendent of the Center and he/ she shall obey his/her instructions. In the event of a candidate disobeying the instructions of the Superintendent or his/her in disciplined conduct or insolent behaviour towards the Superintendent or any invigilator, the candidate may be excluded from that particular day's examination and if he/she persists in misbehavior he may be excluded from the rest of the examination by the Superintendent of the Center.

4.9 If a candidate acts in a violent manner or uses force or makes a display of force towards the Superintendent or any invigilator at the center or in its precincts endangering the personal safety of either of them or acts in a manner preventing to the authorities in the discharge of their duties, the Superintendent may expel the candidate form the center and he may take help from security agencies/ police.

4.10 If a candidate brings any dangerous weapon within the precincts of the examination center he may be expelled from the center and/ or handed over to the Police by the Superintendent.

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

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

4.13:

4.13.1 The candidate may be debarred from appearing at the examination; if a candidate is found guilty of using or attempting to use or having used unfair means at an examination such as copying book or notes or from the answer of some other candidate or helping or receiving help from any other candidate or keeping with him in the examination hall material connected with the examination or in any other manner whatsoever, the Board or the Committee on use of unfair means appointed for the purpose by the Board may cancel his examination and also debar him from appearing at the examination of the University for one or more years according to the nature of the offence.

4.13.2 The University may cancel the examination of a candidate and/ or debar him/from appearing at an examination of the University for one or more years. If it is discovered afterwords that the candidate was in any manner guilty of misconduct in connection with his/her examination and was instrumental in or had abetted the tempering of University records including the answer books, mark sheets, result-charts, diplomas and the like.

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

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

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

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

4.14.1 Examination Fee after deduction of 50%

4.14.2 Full Fee for statement of marks.

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

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

4.15 The entire fees paid by a candidate whose application for appearing at an examination is cancelled on account of producing fraudulent documents or giving false particulars shall stand forfeited.

4.16 A candidate whose result has been declared may apply to the Registrar in the prescribed form within twenty days of the declaration of his result for the revaluation of any of his answer books. Provided also that, no revaluation shall be allowed in case of scripts of practical, field work, sessional work test and thesis submitted in lieu of a paper at the examination.

4.17 A candidate, who has passed any Final Degree Examination may, after the declaration of his result and before the date of the next convocation apply to the Registrar for a Provisional Certificate of passing the examination of the University. Such application shall be accompanied by a fee, as prescribed by the University.

4.18 No Person, who is under sentence of expulsion or rustication from an Institution, and is debarred from appearing at an examination of the University for any period of time, shall be granted a Migration Certificate during the period for which the sentence is in operation.

4.19 Duplicate of University Degree/Diplomas Certificates shall not be granted except in cases in which the Vice Chancellor is satisfied by the production of an affidavit on a stamped paper of proper value required by Law for the time being in force, that the applicant has real need for a duplicate. In such cases, a duplicate of the Degree/Diploma may be granted on receipt of fee as prescribed by the University.

4.20 The names of first 10% to a maximum of ten successful candidates in each regular course who obtain first division in first attempt examination, other than second full examination, who obtain First Division shall be declared in order of Merit for each class/subject as the case may be.

4.21 Grace marks as given by Statutory Bodies norms and/or as prescribed in respective ordinance.

4.22 The Vice-Chancellor may award one grace mark in case the candidate is failing by one mark or missing a Division by one mark. Where the deficiency is not condoned, one mark shall nowhere be added. provide that, the benefit under this paragraph shall not be allowed to enable a candidate to get the benefit under paragraph 4.20.

4.23 The scope of studies in different subjects for an examination shall be as prescribed by the University from time to time and printed in the prospectus for the examination concerned.

4.24 The scope of studies in different subjects for an examination shall be as prescribed by the University from time to time and printed in the prospectus for the examination concerned. In case of semester system/ annual system courses the candidate will be promoted to next semester/ year even if he/she fails in previous semesters/year. He/she can appear in the failed subject along with the regular semester/annual system provided if it is in accordance with the provision of the concerned regulatory body, if any.

4.25 There shall be a second full examination as far as possible in August/September or as notified on university website every year for candidates, who have failed earlier or having been admitted to the examination were unable to appear in the any teaching department/subject of LNCT Vidhyapeeth University provided the examination concerned is not conducted on a Semester basis. Candidates who are declared eligible to appear at a Supplementary Examination shall also be eligible to appear as supplementary candidates in these examinations. Every candidate desirous of appearing at the Second Examination shall submit an application as indicated in this Ordinance with the requisite fees. The results of candidates appearing in the Second Examination shall be declared in accordance with the provisions of the Ordinances.

4.26 Such candidates as are eligible to appear in the Second Examination may be provisionally admitted to the next higher class in an institution and their attendance in the higher class shall be counted in cases they are declared successful at the Second Examination. If the candidate fails at the Examination, the admission to the higher class shall be cancelled and the candidate shall revert to the lower class.

4.27 The following shall be eligible to appear at the Supplementary Examination

4.27.1 Candidates who have failed at the examination.

4.27.2 Candidates for examinations other than those enumerated in (4.26.1) above, who are declared eligible to appear at a supplementary examination in accordance with the provisions of the respective examination Ordinance.

4.28 Except when provided otherwise in the Ordinance or the Regulation concerned, candidate who has been declared eligible for a Supplementary Examination may appear as a Supplementary Examination Candidate in the two examinations immediately following the examination in which he was declare to be so eligible and thereafter he shall be required to appear in all the papers at the next examination.

4.29 A candidate appearing in the Supplementary Examination shall be declared to have passed he examination if he secures the minimum pass marks in the subject or group as the case may be, except when provided otherwise in the examination Ordinance concerned. Such a candidate shall be deemed to have obtained only the minimum passing marks in the subject or group as the case may be and such minimum passing marks shall be taken into account in determining the division at the examination.

4.30 Members (other than local members) of the Authorities, Bodies and Committees of the University, Moderators, Examiners Inspectors etc. appointed to inspect colleges or Centers of Examination shall be paid travelling allowance and daily allowance for attending meetings or for journeys connected with examinations the affairs (other than Convocation) of the University, at the rates and subject to the conditions, being paid to other Authorities, Officers, teachers and employees of the University from time to time as prescribed in the Ordinances/Rules.

ORDINANCE NO. 04

CONDUCT OF UNIVERSITY EXAMINATIONS

1. SHORT TITLE AND COMMENCEMENT:

1.1 This ordinance may be called LNCT Vidhyapeeth University (Regarding conduct of Examination) Ordinance 2021.

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

2. DEFINITIONS:

In this ordinance, unless the context otherwise requires;

2.1 "Act" means the Madhya Pradesh Niji Ayurvigyan Vishwavidyalaya Act, 2007 as amended time to time.

2.2 "Employee" means every whole-time officer, teacher or other employee of the University appointed permanently to a substantive post and includes those appointments on contract for a definite period of not less than three years;

2.3 "Ordinance" means the Ordinance made under the provisions of Act;

2.4 "Section' means Section of the Act;

2.5 "State Government" means the Government of Madhya Pradesh;

2.6 Words and expression used but not defined in this ordinance shall have the meaning as assigned to them in the Act.

3. OTHER DEFINITIONS:

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

3.1 "Academic Year" means a year commencing on such date as may be decided by the Academic Council/ Statutory Council.

3.2 "Admission to an Examination" means the issuance of an admission card to a candidate in token of his/her having completed all the conditions laid down in the relevant Ordinance(s) by a Competent Authority of the University.

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

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

3.4 "Candidate" means a person who has been admitted to an examination by the University

3.5 "Collegiate Candidate" means an applicant who has applied for an admission to University Examination through all Department/ Recognized Institution, in which he/she has been prosecuting a regular course of studies.

3.6 "Examinee" means a person who actually presents himself/herself for an examination or a part thereof to which he/she has been admitted.

3.7 "Examination fee" means the fee inclusive of the fee payable for the statements of marks as may be prescribed by the competent authority from time to time.

3.8 "Repeater Student" is a student, who, having once been admitted to an examination of this University is again required to take the same examination by reason of his/her failure or absence thereat and shall include a student who may have joined a college/ Department/ Recognized Institution again in the same class.

3.9 **Examination:**

3.9.1 "Under-Graduate Examination" means an examination leading to the Graduate Degree of the University.

3.9.2 "Post Graduate Diploma Examination" means an examination leading to Post Graduate Diploma of the University.

3.9.3 "Post Graduate Degree Examination" means an examination leading to Post Graduate Degree of the University.

3.9.4 "Super Specialty Examination" means an examination leading to the Super Specialty Degree of the University after the Post Graduation.

3.10 "Verification" means recounting and re-totaling of marks of all answer(s) evaluated earlier, including assessment and allotment of marks to any un-assessed answer(s) in the concerned answer book.

3.11 "Attempt" means either partial or complete appearance by a candidate at an examination. Mere remittance of examination fees shall not amount to an attempt at an examination.

3.12 "Unfair means committee" means the committee to investigate into the cases of unfair means which shall be constituted as per the Act.

3.13 "Student" means and includes a person who is enrolled as such by the University/ Constituent Institution, for receiving instructions, qualifying for any degree, diploma or certificate awarded by the University.

3.14 **Moderation of Answer Sheet:** Moderation is a process in which a second senior examiner revaluates an answer sheet section wise irrespective of the marks given by the first Examiner. It gives the same benefit to the student as in the case of revaluation.

3.15 **Moderation of Question Papers:**

3.15.1 Moderation of Question Papers is a process where a moderator moderates the Question papers previously set by the paper setters.

3.15.2 Save as otherwise specifically provided, the conditions prescribed for admission to examinations under this Ordinance shall apply to all persons who seek to take the examinations of the University.

3.15.3 A collegiate candidate, desirous of taking a University examination, unless otherwise provided in any Ordinance, shall prosecute a regular course of study in one or more Colleges / Departments / Recognized Institutions of the University for the Course leading to the examination for which he/she applies for not less than the period prescribed in the concerned Ordinance.

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

3.15.4 The Principal/ Dean shall send to the Controller of Examinations a certificate of completion of required attendance and other requirements of the applicant as prescribed by the University from his college, two weeks before the date of the commencement of the written examination.

3.15.5 Notwithstanding anything in any Examination Ordinance, the following provisions shall apply in regard to the deficiency in attendance at lectures and practical for the course of study in the various faculties, namely:-

3.15.5.1 A deficiency of attendance at lectures or practical's maximum to the extent of 10% may be condoned by the Vice Chancellor on being satisfied that the same deficiency in attendance was due to circumstances beyond the control of the student. The Principal/ Dean shall submit to the Controller of Examinations, two weeks before the commencement of the examination, a list of such students whose deficiency has been condoned stating the reasons thereof.

3.15.5.2 In no case the deficiency above 10% shall be condoned.

3.15.6 A collegiate candidate shall submit his application form for admission to the examination through the Principal/ Dean of his college along with prescribed fees.

3.15.7 The Principal / Dean shall forward such forms and fees to the Controller of the Examinations on or before the date notified by the University.

3.15.8 Application forms received after the prescribed date will not be accepted.

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

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

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

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

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

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

3.15.15 --

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

4. CONTROLLER OF EXAMINATION:

4.1 Controller of Examinations (COE) shall be principal officers of the University, bestowed with the full responsibilities of arranging and conducting the university examinations, fair and free from any malpractice and within the prescribed time schedule.

4.2 All arrangements for the conduct of examinations to be held by the University shall be made by the Controller of Examination, in accordance with Rules and regulations framed by the University from time to time.

4.3 He/ she shall prepare the examination schedules of all the courses for the whole academic year in advance as per the guidelines set by Board of Studies and Academic Council.

4.4 He/ She shall be responsible for maintaining total Confidentiality in the discharge of duties by himself/ herself and their staff.

4.5 He/ she shall take utmost care to complete the task of conducting the examination and declaration of results within stipulated time frame work.

4.6 Process of Conduct of Examination for each course shall commence at least three months before the schedule date.

4.7 The controller of examination shall supply sufficient number of copies of question paper and Answer books required at each center to the center incharge in reasonable time.

5. EXAMINATION CENTERS AND MANPOWER:

5.1 Controller of Examinations in consultation with the Registrar shall identify centers to conduct the University, Theory, Practical/ Clinical examinations in various institutions for different courses and obtain VC's approval.

5.2 The examination centers for Theory examinations shall have adequate space and furniture for making arrangement for seating students allotted to the center.

5.3 The examination center for theory examination shall have provision of Secured room to store examination material, Toilets and drinking water facility in proximity of examination hall / hails.

5.4 The practical/Clinical examinations shall be preferably held in the respective departments of the Institutions.

5.5 Each constituent Institution is expected to make provision for minimum required infrastructure for conduction of University examinations.

5.6 The Controller of Examinations shall appoint the manpower required to conduct theory, Practical/ Clinical examinations in various center.

5.7 The person's whose relative is appearing for the examination, shall not be assigned any responsibility of that examination or that Center.

5.8 The Controller of Examination with the approval of Vice-Chancellor may cancel an examination at all centers if he/ she is satisfied that there has been a leakage of question paper/ papers or any other irregularity that warrants such a step.

5.9 Controller of examination may change the examination center of the examinee/ examinees irrespective of Institution to which they belong anytime it deems proper without assigning any reason.

5.10 The Controller of Examination may, on the recommendation of the Chief Superintendent, appoint a writer to write down dictation pertaining to answer to questions at the examination on behalf of the examinee, who is unable to write himself/ herself on account of temporarily handicapped (who should be in possession of Medical Certificate issued by Competent Authority) provided that such a writer shall be a man/ woman possessing qualification of at least two class examination lower than the examinee concerned.

5.11 The Controller of Examination may issue such general instructions for the guidance of the Examiners, Center Superintendents, Tabulators, Collators, Moderators, as it considers necessary for the proper discharge of their duties.

5.12 Subject to the provisions of this Ordinance, the Board of, Management may from time to time make, alter or modify rules and procedure about the conduct of examinations in consultation with the Academic Bodies.

5.13 Any person who is entrusted with the examination work relating to paper setting, invigilation, supervision, evaluation, conduct of practical examination, printing of question papers and answer books, tabulation and preparation of marks cards and all such activities incidental thereto and connected therewith, shall discharge such duties prudently and with utmost integrity for attainment of the academic standards.

5.14 If any of their relatives are appearing in the examinations where they are posted, shall report the matter in writing to the Chief Superintendent before accepting the responsibility. Failure to disclose such matter will be viewed as an act of gross misconduct.

5.15 If any person who has been allotted the examination work is found guilty of breach of duties or is involved in any misbehaviour, shall be liable for punishment and/ or with a fine equivalent to any loss suffered by the University/ College due to the breach of duty or misbehaviour.

5.16 Whoever instigates or abets the commission of act mentioned above shall also be liable for the same action as provided for the person who acts in this manner.

5.17 The Controller, may from time to time appoint flying Squad to see that the conduct of the Examination is strictly according to the rules and procedure laid down, free from malpractice.

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

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

5.20 The squad may consist of two officers, not below the rank of Professors and shall be drawn from other Institutions in the University.

5.21 The squad shall record in writing, the malpractice, deficiencies, if any and obtain signature of Chief Superintendent before sending the report to the Controller for further action.

5.22 If the report alleges very serious breach of rules, the University may take such action as may be necessary including postponement or cancellation, wholly or in part, of the examination at the center, and if any such action is taken, a report of the action taken shall be made to the Board of Management at its next meeting.

5.23 Controller of Examinations shall appoint the Chief Superintendent of the Center (in normal course-Head of the Institution) at each center for the purpose of conducting Theory Practical / Clinical examinations with the prior approval of Vice Chancellor.

5.24 Authorized Manpower required to conduct the theory examinations.

5.24.1 The Chief Superintendent for each center.
5.24.2 Superintendent for the center.
5.24.3 Chief Invigilator for each hall room.
5.24.4 Invigilators-One invigilator for every 20 students.
5.24.5 Supporting staff.
5.24.6 Examination clerk to prepare the data, stationery, and attendance sheets, packing material etc.
5.24.7 Clerk to help in sorting, packing and sealing of packets of answer books.
5.24.8 Water men/women - one each in hall/room.

5.25 Chief Superintendent shall appoint the personnel mentioned under 5.24.2 to 5.24.5 in the above list from among the teaching faculty. Care shall be taken to avoid teachers from the specialty of subject of examination and relatives of the examinees. Copy of appointment order shall be communicated to the Controller of Examination.

5.26 Chief Superintendent shall appoint the personnel mentioned under 5.22.5 in the above list from among the non-teaching staff.

5.27 Persons not assigned any examination duty, will neither be permitted to involve themselves nor interfere in any part of examinations. Such act will be viewed as breach of conduct rules.

5.28 Authorized Manpower required to conduct Practical/ clinical examination.

5.28.1 The chief superintendent for each center.
5.28.2 Internal and external examiners. (Appointed by the Controller)
5.28.3 Not more than two expert assistants from among the teaching staff in each subject to help in organizing, marking attendance, etc. as required by the examiners. The expert assistant shall neither interfere in the actual examination process nor valuation of any part of assignments and awarding of marks.
5.28.4 One technical assistant (Staff nurse in case of clinical examinations) to Organize patients, material and instruments.
5.28.5 Not more than two attenders.

5.29 **Duties and Responsibilities of Chief Superintendent:**

5.29.1 Chief Superintendent shall be Head the center to conduct the Theory/ practical/ clinical examinations in proper, peaceful and fair manner as per the rules stipulated by the University.

5.29.2 He/ she shall be responsible and custodian of the Seal of the Institution.

5.29.3 He/ she shall be responsible and custodian of all the related confidential Documents including question papers, answer books, marks sheets, blank proforma etc.

5.29.4 He/ she is authorized to appoint the personnel as mentioned in Section 5.24.2 to 5.24.5.

5.29.5 He/she shall oversee the proper seating arrangement for the examinee candidates. Minimum of 3 ft distance shall be maintained between two candidates on either side.

5.29.6 He/ she shall arrange to physically check the Examination Hall/ room before commencement of examination for any hidden books and writing material.

5.29.7 He/she shall be responsible for arrangement and ensure the attendance of personal assigned the duties on the particular day.

5.29.8 He/ she shall be ensure-proper and timely distribution of Answer books and Question papers to the examinees in each hall/ room.

5.29.9 He/ she shall ensure that the answer books collected from the students are arranged in proper order and sealed in tamper proof bags.

5.27.10 He/ she shall be responsible for return of these bundles to Controller at the earliest, preferably on the same day.

5.29.11 He/she shall ensure that the practical/ clinical examinations are held in fair as per the stipulations and within prescribed time.

5.27.12 He/she shall ensure that the stationery including answer books, mark award sheets for practical/ clinical examinations are provided to the internal examiner.

5.29.13 He/she shall ensure that the answer sheets of practical/ clinical examinations arranged in order and sealed in tamper proof bags.

5.29.14 He/she shall arrange to send the mark award lists after the examination to the controller at the earliest, preferably same day.

5.27.15 He/she shall ensure that no person other than persons on duty shall enter the hall/room. Even the teachers of concerned subject shall not be allowed.

5.27.16 The Superintendent shall, wherever necessary, send a confidential Report to the Controller of Examination about the conduct of examination, mentioning there in the performance of the Invigilators and the general behaviour of the examinees.

5.27.17 He/she shall send a daily report on the number of examinees attending each of the examinations, absentee numbers and such other information relating to the examination being held at the Center as may be considered necessary, along with any other matter which he/she thinks fit to be brought to the notice of the University.

5.29.18 He/she shall also be responsible for maintenance and submission, to the Controller of Examination of the University, the account of advance of money, if received, and expenditure incurred in connection with the conduct of the examinations.

5.29.19 The Center Superintendent shall have the power to expel an examinee from Examination/s on subsequent days, on any of the following grounds:-

5.29.19.1 That the examinee created a nuisance or serious disturbance at the examination center.

5.29.19.2 That the examinee showed a seriously aggressive attitude towards an Invigilator or member of the staff entrusted with the examination work.

5.29.19.3 If, necessary, the Superintendent may get Police assistance. Where a candidate is expelled, the Controller of Examination shall be informed immediately.

5.29.20 Unless otherwise directed, only teachers of the Institution shall be appointed as Invigilators by the Center Superintendent, preferably that a

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

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

5.30 **Duties and Responsibilities of Superintendent:**

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

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

5.31 **Duties and Responsibilities of Chief Invigilator:**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

5.32 **Examiners & Moderators:**

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

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

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

5.32.1.2 The Chairman of the Board of Studies concerned;

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

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

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

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

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

5.33.1 The Board of Studies will recommend:

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

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

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

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

5.34 Vigilance Squads:

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

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

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

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

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

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

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

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

5.35 Examiners:

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

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

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

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

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

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

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

5.36.1.1 Postgraduate examinations

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

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

OR

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

5.36.1.2 Degree Examinations

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

5.36.1.3 Diploma Examinations

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

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

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

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

5.36.2 **Co-Examiners: Qualification:**

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

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

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

5.38 **Internal & External Examinations:**

5.38.1 **"Internal Examiner"** means.

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

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

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

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

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

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

5.40 Each paper setter shall set and submit to the Controller of Examinations, the required number of copies of question papers that he/she sets in a sealed cover, enclosed within another sealed cover within prescribed period. He/she shall also furnish a certificate to the effect that he/she has destroyed all the notes and manuscripts in connection with the question paper(s) he/she has set. Copyright of any question paper set by an examiner shall vest with the University.

5.41 Paper-setters, who do not set and submit their question papers to the Controller of Examinations within the prescribed time limit shall, ipso facto, cease to be examiners.

5.42 Examiners shall be appointed for examinations to be held in that academic year; how ever, they shall be eligible for reappointment. The examiners shall be required to maintain confidentiality about their appointment at examination and marks awarded by them to examinees.

5.43 A confidential record of mistakes committed by examiners shall be preserved by the Controller of Examinations for future guidance/ necessary action.

5.44 The question papers, unless otherwise specified, shall be set in English.

5.45 **Panel of Examiners**

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

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

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

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

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

5.46 **Theory Question Papers:**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

5.50 **Answer Books and additional sheets:**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

5.50.3.2 List B- List of those candidates whose attendance is short by not more than 10% for condonation by the Vice Chancellor, the Principal/Head of the Institutions concerned are required to give specific reasons for condonation of shortage along with their recommendation.

5.50.3.3 List C- List of those candidates whose shortage of attendance exceeds 10% and who are to be debarred from appearing at the examination.

5.50.3.4 List D - The list of candidates who have not qualified in internal assessment marks (as per apex council), Candidate shall not be permitted to appear in the examination.

5.50.3.5 Controller shall be responsible to scrutinize the forms as per criteria of eligibility before issuing Admit Cards.

5.50.3.6 Admit Cards of the eligible candidates with the signature of Controller shall be sent to the respective Institutions for distributions not later than 7 days before the commencement of examinations.

5.51 The Vice-Chancellor shall ordinarily appoint the Principal/ Dean of College or the Head of the Institution which is designated as a centre of examination, as the Centre-in- charge/ Chief Supervisor for the University Examinations at that Centre. He/she shall also appoint another suitable person as an independent observer to one or more centers.

5.52 Examinees at all examinations shall strictly abide by the instructions that may be issued to them by the competent authority from time to time.

5.53 The Controller of Examinations shall supply sufficient number of copies of question and answer papers required at each centre to the Centre-in-charge in reasonable time.

5.54 The results of the examinees shall be tabulated in a prescribed form.

5.55 The results of each examination shall be prepared by a person, here in after referred to as tabulator/ computer programmer.

5.56 Tabulator/Computer Programmer shall be appointed by the Vice-Chancellor in consultation with Controller of Examination. Tabulator/ Computer Programmer shall be either teachers of Health Sciences Colleges constituent to the University or staff members of the University office or both or an agency nominated by the Vice-Chancellor.

5.57 The results tabulated by the tabulators/Computer Programmer shall be scrutinized by a committee or person hereinafter called the "Scrutineer" appointed by the Vice-Chancellor in consultation with "Board of Examination".

5.57.1 The rates of remuneration payable to the Tabulators or Scrutineers shall be fixed by Board of Management from time to time.

5.57.2 The Tabulator/ Computer Programmer shall perform the following duties.

5.57.2.1 Posting of marks obtained by the examinee in the tabulation Register.

5.57.2.2 Totaling of posted marks.

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

5.57.2.4 Stating the result at the specified place.

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

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

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

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

"Scrutiny" means and includes:

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

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

5.57.3.3 Checking of appropriate marking indicating failures;

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

5.58 **Moderation:**

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

5.58.1.1 The Dean of the Faculty concerned (Chairman)
5.58.1.2 One member nominated by the Vice-Chancellor.
5.58.1.3 Examination Controller (secretary)

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

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

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

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

5.62 Functions of the "Special Result Committee":

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

5.65 **Number of Attempt:**

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

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

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

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

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

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

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

5.67 **Internal Assessment:**

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

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

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

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

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

5.67.2.3 The result sheet should have date mentioned on it.

5.67.2.4 The result sheet should be sealed properly.

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

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

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

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

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

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

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

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

5.68 **Grace Marks:**

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

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

5.69 **Amendment of Result:**

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

Error means-

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

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

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

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

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

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

5.70.1 **General:**

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

Or

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

Or

- From any University course in a College **Or**

- In the University Department **Or**

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

Or

- For a specified period, **Or**

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

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

Or

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

Or

- By imposition of fine **Or**

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

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

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

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

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

5.70.2 **Competent Authority:**

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

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

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

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

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

5.70.3.1.1 Possessing unfair means material and or copying there from.

5.70.3.1.2 Transcribing any unauthorised material or any other use thereof.

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

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

5.70.3.1.5 Mutual / Mass copying.

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

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

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

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

5.70.3.1.10 Impersonation at the University/ College/ Institution examination.

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

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

5.71-

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

5.72.5 Appointment of Unfair Means Inquiry Committee:

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

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

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

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

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

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

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

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

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

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

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

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

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

5.73.7 **Punishment:**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

5.73.9 **Malpractice by Faculty/ Staff:**

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

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

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

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

5.73.9.2 Definition: Unless the Context otherwise requires-

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

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

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

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

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

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

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

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

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

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

5.73.9.3 **Investigating Committee:**

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

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

5.73.9.4 Procedure for Investigation of malpractices by Faculty/ Staff:

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

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

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

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

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

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

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

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

5.73.10 **Punishment:**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

5.75 **Preliminary:**

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

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

The Central Assessment Programme shall consist of the following stages:

5.75.1 Pre-assessment work.
5.75.2 Assessment and Moderation process.
5.75.3 Post-Assessment work.

5.75.1 **Pre-Assessment Work:**

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

5.75.1.2 **Appointment of CAP Director:**

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

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

5.75.1.2.2 Head of the concerned Institute.

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

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

5.73.1.3 **Invitation to Examiners/ Moderators:**

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

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

5.75.1.4 **Collection of Answer Books:**

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

5.75.1.5 **Preparation for CAP**

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

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

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

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

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

5.75.1.6 **Assessment and Moderation Process:**

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

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

5.75.1.7 **Post-Assessment:**

The University shall issue instructions on the following:

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

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

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

LNCT Vidhyapeeth University, Indore

ORDINANCE NO. 05

CONDITIONS FOR GRANT OF AWARD, FELLOWSHIPS, SCHOLARSHIPS, STIPEND MEDALS AND PRIZES

1. **COMMITTEE:**

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

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

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

2. Subject to the general conditions applicable to all Fellowships and Scholarships as laid down in paragraph 4 below, the value, duration and conditions of award shall be such as are laid down by the University from time to time.

3. The value and duration of Research or other Scholarships Instituted by the University shall be laid down by the Board of management in consultation with the Academic Council.

4. The award of fellowships, research and other scholarships shall be made subject to the following conditions.

4.1 The fellow/scholar will do whole time research work under an approved guide on a subject approved by the Committee.

4.2 The fellow/scholar shall not accept or hold any appointment paid or otherwise or receive any emoluments, salary, stipend, etc. from any other source during the tenure of the award nor shall he/she engage himself in any profession or trade during that period. He/ She may, however, undertake teaching assignment of not more than nine hours a week in the Institution, where he/she will work at the stipend as decided-in-rules.

4.3 The fellow/scholar shall not join any other course of study or appear in any examination after commencing work under the fellowship/scholarship programme.

4.4 Unless permitted by the guide to work for a specified period at some other place, the fellow//scholar shall be required to attend the Institution where he/she is to work, on all working days.

4.5 If any information submitted by the fellow/scholar in his/her application is found to be in-correct, incomplete or misleading, the award may be terminated by the Board of Management after giving him/her an opportunity of being heard.

4.6 It at any time it should appear to the Vice Chancellor that the progress or conduct of the fellow/scholar has not been satisfactory, the fellowship/scholarship may be suspended or withdrawn.

4.7 i) Leave for a maximum of (21 days earned leave + 12 days casual leave) 33 days in a year in addition to general holidays may be taken by a fellow/scholar with the approval of the guide and the sanction of the Vice-Chancellor. The general holidays, however, do not included the vacation period of e.g. Summer, Dusherra, Diwali, X-Mas vacations. No other leave with fellowship/scholarship shall be admissible.

ii) The fellow/ scholar may, in a special case, be allowed by the Vice Chancellor leave without stipend for a period not exceeding three months during the tenure of the award on the Recommendation of the guide.

4.8 The fellow /scholar shall be required to pay the fees prescribed by the Institution where he works.

5. Post-graduate scholarship Instituted by the University shall ordinarily be tenable for two academic sessions i.e. twelve months in the first year and 10 months in the second year on condition that the scholarship holder produces a certificate of efficiency in studies from the Head of the Department in the subject of study or the Head of the Institution.

6. The scholarship shall be tenable from the 1st July if the scholarship-holder join the college within one month of the date of the opening of the college after the summer vacation and pays the tuition fee from the commencement of the session. In any other case, it shall be tenable from the date on which the candidate joins the college.

7. The payment of scholarship shall be done in accordance with the procedure that may be laid down by the Academic Council.

8. The drawl of scholarship shall be done in accordance with the procedure that may be laid down by the Academic Council.

9. A scholarship-holder shall not combine any other course of study with the course for which the award is made.

10. A scholarship shall be cancelled in the Final Year if the scholarship-holder fails to secure at least 60 marks in the Previous Examination of the concerned Degree.

11. If a scholarship-holder is unable to appear at the previous examination on account of sickness or any other reasonable cause, the scholarship for the months of March and

April shall be paid only if the Head of the Institution certifies that the scholar diligently studied for the examination but was unable to take the examination for reasons beyond control. Such a scholar shall not receive scholarship during the next session, but shall be entitled to the scholarship during the studies for the Final Examination, if the scholar passes the Previous Examination with the requisite standard in the succeeding year in the first attempt.

12. A scholarship-holder shall at all times be of good behaviour and observe all rules of discipline.

13. 13.1 Scholarship shall be liable to termination, if:

- The scholarship-holder discontinues studies during the middle of a session, or
- the scholarship-holder, after he has been given a reasonable opportunity to explain his conduct, is in the opinion of the Board of Management guilty of a breach of Para 13 of this Ordinance; and if the Board of Management so directs, the Scholarship-holder shall also be liable to refund the amount of scholarship drawn by him.

13.2 The order of termination shall be passed by the Vice Chancellor and shall be final.

AWARD OF UNIVERSITY MEDALS AND PRIZES

1. The University shall award, with a view to augmenting academic interest and activities among the students. Gold and Silver medals every year on the basis of results of annual examinations.

2. 2.1 The quantum of Gold or Silver as the case may be, to be used for a medal shall be such as are approved by the Governing Body and permissible under the central Gold control Act.

2.2 The expenditure on the preparation and award of medals shall be met from the Fund of the University for which necessary provision shall be made in the annual budget or from endowment fund created for this purpose.

2.3 If in a year the actual cost of the award of Medals exceeds the budgetary provision, the Governing Body shall lay down the manner in which the excess expenditure is to be met.

3. University Gold & Silver medals shall be awarded only on the basis of the results at University examinations.

4. A gold and a silver medal shall be awarded for each of the following examinations in all branches to successful candidates as mentioned below:-

4.1 A gold medal and silver medal to the two successful candidates who have been placed in First division and heave secured respectively highest and second highest percentage of Marks from among the candidates appeared any of the Bachelor Degree of all faculties of LNCTVU and other courses being run by University. However the candidate must have passed all semester examinations of the consecutive years in

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

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

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

i. The Vice Chancellor (Chairman)

ii. Chancellor's Nominee.

iii. Three Deans of Faculties to be nominated by the Vice Chancellor in rotation.

iv. Two Chairpersons of Board of studies to be nominated by Academic Council.

v. Registrar as secretary.

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

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

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

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

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

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

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

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

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

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

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

LNCT Vidhyapeeth University, Indore

ORDINANCE NO. 06

"ACADEMIC & RESEARCH ACTIVITY GRANTS"

1. PREMBLE:

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

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

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

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

2. CLASIFICATIONOF STAFF:

The teaching staff is classified into the following groups:

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

3. FINANCIAL AIDS:

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

a. Quantum of grants is based on the requirements of individual projects.

b. The maximum amount shall not exceed per project, as prescribed by the University.

c. Staff is required to submit the details of project including aims and objectives, material and methods, ethical clearance etc. and provisional cost, report along with time frame.

d. The project shall be submitted to the Head of Institution through the respective Heads of the Departments as per prescribed protocol.

e. Research work forms the property of the Sponsoring Body/ LNCT Vidhyapeeth University. Research worker shall seek prior written permission for presentation/ publication of the research work in part or full.

f. If the work is not completed within stipulated time, Head of Institution may consider extending the time for a reasonable period, if required.

g. The grant may be recovered in case the work is either abandoned or incomp

h. Due credit shall be recorded in the research work, Publications on the role of the Sponsoring Body.

3.2 **FOR SCREENING COMMITTEE:**

a. The Head of Institution shall constitute a "Screening Committee" consisting of Head of Institution and two other senior faculty members.

b. The Screening Committee shall send its recommendation including Quantum of funds required to the management for the approval of grant.

c. The Management reserves its right to accept fully/partially the recommendations of screening committee.

3.3 **PERMISSIONS/SANCTIONS:**

a. The permission may be accorded to attend national conferences, continuing Education Programs, seminars, workshops and symposium etc. related to respective field of individuals.

b. Ordinarily the duration of such visits should not exceed more than two weeks.

c. Not more than 50% of teaching staff from the same department will be permitted to attend the conference at one time.

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

a, Vice Chancellor- Chairpersons.

b. Nominee of Chancellor

c. Two Dean of Faculty- Nominated by Vice Chancellor.

d. One Chairperson of Board of Studies- Nominated by Academic Council.

e. Chief Finance Officer & Accounts Officer- Member.

f. Registrar- Member Secretary.

3.5 **ELIGIBILITY OF STAFF:**

3.5.1 For Head of the Institutions:

a. Minimum service in the organization shall be one year.

b. Eligible to attend one event in a year.

c. Eligible for Airfare/First AC fare from Indore to the place of event and back.

d. Eligible for re-imbursement of registration fee in full.

e. Eligible for grant of accommodation at actual or at the rate not more than as prescribed amount per day.

f. Eligible for additional grant, as prescribed, if he/she is presenting a scientific research paper.

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

3.5.2 For Professors/Associate Professors/ Readers:

a. Minimum service in the organization shall be one year.

b. Eligible to attend one event in a year.

c. Eligible for II AC fare from Indore to the place of event and back.

d. Eligible for re-imbursement of registration fee in full but not exceeding the amount as prescribed.

e. Eligible for grant of accommodation at actual rate or at the rate not more than the amount as prescribed per day.

f. Eligible for additional grant of amount, as prescribed, if he/she is presenting research paper/poster/table presentation.

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

3.53 For Assistant Professors/ Sr. Lecturers:

a. Minimum service in the organization shall be one year.

b. Eligible to attend one event in a year.

c. Eligible for II AC fare from Indore to the place of event and back.

d. Eligible for re-imbursement of registration fee in full but not exceeding the amount as prescribed.

f. Eligible for additional grant of amount, as prescribed, if he/she is presenting research paper/ poster/table presentation.

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

4. PUBLICATIONS:

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

4.1 An incentive amount, as prescribed by the University, will be given on publication of research article in indexed foreign and Indian journal.

4.2 An incentive amount, as prescribed by the University, will be given to review/general/ case reports article published in indexed Foreign/Indian journals.

4.3 Teachers shall apply for the above incentives to Head of Institutions with five hard copies and one Soft copy of publication.

4.4 Incentives will be granted on the approval of Screening Committee.

5. SPECIAL PERMISSION:

5.1 Deputation to international conferences etc. and relaxation of the above guidelines for re-imbursement at higher value if any, shall be at the sole discretion of the Chancellor on the merits of each case.

5.2 The teaching faculty not covered under Para 2 above for Academic & Research Activity Grant may also be considered by the Chancellor based on the recommendation of Vice Chancellor.

LNCT Vidhyapeeth University, Indore

ORDINANCE NO. 07

PAYMENT/REMUNERATION FOR EXAMINATION WORK

1. The rates of remuneration for all purposes relating to examination & others shall be as per decision of Board of Management of University.

2. The actual freight/postal/courier/other expenses incurred by the examiner will be paid by the University.

3. The Traveling & other allowances will be payable as per University/ state Government rules.

4. In ease of a work for which no remuneration has been prescribed in University Rules, the rate then shall be determined by the Vice-chancellor from time to time.

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

LNCT Vidhyapeeth University, Indore

ORDINANCE NO. 08

FEES OF EXAMINATION & RATES OF OTHER FEES FOR VARIOUS SERVICES TO BE CHARGED BY THE UNIVERSITY

1. FEE STRUCTURE:

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

2. REFUND AND ADJUSTMENT OF FEE:

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

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

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

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

LNCT Vidhyapeeth University, Indore

ORDINANCE NO. 09

DISCIPLINE AND CONDUCT OF THE STUDENT

1. OBLIGATIONS OF THE STUDENT:

1.1 Conduct himself/herself properly

1.2 Maintain proper behaviour

1.3 Observe strict discipline both within the campus & outside of the University, and also in Hostel.

1.4 Ensure that no act of this consciously or unconsciously brings the University or any establishment or authority connected with it into disrespect.

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

2.1 Any act of the student which directly or indirectly causes or attempts to cause disturbance in the lawful functioning of the University.

2.2 The student who is repeatedly absent from the class, lectures, tutorials, practical's, clinical and other courses.

2.3 The student not abiding by the instructions of the Faculty members and not interacting with them with due respect.

2.4 Any student found misbehaving in the campus/class or behaving arrogantly, violently towards the faculty, staff or fellow student.

2.5 The students who is not present for all the class tests, midterm tests, terminal and preliminary examinations.

2.6 Permitting or conniving with any person/parent/guardian, which is not authorized to occupy hostel room, residential quarter, or any other accommodation or any part thereof of the University.

2.7 Obstruction to any student or group of students in any legitimate activities, in class-rooms/laboratories/field or places of social and cultural activities within the campus of the Institution.

2.8 Possessing or using any fire arms, lethal weapon, explosives or dangerous substances in the premises of the University.

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

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

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

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

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

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

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

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

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

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

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

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

2.20.1. Not submitting the required documents in time.

2.20.2 Failing to fulfill required eligibility criteria of the program.

2.20.3 Submission of fake or incorrect documents.

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

2.20.5 Not paying the stipulated fees on time.

3. PROHIBITION OF RAGGING:

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

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

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

4. ATTENDANCE & PROGRESS:

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

5. PAYMENT OF TUITION AND OTHER FEES:

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

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

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

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

6 RULES RELATING TO LNCT Vidhyapeeth UNIVERSITY EXAMINATIONS:

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

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

7. RULES OF HOSTEL STUDENTS:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

8.1 Warning/ reprimand

8.2 Fine

8.3 Cancellation/withheld scholarship/award/prize/medal

8.4 Expulsion from the Hostel

8.5 Expulsion from the University

8.6 Cancellation of the result of the student concerned in the examination of the University.

8.7 Temporary annulment from the Hostel/University

8.8 Rustication from the University.

9. **PROCEDURE FOR INQUIRY:**

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

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

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

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

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

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

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

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

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

10. APPEAL:

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

LNCT Vidhyapeeth University, Indore

ORDINANCE NO. 10

RESIDENCE OF STUDENTS

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

1. GENERAL:

1.1 These rules may be called the rules for Hostels of the LNCT Vidhyapeeth University Indore (M.P)

1.2 These rules shall be applicable to all the Hostel of the University.

2. ADMISSION:

2.1 Application for admission to Hostel shall be made on the prescribed form to be obtained from office of the Dean, Students Welfare (DSW) on payment of fees as prescribed. The application form filled should reach hostel/DSW office before the prescribed date.

2.2 Incomplete or wrongly filled application forms shall not be considered.

2.3 Each applicant for admission shall furnish a character certificate from the Head of the institution last attended, along with application.

2.4 After an applicant has been admitted or readmitted he/she may be allotted a bed in a room by the warden.

2.5 Old hostellers seeking readmission must also apply for admission ensuring clearance of No Dues of previous year (if any), then deposit their readmission due.

2.6 No student, who has failed or dropped out in the examination or warned for any disciplinary action shall be readmitted to the hostel.

2.7 The parents of the students shall submit a passport size colored photograph of the local guardian, duly signed by both (parent and guardian), to the hostel warden at the beginning of the semester /admission to the hostel to enable the hostel warden to identify the person when he/she comes to meet the ward in the hostel, or makes a request for taking the ward home.

2.8 No student shall be allowed to reside in any hostel after completion of his/her degree for which he/she was admitted. In the event of taking admission in others course in the university his/her admission in the hostel shall be considered a fresh.

2.9 Initially a bonafide student may be considered for admission for one session only and in case of unsatisfactory conduct, re-admission in the university shall not be considered.

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

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

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

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

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

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

3. FEES, RENTS & OTHER CHARGES

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

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

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

4. CANTEEN.

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

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

5. HOSTEL ROOM AND ALLOTMENT

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

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

5.2 Physically Handicapped Students.

5.3 SCs/STs/OBCs Students.

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

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

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

6. ATTENDANCE

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

7. HOSTEL MANAGEMENT COMMITTEES

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

The Committee shall comprise:

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

7.1.1 Hostel Disciplinary & Anti Ragging Committee

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

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

7.1.2 Hostel Committees

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

The Committee shall consist of the following-

i Hostel Warden - Chairman

ii One hostel student representative from each Hostel- Member/ Members.

iii One hostel perfect and one-Associate perfect for various functions like food, health and extracurricular activities. - Member/members.

8. **MISCONDUCT & INDISCIPLINE INCLUDING RAGGING**

8.1 Gambling of any kind and use of liquor/drug and smoking etc. is strictly prohibited in the hostel and campus.

8.2 Guests of the opposite sex shall not be entertained in the hostel. The Hostellers however may be permitted to meet their relatives at pre-permitted place during designated time.

8.3 Pornographic literature and exotic posters/displays etc. are not permitted in the hostels.

8.4. No hosteller shall be allowed to change the room allotted in the hostel without prior permission of the warden. The warden may order at any time change of rooms or mutual exchange of rooms without assigning any reasons.

8.5 Use of electric heater & iron etc. are not allowed in the hostel. Heavy fine may be imposed for violation of this rule.

8.6. Hostellers are strictly prohibited to keep firearms with them. No pets such as dog etc. are permitted to be kept in the hostel by the hostellers.

8.7. In exigencies all hostellers shall vacate their room at given order/time by the Vice-Chancellor/Registrar for any reason whatsoever and hand over the charges of their rooms to the warden failing which warden shall be authorized to break open the rock room. The University shall accept no responsibility for the private property of the concerned students found in the rooms.

8.8. Hostellers shall not give shelter to any outsider: anyone found guilty on this account shall be severely punished including removal from the hostel of accommodation the University.

8.9. No meeting shall be held in the hostel premises without the prior permission of the warden.

8.10 No notice is allowed to be exhibited on a Notice Board or circulated to the hostellers unless it has been signed or countersigned by the warden /D.S:W./Registrar /V.C.

8.11 Hostellers shall not cause damage or interfere in any manner with the Notice Board of the hostel. A breach of this rule shall be severely dealt with.

8.12. No Incidence of ragging should to be there in the hostels. There will be Zero Tolerance for Ragging.

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

9. **DISCIPLINARY ACTION**

9.1. Every hosteller shall maintain a high standard of discipline, have respect for the tradition of the University and conduct in a dignified manner within and outside the hostel. They should do nothing, which may cause noise, disturbance or distraction in studies or may be deemed irregular in anyway.

9.2 The warden shall keep a conduct register exclusively for recording the misconduct of the students along with details of punishments, warnings etc. While the register will have one page for one student for nothing misconduct, it should have another page to note down good conducts/acts in the nature of Good Samaritan.

9.3 Resort to any form of strike by the hostellers without following the legally provided remedial channels/procedures shall be deemed as a serious breach of discipline and the student shall ipso facto sand expelled from the hostel/ University.

9.4 Any indiscipline or misconduct committed by the hosteller of group of hostellers shall be brought to the notice of Hostel disciplinary Committee for taking appropriate action.

9.5. Depending upon the gravity of the misconduct committed by the hosteller matte can be brought to the notice of the Chief Proctor or Registrar or Vice-Chancellor who may pass order in writing for taking appropriate action.

9.6. In case the situation in the hostel deteriorates to a level that requires protection, the Chief Proctor in consultation with DSW/Warden may call the security to get the hostel vacated by the Hostellers. such action taken however shall be brought to the notice of the Registrar and Vice Chancellor in writing

9.7 Any hosteller round guilty of indiscipline, defiance of orders, rowdy behavior of any other misconduct is liable to be fined up to Rs. 10000/- and / or instant removal or expulsion or rustication from the hostel university.

9.8. No student shall be permitted to appeal against the decision of the warden to any authority other that Hostel Management Committee. If the appeal is against the decision of the Hostel Management Committee, it should be made to Vice- Chancellor.

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

9.10 NOC From Hostel warden is Mandatory to be submitted for receiving any Certificate/Documents/Mark sheet/Result etc.

LNCT Vidhyapeeth UNIVERSITY, INDORE

ORDINANCE No. 11

MEMORANDUM OF UNDERSTANDING (MOU) WITH NATIONAL/INTERNATIONAL PUBLIC/PRIVATE ORGANIZATIONS

1. PREAMBLE:

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

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

2.1 Letters of Cooperation or Agreement:

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

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

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

2.2 Memorandum of Understanding:

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

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

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

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

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

2.2.4 Due Diligence for an MOU:

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

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

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

2.3 <u>Strategic Alliances:</u>

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

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

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

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

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

2.3.3.1 Research collaboration & pursuing funding opportunities.

2.3.3.2 Academic collaboration in Learning Innovation

2.3.3.3 Targeting of students in graduation, post graduation or post doctoral recruitment.

2.3.3.4 Joint ventures such as Public-Private partnerships

2.3.3.5 Other elements such as student, staff swaps, guest speakers, networking.

2:4 Letters of Cooperation or Agreement

2.5 Adoption of Government facilities / small government institutes- with the consent of government with intention of providing better educational and health care facilities.

3. Any understanding/ collaboration with International Organization should meet criteria laid down by University grants Commission, New Delhi form time to time.

LNCT Vidhyapeeth UNIVERSITY, INDORE

ORDINANCE No. 12

ACADEMIC CALENDAR OF UNIVERSITY

1. SHORT TITILE AND COMMENCEMENT :

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

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

2. DEFINITIONS:

In this statute, unless the context otherwise requires;

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

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

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

3. The Academic calendar shall be prepared for next academic year before the expiry of the current academic ear, encompassing all the essential events and activities related to the University.

4. The academic calendar shall be clearly specified the dates pm which 1st term (Session) begins and ends and includes beginning dates of the next term (session).

5. The summer vacation will be for 30 days. The dates beginning and end of summer vacation shall be clearly specified in the calendar.

6. The winter vacation shall be for 10 days. The dates of beginning and end of winter vacation shall be clearly specified.

7. Gazetted and optional holidays should be included in the event calendar.

8. The teaching staff members in all the constituted institutes of LNCT University, shall have holidays and vacation only as per the academic calendar.

9. The teaching staff members of the institutes constituted to the university who are required to work on winter and summer vacation should be compensated by crediting. These working days to their earned leave account and should be compensated accordingly as per state government/LNCT University rules.

10. Considering the winter and summer vacation and all holidays, the academic year shall minimum 240 teaching days in a academic year.

11. The Deans/ Principals should inform the university about the number of actual teaching days during the academic year in their college/Institute and they should ensure that actual teaching days are optimally used for academic purposes.

12. Non-teaching staffs working in teaching department are entitled to avail holidays like non-teaching government servant, but they will be available for departmental work as directed by the head of department. such non teaching employee shall be given compensatory Holiday. Compensatory Holidays should not be accumulate for more than 3 days and should not be allowed to be carried forward to the next calendar year Compensatory Holidays can be prefixed or suffixed or both to leave due and or holidays.

13. The Vice Chancellor / University Authority can pass regulation and notification time to time making changes in the leave structure or otherwise in favor maintaining the academic calendar and the academic interest of the students.

14. Notwithstanding anything contained in foregoing clauses, shall not supersede the calendar issued by the state government as issued from time to time after approval of the co-ordination committee of the M.P. State University act 1973 in view of general and special circumstances as well.

LNCT Vidhyapeeth University, Indore

ORDINANCE NO. 13

BACHELOR OF MEDICINE AND BACHELOR OF SURGERY (M.B.B.S.)

1. AIMS & OBJECTIVES:

1.1 AIMS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

1 1.18 To derive maximum advantage out of this revised curriculum, the vacation period to students in one calendar year shall not exceed one month, during the 4 34 years Bachelor of Medicine **and** bachelor of Surgery (MBBS) Course.

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

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

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

1.1.22 Integration of ICT in learning process will be implemented.

1.2 OBJECTIVES

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

1 2.15 Be able to work as a leading partner in health care teams **and** acquire proficiency *in* communication skill

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

1.2 17 Have personal characteristics and attitudes required for professional life such as personal integrity, sense of responsibility and dependability and ability to relate to or show concern for other individuals.

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

2. ACADEMIC QUALIFICATION AND SELECTION CRITERIA FOR ADMISSION:

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

2 1.1 He/she shall complete the age of 17 years on or before 31st December of the year of admission to the MBBS Course

2 1.2 He/she has passed qualifying examination as under

2 1.3 The higher secondary examination or the Indian School Certificate

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

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

Or

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

Or

2.1 .5 The pre-professional / pre - medical examination with Physics Chemistry and Biology/ Biotechnology, after passing either the higher secondary school examination, or The pre-university or an equivalent examination. The pre-Professional/Pre-medical examination shall include a practical test in Physics, Chemistry and Biology/Bio-technology and also English as a compulsory subject.

Or

2.1 6 The first year of the three years degree course of a recognized University,with Physics, Chemistry and Biology/Rio-technology including a practical test **in** these subjects provided the examination **is** a "University Examination" and candidate has passed 10+2 with English at a level not less than a care course

Or

2 1.7 B.Sc examination of an Indian University, provided that he/she has passed the B Sc examination with not less than two of the following subjects examination Physics, Chemistry, Biology/Bio- technology and further that he/she has passed the earlier

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

Or

2 18 Any other examination which, in scope and standard is found to be equivalent to the intermediate science examination of an Indian University/Board, taking Physics, Chemistry and Biology/Bio-technology including practical test in each of these subjects and English.

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

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

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

2.2.1 A candidate must have passed in the subjects of Physics, Chemistry, Biology/Bio-technology and English individually and must have obtained a minimum of 50% marks taken together in Physics, Chemistry & Biology/Bio-technology at 1he qualifying examination and in addition must have come in the merit list prepared as a result of such competitive entrance examination by securing not less than 50% marks in Physics, Chemistry and Biology/Bio-technology taken together in the competitive examination

2.2 2 In respect of candidates belonging to Scheduled Castes, Scheduled Tribes or other Backward Classes the marks obtained in Physics, Chemistry and Biology/Bio-technology taken together in qualifying examination and competitive entrance examination be 40% instead of 50% as stated.above.

2.2 3 Provided that a candidate who has appeared in the qualifying examination the result of which has not been declared, he may be provisionally permitted to take up the competitive entrance examination and in case of selection for admission to the MBBS course, he shall not be admitted to that course until he fulfills the eligibility criteria.

2 2 4 Provided that the eligibility criteria for admission to persons with locomotory disability of lower limbs will be a minimum of 45% marks instead of 50% taken together in qualifying examination and competitive entrance examination for admission in MBBS course

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

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

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

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

2.2 9 The reservation of seats in Medical Colleges for respective categoriesshall be as per applicable Law prevailing in States/Union Territories. An All India merit list as well as State/Union Territory-wise merit list of the eligible candidates shall be prepared on the basis of marks obtained in 'National Eligibility-cum-Entrance Test and candidates shall be admitted to MBBS course from the said lists only

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

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

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

3. COURSE STRUCTURE:

3.1 TRAINING PERIOD AND TIME DISTRIBUTION

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

3.1.2 **The period of 4 and IA years is divided into three phases as follows --**

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

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

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

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

The clinical subjects to be taught during Phase Ii & 111 are Medicine and its allied specialties, Surgery and its allied specialties, Obstetrics and Gynaecology and Community Medicine.

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

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

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

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

3.1 5 Didactic lecturès shall not exceed one third of the time schedule; two third schedule shall include practical, clinical or/and group discussions. Learning process shall include living experiences, problem oriented approach, case studies and community health care activities.

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

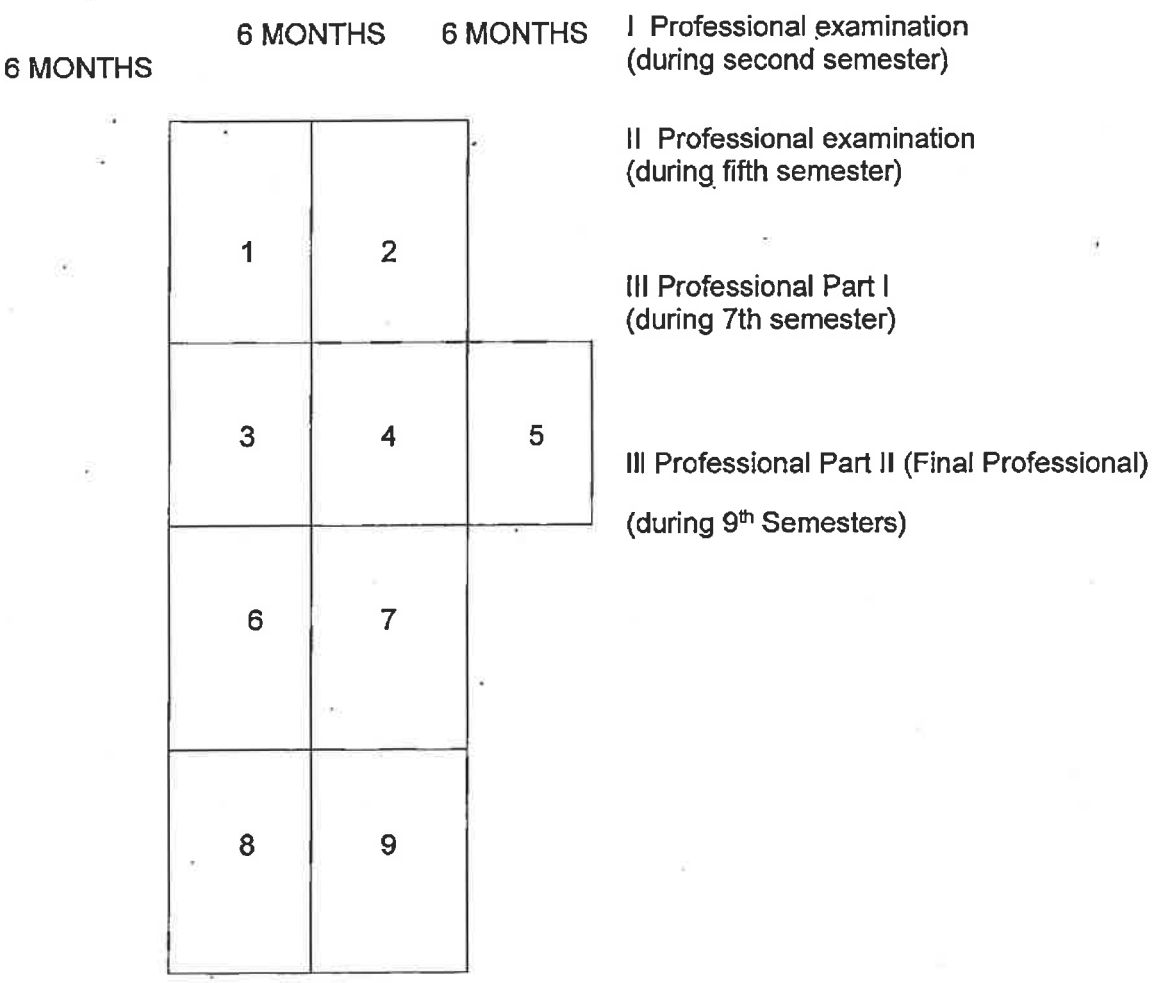
3 1.6.1 There shall be no admission of students in respect of any academic session beyond 30th September under any circumstance. The University shall not register any student admitted beyond the said date.

3 1.6.2 National Medical Council may direct that any student identified as having obtained admission after the last date for closure of admission be discharged from the course of study, or any medical qualification granted to such a student shall not

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

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

3.2 PHASE DISTRIBUTION AND TIMING OF EXAMINATION



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

3 2 2 A student, who fails in the IInd professional examination, shall not be allowed to appear IIIrd Professional Part I examination unless he passes all subjects of IInd Professional examination

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

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

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

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

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

** This posting includes exposure to Rehabilitation and Physiotherapy

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

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

3.3 Migration

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

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

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

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

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

Note-1:

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

Note-2:

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

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

Note-3:

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

4. COMMENCEMENT OF COURSE:

4 1 The MBBS course shall commence with effect from lit August of respective year or as per prevailing rules.

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

5. REGULATION RELATING TO ASSESSMENT OF ACADEMIC GROWTH OF STUDENTS

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

5.1.1 **Attendance**

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

5.1.2 **Internal Assessment**

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

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

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

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

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

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

Some examples are as follows:

- Preparation of subject for student's seminar.
- Preparation of a clinical case for discussion
- Clinical case study/problem solving exercise.
- Participation in Project for health care in the community (Planning stage to evaluation)
- Proficiency in carrying out a practical or a skill small research project
- Multiple choice questions (MCQ) test after completion of a system/teaching.

Each item tested shall be objectively assessed and recorded. Some of the items can be assigned as Home work / Vacation work.

6. APPOINTMENT OF EXAMINERS:

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

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

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

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

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

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

appointment as examiner.

7. UNIVERSITY EXAMINATIONS: THEORY AND PRACTICAL/CLINLICAL:

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

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

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

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

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

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

7. 7 During evaluation it shall be ascertained if the candidate has acquired the desired Practical skill.

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

7.8.1 First Professional.

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

7.8.2 Second Professional:-

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

7.8.3 Third Professional -

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

7.8.4 Third Professional:-

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

Note:

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

7.9 Distribution of marks to various disciplines:

7.9.1 First Professional examination :(Pre-clinical Subjects):-

➢ **Anatomy:**

Theory Two papers of 50 marks each (One applied question of 10 marks in each paper)	100marks.
Oral (Viva)	20 marks
Practical	40 marks
Internal Assessment (Theory-20, Practical-20)	40 marks
Total	200 marks

➢ **Physiology including Biophysics**

Theory-Two papers of 50 marks each (One applied question of 10 marks in each paper)	100 marks
Oral (Viva)	20 marks
Practical	20 marks
Internal Assessment (Theory-20; Practicat-20) (Theory-20, Practical-20)	40 marks
Total	200 marks

Biochemistry

Theory-Two papers of 50 marks each (One applied question of 10 marks in each paper)	100 marks
Oral (Viva)	20 marks
Practical	40 marks
Internal Assessment (Theory 20, Practical-20)	40 marks
Total	200 marks

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

7.9.2 Second Professional Examination:(Para-clinical subjects)

⇨ **Pathology**

Theory-Two papers of 40 marks each (One applied question of 10 marks each paper)	80 marks
Oral (Viva)	15 marks
Practical	25 marks
Internal assessment (Theory-15; Practical-15)	30 marks
Total	150 marks

⇨ **Microbiology**

Theory-Two papers of 40 marks each (One applied question of 10 marks each paper)	80 marks
Oral (Viva)	15 marks
Practical	2S m arks
internal assessment (Theory 15; Practicai-15)	30 marks
Total	150 marks

⇨ **Pharmacology**

Theory-Two papers of 40 marks each Containing one question on clinical therapeutics 80 marks	
Oral (Viva)	15 marks
Practical	25 marks
Internal assessment (Theory-15; Practical-15)	30 marks
Total	150 marks

⇨ **Forensic Medicine**

Theory one paper	40 Marks
Oral (Viva)	10 marks
Practical	30 marks
Internal assessment (Theory-10; Practical -10)	20 marks
Total	100 marks

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

IIIrd Professional — Part I (Clinical Subjects)

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

➢ **Ophthalmology**

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

➢ **Oto-Rhino-Laryngology**

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

➢ **Community Medicine including Humanities**

Theory Two papers of 60 marks each 120 marks

(Includes problem solving, applied aspects of management at primary level Including essential drugs, occupational (agro based) diseases, rehabilitation and social aspects of community).

Oral (Viva)	10 Marks
Practical/Project evaluation	30 Marks
Internal assessment (Theory 20, Practical-20)	40 Marks
Total	200 Marks

➢ **Pass:**

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

7.9.4 Third Professional — Part II

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

➢ **Medicine**

Theory- Two papers of 60 marks each 120 marks
Paper I - General Medicine
Paper II — General Medicine (including Psychiatry, Dermatology and S.T.D.)
(Shall contain one question on basic sciences and allied subjects)

Oral (Viva) Interpretation of X-ray ECG, etc.	20 marks
Clinical (Bed side)	100 marks
Internal assessment (Theory-30, Practical-30)	60 marks
Total	300 marks

➢ **Surgery**

Theory-Two papers of 60 marks each 120 marks
Paper-1- General Surgery (Section 1)
Orthopaedics (Section 2)
Paper II- General Surgery including Anaesthesiology, Dental diseases and Radiology.
(Shall contain one basic sciences and allied subjects)

Oral (Viva) Interpretation of Investigative data	20 marks
Clinical (Bed Side)	100 Marks
Internal assessment (Theory-30; Practical-30)	60 marks
Total	300 marks

Paper 1 of Surgery shall have one section in Orthopaedics The quest on Orthopaedic Surgery be set and assessed by examiners who are teachers in the orthopaedic surgery.

➢ **Obstetrics and Gynaecology**

Theory Two papers of 40 marks each 80 marks
Paper I - Obstetrics including social obstetrics.
Paper II - Gynaecology, Family Welfare and Demography
(Shall contain one question on basic sciences and allied subjects)

Oral (Viva) including record of dell very cases (20+10)	30 marks
Clinical	50 marks
Internal assessment (Theory-20; Piratical 20)	40 marks
Total	200 marks

➢ **Paediatrics (Including Neonatolog)**

One paper 40 marks

(Shall contain one question on basic sciences and allied subjects)	
Oral (Viva)	10 marks
CIINiCd i	30 marks
Internal assessment (Theory-10; Practlcal-10 marks)	20 marks
Total	100 marks

Pass in each of the subjects *a* candidate must obtain 50% In aggregate with a minimum of 50% in Practical/Clinical.

7 10 Criteria for Passing

7.10.1 Results of University examinations shall be preferably declared before the start of teaching for next semester

7.10.2 Passing in 1°' Professional is compulsory before proceeding to Phase II `training.

7.10.3 A student who fails in the .II'd professional examination, should not be allowed to appear III'd Professional Part I examination unless he passes all subjects of II"^ Professional examination.

7.10.4 Passing in III'^ Professional (Part-1) is compulsory for being eligible for III'd Professional (Part-II) examination.

7.11. Division and Merit list

7.11.1. The division shall be awarded only after 3rd part II University examination and shall be based on the aggregate marks obtained by the candidate at his/her successful attempts at the 1st, 2nd, 3rd part I and 3rd part II MBBS University examinations

There shall be only three divisions as follows-

- Distinction /honors : 75% and above
- 1st division : 60a and above but below 75%
- 2nd division 50% and above but below 60%

7.11.2 The merit shall be declared by the university after the declaration of result of 3rd Part II M B B S university examination on the basis of the integrated performance of all the four MBBS. university examinations. The merit list shall include first 10 candidates securing at least 1st division and passing all MBBS university examination in first attempts with all subjects taken together.

7.12. Condonation of deficiency in marks

7.12.1 Grace Marks in allied specialty will be as per the norms of the Apex council of that faculty, in case apex council of that faculty does not mention about grace m arks, the benefit of grace marks given in different head of passing shall not exceed one percent of aggregate marks in that examination upto maxim um of 5 marks or as decided by University policy.

7.12.2 Provided further that the benefit of gracing of marks under this Ordinance, shall be applicable only if the candidate passes the entire examination in the same attempt.

7.12 3 Provided further that the benefit of total gracing marks under this Ordinance, may be divided between more than one subjects if the candidate passes the entire Examination in the same attempt.

7.12 4 Provided further that the benefit of total gracing marks under this Ordinance, are for particular year and for particular examination, accumulation of the gracing marks cannot be claimed.

7.12.5 After award of grace marks the result of the concerned M B B.S. University examination shall be declared as "Pass by grace".

8. REVALUATION RE-TOTALING

8.1 Re-totaling- The university on application and remittance of stipulated fees as prescribed by the university shall permit a recounting or opportunity to recount the marks received for various questions in an answer paper/papers for theory of all subjects for which a candidate has appeared in the university examination. Any error in addition of marks awarded, if identified shall be suitably rectified.

8. 2 Revaluation – Revaluation of theory papers in all years of study of the M.B.B.S. course shall be permissible by the university on application and remittance of the prescribed fees within the stipulated time such answer script shall be re- evaluated by not less than two duly qualified examiners and the average obtained shall be awarded to the candidate and the result reconsidered accordingly.

9. INTERNSHIP:

Internship is a phase of training wherein a graduate will acquire the skills and Competencies for practice of medical and health care under supervision so that he/she can be certified for independent medical practice as an Indian Medical Graduate in order to make trained work force available, it may be considered as a phase of training where in the graduate is expected to conduct actual practice under the supervision of a trained order , The learning methods have to be done during the MBBS course itself with larger number of hands on session and practice on simulators.

9.1 Goal: The goal of the internship programme is to train medical students to fulfill their roles as doctors of first contact in the community

9.2 Objectives: At the end of the internship period, the medical graduate will possess all competencies required of an Indian Medical Graduate, namely

9.2.1 Independently provide preventive, promotive, curative and palliative care with compassion.

9.2.2 Function as leader and member of the health care team and health system,

9.2.3 Communicate effectively with patients, families, colleagues and the Community,

9.2.4 Be certified in diagnostic and therapeutic skills in different disciplines of medicine taught in the undergraduate programme,

9.2.5 Be a lifelong learner committed to continuous improvement of skills and knowledge,

9.2.6 Be a professional committed to excellence and is ethical, responsive and accountable to patients, community and profession.

9.3 Time Distribution

Community Medicine (Residential posting)	2 months
General Medicine including IS days of Psychiatry	2 months
General Surgery including 15 days Anaesthesia	2 months
Obstetrics & Gynaecology including Family Welfare Planning	2 months
Pediatrics	1 month
Orthopaedics including P M & R	1 month
Otorhinolaryngology	15 days
Ophthalmology	15 days
Casualty	15 days
Elective posting (1x15 days)	15 days

Subjects for Elective posting will be as follows

- Dermatology, Venereology & Leprosy
- Respiratory Medicine
- Radio diagnosis
- Forensic Medicine & Toxicology
- Blood Bank
- Phychiatry

Note:- Structure internship with assessment at the end in the college.

9.4 GENERAL CONSIDERATIONS AND TEACHING APPROACH

The provisions contained in Part – II of these Regulations shall apply to the MBBS course starting from academic year 2019-20 onwards.

9.4.1 Indian Medical Graduate Training Programme

The undergraduate medical education programme is designed with a goal to create an "Indian Medical Graduate" (IMG) possessing requisite knowledge, skills, attitudes, values and responsiveness, so that she or may function appropriately and effectively as a physician of first contact of the community while being globally relevant to achieve this, the following national and institutional goals for the learner of the Indian Medical Graduate training programme are hereby prescribed.

9.4.2 National Goals:

At the end of undergraduate program, the Indian Medical Graduate should be able to:

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

9.4.2.1 Learn every aspect of National polices on health and devote her / him to its practical implementation.

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

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

9424 Become exemplary citizen by observance of medical ethics and fulfilling social and professional obligations, so as to respond to national aspirations.

9.4 3 Institutional Goals'

9.4.3.1. In consonance with the national goals *each* medical institution should evolve institutional goals to define the kind of trained manpower (or professionals) they intend to produce. The Indian Medical Graduates coming out of a medical institute should be competent in diagnosis and management of common health problems of the individual and the community, commensurate with his/her position as a member of the health team at the primary, secondary or tertiary levels, using his/her clinical skills based on history, physical examination and relevant Investigations.

9.4.3.2 be competent to practice preventive, promotive, curative, palliative and rehabilitative medicine in respect to the commonly encountered health problems.

9.4.3.3 appreciate rationale for different therapeutic modalities; be familiar with the administration of "essential medicines" and their common adverse effects

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

9.4.3.5 Possess the attitude for continued self-Learning and to seek further expertise or to pursue research h in any chosen area of medicine, action research and documentation skills

9.4.3.6. be familiar with the basic factors which are essential for the

implementation of the National Health Programmes including practical aspects of the following:

9.4.3.7 Family Welfare and Maternal and Child Health (MCH)

9.4.3.8 Sanitation and water supply

9.4.3 9 Prevention and control of communicable and non-communicable diseases.

9.4.3.10 Immunization

9.4 3.11 Health Education

9.4.3.12 Indian Public Health Standards (IPHS), at various levels of service delivery.

9.4.3.12.1 Bio medical waste disposal

9.4 3.13 Organizational and/or institutional arrangements.

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

9..4.3.15 Be able to identify community health problems and learn to work to resolve these by designing, instituting corrective steps and evaluating outcome of such measures.

9.4.3.16 Be able to work as a leading partner in health care teams and acquire proficiency in communication skills.

9.4 3.17 Be competent to work in a variety of health care settings

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

10. All efforts *must* be made to equip the medical graduate to acquire the desire skills

10.1. Goals and Roles for the Learner

In order to fulfill the goal of the IMG training programme, the medical graduate must be able to function in the following roles appropriately and effectively -

10.1.1 Clinician who understands and provides preventive, promotive, curative, palliative and holistic care with compassion.

10.1.2 Leader and member of the health care team and system with capabilities to collect analyze, synthesize and communicate health data appropriately

10.1.3 Communicator with patients, families, colleagues and community.

10.1.4 Lifelong learner committed to continuous improvement of skills and knowledge

10.1.5 Professional, who is committed to excellence, is ethical, responsive and accountable to patients, community and profession

11. Competency Based Training Programme of the Indian Medical Graduate:

Competency based learning would include designing and implementing medical education curriculum that focuses on the desired and observable ability in real life situations In order to effectively fulfill the roles, the Indian Medical Graduate would have obtained the following set of competencies at the time of graduation:

11.1 Clinician, who understands and provides preventive, promotive, curative, palliative and holistic care with compassion

11.2 Demonstrate knowledge of normal human structure, function and development from a molecular, cellular, biologic, clinical, behavioural and social perspective.

11.3 Demonstrate knowledge of abnormal human structure, function and development from a molecular, cellular, biological, clinical, behavioural and social perspective

11.4 Demonstrate knowledge of medico legal, societal, ethical and humanitarian principles that influence health care

11.5 Demonstrate knowledge of national and regional health care policies including the National Health Mission that incorporates National Rural Health Mission (NRHM) and National Urban Health Mission (NUHM), frameworks, economics and systems that influence health promotion, health care delivery, disease prevention, effectiveness, responsiveness, quality and patient safety.

11.6 Demonstrate ability to elicit and record *from* the patient, and other relevant sources including relatives and caregivers, a history that is complete and relevant to disease identification , disease prevention and health promotion.

11 7 Demonstrate ability to elicit and record from the patient, and other relevant sources including relatives and caregivers, a history that is to gender, age, vulnerability, social and economic status, patient preferences belief and value,

11.8 Demonstrate ability to perform a physical examination that is complete and relevant to disease identification, disease prevention and health promotion.

11.9 Demonstrate ability to perform a physical examination that is contextual to social and economic status, patient preferences and values

11.10 Demonstrate effective clinical problem solving, judgment and ability to interpret and integrate available data in order to address patient problems, generate differential diagnoses and develop individualized management plans that include preventive, promotive and therapeutic goals.

11.11 Maintain accurate clear and appropriate record of the patient in conformation with legal and administrative frame works.

11.12 Demonstrate ability to choose the appropriate diagnostic tests and interpret these tests based on scientific validity, cost effectiveness and clinical context.

11.13 Demonstrate ability to prescribe and safely administer appropriate

therapies including nutritional interventions, pharmacotherapy and interventions based on the principles of rational drug therapy, scientific validity, evidence and cost that conform to established national and regional health programmes and policies for the following:

11.14 Disease prevention,

11.15 Health promotion and cure,

11.16 Pain and distress alleviation, and

11.17 Rehabilitation.

11.18 Demonstrate ability to provide a continuum of care at the primary and/or secondary level that addresses chronicity, mental and physical disablity.

11.19 Demonstrate ability to appropriately identify and refer patients who may require specialized

11.20 Demonstrate familiarity with basic, Clinical and translational research as it applies to the care of the patient.

11.21 Leader and member of the health care team and system

11.21.1 Work effectively and appropriately with colleagues in an inter professional health care team respecting diversity of roles responsibilities and competencies of other professionals.

11.21.2 and function effectively, responsibly and appropriately as a health care team leader in primary and secondary health care settings

11.21.3 Educate and motivate other members of the team and work in a collaborative and collegial fashion that will help maximize the health care delivery potential of the team.

11.21.4 Access and utilize components of the health care system and health delivery in a manner that is appropriate, cost effective, fair and in compliance with the national health care priorities and policies, as well as be able to collect, analyze and utilize health data.

11.21.5 Participate appropriately and effectively in measures that will advance quality of health care and patient safety within the health care system.

11.21.6 Recognize and advocate health promotion, disease prevention and health care quality improvement through prevention and early recognition. in a) life style diseases and b) cancers, in collaboration with other members of the health care team.

11.22 Communicator with patients, families, colleagues and community

11.22.1 Demonstrate ability to communicate adequately, sensitively, effectively and respectfully with patients in a language that the patient understands and in a manner that will improve patient satisfaction and health care outcomes.

11.22.2 Demonstrate ability to establish professional relationships with patients and families that are positive, understanding, humane, ethical, empathetic, and trustworthy

11.22.3 Demonstrate ability to communicate with patients in a manner respectful of patient's

preferences, values, prior experience, beliefs, confidentiality and privacy.

11.22.4 Demonstrate ability to communicate with patients, colleagues and families in a manner that encourages participation and shared decision-making

11.23 Lifelong learner committed to continuous improvement of skills and knowledge

11.23.1 Demonstrate ability to perform an objective self-assessment of knowledge and skills, continue learning, refine existing skills and acquire new skulls.

11.23.2 Demonstrate ability to apply newly gained knowledge or skills to the care of the patient.

11.23.3 Demonstrate ability to introspect and utilize experiences, to enhance personal and professional growth and learning.

11.23.4 Demonstrate ability to search (including through electronic means), and critically evaluate the medical literature and apply the information in the care of the patient

11.23.5 Be able to identify and select an appropriate career pathway that is professional rewarding and personally fulfilling.

11.24 Professional who is committed to excellence, is ethical, responsive and accountable to patients, community and the profession

11.24.1 Practice selflessness, integrity, responsibility, accountability and respect

11.24.2 Respect and maintain professional boundaries between patients, colleagues and society.

11.24 3 Demonstrate ability to recognize and manage ethical and

11.24 4 Abide by prescribed ethical and legal codes of conduct and practice

11.24.5 Demonstrate a commitment to the growth of the medical profession *as a* whole.

11. Broad Outline on training format

In order to ensure that training is in alignment with the goals and competencies

12.1 There shall be a 'Foundation Course" *to* orient medical learners to MBBS programme, and provide them with requisite knowledge, communication (including electronic), technical and language skills.

12.1 The curricular contents shall be vertically and horizontally aligned and integrated to the maxi mum extent possible i n order to enhance learner's interest and eliminate redundancy and overlap.

12.2 Teaching- learning methods shall be learner centric and shall predominantly include small group learning, interactive teaching methods and case based learning.

12.3 Clinical training shall emphasize early clinical exposure, skill

acquisition, certification i n essential skills, community/primary/secondary care-based learning experiences and emergencies.

12.4 Training shall primarily focus on preventive and community based approaches to health and disease, with specific emphasis on nation al health priorities such as family welfare, communicable and non- communicable diseases including cancer, epidemics and disaster management

12.5 Acquisition and certification of skills shall be through experiences in patient care, diagnostic and skill laboratories.

12.6 The development of ethical values and overall professional growth a s integral part of curriculum shall be emphasized through a structured longitudinal and dedicated programme on professional development including attitude, ethics and communication.

12.7 Progress of the medical learner shall be documented through structured periodic assessment that includes formative and summative assessments. Logs of skill based training shall be also maintained. Appropriate Faculty Development Programmes shall be conducted regularly by institutions to facilitate medical teachers at all levels to continuously update their professional and teaching skills, and align their teaching skills to curricular objectives

13. CANCELLATION OF ADMISSION:

13.1. The admission of the student at any stage of the study shall be cancelled by the Vice Chancellor based on the recommendation of the head *of* the institution if:

13.1.1 He/She is not found to be qualified or eligible as per NMC norms and guidelines

13. 1. 2. He/ She Is found to have produced false / forged documents or found to have used unfair means to secure admission.

13.1 3 He/ She *is* found to be involved in serious breach of discipline in thei institution or the university campus.

14. GENERAL:

Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice Chancellor may take a decision after obtaining, ‹f necessary, the opinion / advice of a committee consisting of any or all the Dean/Director/Principal/Head of Department/ Institutions / Constituent College/Schools. The decision of the Vice Chancellor shall be final.

APPENDIX - A

Prescribed Teaching Hours:-

Following minimum teaching hours are prescribed in various disciplines,

A. Pre-Clincal Subjects		(Phase –I First and Second Semester)
Anatomy	:	650 Hrs.
Physiology	:	480 Hrs.
Bio-Chemistry	:	240 Hrs.
Community Medicine	:	60 Hrs.

B. Pre-Clincal Subjects		(Phase –II 5th and 7th Semester)
Pathology	:	300 Hrs.
Physiology	:	300 Hrs.
Microbiology	:	250 Hrs.
Community Medicine each)	:	60 Hrs. (Including 8 weeks posting of 3 hrs
Forensic Medicine	:	100 Hrs

Teaching of Para-clinical Subjects shall be 4 Hrs Per day in 3'd Semester and 3Hrs per Day in 4" and 5'" Semester

C. Clinical Subjects

1. Clinical Posting as per chart attached.
2. Theory lectures, demonstrations and Seminars etc in addition of clinical po5tings as under The clinical lectures to be held from 4" Semester onwards (See attached time table)

Subject	Duration
Gen. Meicine	300 Hrs.
Gen. Surgery	300 Hrs.
Pediatris	100 Hrs.

Orthopedic	100 Hrs
T B. & Chest	20 Hrs
Ophthalmology	100 Hrs
Psychiatry	20 Hrs
ENT	70 Hrs
Skin and STD	30 Hrs
Radiology	20 Hrs
Community Medicine	50 Hrs
Dentistry	10 Hrs
Anesthesia	300 Hrs

NOTE: -

- This period of training is minimum suggested.
- Adjustments where required depending on availability of time shall be made
- This period of training does not include university exams nation period.
- Extra time available be devoted to other Sub-specialities.
- Clinical methods in Medicine and Surgery for whole class will be for 2 weeks each respectively at the start of 3rd semester
  This posting shall include training in Radio diagnosis
- This posting includes exposure to Rehabilitation Physiotherapy
- This posting includes exposure to laboratory medicine and infectious diseases.
- This posting includes exposure to dressing and Anaesthesia
- This includes maternity training and Family medicine and the 3rd semester posting shall be in Family Welfare Planning

LNCT Vidhyapeeth University, Indore

ORDINANCE No. 14

DOCTOR OF MEDICINE (M.D.) AND MASTER OF SURGERY (M.S.)

GENERAL RULE

These general rules are subject to alterations from time to time. The degree shall be conferred after the acceptance of thesis and passing in examination (Written, Viva and Practical).

SUBJECTS OF AWARDS

M.D.

1 Anesthesiology
2 Anatomy
3 Biochemistry
4 Community Medicine
5 Dermatology, Venerology and Leprosy
6 Family Medicine
7 Forensic Medicine
8 General Medicine
9 Geriatrics
10 Hospital Administration
11 Immuno Haematology and Blood Transfusion
12 Microbiology
13 Nuclear Medicine
14 Pathology
15 Paediatrics
16 Pharmacology
17 Physical Medicine Rehabilitation
18 Physiology
19 Psychiatry
20. Radio-diagnosis
21 Radiation Oncology
22 Sports Medicine
23 Respiratory Medicine
24 Emergency Medicine
25 Palliative Medicine
26 Master of Public Health (Epidemiology)

M S.

1. Otorhinolaryngology
2. General Surgery
3. Ophthalmology
4. Orthopedics
5. Obstetrics & Gynecology
6. Traumatology & Surgery

1. GENERAL CONDITIONS: -

1.1 Postgraduate Medical Education in broad specialties shall be of three years duration In the *case* of degree course and two years in the case of Diploma Course after MBBS and In the case of super specialties the devotion shall be of three years after MD/MS

1.2 Postgraduate curriculum shall be competency based.

1.3 Learning in postgraduate programme shall be essentially autonomous and self-directed.

1.4 A combination of both formative and summative assessment is vital for the successful completion of the PG programme.

1.5 The training of PG students shall involve learning experience 'decide from' or 'targeted to' the needs of the community. It shall, therefore be necessary toexpose.

2. AIMS & OBJECTIVES:

2.1 AIMS:

The goal of postgraduate medical education shall be to produce competent specialists and/or Medical teachers.

2.1.1 Who shall recognize the health needs of the community, and carry out professional obligations ethically and in keeping with the objectives of the national health policy

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

2.1.3 Who shall be aware of the contemporary advance and developments in the discipline concerned,

2.1.4 Who shall have acquired a spirit of scientific inquiry and is oriented to the principles of research methodology and epidemtology, and

2.1.5 Who shall have acquire d the basic skills in teaching of the medical and paramedical professionals

2. 2 OBJECTIVES:

At the end of the postgraduate training in the discipline concerned the student shall be able to:-

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

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

2.2.3 Demonstrate sufficient understanding of the basic sciences relevant to the concerned speciality

2.2.4 Identify social, economic, environmental, biological and emotional determinants of health in a given case, and take them into account while planning therapeutic, rehabilitative, preventive and primitive measure/strategies

2.2.5 Diagnose and manage majority of the conditions in the speciality concerned on the basis of clinical assessment, and appropriately selectedand conducted investigations.

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

2.2.7 Demonstrate skills in documentation of individual case details as well as morbidity and mortality rate relevant to the assigned situation.

2.2.8 Demonstrate empathy and humane approach towards patients and their families and

exhibit interpersonal behavior in accordance with the societal norms and expectations.

2.2.9 Play the assigned role on the Implementation of national health program, effectively and responsibly.

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

2.2.11 Develop skills as a self directed learner, recognize continuing education needs, select and use appropriate learning resources

2.2.12 Demonstrate competence in basic concepts of research methodology and epidemiology, and be able to critically analyse relevant published research literature

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

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

2.3 **STATEMENT OF THE COMPETENCIES:**

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

2.4 COMPONENTS OF THE POSTGRADUATE CURRICULUM:

The major components of the Postgraduate curriculum shall be:

2.4.1 Theoretical knowledge

2.4.2 Practical and clinical skills.

2.4.3 Writing Thesis / Research articles.

2.4.4 Attitudes including communication skills.

2.45 Training in research methodology, Medical Ethics and Medico legal aspects.-

3. COURSE STRUCTURE:

3.1 Training Period and Time Distribution

The period of training for obtaining the degrees shall be three complete years

Including the period of examination

Provided that in the case of students having a recognized two year postgraduate diploma course in the same subject, the period of training, including the period of examination, shall be two years

3.2 Timing of Examinations

The examinations shall be organised on the basis of grading or marking system to evaluate and certify candidate's level of knowledge, skill and competence at the end of the training and obtaining a minimum of 50% marks in theory as well as practical separately shall be mandatory for passing the whole examination. The examination for M S., / M D, shall be held at the end of 3

academic years (six academic terms) The academic terms shall mean six months training period.

1. GOAL'

4.1 The goal of postgraduate medical education shall be to produce competent specialist and/or Medical Teachers

4.2 Who shall recognize the health needs of the community, and carry out Professional obligations ethically and in keeping with the objectives of the national health policy

4.3 Who shall have mastered most of the competencies per taming to the specialty, that are required to be practiced at the secondary and the tertiary levels of the health care delivery system

4.4 Who shall be aware of the contemporary advance and developments in the discipline concerned

4.5 Who shall have acquired a spirit of scientific Inquiry and is oriented to the principles of research methodology and epidemiology,

4.6 Who shall have acquired the basic skills in teaching of the medical and paramedical professionals

2. ACADEMIC QUALIFICATION AND SELECTION CRITERIA FOR ADMISSION:

5.1 Eligibility Criteria: Candidate for M.D. /M.S. Degree must be-

A candidate who has passed final year M.B.9 S examination after pursuing a study in a medical college recognized by the National Medical Commission (NMC), from a recognized Medical College affiliated to any other University recognized as equivalent thereto, and has completed one year compulsory rotating internship in a teaching Institution or other Institution recognized by the National Medical Commission (NMC), and has obtained permanent registration with Medical Council of India or NMC or any State Medical Council shall be eligible for admission, or should obtain the same within one month from the date of his admission, failing which the admission of the candidate shall be cancelled.

5.2 Procedure for selection of candidates for post graduate courses shall be as follows:

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

5.2.2 The "designated authority" to conduct the 'National Eligibility-cum-Entrance Test' shall be the National Test Agency (NTA) or any other body/organization so designated by the Ministry of Health and Family Welfare, Government of India.

5.2.3 In order to be eligible for admission to Postgraduate Course for an academic year, it shall be necessary for a candidate to obtain minimum ofmarks at 50 percentile in the 'National Eligibility-Cum-Entrance Test for Postgraduate courses' held for the said academic year. However, in respect of candidates belonging to Scheduled Castes, Scheduled Tribes, and Other Backward

Classes, the minimum marks shall be at 40 percentile In respect of candidates with benchmark disabilities specified under the Rights of Persons with Disabilities Act," 2016, the minimum marks shall be at 45 percentile for General Category and 40 percentile for SC/ST/OBC The percentile shall be determined on the basis of highest marks secured in the All India Common merit list in National Eligibility- cum Entrance Test for Postgraduate courses.

Provided when sufficient number of candidates in the respective categories fail to secure minimum marks as prescribed in National Eligibility cum-Entrance Test held for any academic year for admission to Postgraduate Courses, the Central Government in consultation with National Medical Commission (NMC) may at its discretion lower the minimum marks required for admission to Post Graduate Course for candidates belonging to respective categories and marks so lowered by the Central Government shall be applicable for the academic year only.

5.2.4 The reservation of seats in Medical Colleges/institutions for respective Categories shall be as per applicable Law prevailing in States/Union Territories. An all India merit list as well as State-wise merit list of the eligible candidates shall be prepared on the basis of the marks obtained in National Eligibility cum-Entrance Test and candidates shall be admitted to Postgraduate Courses from the said merit lists only.

5.2.5. 5% seats of annual sanctioned intake capacity shall be filled up by persons with benchmark disabilities in accordance with the provisions of the Rights of Persons with Disabilities Act, 2016, based on the merit list of National Eligibility-Cum-Entrance Test for admission to Postgraduate Medical Courses.

5.2.6 No candidate who has failed to obtain the minimum eligibility marks as prescribed in Sub-Clause (3) above shall be admitted to any Postgraduate courses in the said academic year.

5.2.7 The University and State Government /DME will organize admission process in such a way that teaching in broad specialty postgraduate courses (MD/MS/DNB) starts as per NMC /State Government norms. For this purpose, they shall follow the time schedule indicated below:

Admission schedule for Postgraduate courses (Broad Speciality):

S. No.	Schedule for Admission	State Counseling
1	Conduct of Exam	Schedule will be followed as prescribed by NMC/Government from time to time
2	Declaration of Result	
3	1st Round of Counseling	
4	Last date of Joining	
5	2nd round of Counseling	
6	Last date of Joining	
7	Mop up Round / CLC Round	
8	Last date of Joining	

9	Forwarding the list of students in order of merit equaling to ten times the number of vacant seats to the Medical Colleges by the Counseling Authority	
10	Last date of Joining	

All India Quota Seafs remaining vacant after last date for joining will be deemed to be converted into State Quota

- Institute/ College/ Courses permitted after 28'h February will not beconsidered for admission/ allotment o(seats for current academic year
- In any circumstances, last date for admission/ joining will not be extended after 31st May.
- For the purpose of ensuring faithful obedience to the above time- schedule, Saturday, Sunday or Holidays (expect National Holiday) shall be treated as working day

5.2.8 There shall be no admission of students in respect of any academic session beyond 31st May for postgraduate courses. The University shall not register any student admitted beyond the said date.

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

5.3 COMMON COUNSELING:

There shall be a common counseling for admission to all Postgraduate Courses (MD/MS) in all Medical Educational Institutions on the basis of merit list of the National Eligibility cum Entrance Test, which shall be conducted by the statutory authority / state Government

6. MIGRATION.

Migration/transfer of students undergoing any postgraduate course shall not be permitted

7. COMMENCEMENT OF COURSE:

As per directions issued by competent author Qty such as NMC, DME/ State Government

8. ATTENDANCE, PROGRESS AND CONDUCT:

8.1 A candidate pursing degree course should work on the concerned department of the institution for the full period as a full time student, No candidate is permitted to run a clinic/ laboratory/ nursing home while studying postgraduate course

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

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

8.4 Every candidate is required to attend a minimum of 80% of the training during each academic year of the post graduate course Provided further that eave of any Kind shall not be counted as part of academic term without prejudice to minimum 80% attendance of training period every year Similarly, the matter of grant of leave to Post Graduate students shall be regulated as per respective University / State Government rules

8.5 Any student who fails to complete the *course* In the manner mated above shall not be permitted to appear for the University Examinations.

9. METHOD OF TRAINING:

The students undergoing postgraduate courses shall exposed to the following

9.1 Basics of statistics to understand and critically evaluate published research paper.

9.2 Exposure to human behaviors students.

9.3 Basic understanding of pharmaco-economics.

9.4 Introduction to the non-linear mathematics.

9.5 The training given with due care to the Post Graduate students in the recognized Institutions for the award of various Post Graduate medical degrees/diplomas shall determine the expertise of the specialist medical teachers produced as a result of the educational program during the period of stay in the institution. All the candidates joining the postgraduate training programme shall work as full time residents during the period of training and shall attend not less than 80% (Eighty percent) of the imparted training during each academic year including assignments, assessed full time responsibilities and participation in all facets of the educational process

9.6 Every institution undertaking postgraduate training program shall set up an academic cell or a curriculum committee, under the chairmanship of a senior faculty member, which shall work out the details of the training program in each specialty in consultation with other department faculty staff and also coordinate and monitor the implementation of these training programs.

9.7 The training program shall be updated as and when required. The structured training program shall be strictly followed, to enable the examiners to

determine the training undergone by the candidates and the National Medical Commission (NIVIC) inspectors to assess the same at the time of inspection.

9.8 Postgraduate students shall maintain a record (log) book of the work carried out by them and the training program undergone during the period of training including dė tails of surgical operations assisted or done independently (for M.S candidates)

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

9.10 During the training for degree/diploma to be a warded in clinical disciplines, there shall be proper training in basic medical sciences related to the disciplines concerned, during the training for the degree to be awarded in basic medical sciences, there shall be training in applied aspects of the subject, and there Shall be training in allied subjects related to the disciplines concerned. In all postgraduate training programs, both clinical and basic medical sciences, emphasis is to be laid on preventive and social aspects and emergency care. Facilities for autopsies, biopsies, cytopsies, endoscopic and imaging etc., also be made available for training purposes

9.11 The postgraduate students shall be required to participate in the teaching and training program of undergraduate students and interns.

9.12 Training in medical audit, management, health economics, health information system, basics of statistics, exposure to human behavior studies, knowledge of pharmaco economics and introduction to non-linear mathematics shall be imparted to the postgraduate students.

9.13 Implementation of training programs for the award of various postgraduate degrees and diplomas shall include the following. -

9.13 Doctor of Medicine (M.D)/Master of Surgery (M.S)

9.13.1 1 Basic Medical Sciences Lectures, seminars, journal *c! ubs,* group discussions, participation in laboratory and experimental work, and involvement in research studies in the Concerned specialty and exposure to the applied aspects of the subject relevant to clinical specialties.

9.13.1 2 clinical discipline In service training, with the students being given graded responsibility in the management and treatment of patients entrusted to their care; participation in Seminars, Journal clubs, group discussions, clinical meetings, grand rounds, and clinico-pathological conferences, practical training in diagnosis,Medical and surgical treatment; training in the basic med\cal sciences,as well as in allied clinical specialties

PERIOD OF TRAINING: The period of training for M D./M.S shall be three years including examination period provided that, in case of student possessing two years recognized PG Diploma course in the same subject the period of training shall be of two years.

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10. PERIODIC TESTS-

In case of degree courses of three years duration (MD/MS), the concerned departments may conduct three tests, two of them be annual tests, one at the end of first year and the other in the second year. The third test may be held three months before the final examination. The tests may include written papers, practicals / clinical and viva voce. Records and marks obtained in such tests will be maintained by the Head of the Department and sent to the University, when called for.

Records: Records and marks obtained in tests will be maintained by the Head of the Department and will be made available to the University.

11. MONITORING LEARNING PROGRESS:

It is essential to monitor the learning progress of each candidate through continuous appraisal and regular assessment It not only helps teachers to evaluate students, but also students to evaluate themselves The monitoring should be done by the staff of the department based on participation of students in various teaching / learning activities. It may be structured and assessment be done using checklists that assess various aspects.

The learning out comes to be assessed should include

(i) Personal Attitudes,

(ii) Acquisition of Knowledge,

(iii) Clinical and operative skills,

(iv) Teaching skills and

(v) Dissertation

11 1 Personal Attitudes. The essential items are:

- Initiative
- Organizational ability
- Potential to cope with stressful situations and undertake responsibility
- Trust worthiness and reliability
- To understand and communicate intelligibly wi th patients and others
- To behave i n a manner which establishes professional relationships with patients and colleagues
- Ability to work in team
- A critical enquiring approach to the acquisition of knowledge

The methods used mainly consist of observation. It is appreciated that these items require a degree of subjective assessment by the guide, supervisors and peers

11.2 **Acquisition of Knowledge**: The methods used comprise of Log Book' which records participation in various teaching / learning activities by the students. The number of activities attended and the number in which presentations are made are to be recorded. The log book should periodically be validated by the supervisors. Some of the activities are listed The list is not complete Institutions may include additional activities, if so, desired.

- Journal Review Meeting (Journal Club) The ability to do literature search, in depth study, presentation skills, and use of audio- visual aids are to be assessed The assessment is made by faculty members and peers attending the meeting using a checklist
- Seminars / Symposia The topics should be assigned to the student well in advance to facilitate in depth study. The ability to do literature search, in depth study, presentation skills and use of audio visual aids are to be assessed using a checklist
- Clinico-pathological conferences: This should be a multidisciplinary case study of an interesting case to train the candidate to solve diagnostic and the rapeutic 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 mee ting be held. Attendance and participation in these must be insisted upon This may not be included in assessment.

11.3 Teaching skills: Candidates should be encouraged to teach undergraduate medical students and Paramedical students, if any This performance should be based on assessment by the faculty members of the department and from feedback from the undergraduate students

12. SCHEME OF EXAMINATION AND PASSING HEAOS:

12.1 University shall conduct examination at the end of three academic years for MD, MS Courses University shall conduct no t more than two examinations in a year, with an interval of not less than four and not more than six months between the two examinations

12.2 MD/MS examination in any subject shall consist of thesis, theory papers and Clinical/practical and oral examination.

12.3 Passing head and standard of Passing: -

There will be two heads of passing -

12.3.1 Four papers of theory shall form one head of passing

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

12.3.3 A candidate must pass in both the heads that is the whole examination at one and in the same attempt A candidate passing in one head and failing to pass in the other head will be declared fail and shall not be entitled to any exemption in the subsequent attempt

12.4 To pass a candidate must obtain'

12.4.1 Fifty percent of the total marks in theory examination (Total of all the four papers must be S0 of the total marks of theory) Obtaining a minimum of 40% marks in each theory paper and not less than 50% marks in practical examination shall be mandatory for passing the examination as a whole in the said degree examination

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

12.5 **Declaration of distinction:** A successful candidate passing the University examination in first attempt will be declared to have passed the examination with distinction, if the grand total aggregate marks is 75 percent and above. Distinction will not be awarded for candidates passing the examination in more than one attempt

13. SCHEME OF THEORY EXAMINATION:

13 1 There shall be four theory papers at M.D /M S examination, of 100 marks each

13.2 Each Paper shall be of 3 hours duration

Out of these one shall be of Basic Medical Sciences and one shall be of recent advances.

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

S.No	Nature of Questions	Division of Marks	Total Marks
1	Long Answer Question	1X20	20 Marks
2	Long Answer Question	1X20	20 Marks
3	6 SAQs (a) (b) (c) (d) (e) (f)	6X10	60 Marks
• Their shall be Three Long answer Questions where the candidate has lo attempt any Two out of Three			
. Their shall be Eight Short answer Questions where the candidate has lo attempt any Six out of Eight			

PAPER WISE DISTRIBUTION AS GIVEN BELOW:

M.D./ M.S. (Super Speciality)

S.No	COURSE TITLE	PAPER NO
1	MD/MS	Paper - 1
		Paper - 2
		Paper - 3
		Paper - 1

14. SCHEME OF PRACTICAL EXAMINATION:

14.1 Clinical examination for the subject in clinical sciences shall be conducted to test the knowledge and competence of the candidates tor undertaking independent work as a specialist/teacher, for which candidate shall examine a minimum one long case and two short cases

14.2 Practical examination for the subjects in Basic Medical Sciences shall be Conducted to test the knowledge and competence of the candidate for making valid and relevant observations based on the ex per mental/Laboratory studies and his ability to perform such studies as are relevant to his subjects

14 3 The oral examination shall aim at assessing the candidate's knowledge and Competence about the subject, investigative procedures, therapeutic technique and other aspects of the Speciality, which form a part of the examination.

4.4 The maximum number of candidates to be examined in clinical/Practical and viva on any day shall not exceed 8 for M.D /M.S. degree examinations.

14.5 The 4 Examiners will sit together to examine the candidate for long cases. At least one internal & one external examiner would assess the candidate for short cases. All 4 examiners will conduct viva voce

14.6 There will be 400 marks for the Practical/ Clinical Examination

15. GUIDELINES FOR APPOINTMENT OF EXAMINERS:

15.1 No person shall be appointed as an examiner in any subject unless he fulfills the minimum requirements for recognition as a post Graduate teacher as laid down by the National Medical Commission (NMC) and has teaching experience of 8 (Eight) years as a Asst Professor out of which he has not less than 3 (Three) Years teaching experience after obtaining Post Graduate degree For external examiners, he should have min\mum six years' experience as recognized Post Graduate teacher in the concerned subject Out of internal examiners, one examiner shall be Professor and Head of Department or Head of Department.

15.2 There Shall be at least four examiners in each subject at an examination out of which at least 50% (Fifty percent) shall be external examiners. The external examiner who fulfills the condition laid down in clause a) above shall ordinarily be invited from another recognized medical college, preferably from outside the State.

15.3 An external examiner may be ordinarily appointed for not more than three years consecutively thereafter he may be reappointed after an interval of twoyears.

15.4 The Head of the department of the institution *concerned* shall ordinarily be one of the internal examiners and second internal exam inner shall rotate after every two year.

15.5Under exceptional circumstances, examinations may be held with 3 (three) examiners provided two of them are external and National Medical Council is intimated the justifications of such action Result shall not be published in such cases without the approval of National Medical Commission.

14. THESIS / DISSERTATION GUIDELINES:

Every candidate shall carry out work on an assigned research project under the guidance of a recognized post-graduate teacher, the results of which shall be written up and submitted in the form of a Thesis/Dissertation work for writing the Thesis is aimed at contributing to the development of a spirit of enquiry, besides exposing the candidate to the techniques of research, critical analysis, statistical methods acquaintance with the latest advances in medical sciences and the manner of identifying and consulting available literature.

The topic of thesis shall be as selected by the candidate. The institutional ethics committee (college level) will approve the topic The title of the topic along with plan of work not exceeding 500 words in prescribed preforma under intimation to the Dean should be submitted to the Deputy Registrar (Academics) of the University with the recommendation of guide/PG teacher within a period of 06 months from the date of registration or as notified by the University from time to time Ordinarily the University shall approve the topic Unless communicated otherwise within a period of two months from the date of receipt of plan of work by the University it shall be assumed that the topic of dissertation is approved and no communication is necessary in the connection. Change of topic will not be allowed once title is submitted to the University, except with prior permission of the University In case of delay in submission of topic of dissertation and plan of work the period of training of the candidate shall be extended proportionately for which the entire responsibility shall be upon the candidate/guide/Dean University in such has shall not bear any responsibility for providing facility of training for the extended period

The dissertation should be written under the Following headings.

i. Introduction
ii. Aims or objectives of study
iii. Review of Literature
iv. Material and Methods
v. Results
vi. Discussion
vii. Bibliography
viii. Annexure

The written text of dissertation shall be not less than 50 pages excluding references tables, questionnaires and other annexure It should be neatly typed in double lines spacing on one side of paper (A4 size, 8 27" X 1.1.69") and bound properly. Spiral binding should be avoided. The guide, head of the department and head of the institution shall certify the dissertation.

Four hard copies o f dissertation along with soft copy on a CD thus prepared shall be submitted to the Controller of Examination, six months before final examination on or before the dates notified by the University

Examiners appointed by the University shall value the dissertation. Approval of dissertation work is an essential precondition for a candidate to appear in the University examination

Candidate submitting thesis after the last date shall not be eligible to appear in ensuing University examination even if they are issued hall ticket/admit card If Thesis is rejected, the candid ate will have to appear after six months, after making necessary modification and resubmission.

To be eligible to be declared as successful in the PG Degree examination, it is compulsory for candidate to pass in all heads of the examination in the same attempt. No candidate passing in all other heads of examination will be declared successful unless his/her dissertation is recommended for acceptance by at least two out of three examiners appointed to evaluate the thesis/dissertation

Thesis shall be examined by a minimum of 3 examiners, (Appointed by University) One internal and Two external who shall not be examiners for theory and clinical. At least two examiners shall approve the same 3 Months before final examination otherwise candidate will lose his 6 months. Result of thesis should *be* ordinarily declared after 33 months.

In case a thesis is rejected the same shall be communicated to the candidate along with the reasons for rejection ordinarily prior to the commencement of theory examination. The thesis shall not contain anything, which can reveal the identity of the candidate/institution of the candidate.

However, it shall contain certificate issued by the guide countersigned by the Dean, certifying therein that the work done by the candidate has been carried out under the supervisor of the guide for his/her entire satisfaction. This certificate should be independent and should not be attached inside the thesis.

GUIDE:

The academic qualification and teaching experience required for recognition by this University as a guide for dissertation work is as per National Medical Commission (NMC). Teachers in a medical college/institution having a total of eight years teaching experience out of which at least five years teaching experience as lecturer or Assistant Professor gained after obtaining Post Graduate teach*ers.*

A Co-guide may be included provided the work requires substantial contribution from a sister department or from another medical institution recognized for teaching/training by National Medical Commission (NMC). The Co guide shall be a recognized postgraduate teacher.

CHANGE OF GUIDE:

In the event of a registered guide leaving the college for any reason or in the event ofdeath of guide, guide may be changed with prior permission from the University.

17. CANCELLATION OF ADMISSION:

17.1 The admission of the student at any stage of the study shall be cancelled by the Vice Chancellor based on the recommendation of the head of the institution if:

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

17.1.2 He/She is found to be Involved in serious breach of discipline in the institution/Constituent college or the University campus.

LNCT Vidhyapeeth University, Indore

ORDINANCE No. 15

BACHELOR OF AYURVEDIC MEDICAL & SURGERY (BAMS)

This ordinance shall provide regulation of LNCT Vidhyapeeth University running Bachelor degree Program of Ayurvedic Medicine & Surgery (B.A.M.S.) The programme shall be governed by the norms, rules and guidelines of the concerned council the Central Council of Indian Medicine, New Delhi and the policies of Government of India/ Government of Madhya Pradesh

1. STRUCTURE OF B.A.M.S. PROGRAMME:

The duration of the programme of instruction for the degree of Ayurvedacharya (Bachelor of Ayurvedic Medical & Surgery) shall be Four Years and six Months, followed by compulsory Rotatory Internship for one year.

This period of five Year and six Months will be divided as follows:

First Professional	12 months
Second Professional	12 months
Third Professional	12 months
Final Professional	18 months
Compulsory Rotatory Internship	12 months

2. ELIGIBILITY FOR ADMISSION:

2.1 Admission to the Programme is open to a candidate who has passed his/her 12th examination from any recognized board in Physics. Chemistry & Biology and English as Compulsory subject with 50% or any equivalent degree, for general category and 40% for SC, ST and other Backward classes.

2.2 Candidate with benchmark disabilities under the Right of Person with Disabilities Act, 2016 (49 of 2016), the minimum qualifying marks in qualifying examination in physics, Chemistry & Biology shall be 45% for General Category & 40% for SC, ST and other Backward classes.

2.3 No Candidate shall be admitted t BAMS Degree course unless he/She has attained the age of seventeen years on or before the 31st December of the year of admission in the year of the course and not older than the age of twenty five years on or before the 31st December of the year of admission in the first year of the course, provided that the upper age limit may be relaxed by five years for SC, ST and other Backward classes and Physically handicapped candidates.

2.4 The candidates need t appear in the 'National Eligibility Entrance Test' (NEET) for admission to under-graduate course in each academic year and shall be conducted by an authority designated by the Central Government.

2.5 In order to be eligible for admission to under – graduate course for an academic year, it shall be necessary for a candidate to obtain minimum of marks at 50th percentile in the 'National Eligibility Entrance Test' for under-graduate course held for the said academic year, all guidelines issued by Government of India and State Government for admission will be followed.

3. ADMISSION PROCESS:

Admission to the program shall be made by an admission committee approved by the Vice Chancellor. The admission process shall take place on the criteria approved by the Committee. Following the norms of Central Council of Indian Medicine, New Delhi.

4. NUMBER OF SEATS FOR PEROGRAM:

It will be decided by the university from to time, as the norms laid down by Central Council of Indian Medicine, New Delhi / other concerned Apex Regulatory Bodies and as approved by Government of India.

5. FEE STRUCTURE:

5.1 Tuition Fees and other permitted fees is payable yearly.

5.2 The Examination fee to be paid by a candidate shall be as per university norms for each examination or a part thereof.

5.3 Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each year

5.4 Fees, once paid, and if student has started attending the classes, will not refundable in any case except for the caution money. In some cases of genuine hardship, the Vice- Chancellor may permit an extension in the last date of payment of fees however; all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.

5.5 The Fees of this Course shall be as decided by the Board of Management of the University and after the approval of M.P. Private University Regulatory Commission.

5.6 The fees structured laid down in the admission bulletin of the specific year will remain applicable all through the course duration of the candidates who have taken admission the concerned academic year.

6. ACADEMIC SYSTEM:

6.1 There will be normally/one academic cycle every year from July to June.

6.2 Examination Curriculum & Related Regulation: As recommended by Academic Council, as per norms/guidelines of regulatory authorities.

6.3 The examination shall be held according to the syllabus prescribed by central council of Indian Medicine New Delhi and adopted by the University for regular students. Provided that the syllabus for candidates for the compartment examination shall be the same as was in force in the last Annual Examination.

6.4 The period of theory and practical shall not be less than 60 minutes (one hour). The duration of the practical of clinical subjects and Rachna Sharir (Dissection) shall be of at least 120 minutes (Two hours).

6.5 Clinical training of the students I n hospital attached with college as per regulation laid by central regulatory authorities.

7. ATTENDANCE:

Attendance in theory and practical classes shall be compulsory as per statues. Presently, it is 75% in theory and 75% in practical.

8. ELIGIBILITY FOR THE AWARD OF THE DEGREE:

8.1 The minimum marks required to pass in each subject shall be 50% (written & practical separately).

8.2 The final results shall be declared after raking into account the marks obtained by the candidate in all the examination & candidates who obtain more than 75% marks and passed in the first attempt all the examinations within the normal period of instruction shall be declared to have passéd with distinction.

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

8.4 Every successful candidate shall be granted a Certificate-cum detail marks card of each examination Marks obtained in each subject shall be supplied to and half year examinations of Ayurvedacharya will be issued a Degree of

Ayurvedacharya (Bachelor of Ayurvedic Medicine & Surgery). B.A.M.S after completion of internship.

8.5 Every candidate on passing the Ayurvedacharya (Bachelor of Ayurvedic Medicine & Surgery) course of studies shall be required to, undergo compulsory rotaroy Internship training for a period of one year as under before the degree of Ayurvedacharya (Bachelor of Ayurvedachaya Medicine & Surgery) is conferred upon his / her.

Departments	Distribution of six months	Distribution of Twelve months
1.Kayachikitsa	2 Months	4 Months
2.Shalya	1 Months	2 Months
3.Shalya	1 Months	2 Months
4.Prasuti Tantra & Stri Roga	1 Months	2 Months
5.Kaunarbhritya	15 Days	1 Months
6.Panchkarma	15 Days	1 Months

8.6 Six months training of interns will be carried out with an object to orient and acquaint the intern with National health program The Intern will have to join in one of the following institute for undertaking such training.

a) Primary Health centre

b) Community Health Centre/ District Hospital

c) Any Hospital of Modern Medicine

d) Any Ayurveda Hospital or Dispensary

e) All the above centers (a,b,c and d) will have to be recognized by the concerned University and concerned Government designated authority for taking such a training

NOTE: Internship will start after the declaration of final year B.A.M.S examination result and Registration of Madhya Pradesh Ayurveda Unani Chikitsh Board, Bhopal

9. RE-EVALUATION/ RE-TOTALING:

9.1 Student may apply for re-evaluation and/or Re-totaling of the answer sheet of the appeared subject, post result for any doubt in the marks obtained.

9.2 Student may go for all the appeared subjects of that session for Re- evaluation as well as Re-totaling simultaneously, within stipulated time, as prescribed by the University

10. GENERAL INSTRUCITONS:

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

10.2 The subject to be studied in different year include lab work, practical, implant training, project etc shall be as per the course regulating authority, University schemes, approved by Board of Students of the University on the basis of Authority norms and the Board of Management of the University.

10.3 Not with standing anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of Interpretation, the Vice-chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of any or Dean and/or all the

Directors/Dean of all Department/Institutions Schools The decision of the Vice-Chancellor shall be final

10.4 The Reservation of SC/ST Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India

10.5 The medium of Instruction and Examination shall be Hindi and English.

LNCT Vidhyapeeth University, Indore

ORDINANCE No.16

BACHELOR OF PHYSIOTHERAPY (BPT)

This ordinance shall provide regulation of LNCT Vidhyapeeth University running degree program in physiotherapy (BPT)

The degree of Bachelor of Physiotherapy shall comprise a course of study spread over a period of 4 academic years followed by six months compulsory full time internship and the candidates will be full time regular students of the course.

1. AIMS AND OBJECTIVES:

1.1 **AIMS:**

1.1.1 To promote sustainable development of higher education consistent with statutory and regulatory requirements.

1.1.2 To plan and continuously provide necessary infrastructure, learning resources required of quality education and innovation

1.1.3 To stimulate to extend the frontiers of knowledge, through faculty development and continuing education programs

1.1.4 To make research a significant activity involving staff, students and society.

1.1.5 To promote industry /organization ,interaction /collaborations with regional/ national/ international bodies.

1.1.6 To establish healthy systems for communication among all stakeholders for vision oriented growth.

1.1.7 To fulfill the national obligation through rural health missions.

1.1.8 Proficiency in the diagnosis and skills of basic physiotherapy procedures and techniques with adequate theoretical basis and rationale of medical/Physiotherapy & allied health sciences.

1.1.9 To detect and evaluate the anatomical, patho-physiological impairments, resulting in dysfunction of various age group & occupation; as well as epidemiological features in the population & to arrive at appropriate diagnosis.

1.1.10 To understand the rationale & basic investigative Diagnostic approach to the medical system and surgical intervention regimens & accordingly plan & implement specific physiotherapeutic measures effectively.

1.1.11 To Practice Professional Autonomy & Ethical principles with referral as well as first contact clients in conformity with ethical code for physiotherapists .

1.1.12 To practice Moral and Ethical values and Evidence Based Practices with regard to Physiotherapy.

1.2 OBJECTIVES:

The objective of the course shall allow the students

1.2.1 To implement effectively the programs through creativity and innovation in teaching, learning and evaluation.

1.2.2 To make existing programs more career oriented through effective system of review and redesign of curriculum.

1.2.3 To impart spirit of enquiry and scientific temperament among students through research oriented activities.

1.2.4 To enhance reading and learning capabilities among faculty and students and inculcate sense of lifelong learning.

1.2.5 To promulgate process for effective, continuous, objective oriented student performance evaluation.

1.2.6 To ordinate periodic performance evaluation of the faculty.

1.2.7 To incorporate themes to build values, civic responsibilities & sense of national integrity.

1.2.8 To ensure that the academic, career & personal counselling are in-built into the system of curriculum delivery.

1.2.9 To strengthen, develop and implementation staff and student welfare programs.

1.2.10 To adopt and implement principles of participation, transparency and accountability in governance of academic and administrative activities.

1.2.11 To constantly display sensitivity and respond to changing educational, social, and community demands.

1.2.12 To promote public-private partnership.

1.2.13 To acquire adequate theoretical & practical knowledge in the basic medical subjects.

1.2.14 To impact Electrotherapy & Therapeutic Exercise procedures with adequate theoretical & practical base

1.2.15 To enable the student to acquire skills in the evaluation & diagnosis of the physical problems presented by the patients.

1.2.16 To build up a learning process that shall include living experience, problem oriented approach, case studies & community health care activities.

1.2.17 To impart competency in physiotherapeutic measure of specific choice towards preventive , curative , Symptomatic & Restorative or Rehabilitative & Promotive goals in a variety of health care settings.

1.2.18 To develop professional autonomy through independent physical diagnosis and prescription as a physiotherapist for primary clients and all physiotherapy related referrals.

1.2.19 To endorse physiotherapeutic moral and ethical codes as per international standards with emphasis on the conduct of professional practice for patient's welfare as the primary responsibility.

1.2.20 To develop confidence in clinical, teaching and administrative assignments and continue to seek further knowledge in the fields of physiotherapy.

1.2.21 To introduce the students to the fundamentals of Biostatistics & Physiotherapy Research activities.

1.2.22 To teach every aspect of National Policies on health and devote himself/ herself to its practical implementation.

2. DURATION OF THE COURSE:

Duration of the course leading to Degree of Bachelor of Physiotherapy (BPT) shall be regular full time four and half calendar years (Including Six Months rotatary internship)

3. STRUCTURE OF BPT CURRICULUM:

3.1 Bachelor of Physiotherapy course shall be taught within four years with following distribution.

- First Year B.P.T.
- Second Year B.P.T.
- Third Year B.P.T.
- Fourth Year B.P.T.

3.2 The Practical work also includes the clinical work wherever applicable.

3.3 The students shall carry over two subjects from one year to the following year and must pass in the fail subject before appearing in the next year examination. The student shall carry two subjects from first year to second year, second year to third year as well as third year to fourth year and must pass in the fail subjects before appearing the next year examination.

3.4 Compulsory Rotatary Internship shall be not less than 6 months.

3.5 The Student admitted in BPT Course shall have to complete the course within the maximum permissible duration of 8 years, from the date of admission or as per University Policy.

3.6 The examination shall be held twice a year, one regular (Main exam) to be held as per university schedule or as may be fixed by controller of examination / apex body.

4. ACADEMIC QUALIFICATION & SECTION CRITERIA FOR ADMISSION:

4.1 Admission to the First year in Bachelor of Physiotherapy degree course shall be 10+2 system of education in science group or equivalent examination with Chemistry, Physics & Biology, as main subjects conducted by a recognized Board/Council/ University with minimum of 50% marks. However for SC/ST/OBC candidate the percentage will be relaxed as per Government Norms

4.2 Selection of candidate will be on basis of the entrance examination or in the absence of entrance examination purely on ment on the basis of marks obtained in qualifying examination.

4.3 The minimum age for admission shall be 17 years on 31st December of academic year of admission.

4.4 On admission , every candidate shall have to get fitness certificate from SAIMS Hospital.

4.5 The course shall be commencing from the as per apex council/university schedule of every academic year.

5. REGULATIONS RELATING TO THE ASSESSMENT OF ACADEMIC GROWTH OF THE STUENT:

The assessment of academic growth of the student shall be done on the basis of three sessional Examination (As decided by apex council/University) and one University Examination (conducted at the end of the academic year).

The medium of Instruction and Examination shall be English throughout the course of the study.

5.1 **Attendance**

5.1.1 Candidates appearing as regular student for any annual examination are required to attend 75% of the total lectures delivered and 85% of practical classes held separately in each subject of the course of the course of the study or as per University Policy.

5.1.2 The total lecture and practical shall be conducted as per scheme.

5.2 **Sessional Examinations**

Three sessional Examination shall be conducted for each subject, Separately for theory and practical.

6. REQUIREMENTS FOR EXAMINATION AND ATTENDANCE:

6.1 Examination will be conducted by the university:

- 1st year at the end of the 1st year.
- 2nd year at the end of the 2nd year.
- 3rd year at the end of the 3rd year.
- B.P.T. Final Examination at the end of the 4th year.

Examination shall be in Theory and Practical. A candidate will be permitted to appear for the University Examination in the subject only if:

- He has not less than 75% of attendance in Theory and 85% Practical in each subject or as per University Policy.
- He obtains a Progress Certificate from Head of the institution if having satisfactory completed the course of study prescribed in the subject as required by the regulations and his conduct has been satisfactory .

6.2 Students may carry two subjects from one year to the following year and must pass in the failed subjects before appearing in the next year exam.

6.3 Students may carry two subjects from 2nd year 3rd year must pass in failed subject before appearing in 3rd year annual exam.

6.4 Students may carry two subjects from 3rd year to 4th year and must pass in failed subject before appearing in the 4th year exam.

6.5 There will be two examination in a year with an interval of four to six months between the two examinations.

7. SCHEME OF EXAMINATION:

The examinations are to be conducted to assess whether the candidate has required the necessary minimum skill and clear concepts of the fundamentals essential for day to day professional work.

7.1 The Examination will be held twice a year for all four years respectively.

7.2 The students desirous for appearing for the University Examination shall submit the application form duly filled in along with prescribed examination fees. Incomplete application form submitted without prescribed fee or application form submitted after due date will be rejected; and student shall not be allowed to appear for the examination.

7.3 A student who satisfies the clause 4 and following requirements duly certified by the principal of the physiotherapy college/institution recognized by this University for B.P.T course shall be eligible to appear in the first B.P.T. examination:

7.3.1 of having good character;
7.3.2 of having attendant the prescribed course,
7.3.3 of having attended not less than;

- 75% of all course of lectures delivered, and
- 85% of full course of practical's held separately

7.4 A student who possesses the qualifications and satisfies the following requirements duly certified by the principal of the physiotherapy college/institution recognized by this university for the B.P.T. course shall be eligible to appear in Second/Third/Final year B.P.T. examination.

7.4.1 of having good character;
7.4.2 of having attendant the prescribed course,
7.4.3 of having attended not less than;

- 75% of all course of lectures delivered, and
- 85% of full course of practical's held separately or as per university policy..

7.5 Internal assessment;

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

7.5.2 Regular periodical examinations shall be conducted throughout the course the question of number of examinations is decided by to the institution/university.

7.5.3 Day to day records should be given importance during internal assessment.

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

Note : Internal assessment shall relate to different ways in which student's participation in learning process during semesters is evaluated , some examples are s follows.

- Preparation of subject for student's seminar.
- Preparation of a clinical for discussion.
- Clinical case study/problem solving exercise.
- Participation in project for health care in the community (planning stage to evaluation).
- Proficiency in carrying out a practical or a skill in some, all research project.
- Multiple choice questions/Very short questions (MCQ/VSQs) test after completion of a system / teaching.

Each item tested shall be objectively assessed and recorded. Some of the items can be assigned as home work / vacation work.

7.6 Criteria for Passing:

7.6.1 In all the University examinations, the candidate shall have to obtain 50% Marks separately in Theory plus viva voce plus internal Assessment and practical plus internal assessment examination separately.

7.6.2 The candidate must securer minimum 50% marks in each head of passing. There shall be three head of passing i.e. Theory, Practical & Internal assessment. However candidate securing 35% marks in internal assessment will have to compensate 15% marks in University examination - Theory/Practical to pass the Subject.

7.6.3 The grace marks shall be allowed according to the general ordinance relating to "Award of Grace Marks."

7.7 Each Theory paper will be of three hours.

7.8 Not more than 40 candidates should be examined in one day in clinical or practical examination / subject.

7.9 The medium of examination shall be English.

7.10 If candidate fails either in Theory or in practical examination of a subject he/she will have to appear for both theory and practical/clinical examination Again.

7.11 Internal assessment marks list shall be submitted to the University office at least two weeks before the commencement of theory examinations. The Institute shall adopt uniform criteria for internal assessment for which a record, i.e., attendance and evaluated answer sheets of internal exam of such student shall be maintained in the institution, which will be shown to the student and such records shall be maintained for 3 months after the declaration of university results .

7.12 The candidate is required to obtain pass marks in each of the theory and practical candidate has to pass all subject separately in main exam internal exam. The internal assessment award of any candidate who fails in one or more papers of any semester examination shall be carried forward to the next examination. He /she will, however, have the option to improve his/her

marks of sessional examinations at the time of appearing in the betterment test.

7.13 A candidate who has completed the prescribed course and is unable to appear in the examination or having appeared has failed , may be admitted to subsequent examinations, on payment of the prescribed fee on each occasion and on presenting a certificate signed by the principal of physiotherapy college / institution in which he/ she completed the course, that he/she subsequent to his/ her last failure attended a course of training /hospital practice, in the subjects of the examination as the Principal may determine

7.14 The examination shall be held according to the scheme of examination and syllabus prescribed by the Academic Council. A candidate who fails in an examination or having been eligible fails to appear in an examination shall take the examination according to syllabus prescribed by the university for regular students provide that the syllabus for the candidate of supplementary examination shall be the same as was in force in the last main examination.

7.15 Syllabus & Scheme of the examination shall be decided by the Academic Council of the University from time as per guidelines from MP Paramedical council.

7.16 Question Paper Pattern

- Section A - MCQs/VSQs (Answer to be given in 50-60 words) (02×10=20)
- Section B – SAQs (Answer to be given in 250-300 words) (05×10=50)
- Section C – LAQs (Answer to be given in 450-500words) (02×10=30)

First Year B.P.T. Examination

S.NO.	Subject	Internal Assessmen		University examinatio			Total
		Theory	Practical	Theor	Viva	Practica	
1	Human Anatomy	20	20	100	20	40	200
2	Human Physiology	20	20	100	20	40	200
3	Fundamental of Physics, Biomechanic &Biomechanical	20	20	100	20	40	200
4	Fundamental of Medical Electronics & Principles of Bioelectrical	20	20	100	20	40	200
5	Psychology & Sociology	20	----	80	--	--	100
Total Max. Marks							**900**

N.B.- Viva marks will be added in theory marks along with internal assessment theory marks; candidate have to get min.50% marks in theory, viva and internal assessment collectively for passing the examination (Theory + Viva + Internal assessment).

Second Year B.P.T. Examination

S.NO.	Subject	Internal Assessmer		University examination			Total
		Theory	Practical	Theory	Viva	Practical	
1	Pathology & Microbiology	20	--	80	--	--	100
2	Biochemistry & Pharmacology	20	--	80	--	--	100

3	Medicine including Paediatrics & Geriatrics	20	--	80	--	--	100
4	General surgery, Obstetrics & Gynaecology	20	--	80	--	--	100
5	Exercise therapy including yoga	20	20	100	20	40	200
6	Electrotherapy	20	20	100	20	400	200
Total Max. Marks							**800**

NB.- Viva marks will be added in theory marks along with internal assessment theory marks; candidate have to get min.50% marks in theory, viva and internal assessment collectively for passing the examination (Theory + Viva + Internal assessment).

Third Year B.P.T. Examination

S.NO.	Subject	Internal Assessment		University examination			Total
		Theory	Practical	Theory	Viva	Practical	
1	Neurology including psychiatry & Neurosurgery	20	--	80	--	--	100
2	Orthopaedics	20	--	80	--	--	100
3	Applied Biomechanics & kinesiology	20	--	80	--	--	100
4	Physiotherapeutic in neurology & Neurosurgery	20	20	100	20	40	200
5	Physiotherapeutic in Orthopaedic Conditions	20	20	100	20	40	200
6	Physical Evaluation, Diagnosis & Prescription	20	20	100	20	400	200
Total Max. Marks							**900**

N.B. - Viva marks will be added in theory marks along with internal assessment theory marks; candidate have to get min.50% marks in theory, viva and internal assessment collectively for passing the examination (Theory + Viva + Internal assessment).

Fourth Year B.P.T. Examination

S.NO.	Subject	Internal Assessmer		University examination			Total
		Theory	Practical	Theory	Viva	Practical	
1	Community PT, Rehabilitation & Disability Prevention	20	--	80	--	--	100
2	Research methodology & Biostatistics	20	--	80	--	--	100
3	Cardiothoracic diseases and surgeries	20	--	80	--	--	100
4	Physiotherapeutic in General & Cardiothoracic Conditions	20	20	100	20	40	200
5	Sports Physiotherapy	20	20	100	20	40	200

6	PT Ethics, Management & Administration** NUES	--	100	--	--	--	100
7	Project Work **NUES	--	100	--	--	--	100
Total Max. Marks							**900**

N.B.- Viva marks will be added in theory marks along with internal assessment theory; candidate have to get min.50% marks in theory viva and internal assessment collectively for passing the examination (Theory + Viva + Internal assessment).

**NUES= Non-University Examination Subject

8. APPOINTMENT OF THE EXAMINERS / QUESTION PAPER SETTERS;

The Appointment of examiners for the University Examination shall be based on following criteria;

8.1 For Theory paper setting and valuation there shall be two examiners for each subject, one Internal Examiner and one External Examiner shall be required . Both the examiners shall have minimum qualification and experience as an Assistant professor with 3 year teaching experience in the concerned subject.

8.2 For the Practical Examinations there shall he two examiners for each subject, one External Examiner and one Internal Examiner, with minimum qualification and experience as an assistant Professor with 3 years teaching experience in the concerned subject.

8.3 The External Examiner shall, be the subject expert from outside the university having Masters/ Post Graduate qualification in the concerned subject with minimum 3 years teaching experience.

8.4 The Faculty of the Subject/ Head of the Department with minimum 3 years of teaching experience shall be the Internal-cum-convener examiner for the examinations.

9. DIVISION AND MERIT LIST:

9.1 The Division shall be awarded after Annual University Examination in each academic year and shall be based on the aggregate marks obtained by the Candidates at his / her successful attempts in annual university examination.

There shall be Divisions as follows:

Distinction: 75% and above of grand total marks in First attempt.
First Division: >60%and <75% of grand total marks in First attempt.
Second Division: >50%and <60% of grand total marks in First attempt.

Distinction in individual subject: >758% marks in individual subject shall be Indicated exclusively in the mark sheet provided in First attempt.

All the other successful candidates, who pass in the examination in more than 1st /one attempt shall be declared pass irrespective of percentage of marks

9.2 The merit shall be declared by the University after the final year university examination, on the basis of the aggregate marks of all academic years in University examination, the merit list shall include the first 5 candidates securing at least first Division and passing all the appeared subject in annual examination in first attempt.

10. RE-EVALUATION / RE-TOTALING:

10.1 Student may apply for Re-evaluation and /or Re-totalling the answer sheet of the Appeared subject; post result for any doubt in the marks obtained.

10.2 Student may go for all the appeared subjects of that session for Re-evaluation as well as Re-totalling simultaneously, within stipulated time, as prescribed by the university.

11. COMPULSORY ROTATARY INTERNSHIP:

11.1 Candidates seeking entry to the internship period must have passed all examinations in all subjects (i.e. He / She must have secured total credits of the Programme).

11.2 Candidates need to pursue internship from LNCT UNIVERSITY sciences or its constituent hospitals only.

11.3 Duration 6months inclusive of posting in rural setup/CBR/similar setup.

11.4 During the internship candidate shall have to work full time average 7 hours per day (each working day) for 6 calendar months (total credit hours- 1260).

11.5 Each candidate is allowed maximum of 6 holidays during entire internship Programme and in case of any exigencies during which the candidate remains absent for a period more than 6 days, he /she will have to work for the extra days during which the candidate has remained absent. This will be subject to approval from institution head.

11.6 Assessment: The interns / candidate shall maintain the record of work, which will Be verified and certified by the head of the Department under whom he/ she works. Apart from scrutiny of the record of work, the head of the department shall undertake assessment and evaluation of training in attendance, discipline, knowledge, skills and attitude for the duration of training.. The assessment report of the candidate shall be sent to the parent institution

11.7 Based on the record of work and date of evaluation the Director / Principal shall issue certificate of satisfactory completion of training following which the university shall award the Bachelor of physiotherapy degree or declare the candidate eligible for the same.

11.8 In the event of unsatisfactory report, the said intern shall have to repeat the Internship for the period to be decided by the head of the institution concerned.

11.9 Intern will abide by all the rules & regulations of institution / Hospital where they are posted.

11.10 Intern shall be responsible for proper use of equipment's of the institute / Hospital where they are posted. He /She shall be liable to pay for damages caused to the equipment resulting from improper use by him /her.

11.11 Internship duration can be extended by the Principal / director on the grounds:

11.11.1 Remaining absent in excess of the permitted 6 days leave period, which is due: An intern will compensate by working extra for each day leave taken.

11.11.2 Unsatisfactory reports in terms of performance of the intern, submitted by the department In-charge, the said intern shall have to repeat the internship for a period at least two months further.

11.11.3 Case of indiscipline at any level a discipline and action committee will be Formed in the college / institution convened by internship coordinator/ HOD PT& headed by Director/Principal. In case of any lack of discipline, Breach of trust or indulgence in any criminal activity on the part of the interns when reported by the concerned departments of Hospitals / institutions where the interns have been posted the defaulting intern shall be called back immediately and subjected to disciplinary proceedings by the Disciplinary Action Committee.

11.11.4 **Punishments:**

- Suspension of internship for a period of 3-4 weeks for the reasons to be recorded. Following this disciplinary suspension , internship can be resumed only after submission of an appropriate undertaking/guarantee/surely. Period of suspension shall be considered as break in internship. Disciplinary Action Committee shall decide the period of suspension and resumed of internship for a specific period.
- Rustication & Termination. In case of a serious complaint of indiscipline or breach of trust against intern or any criminal activity done by intern according to the law of the country , he / she may be rustication along with termination of internship Hon'ble court of law can resume the internship in this case only on the abrogation of criminal charges against him.

EVALUATION OF STUDENT UNDER PRACTICAL/ INTERNSHIP:

S.NO	Description	Satisfactory / Unsatisfactory
1.	Attendance	
2.	Discipline and general behaviour in the Department	
3.	Approach to patients	
4.	Inquisitiveness regarding the subject	
5.	Knowledge about evaluation of conditions	
6.	Knowledge about various therapeutic modalities	
7.	Knowledge about actual application of therapeutic skills	
8.	No of patients/Evaluation/case presentations/ Case discussion	

12. CANCELLATION OF ADMISSION:

The admission of a student at any stage of study shall be cancelled by the Vice Chancellor based on recommendation of Head of the Institution, If

12.1 He / She is not found qualified as per Government norms / statutory body norms and guidelines or the eligibility criteria prescribed by the University.

12.2 He / She is found to have produced false / forged documents or found to have Used Unfair means to secure admission.

12.3 He / She is found involved in serious breach of discipline in the institution or in the University campus.

12.4 He / She is found involved in any Police matter

13. THE QUALIFIED PHYSIOTHERAPIST WILL BE ABLE TO :

13.1 Demonstrate appropriate knowledge, skills and attitude required for the Competent, reflective practice of physiotherapy

13.2 Demonstrate the necessary critical skills to be able to adapt to and utilize new Developments in physiotherapy practice for the benefit of the patient

13.3 Demonstrate the ability to analyse and evaluate physiotherapeutic interventions.

13.4 Identify the needs of the patient using assessment techniques and determine the Objectives of patient management.

13.5 Carry out and progress safe and effective patient management programs

13.6 Critically evaluate their own and performance within an interdisciplinary team.

13.7 Demonstrate the ability to apply research techniques to the practice of Physiotherapy Treatment protocol.

13.8 Able to make assess, Evaluate and diagnose IPD/OPD patient and to set a Physiotherapy Treatment protocol.

14. GENERAL:

Not withstanding anything started in this Ordinance, for any unforeseen issues arising, And not covered by this Ordinance, or in the event of differences , or in the event of interpretation, the event of differences of interpretation, the Vice chancellor may take a decision after obtaining, the opinion / advice of a committee consisting of any or all the Dean / Director /Principal /Head of Department/ Institutions/ constituent College/ Schools. The decision of the Vice Chancellor shall be final.

LNCT VIDHYAPEETH UNIVERSITY, INDORE
ORDINANCE NO. 17
MASTER OF PHYSIOTHERAPY (MPT)

➢ **PROMULGATION:**

MPT / Master of Physiotherapy is a post graduate Physiotherapy Degree Course that shall be conferred upon a candidate who has pursued a course of not less than two years of academic session, in an affiliated and recognized teaching institute as a regular candidate and who has passed two years theory and practical examinations with regular attendance and clinical posting allotted.

➢ **TITLE AND COMMENCEMENT:**

Master Degree Program in physiotherapy (MPT) form LNCT Vidhyapeeth University shall offer seven specialties & the Respective Degree shall be called as follows-

Master Degree Program	Specialty
Master of physiotherapy (MPT)	Orthopaedic Physiotherapy
Master of physiotherapy (MPT)	Neurological physiotherapy
Master of physiotherapy (MPT)	Cardio respiratory Pulmonary Physiotherapy
Master of physiotherapy (MPT)	Sports Physiotherapy
Master of physiotherapy (MPT)	Geriatric Physiotherapy
Master of physiotherapy (MPT)	Gynaecology Physiotherapy
Master of physiotherapy (MPT)	Paediatric Physiotherapy

➢ **COURSE OUTLINE:**

The Master Degree in Physiotherapy is a two-year program consisting of classroom teaching , self-academic activities and clinical Posting.

3.1 In the first year, theoretical basis of specialty physiotherapy is refreshed along With research methodology and biostatistics. The students are posted in their Area clinical expertise specialty during this period. They are required to choose Their study for dissertation and submit and submit a synopsis within 4 months From the date of starting the college.

3.2. During the second year the student will be posted in their area of specialty. They Are required to complete and submit their dissertation. The learning program Includes seminars, journal reviews, case presentations, case discussion and Classroom teaching. Some of the clinical posting are provided are other reputed centres in the country in order to offer a wider spectrum of experience. The students are encouraged to attend conference, workshop to enhance their knowledge during the course of study. University examinations are held at the end of the second year.

➢ **GOALS OF COURSE:**

4.1 To set the standard in the said discipline, to enable autonomous practice as a Specialist & to prepare a post graduate student towards his/her professional autonomy with self regulating discipline at per with global standards.

4.2 Formation of base of the professional practice by referral as well as first contact mode using evidence-based practice.

4.3 Impartation of research basis in order to validate techniques & technology in practice to physiotherapy.

4.4 To imbibe the required skill and professionalism in the students pertaining to Concept to quality care at the institutional as well as the community levels

4.5 Inculcation of appropriate professional relationship in multidisciplinary set up.

Patient management and co partnership basis

4.6 Preparation of student to address problems related to health education and community physiotherapy

4.7 Practicing the concept of protection of rights of the community during referral as well as first contact practice.

4.8 Incorporation of concept of management in physiotherapy.

4.9 Experience in clinical training and undergraduate teaching partly.

4.10 Providing the honest, competent and accountable physiotherapy services to the Community.

- **ELIGIBILITY FOR ADMISSION OF STUDENTS:**

5.1 Master of physiotherapy course shall be open to those who have passed 10+2 (Physics, Chemistry, English & Biology) and full time Bachelor of Physiotherapy BPT degree from institutions any recognized university where the mode of Study is a full time regular program, with minimum 4½ years duration (Including 6 months of compulsory rotating internship in Physiotherapy) from LNCT Vidhyapeeth University or any other university in India or abroad as equivalent with not less than 50% of marks in aggregate.

In case of SC/ST/OBC students the relaxation of the eligibility percentage for the admission will be as per the Madhya Pradesh state Government rules.

Admission to the course will be as per the performance of the student in the entrance examination; however the student should have minimum 50% aggregate in BPT for appearing in the entrance exam. The candidate selected as per his/her merit cum preference for particular subject has to join the course on the date of course commencement as notified on University website.

5.1 Eligible candidate should apply to LNCT Vidhyapeeth University with the Following documents along with the prescribed fee

- B.P.T./B.P.Th./B.Sc (PT) provisional / Degree certificate issued by the respective university.
- Mark sheet of all the university examination passed.
- Completion of internship certificate.
- Bonafide and character certificate from the Head of Institution last attended.
- Leaving / Transfer certificate from the Institution last attended.
- Physical fitness certificate from a registered Medical Practitioner.
- Proof of SC/ST or category -1 as the case may be.
- A candidate migration certificate who has been admitted to postgraduate course should register his/her name in the University within a month of admission after paying the registration fee.

- **COMMENCEMENT OF CLASSES:**

The date of classes will be communicated to the candidates at the time of counselling similar shall be notified at SAU website. Candidate will be required to be present in the campus and report to the Head of the college for inaugural address so that they are aware of the various requirements, facilities structures and orientation of the Department and the university.

- **DURATION OF COURSE:**

The duration of the certified study for the Master of physiotherapy shall be full time regular course and its duration shall extend over a period of two continuous academic year's on a full time basis for the award of the degree. The student for the award of the MPT degree shall have to qualify in all papers prescribed for the MPT course within a period or FOUR Years from the date He / She joined the course.

- **MEDIUM OF INSTRUCTION:**

English will be the medium of instruction for the subject of study and for the examination of the MPT course.

➢ **COURSE OF STUDY:**

The course of the study, subjects and teaching schedule for I & II year MPT is shown separately in table 1 and 2.

TABLE 1

MPT PART 1(First 12 Months)

S.NO	SUBJECT		TEACHING HOURS		
			Theory	Clinical/ Practical	Total
1	1a	Basic Medical Science	100	75	175
	1b	Principles of Physiotherapy Practice	50	75	125
2	2a	Biomechanics	100	75	175
	2b	Kinesiology	100	75	175
3	3a	Research Methodology & Biostatics	100	-	100
	3b	Educational Technology	50	-	50
4	Exercise Physiology and Nutrition		175	50	225
5	Clinical training		-	650	650
6	Seminar, Journal Club, Teaching Skills, C Presentation, Field Works etc		-	150	150
Total					1825

TABLE 2

MPT PART 2 (13th to 24th Months)

S.NO	ECTS	Teaching Hours		
		Theory	Clinical/ Practical	Total
1	Physical diagnosis and Rehabilitation	175	175	350
2.	Elective-I*	150	100	250
3	Elective-II**(Advanced Therapeutics)	150	100	250
4	Dissertation	-	150	150
5	Clinical Training	-	650	650
6	Seminar, Journal Club, Teaching Skills, Case Presentation, Field Works etc.	-	150	150
Total				**1800**

Elective-I*: Subjects-

- M.P.T. Orthopaedic Physiotherapy.
- M.P.T. Neurology Physiotherapy.
- M.P.T. Cardio respiratory Cardio respiratory Physiotherapy.
- M.P.T. Sports: Sports Physiotherapy.
- M.P.T. Geriatric ,Geriatric Physiotherapy.
- M.P.T. Obstetrics & Gynaecology Obs.& Gynaecological Physiotherapy.
- M.P.T. Paediatric: Paediatric Physiotherapy.

Elective-II: Subjects-(Advanced Physiotherapy)**

M.P.T. Orthopaedic: Advanced Physiotherapeutic in Orthopaedic

Physiotherapy.

M.P.T. Neurology: Advanced Physiotherapeutic in Neurological Physiotherapy.

M.P.T. Cardio respiratory: Advanced Physiotherapeutic in cardio respiratory Physiotherapy

M.P.T. Sports: Advanced Physiotherapeutic in sports Physiotherapy.

M.P.T. Geriatric: Advanced Physiotherapeutic in Geriatric Physiotherapy.

- **M.P.T. Obstetrics & Gynaecology:** Advanced Physiotherapeutic in Obs. & Gynaecological Physiotherapy.
- **M.P.T. Paediatric:** Advanced Physiotherapeutic in Paediatric Physiotherapy.

➢ **MPT COURSE TRAINING METHODS:**

10.1 The training of postgraduate for MPT degree shall be both practical & theoretical learning experience on a full time pattern with graded responsibilities in the management and treatment of patients entrusted to his / her care.

10.2 The participation of all the student in all facts of educational process is essential. Every candidate should take part in seminars, group discussion, clinical rounds, care demonstrations, clinics, journal review meeting & CME.

10.3 Every candidate should be required to participate in the teaching and training programs of undergraduate students. Training should include involvement in laboratory experimental work and research studies. MPT course enable an individual to lean the important aspects of the Physiotherapy in various fields.

➢ **MONITORING PROCESS OF STUDY(INTERNAL MONITORING)**

The monitoring is done by the staff of the department based on participation of students in various teaching / learning activities. It may be structured and assessment will be done using checklists that assess various aspects.

11.1 Logbook: every candidate shall maintain a logbook and record his / her participation in the training programmes conducted by the department such as general reviews, seminars etc. Special mention may be made be made of the presentations by the candidate as well as details of clinical of laboratory procedures, if any conducted by the candidate. The work dairy shall be scrutinized and certified by the head of the department and Head of the institution and presented in the university examination.

11.2 Periodic Tests: The college may conduct periodic tests. The test may include written theory papers, practical, viva voce and clinical in the pattern of university examination. Records and marks obtained in such test will be maintain by the head of department and sent to the university when called for.

➢ **ATTENDANCE REQUIREMENT TO APPEAR FOR EXAMINATION:**

12.1 No candidate shall be permitted to appear for the examination unless he / she Puts 80% of the training during each academic year of the post graduation course and produces the necessary certificate of study & attendance from head of the institute as per University attendance policy.

12.2 A candidate who does not satisfy the requirement of attendance even in one subject or more will not be permitted to appear for University Examination. He / she will be required to make up the deficit in attendance to become eligible to take subsequent examination.

eligible to take subsequent examination.

12.3 Dean / Principal of the college are empowered to condone 10% of attendance on valid grounds. Monthly attendance of students has to be sent to the university every month from the respective affiliated colleges.

- **DISSERTATION / THESIS:**

Every candidate pursuing MPT degree course is required to carry out work on a selected research project under the guidance of a recognized postgraduate teacher. The results of such a work shall be submitted in the form of dissertation.

Every candidate pursuing MPT degree course is required to carry out work on a selected research project under the guidance of a recognized postgraduate teacher.

The results of such a work shall be submitted in the form of dissertation.
The dissertation is aimed to train a graduate student in research methods and techniques. It includes identification of a problem, formulation of a hypothesis search and review of literature getting acquainted with recent advances, designing of a research study, collection of data, critical analysis, and comparison of results and drawing conclusions.

Every candidate shall submit to the registrar of university in the prescribed performa a synopsis containing particulars or proposed dissertation work within 4 months from the date of commencement of the course on or before the dates notified by the university. The synopsis shall be sent through the proper channel. Such synopsis will be reviewed and the university will register the dissertation topic. All the synopsis of dissertation have to be approved by the Institutional Ethical Committee.

No change in the dissertation topic or guide shall be made without prior approval of the university. Guide will be only a facilitator, advisor of the concept and hold responsibility in correctly directing the candidate in the methodology and not responsible for the outcome and results.

The dissertation should be written under the following headings

- Title page
- Certificates
- Acknowledgement
- List of Abbreviation
- Table of Contents
- List of Graphs
- List of Figures
- List of Tables
- Introduction
- Aims and Objectives
- Review of Literature
- Material and Methods
- Results
- Discussion
- Conclusion
- References
- Appendices

The written text of dissertation shall not be less than 50 pages and shall not exceed 100 pages excluding references, tables, questionnaires and other annexure. It

should be neatly typed in double line spacing on one side of paper (A4sixe, 8 27" × 11 69" and bound properly. Spiral binding should be avoided. The guide, head of the department and head of the institution shall certify the dissertation.

Five copies of dissertation thus prepared shall be submitted to the Registrar (Evaluation), three months before final examination on or before dates notified by the university.

The examiners appointed by the university shall valuate the dissertation. Approval of dissertation work is an essential precondition for a candidate to appear in the university examination. The dissertation shall be evaluated by the evaluator (Examiners) apart from the guide out of which one is external. Evaluator acceptance other than the guide will be considered as a precondition for eligibility to take.

➢ **GUIDE:**

14.1 **Qualification of Guide:** he academic qualification and teaching experience required for recognition by this university is as per the criteria for recognition of MPT teachers for guides.

Criteria for recognition of MPT teacher / Guide

- ➢ Five years of teaching experience after Post-graduation as lecturer / assistant professor working on a full time position at a Recognized teaching institute.
- ➢ Guide should be of same elective to student.
- ➢ The age of Guide / Teacher shall not exceed 65 years.
- ➢ The guide student ratio should be 1.5.

14.2 **Change of Guide:** In the event of registered guide leaving the college for any reason or in the event of death of guide, guide may be changed with prior permission from the university.

14.3 Candidate cannot be left without guide for more than 3 months total during their Post-graduation study. (i.e. in the event of resignation of guide college should Appoint the guide within 3 months as per the essential criteria of guide) or as Prescribed by University / Government.

15.0 **EXAM:**

15.1 **Schedule of Examination:** the candidate admitted in an academic year will be registered to take up their University Examination after completion of two academic years. Subject of first year MPT college / Institution examination; Basic Medical Sciences & Principles of Physiotherapy Practice, Biomechanics & Kinesiology, Research Methodology & Biostatistics and Educational Methodology, Exercise Physiology & Nutrition Subjects in second year University Examination will be as per the elective Specialization (Orthopaedics / Neurology / Cardio respiratory / Sports / Geriatrics / Gynaecology / Paediatric) Physical Diagnosis & Rehabilitation which Will be common subjects to all the students.

* Advanced Physiotherapeutic would be additional elective subject as per specialization.

15.2 **Essentiality to appear in Exam:**

15.2.1 Candidate must be having attendance as described.

15.2.2 Dissertation submitted by student must be accepted by authority.

15.3 **Commencement of the Examination:** There shall be two university examinations: Main and Supplementary examination as per university notification every year Academic year for MPT Final year candidates only. For MPT course (which is of two years duration). The University examination will be

held at the end of second year only However, at the end of first academic year. Internal examination will be conducted at the college level itself and the result has to be sent to the university as per the scheduled notification. (These marks will be included in the final transcripts),and the students are eligible to appear their final year examination at SAU, subject to passing in first year internal examination conducted at college /institutional level.

15.4 **Working days in an academic Calendar / Admissions:** The admission of students into various programs should be completed as power statutory body guidelines. There shall be 240 minimum teaching days in one academic year

15.5 **Scheme of Examination:** The exam of Master in Physiotherapy will be taken by theory , Practical & Viva-voce.

MPT 1ST Year (Common for All Candidates): Institutional /Examination as per University Notification			
Paper	**Subject**	**Max. Marks**	**Minimum passir Marks**
Paper 1	Basic Medical Sciences & Principles Physiotherapy Practice	100	50
Paper 2	Biomechanics & Kinesiology	100	50
Paper 3	Research Methodology & Biostatics and Educational Methodology	100	50
Paper 4	Exercise Physiology & Nutrition	100	50
Total Max. Marks		**400**	

(There shall be institutional /college level theory examination as per university Notification, Marks ti be send to university)

MPT 2nd /Final Year University Examination					
Paper	Subject	Written	Practical	Viva	Total
Paper 1	Physical diagnosis & Rehabilitation	100	100	50	250
Paper 2	Elective-I*	100	100	50	250
Paper 3	Elective-II** (Advanced Physiotherapeutic)	100	-	-	100
	Dissertation	-	-	100	100
Total Max. Marks					**700**

Note – Viva marks will be added in practical marks; candidate have to get Min 50% marks i.e. 75 marks in practical and viva collectively for passing the Practical examination.

Elective-I*: Subjects – (Clause-9)
Elective-II:Subjects (Advanced Physiotherapy) – (clause-9)**

15.6 **Passing Marks of Examination:**

15.6.1 The passing marks of examination would be 50% for each subject and also in total marks obtained the candidate has to pass in theory and practical examination separately for theory 50% passing marks separately.

15.6.2. The candidate should pass separately in two heads i.e. in Theory and Practical /viva (with 50% marks).

15.6.3 The candidate has to pass separately in each subject in internal Assessment examination (with 50% marks) in order to be eligible to appear in university examinations.

15.6.4 The grace marks shall be allowed according to the university Policy.

15.7 **Supplementary Exam:** A candidate will have to reappear to the whole examination including theory & practical during the supplementary examination. Supplementary examination can be conducted after 6 months of the main examination.

15.8 After completion of two academic years of studies he/she shall not have any privileges of a regular student.

16.0 **DECLARATION OF CLASS :**
A Successful candidate-

16.1 Who secure 75% and above in the aggregate marks shall be declared to have Secured 'FIRST CLASS WITH DISTINCTION' Provided he/she passes the Whole examination in the FIRST ATTEMPET

16.2 Who secure above 60% & Less than 75% in the aggregate marks shall be Declared to have passed the examination in the 'FIRST CLASS', Provided He/ she passes the whole examination in the FIRST ATTEMPT.

16.3 Who secure above 50% & less than 60% in the aggregate marks shall be Declared to have passed the examinations in the 'SECOND CLASS', Provided he/ she passes the whole examination in the FIRST ATTEMPET.

16.4 All other successful candidate who passed the examination in more than first / one attempt shall be declared to have PASS CLASS; irrespective of percentage of marks secured.

17.0 **A SUCCESSFUL CANDIDATE OF THE M.P.T. PART-I AND PART-II EXAMINATION SHALL BE AWARDED DEGREE IN FOLLOWING NOMENCLATURE:**

17.1 M.P.T. In Orthopaedic Physiotherapy.
17.2 M.P.T. In Neurological Physiotherapy.
17.3 M.P.T In Cardio respiratory Physiotherapy.
17.4 M.P.T. In Sports Physiotherapy.
17.5 M.P.T. In Geriatric Physiotherapy.
17.6 M.P.T. In Gynaecology Physiotherapy.
17.7 M.P.T. In Paediatric Physiotherapy.

18. GENERAL:

Not with standing anything stated in this Ordinance, for any unforeseen issues arising and not covered by this Ordinance, or in the event differences of interpretation , the vice chancellor may take a decision after obtaining , if necessary, the opinion / advice of a committee consisting of any or all the Dean / Director / Principal / Head of Department / Institutions / Constituent College / schools. The decision of the vice Chancellor shall be final.

PARTICULARS OF THEORY QUESTION PAPERS AND DISTRITUBION OF MARKS

A written examination consisting of 4 question papers each of three hours duration & each Paper carrying 100 marks Particular of Theory question paper & distribution of marks are shown below :

PATTERN OF MODEL QUESTION PAPEER FOR MPT EXAMINATION:

- **MPT Theory : Maximum Marks:100**

No. & Type of Question	Marks for each question	Total Max. Marks
10 Very Short Answer Question (Answer to be given in 50-60 words)	02	20
5 Short Answer Questions (Answer to be given in 250-300 words)	10	50
2 Essay Type Questions (Answer to be given in 450-500 words)	15	30
Total		100

➢ **MPT Practical / Clinical : 150 Marks**

Note : All cases for clinical examination should be on patients & not on model

Practical-I + Viva-voc =1×100 = 100 Marks Viva Voce = 50 Marks

Practical-II + Viva-voc =1×100 = 100 Marks Viva Voce = 50 Marks

[Marks Entry Practical / Clinical = 100 Marks Viva Voce = 50 Marks]

➢ **PARTICULARS OF PRACTICAL AND VIVA-VOCE**

Clinical Examination will be aimed at examination of clinical skills and competence of the candidates for undertaking independent work as a specialist

PRACTICAL / VIVA VOCE	DESCRIPTION	MARKS ALLOTED
Practical I	Long case from specialty area to assess investigative , diagnostic skills and patient management skills	100
Viva-voce	5 Spotters and viva from the specialty area	50
Practical II	Major Elective long case aimed at examining clinic skills and competency of the candidate for undertaking independent work	10
Viva-voce	Viva on dissertation / Specialty.	50

➢ **PARTICULARS OF VIVA VOCE**

Viva–Voce examination shall aim at assessing depth of knowledge, logical reasoning ,confidence & oral communication skills and spotters special emphasis shall be given to dissertation work during the MPT part examination. The marks of viva-voce examination shall be included in the clinical examination to calculate the percentage and declaration of results.

➢ **EXAMINERS**

Practical – I There shall be 2 examiners one of them shall be external outside the zone from the same specialty and he other shall be internal from the same specialty from the same college

Practical – II There shall be 2 examiners one of them shall be external outside the University from the same specialty and the other will be guide assigned to the student from the same college

➢ **CRITERIA FOR DECLARING PASS IN THE UNIVERSITY EXAMINATION**

A candidate shall be declared pas if he / she secure a 50% of marks in theory aggregate and secure a 50% of marks in Practical / Clinical and Viva-voce aggregate.

➢ **DECLARATION OF CLASS**

First class with distinction – 75% & above in aggregate provided the candidate passes the examination in 1st attempt First class- 60% & above in aggregate provided the candidate pass the examination in 1st attempt.
Pass – 50% of maximum marks in theory aggregate and 50% of maximum marks in clinical and Viva-voce aggregate.

LNCT VIDHYAPEETH UNIVERSITY, INDORE
ORDINANCE NO. 18
POST BASIC BACHELOR OF SCIENCE IN NURING
2 years Degree Course

1. PREAMBLE

The SAFE Institute Nursing College established in 2019 with four-year B.Sc. Nursing Programme and started M.Sc. Nursing Programme in the year 2019. The college is affiliated to LNCT Vidhyapeeth University, Indore and has the requisite permission from Indian Nursing Council, New Delhi, Govt. of India, M.P. Nurses Registration Council, Bhopal. The college is attached to LN Medical College & Research Centre, Bhopal and two rural – urban primary health centre for clinical and practical learning of students. The hospital and PHCs are well equipped and have all the facilities for modern health care. The college has since its inception gained academic excellence and has worked efficiently to words development of all round personality of students. The college has excellent infrastructure with hard working and dedicated faculty.

Nursing is essentially a professional of dedication, love for community, faith and courage. To be successful professional int he field of Nursing, one must have courage, honesty, emotional maturity and compassion to serve. These qualities are developed during the training to make an efficient nurse and useful member of the society.

The college has highly qualified faculty, active in teaching & practice. The college has fully equipped library with more than 5000 books, Indian & Foreign Journals, Reference Books, Variety of newspapers, books on personality Development and competitive examinations etc. The college provides hotel for boys and girls with all basic facilities and congenial atmosphere for studies. The college conducts yoga classes which is also a part of curriculum and adheres to the philosophy of the institute.

1. VISION, MISSION AND PHILOSOPHY:

1.1 **Vision :**

Our vision aims at becoming one of the top most Institutes in India providing quality education in Nursing Science.

1.2 **Mission:**

Our mission is to promote excellence in Nursing Sciences & Research Education. To educate students to become excellent Nurses, by focusing on pedagogy that is integrated and strengthened by specialist faculty, all of who value patient-focused care, community service, and research and to serve to the health needs of humanity.

1.3 **Philosophy:**

The Institute is fully conscious of its objective of inculcating the spirit of universal healthcare, honesty and dedication by promoting social and intellectual standards which are essential inputs for promoting well-being of the masses by extending literally and nursing knowledge.

The institute has a vision that field of /nursing sciences will not only act as flag bearers of the institute in the field of Nursing education but will also assume added responsibilities in the field of public health; both at national and international levels. They are also prepared not only for shouldering responsibilities in the preparation of better qualified and skilled nursing personal, but also prepare nurses to function as effective administrators, managers, educators and researches to fulfil the increased nursing manpower demand of the country and to uplift the standard of using profession.

2. AIMS & OBJECTIVES:

2.1 AIMS:

The aim of the undergraduate nursing program at the post basic level is to Upgrade the diploma (GNM) nurses to:

2.1.1 Assume responsibilities as professional, competent nurses and midwives At basic level in providing primitive, preventive, curative, and Rehabilitative services.

2.1.2 Make independent decisions in nursing situations, protect the rights of and facilitate individuals and groups in pursuit of health, function in the hospital, community nursing services, and conduct research studies in the areas of nursing practice. They are also expected to assume the role of teacher, supervisor, and manager in a clinical / public health settings

2.2 OBJECTIVES:

On completion of Post-Basic B.Sc. Nursing degree program the graduates will be Able to:

2.2.1 Demonstrate competency in technique of nursing based on concepts and Principles from selected areas of nursing physical, biological and behavioural sciences.

2.2.2 Participate as members of health team in the promotive preventive, curative and restorative health care delivery system of the country.

2.2.3 Assess health states, identify nursing needs, plan implement and evaluate Nursing care for patients / clients that contribute to health of individuals, Families and communities.

2.2.4 Demonstrate leadership qualities and decision-making abilities in various Situations.

2.2.5 Demonstrate skills in communication and interpersonal relationship.

2.2.6 Demonstrate managerial skills in community health settings.

2.2.7 Recognize the need for continued learning for their personal and Professional development.

2.2.8 Demonstrate skills in teaching to individuals and groups it community Health settings. Practice ethical values in their personal and professional Life.

2.2.9 Participate in research activities and utilize findings in improving nursing Practice.

2.2.10 Recognize the need for continued learning for their personal and professional development.

3. COURSE STRUCTURE:

3.1 The course of study leading to Post Basic B. Sc Nursing Degree shall consist of Two academic years.

I. Post Basic B. Sc (N) First Year
II. Post Basic B. Sc (N) second year

4. ACADEMIC QUALIFICATION FOR ADMISSION:

4.1 Must have passed General Nursing and Midwifery with minimum of 50% marks in aggregate.

4.2 Registered nurse and Registered Midwife qualified from a recognized institute and registered with respective State Nursing Council as approved by Indian Nursing Council (I.N.C).

4.3 If the registration certificate cannot be obtained immediately, the original evidence for registration in the form of receipt or any other authenticated Document from the office of the state nursing council will be accepted in lieu of the registration certificate.

4.4 Physical Fitness Certificate: Every candidate before admission to the course shall submitted to the Institution a certificate of medical fitness from an authorised medical officer that the candidate ids Physically fit to undergo the academic course and does not suffer from any disability or contagious diseases.

4.5 Upper age limit: there shall be no upper age limit for admission to the first year of Post Basic B Sc. Degree Courses in Nursing for trained Nurses.

5. CRITERIA FOR SELECTION:

5.1 The candidate who fulfil the aforesaid academic qualification for admission.

5.2 Selection of the candidate shall be based on the merit of the entrance examination held by the LNCT Vidhyapeeth University ,Indore or competent authority, on the basis of merit calculated on total marks obtained in the above stated recognized entrance examination.

5.3 15% of total seat will be filled by the candidates on all India Basis inclusive of Madhya Pradesh and remaining 85% will be filled up by the Bonafide candidates of Madhya Pradesh.

5.4 Out of 85% bonafide candidate seats, 10% shall be reserved for employee / ex-Employee/ retired employee of the LNCT Vidhyapeeth Institute of Medical Sciences and Hospital, Indore and 3% shall be reserved for physically Handicapped candidates (disability of Locomotors to the 40% to 50% of the Lower extremity and other eligibility criteria with regards to age and qualification will be same as prescribed for each programme) A certificate of physically Handicapped issued by an authorized board should be submitted.

5.5 Candidate must be medically fit.

5.6 Counselling will be held to finalize the admission as per the required ordinances. The candidates must be physically present at the time of counselling, if required.

6. RESERVATION POLICY:

6.1 For disabled candidates: 3% Disability reservation to be considered with a disability of locomotors to the tune of 40% to 50% of the lower extremity and other eligibility criteria with regard to age and qualification will be same as prescribed for each nursing programme.

Note – A committee to be formed consisting of medical officer authorized by

medical Board of the state government and a nursing expert in the panel which may decide whether the candidates have the disability of locomotors of 40% to 50%.

6.2 5% of total marks is relaxed for SC/ST/OBC candidate.

6.3 Any other reservation as per the state Govt.

7. COURSE DURATION :

7.1 The Duration of post Basic B.Sc. (Nursing) course shall be two years.

7.2 The duration of each academic year of Post Basic B.Sc. (Nursing)I, II Years shall be not less than 10 Months.

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

8. COURSE COMMENCEMENT:

8.1 The commencement Post Basic B.Sc.(N) 1st year shall start during the period of July/August of every year.

8.2 Vacations shall be granted maximum eight weeks duration between 02 academic years.

8.3 The subject to be studied in different academic year of Post Basic B.Sc. (N) shall be as per scheme given as in subsequent sequence.

9. EXAMINATION:

9.1 The medium of instruction and examination shall be English throughout the course of the study.

9.2 **Scheme of examination.**

POST BASIC B.Sc. FIRST YEAR

Sr. no.	Subject	Hour	Assessment		Total
Theory			Internal	External	
1	Nursing Foundation	2	15	35	50
2	Nutrition and Dietetics	2	15	35	50
3	Biochemistry and Biophysics	3	25	75	100
4	Psychology	3	25	75	100
5	Microbiology	3	25	75	100
6	Maternal Nursing	3	25	75	100
7	Child Health Nursing	3	25	75	100
8	Medical & Surgical Nursing	3	25	75	100
9	English (Qualifying)*	3	25	75	100
Practical's					
1	Maternal Nursing		50	50	100
2	Child Health Nursing		50	50	100
3	Medical & Surgical Nursing		50	50	100

Note : * Qualifying Examination of English will be held at University

Note: All practical examination must be held in the respective clinical areas. One internal and one External examiner should jointly conduct practical /clinical examination for each student.

POST BASIC B.Sc. FIRST YEAR

Sr. no.	Subject	Hour	Assessment		Total
Theory			Internal	External	
1	Sociology	3	25	75	100
2	Community Health Nursing	3	25	75	100

3	Mental Health Nursing	3	25	75	100
4	Introduction to Nursing Education	3	25	75	100
5	Introduction to Nursing Administratio	3	25	75	100
6	Introduction to Nursing Research Statistics**	2	50	--	50
Practical's					
1	Community Health Nursing		50	50	100
2	Mental Health Nursing		50	50	100
3	Research Project**		50	50	50

Note: ** 1) Introduction to Nursing Research & Statistics examination will be held at institution level.

****2)** Research Project work to be carried out during clinical training

Note: All practical examinations must be held in the respective clinical areas one Internal and one external examiner should jointly conduct practical / clinical examination for each student.

9.3 **University Examination:**

9.3.1 There shall be one Annual University Examination at the end of each Academic Year.

9.3.2 There shall be provision for supplementary examination.

9.3.3 The University Examination marks for Medical Surgical Nursing (Practical & Viva Voice Paper), Maternal Nursing (Practical and Viva Voice), Child Health (Practical and viva voice), Community Health Nursing (Practical and viva voice),and Mental Health Nursing (Practical and viva voice) , shall be out of 50 marks.

9.3.4 Biochemistry and Biophysics- Question paper will consist of Section A-Biochemistry of 38 marks and biophysics of 37 marks.

9.3.5 If a candidate fails in either theory or practical he /she has to Re-appear for Both theory and practical.

9.3.6 The candidate shall have to clear the previous examination before appearing for final year examination.

9.3.7 Minimum passing marks shall be 50 % in each of the theory and practical separately.

9.3.8 Maximum number of candidate for practical examination should not exceed 20 Per day.

9.4 **Internal Examination:**

9.4.1 The assessment of academic growth of the student shall be done on the Basis of three examination and one Pre-University Examination for theory and practical subjects.

9.4.2 The internal assessment marks for the theory subjects shall be out of 25 marks in all subjects except in nursing foundation and nutrition and dietetics it shall be out of 15 marks .(Ref-9.2).

9.4.3 The internal assessment marks for the practical subject shall be awarded On the basis of evaluation of performance of the student in the specific area or field (Ref-9.2)

9.4.4 The Internal assessment marks for Medical Surgical Nursing (Practical & Viva Voice paper–II), Maternal Nursing (Practical & viva Voice paper–III), Child Health Nursing (Practical & viva Voice paper–IV), Mental Health Nursing (Practical & viva Voice paper–V), and Community Health Nursing(Practical & viva Voice paper–VI) shall be out of 50 marks (Ref-9.2).

9.5 **Supplementary Examination:**

9.5.1 There will be only one mid-session Supplementary Examination held by The university ordinary held in the month of November / December. However, those who fail in supplementary exam they will appear in main exam.

9.5.2 If a first year candidate fails in mid-session supplementary Examination Held by the university ordinarily held in the month of November / December. However, those who fail in supplementary exam they will appear in main exam.

9.5.3 If a candidate fails in backlog subjects of the 1st year, the result of lined Year Examination for which candidate will be provisionally admitted will be treated As cancelled. The candidate will have to repeat his/her backlog subject of 1st Year in next mid session supplementary examination.

9.5.4 Only failed subjects will have to be repeated in mid-session supplementary or supplementary examination with the main annual examination.

9.5.5 the marks obtained by the candidate in the subjects passed in Supplementary. Examination or additional attempts shall be taken into account as pas in the examination.

10. CRITERIA FOR PASSING:

10.1 A candidate has to pass in theory and practical exam separately in each of The subjects.

10.2 Minimum pass marks shall be 50% in each of the theory and practical separately.

10.3 If a candidate fails in either theory or practical exam he/she has to r-appear for both theory and practical.

10.4 Minimum pass marks shall be 33% for English only.

11. DIVISION & MERIT:

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

11.2 First Division – 60% and above 74%

11.3 Second Division – 50-59%

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

12. ATTENDANCES:

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

12.2 A candidate must have 100% attendance in each of the clinical area before Award.

13. APPOINTMENT OF EXAMINERS / QUESTION PAPER SETTER:

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

13.1 Question paper setter / moderator / head evaluator shall be professor, associate professor and assistant professor with at least 3 years of teaching experience, working in any nursing institute recognized by statutory body.

13.2 Practical Examiner

13.2.1 One internal and one external examiner should jointly conducted Practical examination for each student.

13.2.2 An examiner should be an assistant Professor / Lecturer or

above in a college of nursing with M Sc.(N) in concerned subject and minimum of 3 years of teaching experience.

14. REVALUATION / RE-TOTALING:

14.1 Revaluation and Re-totalling of marks is permitted for theory papers only. The university, on receipt of application within the stipulated time and remittance of a prescribed fee, shall permit a recounting of marks and revaluation for the subjects applied.

14.2 The result after revaluation/re-totalling shall be declared as per prevailing Revaluation / Re-totalling rules and regulation of the University.

15. CANCELLATION OF ADMISSION:

15.1 The admission of a student at any stage of study shall be cancelled by the Vice-chancellor based on Recommendation of head of Institution, if,

15.1.1 Candidate is not found qualified as per INC/State Government norms and guidelines or the eligibility criteria prescribed by the university.

OR

Candidate is not able to complete the course within the stipulated time as prescribed by the university.

OR

Candidate is found involved in serious breach of discipline in the Institution or n university campus.

16. SCHEME OF STUDIES:

16.1 **ANNUAL SCHEDULE OF STUDIES**

Course Duration	-	02 years
Weeks available per tear	-	52 weeks
Vacation	-	07 weeks
Gazetted Holidays	-	03 weeks
Examination (including preparatory)	-	04 weeks
Available weeks	-	38 weeks
Hours available per academic year	-	1520(38wk×40)

16.2 The subject of study and hours wide distribution in different academic year of Post Basic B.Sc. (N) shall be as per the scheme given below.

DISTRIBUTION OF HOURS
POST BASIC B.Sc. FIRST YEAR

Sr. No.	Subject	Theory Hours	Practical Hours
1	Nursing Foundation	45	--
2	Nutrition and Dietetics	30	15
3	Biochemistry and Biophysics	60	--
4	Psychology	60	15
5	Microbiology	60	30
6	Maternal Nursing	60	240
7	Child Health Nursing	60	240
8	Medical & Surgical Nursing*	90	270
9	English (Qualifying)*	60	--
10	Universal Human Values & Personality-1	--	30
Total		**525**	**840**

Note:* Teaching of anatomy , physiology, pharmacology and pathology will be integrated with medical surgical nursing.

POST BASIC B.Sc,SECOND YEAR

	Subject	Theory hours	Practical hours
1	Sociology	60	--
2	Community Health Nursing	60	240
3	Mental Health Nursing	60	240
4	Introduction to Nursing Education	60	75
5	Introduction to Nursing Administration	60	180
6	Introduction to Nursing Research& Statistics**	45	120
7	Universal Human Values & Personality-II	--	
Total		**345**	**885**

Note:**Research Project work to be carried out during clinical training.

17. **GENERAL:**

Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising,And not covered by this Ordinance, or in the event of differences of interpretation, the vice chancellor may take a decision after obtaining, if necessary, the opinion / advice of a committee consisting of any or all the Dean / Director / Principal / Head of Department / Institutions / Constituent College / Schools. The decision of the vice chancellor shall be final.

LNCT VIDHYAPEETH UNIVERSITY, INDORE
ORDINANCE NO. 19
BACHELOR OF SCIENCE IN NURING
4 years Degree Course

PREAMBLE

The SAFE Institute Nursing College established in 2019 with four-year B.Sc. Nursing programme and started M.Sc. Nursing programme in the year 2019. The college is affiliated to LNCT Vidhyapeeth University ,Indore and has the requisite permission from Indian from Indian Nursing Council, New Delhi, Govt. Of India, M.P. Nurses Registration Council, Bhopal. The college is attached to LN Medical College & Research Centre, Bhopal and two rural – Urban primary health centres for clinical and practical learning of students. The hospital and PHCs are well equipped and have all the facilities for modern health care. The college has since its inception gained academic excellence and has worked efficiently towards development of all round personality of students. The college has excellent infrastructure with hard working and dedicated faculty.

Nursing is essentially a profession of dedication, love for community, faith and courage. To be successful professional in the field of Nursing, one must have courage, honestly, emotional maturity and compassion to serve these qualities are developed during the training to make an efficient nurse and useful member of the society.

The college has highly faculty, active in teaching & practice. The college has fully equipped library with more than 5000 books, Indian & Foreign /journals, Reference Books, Variety of newspapers, books on personality Development and competitive examination etc. The college provides hostel for boys and girls with all basic facilities and congenial atmosphere for studies. The college conducts yoga classes which is also a part of curriculum and adheres to the philosophy of Institute.

1. VISION, MISSION AND PHILOSOPHY:

1.1 **Vision**

Our vision aims at becoming one of the top most Institute in India providing quality education in Nursing Science.

1.2 **Mission**

Our mission is to promote excellence in Nursing Sciences & Research Education.

To educate students to become excellence in Nurses, by focusing on pedagogy that is integrated and strengthened by specialist faculty, all of who value painted focused care, community service, and research and to serve to the health needs of humanity.

1.3 **Philosophy**

The institute is fully conscious of its objective of inculcating the spirit of universal healthcare, honesty and dedication by promoting social and intellectual standards which are essential inputs for promoting well-being of the masses by extending literally and nursing knowledge.

The institute has a vision that its students, after passing out graduation and post-graduation qualification in the field of Nursing sciences will not only act as flag bearers of the institute in the field of nursing education but will also assume added responsibilities in the field of Public health; both at National and international levels. They are also prepared not only for shouldering responsibilities in the preparation of better qualified and skilled nursing personal, but also prepare nurses to function as effective administrators, managers, educators and researchers to fulfil the increased nursing

manpower demand of the country and to uplift the standard of nursing profession.

2. AIMS & OBJECTIVE:

2.1 **The Aims of the undergraduate nursing program is to:**

2.1.1 Prepare graduates to assume responsibilities as professional, competent nurses and midwives in providing promotive , preventive, curative, and rehabilitative services.

2.1.2 Prepare nurses who can make independent decisions in nursing situations, protect the rights and facilitate individuals and groups in pursuit of health function in the hospital, community nursing services, and conduct research studies in the areas of nursing practice. They are also expected to assume the role of teacher, supervisor and manager in a clinical / public health setting.

2.2 **OBJECTIVES:**

On completion of the four-year B.Sc. Nursing program the graduate will be able to:

2.2.1 Apply knowledge from physical, biological, and behavioural Sciences, medicine including alternative systems and providing nursing care to individuals, families and communities.

2.2.2 Demonstrate understanding of life style and other factors, which Affect health of individuals and groups.

2.2.3 Provide nursing care based on steps of nursing process in Collaboration with the individuals and groups.

2.2.4 Demonstrate critical thinking skill in making decisions in all situations in order to provide care

2.2.5 Utilize the latest trends and technology in providing health care.

2.2.6 Provide promotive, preventive, and restorative health services in line with the national health policies and programmes.

2.2.7 Practice within the framework of code of ethics and Professional Conduct and acceptable standards of practice within the legal boundaries.

2.2.8 Communicate effectively with individuals and groups, and members of the health team in order to promote effective interpersonal relationships and teamwork.

2.2.9 Demonstrate skills in teaching to individuals and groups in clinical / Community health settings.

2.2.10 Participate effectively as members if the health team in health Care delivery system.

2.2.11 Demonstrate leadership and managerial skills in clinical / Community health settings.

2.2.12 Demonstrate awareness, interest and contribute towards advancement of self and of the profession.

3. COURSE STRUCTURE:

The course of study leading to B.Sc. Nursing Degree shall consist of four academic year (Including Internship)

3.1 Basic B.Sc. (N) First Year

3.2 Basic B.Sc. (N) Second Year

3.3 Basic B.Sc. (N) Third Year

3.4 Basic B.Sc. (N) Fourth Year Including Internship

4. ACADEMIC QUALIFICATION FOR ADMISSION:

4.1 The course of study for B.Sc. Nursing in first year shall be opened to both male and female candidates. The percentage of female candidates shall not fall below 50% of total candidates.

4.2 Candidate must have completed the age of seventeen (17) years but not have completed thirty five (35) years for both male and female before thirty first (31) December of the year of admission.

4.3 Must have passed the senior secondary school certificate Examination (10+2) conduct by a statutory Board.

4.4 Candidate are also eligible from state open school recognized by state government and national institute of open school recognized by central government having science subjects and English only.

4.5 Candidate should have passed in the subjects of PCB and English individually and must have obtained a minimum of 45% marks taken in PCB at the qualifying examination (10+2).

4.6 A candidate belonging to SC/ST or other backward classes, the mark obtained in Physics, Chemistry & Biology (PCB) taken together in qualifying examination is 40% instead of 45% as stated above.

4.7 English is a compulsory subject in 10+2 for being eligible for admission to B.Sc. (N).

5. CRITERIA FOR SELECTION:

5.1 The candidate who fulfil the aforesaid academic qualification for admission.

5.2 Selection of the candidate shall be based on the merit of the entrance examination held by the LNCT Vidyapeeth University, Indore or competent authority, on the basis of merit calculated on total marks obtained in the above stated recognized entrance examination.

5.3 15% of total seats will be filled by the candidates on All India basis inclusive of Madhya Pradesh and remaining 85% will be filled up by the Bonafide candidates of Madhya Pradesh.

5.4 Out of 85% bonafide candidate seats, 10% shall be reserved for employee / ex-Employee / retired employee of the LNCT Vidhyapeeth University of Medical Sciences and Hospital, Indore, and 3% shall be reserved for physically handicapped candidates (disability of locomotors to the 40% to 50% of the lower extremity and other eligibility criteria with regards to age and qualifications will be same as prescribed for each programme). A certificate of physically handicapped issued by an authorized board board should be submitted.

5.5 In case the reserve seats are not filled in a particular category unfilled seats will be transferred / opened / filled by other general candidates.

5.6 Candidates should be medically fit.

5.7 Counselling will be held to finalized the required ordinances. The candidates must be physically present at the time of counselling, if required.

5.8 In case of the tie position between two or more than two, than total number of attempts for passing senior secondary school examination, date of birth and percentage of marks obtained at the secondary examination respectively be considered in that order.

6. RESERVATION POLICY:

6.1 For disabled candidates 3% Disability reserved to be considered with a disability of locomotors to the tune of 40% to 50% of the lower extremity and other eligibility criteria with regard to age qualification will be same as prescribed for each nursing programme.

Note - A committee to be formed consisting of medical officer authorized by

medical board of the state government and a nursing expert in the panel which may decide whether the candidates have the disability of locomotors of 40% to 50%

6.2 5% of total marks is relaxed for SC/ST/OBC candidate.

6.3 Any other reservation as per the state Govt.

7. COURSE DURATION:

7.1 The duration of basic B.Sc. (Nursing) course shall be Four years including Internships.

7.2 The duration of each academic year of B.Sc.(Nursing) I,II,III,IV years shall be not less than 10 Months.

7.3 The maximum period to complete the course successfully should not exceed 8 years from he date of Admission or as per University Policy.

8. CURSE COMMENCEMENT:

8.1 The commencement Basic B.Sc. (N) 1st year shall start during the period of July / August of every year.

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

8.3 The subject to be studied in different academic year of Basic B.Sc. (N) shall be as per scheme given as in subsequent sequence.

9. EXAMINATION:

9.1 The minimum of instruction and examination shall be English through the course of the study.

9.2 **Scheme of Examination –**

Basic B.Sc. (N) First Year

Subject	Hours	Internal Assessment	University Examination	Total
Theory				
1.Anatomy & Physiology	3 Hrs	25	75	100
2.Nutrition and Biochemistry	3 Hrs	25	75	10
3.Nursing Foundation	3 Hrs	25	75	100
4.Psychology	3 Hrs	25	75	100
5.Microbiology	3 Hrs	25	75	100
6.English	3 Hrs	25	75	100
7.Introduction to computer*		25	75	100
Practical and Viva Voce				
1.Nursing Foundations		100	100	200

***Respective College will conduct examination for Introduction to Computer.**

Note: All practical examinations must be held in the respective clinical areas. One internal and one external examiner should jointly conduct practical /clinical examination for each student.

Basic B.Sc. (N) Second Year

Subject	Hours	Internal Assessment	University Examination	Total
Theory				
1.Sociology	3 Hrs	25	75	100
2.Medical Surgical Nursing-I	3 Hrs	25	75	10
3.Pharmacology, Pathology, Genetics	3 Hrs	25	75	100
4.Community Health Nursing-I	3 Hrs	25	75	100
5.Communication and Educational Technology	3 Hrs	25	75	100
Practical and Viva Voce				
1.Medical- Surgical Nursing-I		100	100	200

Note: All practical examinations must be held in the respective clinical areas. One internal and one external examiner should jointly conduct practical /clinical examination for each student.

Basic B.Sc.(N) Third Year

Subject	Hour	Internal Assessment	University Examination	Total
Theory				
1.Medical surgical Nursing-II	3Hrs.	25	75	100
2.Child Health Nursing	3Hrs.	25	75	100
3.Mental Health Nursing	3Hrs.	25	75	100
4.Nursing Research & Statistics	3Hrs.	25	75	100
Practical and viva voce				
1. Medical-Surgical Nursing-II		50	50	100
2.Child Health Nursing		50	50	100
3.Mental Health Nursing		50	50	100

Note: All practical examinations must be held in the respective clinical areas. One internal and one external examiner should jointly conduct practical /clinical examination for each student

Basic B.Sc.(N) Fourth Year

Subject	Hours	Internal Assessment	University Examination	Total
Theory				
1.Midwifery and Obstetrical Nursing	Hrs.	25	75	00
2.Community Health Nursing-II	Hrs.	25	75	00
3.Management of /nursing Services and Education	Hrs.	25	75	00
Practical and viva voce				
1.Midwifery and Obstetrical Nursing		50	50	00
2.Community Health Nursing-II		50	50	00

Note: All practical examinations must be held in the respective clinical areas. One internal and one external examiner should jointly conduct practical /clinical examination for each student.

9.3 **University Examination:**

9.4.1 There shall be one Annual University Examination at the end of each Academic year.

9.4.2 There shall be provision for supplementary examination.

9.4.3 The university Examination marks for Nursing Foundation (Practical & Viva voice paper) & Medical Surgical Nursing Practical & Viva Voice paper –II) shall be out of 100 Marks.

9.4.4 The university Examination marks for Medical Surgical Nursing –II (Practical & Viva Voice), Child Health Nursing, (Practical & Viva Voice), Mental Health Nursing (Practical & Viva Voice), Midwifery And Obstetrical Nursing (Practical & Viva Voice) and Community Health Nursing (Practical & Viva Voice), shall be out of 50 marks.

9.4.5 Anatomy and Physiology – Question paper will consist of Section A- Anatomy of 37 marks and Section B – Physiology should be of 38 marks.

9.4.6 Nutrition and Biochemistry – Question paper Will consist of Section A- Nutrition of 45 marks and Section B of Biochemistry of 30 Marks.

9.4.7 Pharmacology, Pathology and Genetics- Question Paper will consist of section A-Pharmacology with 38 Marks and section B of Pathology of 25 marks and Genetics with 12 marks.

9.4.8 Nursing research and statistics –Question paper will consist of section A- Nursing research of 50 marks and section B of statistics of 25 marks.

9.4.9 Theory and practical exams for introduction of computer will be conducted as college exam and marks to be sent to University for inclusion in the marks sheet.

9.4.10 If a candidate fails in either theory or practical he / she has to re-appear for both theory and practical.

9.4.11 Fourth year final examination to be held only after completion of internship.

9.4.12 The candidate shall have to clear all the previous examination before appearing for final year examination.

9.4.13 Maximum number of candidate for practical examination should not exceed 20 per day.

9.4 **Internal Examination-**

9.5.1 The assessment of academic growth of the student of the Student shall be done on the basis of three examination and one Pre -University examination for theory and practical subjects.

9.5.2 The Internal assessment marks for the theory subject shall be out of 25 marks.

9.5.3 The Internal assessment marks for the practical subject shall be awarded on the basis of evaluation of performance of the student in the specific area or field (Ref.Clause-9.2).

9.5.4 The Internal assessment marks for Nursing Foundation (Practical & Viva Voice paper I) & Medical Surgical Nursing-1 (Practical & Viva Voice Paper –II shall be out of 100 marks.

9.5.5 The Internal assessment marks for Medical Surgical Nursing-II

(Practical & Viva Voice III), Child Health Nursing (Practical & Viva Voice IV), Mental Health Nursing (Practical & Viva Voice V), Midwifery and obstetrical Nursing (Practical & Viva Voice VI), and Community Health Nursing (Practical & Viva Voice VII), shall be out of 50 marks.

9.5 **Supplementary Examination-**

9.6.1 There will be only one mid-session Supplementary Examination held by the University ordinarily held in the month of November /December .However, those who fail in mid-session supplementary exam they will appear in main exam.

9.6.2 If a first year candidate fails in Mid-Session supplementary papers, Candidates will be given an opportunity to appear in the main examination of IInd year provisionally along with backlog of last year subjects.

9.6.3 If a candidate fails in backlog subjects of the Ist year, the result of IInd year examination for which candidate will be provisionally admitted will be treated as cancelled. The candidate will have to repeat his / her backlog subjects of Ist year in next midsession supplementary examination.

9.6.4 Only failed subjects will have to be mid-session supplementary or Supplementary examination with the main annual examination.

9.6.5 The marks obtained by the candidate in the subjects passed in supplementary examination or Additional attempts shall be taken into account as pass in the examination.

10. CRITERIA FOR PASSING:

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

10.2 Minimum pass marks shall be 50% in each of the theory and practical papers Separately.

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

10.4 Minimum passing marks shall be 45% for Introduction to Computer.

10.5 Maximum number of attempts permitted for each paper shall be three including first attempt.

10.6 Minimum passing marks shall be 405 for English only.

11. DIVISION & MERIT:

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

11.2 First Division – 60% - 74%

11.3 Second Division – 50% - 59%

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

12. ATTENDANCES:

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

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

13. APPOINTMENT OF EXAMINERS /QUESTION PAPER SETTER:

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

13.1 Question Paper setter / moderator / head evaluator shall be professor. Associate professor and assistant professor and assistant professor with at least 3 years of teaching experience working in any nursing institute recognized by statutory body.

13.2 **Practical Examiner**

13.2.1 One internal and one external examiner should jointly conduct practical examination for each student.

13.2.2 An examiner should be a lecturer or above in a college of nursing with M.Sc.(N) in concerned subject and minimum of 3 years of teaching experience to be an examiner for Nursing Foundation course faculty having M.Sc. (N) with any specialty shall be considered.

14. REVALUATION /RE-TOTALING:

14.1 Revaluation and Re-totalling of marks is permitted for theory papers only. The University, on receipt of application within the stipulated time and remittance of a prescribed fee, shall permit a recounting of marks and revaluation for the subjects applied.

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

15. CANCELLATION OF ADMISSION:

15.1 The admission of a student at any shall be cancelled by the Vice chancellor based on Recommendation of Head of Institution, if ;

15.2 Candidate is not found qualified as per INC / State Government norms and guidelines or the eligibility criteria prescribed by the university.

OR

Candidate is not able to complete the course within the stipulated time as prescribed by the university.

OR

Candidate is found involved in serious breach of discipline in the institution or in university campus.

16. SCHEME OF STIDIES:

The subject to study in different academic year of Basic B.Sc. (N) shall be as per scheme given in subsequent sections.

16.1 **Annual Schedule of Studies**

Weeks available per year	=	52 Weeks
Vacation	=	8 Weeks
Gazetted Holidays	=	3 Weeks
Examination (Including preparatory)	=	4 Weeks
Available Weeks	=	37 Weeks
Hours per Week	=	40 Weeks
Practical	=	30 hours Per Week
Theory	=	10hours per week
Hours available per academic year (1st to 3rd year)	=	1480 (37 weeks×40 hours) × 3 = 4440 hours
Hours available for 4th year	=	560 hrs.(14 weeks× 40hrs)
Hours available for Internship	=	1690 hours (48 hrs /week)
Total Hours for year	=	6130 hours

16.2 **Distribution of Hours-**

Subjects	Theory (Hours) (Class & Lab)	Practical/ Clinical Hours	Hours
1.English	60		
2.Anatomy	60		
3.Physiology	60		
4.Nutrition	60		
5.Biochemistry	30		
6.Nursing Foundations	265+200	450	
7.Psychology	60		
8. Microbiology	60		
9. Introduction to Computers	45		
10.Hindi/Regional Language	30		
11.Library work / Self Study			50
12.Co-curricular activities			50
Total	930	450	100
TOTAL HOURS = 1480 HRS			

Basic B.Sc. (N) Second Year

Subject	Theory (Hours) (Class & Lab)	Practical / Clinical Hou	Hours
1.Sociology	60		
2.Pharmacology	45		
3.Pathology	30		
4.Genetics	15		
5.Medical Surgical Nursing (Adu including Geriatrics)	210	720	
6.Community Health Nursing	90	135	
7.Community and Education Technology	60+30		
8.Library work / Self Study			50
9.Co-curricular Activities			35
TOTAL HOURS = 1480 HRS			

Basic B.Sc.(N) Third Year

Subject	Theory (Hours) (Class & Lab)	Practica Clinical Hours	Hours
1. Medical Surgical Nursing (Adu including Geriatrics)	120	270	
2. Child Health Nursing	90	270	
3.Mental Health Nursing	90	270	
4.Midwifery and Obstetrical Nursing	45	180	
5.Nursing research*	45		
6.Library work / Self Study			50
7.Co-curricular activities			50
TOTAL	390	990	100
Total hours = 1480 HRS			

**Project work to be carried out during clinical training*

Basic B.Sc.(N) Fourth Year

Subject	Theory (Hours) (Class & Lab)	Practical Clinical Hours	Hours
1.Midwifery and Obstetrical Nursing	45	180	
2.Community Health Nursing-II	90	135	
3.Management of Nursing Services and Education	60+30		
TOTAL	225	315	
TOTAL HOURS = 540 HRS			

Basic B.Sc. (N) Internship (Integrated Practice)

Subject	Practical (In Hrs)	In Week
1.Midwifery and Obstetrical Nursing	240	5
2.Community Health Nursing-II	195	4
3 Medical Surgical Nursing (Adult including Geriatrics)	430	9
4. Child Health Nursing	145	3
5.Mental Health Nursing	95	2
6.Research Project	45	1
Total Hours	1150	24
Total Theory and practical hours before internship	540	
Total Hours before internship and during internship		

Note:

1. Clinical training means 8 hours of integrated clinical duties in which 2 weeks of evening and night shift duties are included.
2. Internships should be carried out as 8 hours per day @ 48 hours per week.

3. Students during clinical training will be supervised by nursing teachers.
4. Students will be eligible to appear in the Fourth-year final examination only after completing Internship.

17. GENERAL:

Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice Chancellor may take a decision after obtaining, if necessary, the opinion/ advice of a committee consisting of any or all the Dean/Director/Principal/Head of Department / Institutions / Constituent College / Schools. The decision of the Vice Chancellor shall be final.

LNCT VIDHYAPEETH UNIVERSITY, INDORE
ORDINANCE NO. 20
MASTER OF SCIENCE IN NURING
M.Sc. Nursing 2 years Post Graduation Course

PREAMBLE

The SAFE Institute Nursing College established in 2019 with four-year B.Sc. Nursing programme and started M.Sc. Nursing programme in the year 2019. The college is affiliated to LNCT Vidhyapeeth University ,Indore and has the requisite permission from Indian from Indian Nursing council New Delhi, GoI, Madhya Pradesh Nurses Registration Council, Bhopal. The college is attached to LNCT Medical College & Research Centre, Bhopal and two rural – Urban primary health centres for clinical and practical learning of students. The hospital and PHCs are well equipped and have all the facilities for modern health care. The college has since its inception gained academic excellence and has worked efficiently towards development of all round personality of students. The college has excellent infrastructure with hard working and dedicated faculty.

Nursing is essentially a profession of dedication, love for community, faith and courage. To be successful professional in the field of Nursing, one must have courage, honestly, emotional maturity and compassion to serve these qualities are developed during the training to make an efficient nurse and useful member of the society.

The college has highly faculty, active in teaching & practice. The college has fully equipped library with more than 5000 books, Indian & Foreign /journals, Reference Books, Variety of newspapers, books on personality Development and competitive examination etc. The college provides hostel for boys and girls with all basic activities and congenial atmosphere for studies. The college conducts yoga classes which is also a part of curriculum and adheres to the philosophy of Institute.

1. **VISION, MISSION AND PHILOSOPHY:**

Our vision aims at becoming one of the top most Institute in India providing quality education in Nursing Science. Our mission is to promote excellence in Nursing Sciences & Research Education. To educate students to become excellence in Nurses, by focusing on pedagogy that is integrated and strengthened by specialist faculty, all of who value painted focused care, community service, and research and to serve to the health needs of humanity.

2. **PHILOSOPHY:**

The institute is fully conscious of its objective of inculcating the spirit of universal healthcare, honesty and dedication by promoting social and intellectual standards which are essential inputs for promoting well-being of the masses by extending literally and nursing knowledge.

The institute has a vision that its students, after passing out graduation and post-graduation qualification in the field of Nursing sciences will not only act as flag bearers of the institute in the field of nursing education but will also assume added responsibilities in the field of Public health; both at National and international levels. They are also prepared not only for shouldering responsibilities in the preparation of better qualified and skilled nursing personal, but also prepare nurses to function as effective administrators, managers, educators and researchers to fulfil the increased nursing manpower demand of the country and to uplift the standard of nursing profession.

3. **AIMS & OBJECTIVE:**

3.1 **AIMS:** The aims of the postgraduate program in nursing is to prepare to assume responsibilities nurse specialists, consultants, educators,

administrator in a wide variety of professional settings

3.2 **OBJECTIVES:** On completion of the two-year M.Sc. Nursing Programme, the postgraduate will be able to:

3.2.1 Utilize/apply the Concepts, Theories and Principles of Nursing Science.
3.2.2 Demonstrate Advance Competence in Practice of Nursing.
3.2.3 Practice as a Nurse Specialist.
3.2.4 Demonstrate Leadership Qualities and function effectively as nurse educator and manager.
3.2.5 Demonstrate skill in conducting nursing research, interpreting and utilizing the findings from health-related research.
3.2.6 Demonstrate the ability to plan and effect change in nursing practice and in the health care delivery system.
3.2.7 Establish collaborative relationship with members of other disciplines.
3.2.8 Demonstrate interest in continued learning for personal and professional Advancement.

4. COURE STRUCTURE:

The course of study leading to M.Sc. Nursing Degree shall consist of Two Academic Years.

III. M.Sc. (Nursing) First Year
IV. M.Sc. (Nursing) Second Year

M.Sc. Nursing Degree Programme shall include following specialize branches Sanctioned by Indian Nursing Council,

I. M.Sc. Nursing in Medical Surgical Nursing
II. M.Sc. Nursing in Child Health Nursing
III. M.Sc. Nursing in Obstetric & Gynaecological Nursing
IV. M.Sc. Nursing n Community Health Nursing
V. M.Sc. Nursing in Mental Health Nursing

5. ACADEMIC QUALIFICATION FOR ADMOISSION:

A person who has [passed one of the following examinations shall be eligible to join the first year of M.Sc. (Nursing) Course:-

5.1 B. Sc. Nursing / B.Sc. Hons. Nursing / Post Basic B.Sc. Nursing with minimum of 55% marks in aggregate (5% relaxation of marks for SC/ST candidates) from an Institute / College recognized by the Indian Nursing Council.
5.2 In addition to above, the candidate should be a Registered Nurse and Registered Midwife or equivalent with any State Nursing Registration Council.
5.3 The candidate should have minimum one year of work experience after Basic B.Sc. Nursing or a minimum one year of work experience prior or after Post Basic B.Sc. Nursing.
5.4 Candidates shall be medically fit.

6. CRITERIA FOR SELECTION:

6.1 The Candidate who fulfil the aforesaid academic qualification for admission.
6.2 Selection of the candidate shall be based on the merit to the entrance

examination held by the LNCT Vidhyapeeth University, Indore or competent authority, on the basis of merit calculated on total marks obtained in the above stated recognized entrance examination.

6.3 15 % of total seats will be filled by the candidates on all India Basis Inclusive of Madhya Pradesh and remaining 85% will be filled up by the Bonafide candidates of Madhya Pradesh.

6.4 Out of 85% bonafide candidate seats, 10% shall be reserved for employee / ex-Employee / retired employee of the LNCT Vidhyapeeth University of Medical Sciences and Hospital, Indore, and 3% shall be reserved for physically handicapped candidates (disability of locomotors to the 40% to 50% of the lower extremity and other eligibility criteria with regards to age and qualifications will be same as prescribed for each programme). A certificate of physically handicapped issued by an authorized board board should be submitted.

6.5 In case the reserve seats are not filled in a particular category unfilled seats will be transferred / opened / filled by other general candidates.

6.6 Candidates should be medically fit.

6.7 Counselling will be held to finalized the required ordinances. The candidates must be physically present at the time of counselling, if required.

6.8 In case of the tie position between two or more than two, than total number of attempts for passing senior secondary school examination, date of birth and percentage of marks obtained at the secondary examination respectively be considered in that order.

6.9 **Entrance / Selection test-** Selection of the candidates should be based on the merit of the entrance examination or qualifying examination held by LNCT Vidhyapeeth University or competent authority.

7. **RESERVATION POLICY:**

17.1 For disabled candidates 3% Disability reserved to be considered with a disability of locomotors to the tune of 40% to 50% of the lower extremity and other eligibility criteria with regard to age qualification will be same as prescribed for each nursing programme.

Note - A committee to be formed consisting of medical officer authorized by medical board of the state government and a nursing expert in the panel which may decide whether the candidates have the disability of locomotors of 40% to 50%

17.2 5% of total marks is relaxed for SC/ST/OBC candidate.

17.3 Any other reservation as per the state Govt.

8. **COURSE DURATION:**

8.1 The duration of basic M.Sc. (Nursing) course shall be two years.

8.2 The duration of each academic year of M.Sc.(Nursing) Ist and IInd years shall be not less than 10 Months.

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

9. **CURSE COMMENCEMENT:**

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

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

9.3 The subject to be studied in different academic year of Basic B.Sc. (N) shall be as per scheme given as in subsequent sequence.

10. EXAMINATION:

10.1 The minimum of instruction and examination shall be English through the course of the study.

10.2 **Scheme of Examination**

FIRST YEAR

	Theory			Practical		
1st Year	**Hours**	**Internal**	**External**	**Hours**	**Internal**	**External**
Nursing Education	**3**	**25**	**75**		**50**	**50**
Advance Nursir Practice	**3**	**25**	**75**			
Nursing Researc and Statics*	**3**	**25**	**75**			
Clinical Specialit I**	**3**	**25**	**75**		**100**	**100**
Total		**100**	**300**		**150**	**150**

* Out of 75 marks in Nursing Research And Statistics, the Nursing Research is of 50 And Statistics 25 marks.

** **Clinical Speciality- I** Medical Surgical Nursing, Child Health Nursing ,Obstetric & Gynaecological Nursing, Community Health Nursing & Mental Health Nursing.

SECOND YEAR

	Theory			Practical		
2nd Year	**Hours**	**Interna**	**Externa**	**Hours**	**Interna**	**Externa**
Nursing Management	**3**	**25**	**75**			
Dissertation & Viva					**100**	**100**
Clinical Specialit II**	**3**	**25**	**75**		**100**	**100**
Total		**50**	**150**		**200**	**150**

10.3 University Examination-

10.3.1 Minimum pass marks shall be 50% in each of the theory and practical papers separately:

10.3.2 A candidate has to pass in theory and practical exam separately in each of the paper.

10.3.3 The University assessment marks for theory subjects of Nursing Research and Statistics shall be given out of 75, consisting of Nursing Research 50 and Statistics 25 marks.

10.3.4 The University assessment marks for the theory subjects shall be out of 75 marks.

10.3.5 The practical examination marks for the University assessment shall be out of 100 Marks except nursing Education shall be out of 50 marks.

10.3.6 Candidates who fails in any subject to appear for the second year examination till such time that he/she passes all subjects of the first year M.Sc. nursing examination.

10.3.7 A candidate failing in more than two subjects will not be promoted to IInd year.

10.3.8 Maximum number of attempts per subject is three (3) inclusive of first attempt.

10.3.9 The practical examination should be done for 4 hours of practical examination per students.

10.3.10 Maximum number of candidates for all practical examination should not exceed 10 per day.

10.3.11 The examination should be held in clinical area only for clinical specialties.

10.3.12 Maximum number of candidates for all practical examination should not exceed 10 per days.

10.3.13 The dissertation examination should be minimum 30 minutes viva-voice student.

10.4 Internal Examination-

10.4.1 The internal assessment of the student is based on

Technique	Weight age
Two Test	50
Assignment	25
Seminar / Presentation	25

10.4.2 The Internal assessment marks for the theory subjects shall be out of 25 marks.

10.4.3 The Internal assessment marks for the theory subjects of Nursing Research Statistics shall be given out of 25, consisting of Nursing Research 15 and Statistics 10 marks.

10.4.4 The Practical Examination marks for the internal assessment shall be out of 100 Marks except Nursing Education shall be out of 50 Marks.

10.4.5 The internal assessment marks for the practical subjects shall Be awarded on the basis of evaluation of performances of the Student in the specific area/field.(Ref.10.2).

10.5 Supplementary Examination-

10.5.1 If a candidate fails in either theory or Practical he/she has to re-appear for both theory and practical.

10.5.2 There will be mid-session supplementary Examination held by The University ordinary held in the month of September / October. There Will another Supplementary examination if required, at the time of annual main examination.

10.5.3 Non appearance at an examination on grounds of sickness or otherwise will be treated as one of the attempts.

10.6 Guidelines for Dissertation-

10.6.1 Tentative Schedule for dissertation shall be as follows:

- Submission of the research proposal. End of the 9 month of 1st year.
- Submission of dissertation- Final: end of month of 2nd year.

10.6.2 Qualification of Research Guide.

- **Main Guide:** Nursing Faculty / Nursing Expert in the Same Clinical Specialty holding Ph.D. / M.Phil. / M.Sc. Nursing with a minimum of 3 years experience in teaching in the post graduate Programme in Nursing.

➢ **Co-Guide**: A Co-Guide is a nursing faculty / expert in the field of study (may be from outside the college but should be within the City).

➢ **Guide:** Students Ratio maximum of 15(Including as Co-Guide).

There should be a research committee comprising of minimum 5 members chaired by the Principal, College of Nursing.

➢ The research topics shall be approved by Institutional research committee.

Administrative approval and ethical clearance should be obtained.

11. CRITERIA FOR PASSING:

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

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

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

12. DIVISION & MERIT:

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

12.2 **Classification of result**

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

12.2.2 First Division – 60% - 74%

12.2.3 Second Division – 50% - 59%

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

13. ATTENDANCES:

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

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

14. APPOINTMENT OF EXAMINERS /QUESTION PAPER SETTER:

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

14.1 Question Paper setter / moderator / head evaluator shall be professor. Associate professor and assistant professor and assistant professor with at least 3 years of teaching experience working in any nursing institute recognized by statutory body.

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

14.3 **Evaluation of the Dissertation.**

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

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

14.3.3 For Dissertation Internal Examiner should be the guide and external examiner should be Nursing Faculty / Nursing Expert n the same clinical specialty holding Ph.D. / M. Phil or M.Sc. Nursing with a minimum of 3 years, experience in guiding the research projects for the Post Graduate Students of Nursing.

15. REVALUATION /RE-TOTALING:

15.1 Revaluation and Re-totalling of marks is permitted for theory papers only. The University, on receipt of application within the stipulated time and remittance of a prescribed fee, shall permit a recounting of marks and revaluation for the subjects applied.

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

16. CANCELLATION OF ADMISSION:

The admission of a student at any shall be cancelled by the Vice chancellor based on Recommendation of Head of Institution, if ;

16.1 Candidate is not found qualified as per INC / State Government norms and guidelines or the eligibility criteria prescribed by the university.

OR

16.2 Candidate is not able to complete the course within the stipulated time as prescribed by the university.

OR

16.3 Candidate is found involved in serious breach of discipline in the institution or in university campus.

17. SCHEME OF STUDIES:

17.1 **Annual Schedule of Studies**

Available	:	37 Weeks
Vacation	:	4 Weeks
Examination	:	2 Weeks
Gazetted Holidays	:	3 Weeks
Total Weeks available	:	43 Weeks
40 Hours per Week	:	1720 hours
Total hours for 2 years	**:**	**3440 Hours**

17.2 The subject to study in different academic year of M.Sc.(Nursing) shall be as per scheme given below:-

Distribution Hours

First Year

1st Year	Theory (Hours)	Practical (Hours)
Nursing Education	150	150
Advance Nursing Practice	150	200
Nursing Research and Statistics	150	100
*Clinical Specialty-I	150	650
TOTAL	600	1100

***Clinical Speciality** – I- Medical Surgical Nursing, Child Health Nursing, Obstetric & Gynaecological Nursing, Community Health Nursing & Mental Health Nursing.

Second Year

1st Year	Theory (Hours)	Practical (Hours)
Nursing Management	150	150

Nursing Research (Dissertation)	**-**	**300**
***Clinical Specialty-II**	**150**	**950**
TOTAL	**300**	**1400**

***Clinical Specialty – II-** Medical Surgical Nursing (Cardio Vascular & Thoracic Nursing, Critical care Nursing, Oncology Nursing, Neurosciences Nursing, Nephro-Urology Nursing, Gastroenterology Nursing), Obstetric & Gynaecological Nursing, Child Health (Paediatric) Nursing, Community Health Nursing, Psychiatric (Mental Health) Nursing etc.

18. **GENERAL:**

Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice Chancellor may take a decision after obtaining, if necessary , the opinion / advice of a committee consisting of any or all the Dean/Director/Principal/Head of Department / Institutions / Constituent College / Schools. The decision of the Vice Chancellor shall be final.

LNCT VIDYAPEETH UNIVERSITY, INDORE (M.P.)

ORDINANCE No. 21

TWO YEAR PAPAMEDICAL DIPLOMA COURSE

Diploma in O. T. Technology, Dialysis Technician, X-Ray Radiographers, Medical Laboratory (DMLT), Paramedical Ophthalmic Assistant, Perfusionist Cardiac Surgery Technician, Cath-Lab Technician Optometric Refraction, Anesthesia Technician, Sanitary Inspector, Blood Transfusion clinical Biochemistry, Microbiology, Yoga, Naturopathy, Pharmacy (Ayurved)

1. **AIMS:**

To provide skill oriented training to the students and thus to provide skilled technicians who will be able to work in various Paramedical sectors.

2. **OBJECTIVES:**

2.1 To impart adequate theoretical and practical knowledge required for the paramedical technician.

2.2 To enable the student to perform various routine paramedical techniques and practices.

2.3 This ordinance shall be applicable for two years paramedical Diploma Courses.

2.4 The first Paramedical Diploma of Two years course, Hereinafter called 2 Year Diploma Courses, shall be designed as Diploma in Paramedical, in respective Branch

2.5 The ordinance shall be applicable:

2.5.1 Diploma in O. T. Technology

2.5.2 Diploma in Dialysis Technician.

2.5.3 Diploma in X-Ray Radiographers

2.5.4 Diploma in Medical Laboratory (DMLT).

2.5.5 Diploma in Paramedical Ophthalmic Assistant.

2.5.6 Diploma in perfusionist Cardiac Surgery Technician.

2.5.7 Diploma in Cath-Lab Technician

2.5.8 Diploma in Optometric — Refraction

2.5.9 Diploma in Anesthesia Technician.

2.5.10 Diploma in Sanitary Inspector

2.5.11 Diploma in Blood Transfusion.

2.5.12 Diploma in clinical Biochemistry.

2.513 Diploma in Microbiology.

2.5.14 Diploma in Yoga

2.,5.15 Diploma in Naturopathy

2.5.16 Diploma in Pharmacy (Ayurved)

3. ACADEMIC QULIFICATION AND SELECTION CRITERIA FOR ADMISSION:

3.1 Minimum qualification for admission to the paramedical Certificate course shall be the Qualifying Higher Secondary School Certificate Examination (10+2) with Science Physics, Chemistry and Biology from M.P. Board of Secondary Education or 12th standard 2 years P U C (Pre University Courses) or equivalent examination from a recognized Board/University.

3.2 For SC/ST/Other Category Candidate, The seat will be reserved as per provision of M.P. Govt. Norms as amended time to time. Other norms laid down by State Council of Paramedical course shall also be followed.

3.3 The Candidate should have completed minimum of 17 years of age on / before 31st December of the concerned academic session.

3.4 Selection Criteria: The admission in Paramedical Diploma program First Year Shall be based on the merit of the qualifying examination.

OR

Common Entrance Test (CET), conducted by the University / any designated agency. On admission, every candidate shall have to get fitness certificate, for physical fitne:

4. **NUMBER OF SEATS:**

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

5. **FEE STRUCTURE:**

The Fees for each course shall be decided by Board of Management of University as approved by regulatory commission / competent authority.

6. **CURRICULUM AND SYLLABUS:**

The curriculum and syllabus will be framed by concerned Board of studies which duly approved by academic counsel in accordance with the guidelines issued by concerning council.

7. **COMMENCEMENT OF COURSES:**

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

7.2 The subjects to be studied in the academic year of the Paramedical Diploma programs shall be as per the scheme, approved by Academic Council of the University.

8. **EXAMINATION:**

8.1 The medium of Instruction shall be English throughout the course.

8.2 University Examination; Theory & Practical:

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

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

8.2.3 There shall be 2 University Examination in a year: Main examination in May / June and Supplementary Examination (examination) in October / November. The succeeding examination shall be held within 6 months.

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

8.2 5 Theory and Practical examination shall be considered as separate heads / subjects for passing

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

8.3 Written Examination

8.3.1 Written Examination shall be of 3 Hours

8.3.2 Each theory paper shall carry marks

8.4 Appointment of Examiners / Question Paper Setters: The appointment of examiner

for the University Examination shall be as per ordinance of the University

8.5 Criteria for Passing:

8.5.1 A candidate shall have to obtain separately 50% marks in written exam plus internal assessment plus viva voce and 50% marks in practical exam of final examinations in order to declare pass.

8.5.2 A candidate failing either in Theory or Practical part shall be declared as failed in the subject and such candidate/ candidates shall appear for the subject in next examination

8.5.3 A candidate had to clear all the subjects of first year to be eligible to appear in the final year examination, university examination. The merit list shall include the first ten candidates securing at least First Division and passing all the appeared subjects in annual examination in first attempt.

8.6 Internal Examination:

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

8.6.2 The Internal assessment examinations shall be conducted for Theory subjects. 40% of Internal assessment marks shall be allotted from best of two internal examinations 40% shall be on the basis of Day to Day Assessment based on

Attendance, Seminars, Assignments, Symposiums, Clinical Postings, Ethical Practices / Skills. Remaining 20% weightage shall be for extracurricular activities & conduct of student at academic & clinical environment

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

8.6.4 The Internal assessment marks shall be computed to determine the passing criteria in the University examination; the marks shall be added to the written exam.

8.7 Division and Merit List:

8.7.1 The Division shall be awarded after Annual University Examination in each academic year and shall be based on the aggregate marks obtained by the candidates at his/her successful attempt in annual university examination

There shall be Divisions as follows:

Distinction 75% and above of grand total marks in First attempt

First Division > 60% and < 75% of grand total marks in First attempt .
Second Division > 50% and < 60% of grand total marks in First attempt.
Distinction in individual subject. > 75% marks in individual subject shall be Indicated exclusively in the mark sheet provided First attempt.

8.7.2 The merit shall be declared by the University after the final year University examination, on the basis of the Aggregate marks of all academic years in

9. **GRACE MARKS:**

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

10. **ATTENDANCE:**

10.1 Candidates appearing as regular student for any annual examination are required to attend a minimum of 75% of the total Theory and the practical classes held separately in each subject of the course of the study or as per University Policy.

10.2 The total lectures and practical shall be conducted as per the scheme and the syllabus

11. **CANCELLATION OF ADMISSION:**

1.1.1 The admission of a student at any stage of study shall be cancelled by the Vice-Chancellor based on recommendation of Head of the Institution, if He/She is not found qualified as per Rehabilitation Council of India, M P Paramedical Council norms and guidelines or the eligibility criteria prescribed by the university

OR

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

OR

He / She is found involved in serious breach of discipline.

12. **GENERAL:**

Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice Chancellor may take a decision after obtaining, if necessary, the opinion/ advice of a committee consisting of any or all the Dean/ Director /Principal / Head of Department / Institutions / Constituent College /Schools. The decision of the Vice Chancellor shall be final.

LNCT VIDYAPEETH UNIVERSITY, INDORE

ORDINANCE NO. 22

BACHELOR OF MEDICAL LABORATORY TECHNOLOGY (BMLT)

1. **AIMS AND OBJECTIVES:**

1.1 AIMS:

1.1.1 To provide skilled professionals who will be able to work in a variety of laboratory settings.

1.1.2 To provide students with an overview of various medical laboratory procedures.

1.2 OBJECTIVES:

1.2.1 To impart adequate theoretical and practical knowledge in basic Medical Laboratory Sciences.

1.2.2 To perform routine and special laboratory investigations.

1.2.3 To introduce quality control system in laboratory.

2. **COURSE STRUCTURE:**

2.1 The Degree in Medical Laboratory Technology of 3years (Three academic years) course here in after called 3 year degree course shall be designated as Bachelor of Medical Laboratory Technology, in short BMLT.

2.2 Duration of the course : The Bachelor of Medical Laboratory Technology is a three year regular degree course, named below'

2.2.1 BMLT - I year

2.2.2 BMLT – II year

2.2.3 BMLT – III year

2.3 Each academic year shall consist of 240 teaching days.

2.4 The Student admitted in BMLT, course shall have to complete the course within the maximum permissible duration of 6 years, from the date of admission or as per University Policy.

3. ACADEMIC QUALIFICATION & SELECTION CRITERIA FOR ADMISSION:

3.1 Admission to the First year – in Bachelor of Medical Laboratory Technology degree course shall be 10+2 system of education in science group or equivalent examination with Chemistry, Physics & Biology, as main subjects conducted by a recognized Board / Council / University with minimum of 40% marks.

3.2 Vocational Subjects like Bio-technology, MLT, Fisheries, Dietetics, Live Stock and Poultry etc. in substitution for Biology shall be also considered for eligibility

3.3 The candidate should have completed minimum of 17 years of age on or before 31st December of the concerned academic session.

3.4 Selection Criteria: The admission in BMLT- First Year shall be based on the merit of the qualifying examination.

Or

Common Entrance Test (CET), conducted by the University / any designated agency.

3.5 On admission, every candidate shall have to get fitness certificate from **SAIMS** Hospital, for physical fitness.

4. COMMENCEMENT OF COURSE:

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

5. REGULATIONS RELATING TO THE ASSESSMENT OF ACADEMIC GROWTH OF THE STUDENT:

The assessment of academic growth of the student shall be done on the basis of Three Sessional Examination (conducted during the year) and one University Examination (conducted at the end of the academic year).

The medium of Instruction and Examination shall be English throughout the course of the study

5.1 Attendance

5.1 Candidates appearing as regular student for any annual examination are required to attend 75% of the total lecturers delivered and of the practical classes held separately in each subject of the course of the study. However only Dean / Principal / Head-Faculty of Allied Health and Paramedical Sciences are empowered to condone 10% of attendance on valid grounds or as per university Policy.

5.1.2 The total lecture and practical shall be conducted as per scheme and syllabus given in subsequent section.

5.2 Sessional Examinations:

Three Sessional Examination shall be conducted for each subject, separately for theory and practical.

5.3 Internal Assessment:

The internal assessment for each subject of each academic year shall carry 100 marks.

5.4 University Examination; Theory & Practical

5.4.1 Written Examination

5.4.2 There shall be 2 University Examination in a year: Main examination in May / June and Supplementary Examination (II examination) in October / November. The succeeding examination shall be held within 6 months.

5.5 Appointment of the Examiners / Question Paper Setters.

The appointment of examiner for the University Examination shall be based on following criteria;

5.5.1 For Theory paper setting one examiner will be an External, minimum an Assistant Professor with 3 years teaching experience in the concerned subject.

5.5.2 For the Practical examinations there shall be two examiners for each subject, one External Examiner and one Internal Examiner, with minimum qualification and experience of an Assistant Professor with 3 years teaching experience in the concerned subject

5.5.3 The External Examiner shall be the subject expert from outside the University having Masters / Post Graduate qualification in the concerned subject with minimum 3 years teaching experience.

5.5.4 The Faculty of the Subject/ Head of the Department with minimum 3 years of teaching experience shall be the Internal Cum-Convener examiner for the examinations..

5.6 Criteria for Passing

In each subject / head (theory and practical);

5.6.1 In all the University examinations, the candidates shall have to obtain 50% marks separately in theory plus internal assessment and practical plus viva voce examination.

5.6.2 Each theory paper and practical will be treated as separate subject / head for the passing.

5.6.3 The student shall carry over two subjects from one year to the following year and must pass in the failed subject before appearing in the next year examination. The Student shall carry two subjects from first year to second year as well as second year to third year and must pass in the failed subjects before appearing the next year examination.

5.7 Division and Merit List

5.7.1 The Division shall be awarded after Annual University Examination in each academic year and shall be based on the aggregated marks obtain by the candidates at his / her successful attempt in annual University examination.

There shall be Divisions as follows:

- **Distinction:** 75% and above of grand total marks in First attempt.
- **First Division:** >60% and <75% of grand total marks in First attempt.
- **Second Division:** >50% and <60% of grand total marks in First attempt.
- **Distinction in individual subject:** >75% marks in individual subject shall be indicated exclusively in the mark sheet provided First attempt.
- All other successful candidates who pass the examinations in more than first 1st attempts shall be declared pass irrespective of percentage of marks

5.7.2 The merit shall be declared by the University after the final year University examination, on the basis of the aggregate marks of all academic years in University examination. The merit list shall include the first ten candidates securing at least First Division and passing all the appeared subjects in annual examination in first attempt.

5.8 **Three month Compulsory Rotatary Clinical Training**

For BMLT III year students, three months Compulsory Rotatary Clinical Training shall be compulsory as a part of partial completion of the course. The training shall be undertaken in any of Medical Laboratory attached with minimum 100 bedded hospital.

For this exercise the students may require to spend three months in rotation with at-least four following labs:

a. Clinical Biochemistry Lab
b. Clinical Microbiology Lab
c. Pathology and / or Haematology Lab
d. Blood-Banking

The Laboratory training should cover the following terms:

The recognized laboratory shall require experts with BMLT qualification, for the guidance of the students Technician Student ratio will be 15.

a. Student seeking training outside the campus must obtain a NOC from the HOI prior to the program.

b. Minimum 50-70 hrs is mandatory for each of the above mentioned Laboratories.

c. Student should obtain training, Completion Certificate with the duration from the concerned Hospital/ Laboratory. Same should be submitted to the Institute for qualifying III year University Examination.

d. Any absenteeism misconduct, poor performance etc. may require extension of the program on the recommendation of the HOD

6. REVALUATION / RE-TOTALING:

Re-Totaling and Revaluation both should be allowed as per the University rules.

7. CANCELLATION OF ADMISSION:

7.1 The admission of a student at any stage of study shall be cancelled by the Vice Chancellor based on recommendation of Head of the Institution, if

7.1.1 He / She is not found qualified as per MP Paramedical Council norms and Guidelines or the eligibility criteria prescribed by the University.

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

7.1.3 He / She is found involved in serious breach of discipline in the institution or in the University campus.

Note: Other rules regarding conduct of Examination/ Scheme and Syllabus maybe amended/ modified as per consultation with Faculty of Allied Health and Paramedical Sciences and approved by Board of Studies.

8. SCHEME OF COURSE / EXAMINATION:

8.1 **Scheme of Teaching Schedule (for each academic year)**

Subject	Theory Min:Hrs.	Practical Min.Hrs.	Clinical/Lab Posting	Total Min.Hrs.
BMLT FIRST YEAR				
Biochemistry	80	120	110	310
Hematology and Clinical Pathology	90	120	110	320
Applied Histology	90	120	110	320
Microbiology	100	120	110	330
*Applied English	60	-	-	60
*First aid and Basic Nursing	60	20	-	80
BMLT SECOND YEAR				
Analytical Biochemistry	80	120	110	310
Hematology	90	320	110	320
Cellular Pathology	90	120	110	320
Identification of Bacteria	100	120	110	330
*Basic Computer Application	20	40		60
BMLT THIRD YEAR				
Clinical Biochemistry	80	120	110	310
Applied Hematology	80	120	110	310
Special Histology	90	120	110	320
Applied Microbiology	100	120	110	330
*Instrumentation				40
*Clinical Research Methodology	20			20
*Clinical Posting			300	300

***Non Examination (Subsidiary) subjects**

8.2 **Question Paper Pattern**

SUBJECT HAVING MAXIMUM MARKS 100		
TYPE OF QUESTION	**NUMBER OF QUESTION**	**MARKS OF EACH QUESTION**
Essay Type	4 (Any 4 Out of 5)	20 X 4=80
Short Answer Type	4 (Any 4 Out of 5)	5 X 4 = 20

8.3 **Scheme of Examination**

Paper	Theory	Internal Assessment	Min Theory + Internal Assessment	Practical & Viva	Min. Practical
BMLT FIRST YEAR					
Biochemistry	100	100	100	100	50
Hematology and Clinical Pathology	100	100	100	100	50
Applied Histology	100	100	100	100	50
Microbiology	100	100	100	100	50
BMLT SECOND YEAR					
Analytical Biochemistry	100	100	100	100	50
Hematology	100	100	100	100	50
Cellular Pathology	100	100	200	100	50
Identification of Bacteria	100	100	100	100	50
BMLT THIRD YEAR					
Clinical Biochemistry	100	TOO	100	100	50
Applied Hematology	100	100	100	100	50
Special Histology	100	100	100	100	50
Applied Microbiology	100	100	100	100	50
*Instrumentation	-	50	25	-	-

***Minimum** 50% **passing marks** require **in theory &** internal **assessment as** well as in practical & Viva-voce.*The marks of the Instrumentation paper will not be **included** in **the Total Result i.e. for calculation** percentage of marks obtained.

9. GENERAL:

Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a committee consisting of any or all the Dean / Director / Principal / Head of Departments Institutions / Constituent College / Schools. The decision of the Vice Chancellor shall be final.

LNCT VIDYAPEETH UNIVERSITY, INDORE (M.P.)

ORDINANCE NO. 23

BACHELOR IN X-RAY RADIOGRAPHER TECHNOLOGY (BXRT)

3 YEAR DEGREE COURSE

1. AIMS AND OBJECTIVES

1.1.1 To provide skilled professionals who will be able to work in a variety of Radiography Technology.

1.1.2 To provide students with an overview of various medical X-Ray and Radiotherapy Procedures.

1.2 OBJECTIVES

1.2.1 To impart adequate theoretical and practical knowledge in basic Medical Radiography Technology.

1.2.2 To perform routine and special Radiography Techniques.

1.2.3 To introduce quality control system in Radiography.

2. COURSE STRUCTURE

2.1 The Bachelor Degree in X-Ray Radiographer Technology (BXRT) of 3 years (Three academic years) course here in after called 3 year degree course shall be designated as Bachelor of X-Ray Radiographer Technology, in short BXRT.

2.2 Duration of the course : The Bachelor of X Ray Radiographer Technology is a three year regular degree course, named below

2.2.1 BXRT – I year

2.2.2 BXRT – II year

2.2.3. BXRT – III year

2.3 Each academic year shall consist of 240 teaching days.

2.4 The Student admitted in BXRT. course shall have to complete the course within the maximum permissible duration of 6 years, from the date of admission or as per University Policy

3. ACADEMIC QUALIFICATION & SELECTION CRITERIA FOR ADMISSION:

3.1 Admission to the First year-in Bachelor in X-Ray Radiographer Technology degree course shall be 10+2 system of education in science group or equivalent examination with Chemistry, Physics & Biology, as main subjects conducted by a recognized Board / Council / University with minimum of 40% marks.

3.2 Vocational Subjects like Bio-technology, MLT, Fisheries, Dietetics, Live Stock and Poultry etc. in substitution for Biology shall be also considered for eligibility.

3.3 The candidate should have completed minimum of 17 years of age on / before 31st December of the concerned academic year.

3.4 Selection Criteria: The admission in BXRT - First Year shall be based on the merit of the qualifying examination.

Or

Common Entrance Test (CET), conducted by the University / any designated agency.

3.5 On admission, every candidate shall have to get fitness certificate from **SAIMS** Hospital, for physical fitness.

4. COMMENCEMENTOFCOURSE:

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

5. REGULATIONS RELATING TO THE ASSESSMENT OF ACADEMIC GROWTH OF THE STUDENT:

The assessment of academic growth of the student shall be done on the basis of Three Sessional Examination (conducted during the year) and one University Examination (conducted at the end of the academic year)

The medium of Instruction and Examination shall be English throughout the course of the study.

5.1 Attendance

5.1.1 Candidates appearing as regular student for any annual examination are required to attend 75% of the total lecturers delivered and of the practical classes held separately in each subject of the course of the study. However only Dean / Principal / Head-Faculty of Allied Health and Paramedical Sciences are empowered to condone 10% of attendance on valid grounds or as per University Policy

5.1.2 The total lecture and practical shall be conducted as per scheme and syllabus.

5.2 Sessional Examinations

Three Sessional Examinations shall be conducted for each subject, separately for theory

and practical

5.3 Internal Assessment

The internal assessment for each subject of each academic year shall carry 100 marks.

5.4 University Examination; Theory & Practical

5.4.1 Written Examination

5.4.2 There shall be 2 University Examination in a year. Main examination in May / June and Supplementary Examination (II examination) in October / November. The succeeding examination shall be held within 6 months.

5 5 Appointment of the Examiners / Question Paper Setters

The appointment of examiner for the University Examination shall be based on following criteria;

5.5.1 For Theory paper setting one examiner will be an External, minimum an Assistant Professor with 3 years teaching experience in the concerned subject

5.5.2 For the Practical examinations there shall be two examiners for each subject, one External Examiner and one Internal Examiner, with minimum qualification and experience of an Assistant Professor with 3 years teaching experience in the concerned subject

5.5.3 The External Examiner shall be the subject expert from outside the University having Masters / Post Graduate qualification in the concerned subject with minimum 3 years teaching experience.

5.5.4 The Faculty of the Subject / Head of the Department with minimum 3 years of teaching experience shall be the Internal Cum-Convener examiner for the examinations.

.6 Criteria for Passing

In each subject / head (theory and practical);

5.6.1 In all the University examinations, the candidates shall have to obtain 50% marks separately in theory plus internal assessment and practical plus viva voce examination.

5.6.2 Each theory paper and practical will be treated as separate subject / head for the passing

5.6.3 The student shall carry over two subjects from one year to the following year and must pass in the failed subject before appearing in the next year examination. The Student shall carry two subjects from first year to second year as well as second year to third year and must pass in the failed subjects before appearing in the next year examination.

5.7 **Division and Merit List**

5.7.1 The Division shall be awarded after Annual University Examination in each academic year and shall be based on the aggregated marks obtain by the candidates at his / her successful attempt in annual University examination.

There shall be Divisions as follows.

Distinction: 75% and above of grand total marks in First attempt.

First Division: >60% and <75% of grand total marks in First attempt.

Second Division: >50% and <60% of grand total marks in First attempt.

Distinction in individual subject: >75% marks in individual subject shall be indicated exclusively in the mark sheet provided candidates to passing in the First attempt.

5.7.2 The merit shall be declared by the University after the final year University examination, on the basis of the aggregate marks of all academic years in University examination. The merit list shall include the first five candidates securing at least First Division and passing all the appeared subjects in annual examination in first attempt.

5.8 Three **month** Compulsory **Rotatory X-Ray** Radiography **Training**

For BXRT III year students, three months Compulsory Rotatory Radiography Training shall be compulsory as a part of partial completion of the course. The training shall be under taken in any of Radiography center.

For this exercise the students may require to spend three months in rotation with at-least four following labs.

e X-Ray Lab

f Radiotherapy Lab

g. C.T. Imagining Lab

h. M.R.I. Imagining Lab

The Laboratory training should cover the following terms:

The recognized laboratory shall require experts with BXRT qualification, for the guidance of the students Student: Technician ratio will be 5:1.

e. Student seeking training outside the campus must obtain a NOC from the HOI prior to the program.

f. Minimum 50-70 hrs is mandatory for each of the above mentioned Laboratories

g. Student should obtain Training, Completion Certificate with the duration from the concerned Hospital / Laboratory. Same should be submitted to the Institute for qualifying III year University Examination.

h. Any absenteeism misconduct, poor performance etc. may require extension of the program on the recommendation of the HOD.

6. **GRACE:**

The Grace marks shall be allowed according to the University Policy.

7. **REVALUATION / RE-TOTALING:**

Re-Totaling and Revaluation both should be allowed as per the University rules.

8. **CANCELLATION OF ADMISSION:**

8.1 The admission of a student at any stage of study shall be cancelled by the Vice Chancellor based on recommendation of Head of the institution, if:

8 1.1 He / She is not found qualified as per MP Paramedical Council norms and guidelines or the eligibility criteria prescribed by the University.

8.1 2 He / she is found to have produced false / forged documents or Found to have used unfair means to secure admission.

8.1.3 He / She is found involved in serious breach of discipline in the institution or in the University campus.

Note: Other rules regarding conduct of Examination/ Scheme and Syllabus may be amended / modified as per consultation with Faculty of Allied Health and Paramedical Sciences and approved by Board of Studies.

9. **GENERAL:**

Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a committee consisting of any or all the Dean / Director / Principal / Head of Department / Institutions / Constituent College / Schools. The decision of the Vice Chancellor shall be final.

LNCT VIDYAPEETH UNIVERSITY, INDORE, (M.P.)

ORDINANCE NO. 24

MASTER OF MEDICAL LAB TECHNOLOGY (MMLT)

1. NOMENCLATURE:

MASTER'S IN MEDICAL LAB TECHNOLOGY (MMLT)

1.1 MEDICAL HEMATOLOGY.

1.2 MEDICAL HISTOPATHOLGY

1.3 MEDICAL MICROBIOLOGY.

1.4 MEDICAL BIOCHEMISTRY.

2. GOALS:

The goals of post graduate training in various specialties in MMLT are to train graduates who will:

2.1 Practice respective speciality efficiently and effectively, backed by scientific knowledge and skill.

2.2 Exercise empathy and a caring attitude and maintain high ethical standards.

2.3 Continue to evince keen interest in continuing professional development in the speciality and allied specialities irrespective of weather in teaching or practice.

2.4 Willing to share the knowledge and skills with any learner, junior or a colleague.

2.5 To develop faculty for critical analysis and evaluation of various concepts and views & to adopt most rational approach.

3. OBJECTIVES:

The objective is to train a candidate so as to ensure higher competence in both general and special area of interest and prepare him/her for a career in teaching, research and speciality practice. A candidate must achieve a high degree of professional proficiency in the subject matter and develop competence in research and its methodology as related to the field concerned.

LNCT VIDYAPEETH UNIVERSITY, INDORE, (M.P.)

ORDINANCE NO. 24

MASTER'S DEGREE IN MEDICAL LAB TECHNOLOGY (MMLT)

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The above objectives are to be achieved by the time the candidate completes the course.

The objectives may be considered as under—

- Knowledge (Cognitive domain)
- Skills (Psycho motor domain)
- Human values, ethical practice and communication abilities (affective domain)

4. KNOWLEDGE:

4.1 Demonstrate understanding of basic sciences relevant to specialty

4.2 Acquire the detailed knowledge about the fundamentals and advances of the respective specialty.

4.3 Update knowledge by self-study and by attending courses, conferences and seminars relevant to specialty.

4.4 Undertake audit, use information and carry out research both basic and professional with the aim of publishing or presenting the work at various scientific gatherings.

5. SKILLS:

Acquire adequate skills and competence in performing various tasks as required in the specialty.

Human values, ethical practice and communication abilities:

5.1 Adopt ethical principal in all aspects of the professional practice

5.2 Foster professional honesty and integrity

5.3 Discharge the duties irrespective of social status, caste, creed or religion of the customer / client.

5.4 Develop oral and written communication skills.

5.5 Provide leadership and get the best out of his or her team in a congenial working atmosphere

5.6 Apply high moral and ethical standards while carrying out human or animal research

Be humble and accept the limitations in his or her knowledge and skill and to ask for help from colleagues when needed.

6. PROMULGATION:

The Degree of Master's in Medical Lab Technology (MMLT) shall be conferred upon a candidate who has pursued a course of not less than two years of academic session, in a recognized teaching institute as a regular candidate and who has passed two years theory and practical examinations with regular attendance in theory, practical and clinical classes which are mandatory (As per university rules).

7. ELIGIBILITY FOR ADMISSION:

For admission, candidate should have passed full time regular Bachelor's in Medical Laboratory Technology (BMLT) from any recognized university with minimum 50% aggregate. In case of SC/ST/OBC students the relaxation of the eligibility percentage for the admission will be as per the Madhya Pradesh state Government rules. Admission to the course will be as per the performance of the student in the entrance examination; however the student should have minimum 50% aggregate in BMLT for appearing in the entrance exam.

8. DURATION OF COURSE:

The duration of the certified study for the Master's in Medical Lab Technology (MMLT) shall be full time regular course and its duration shall extend over a period of two continuous academic Years on a full time basis for the award of the degree. The student for the award of the MMLT degree shall have to qualify in all papers prescribed for the MMLT course within a period of FOUR years from the date he/she joined the course or as per University Policy

9. MEDIUM OF INSTRUCTION:

English will be the medium of instruction for the subjects of study and for the examination of the MMLT course

10. ATTENDANCE REQUIREMENT FOR EXAMINATION:

A candidate is required to attend a minimum of 80% of training and of the total classes conducted during each academic year of the MMLT course.

Provided further, leave of any kind shall not be counted as part of academic term without prejudice to minimum 80% of training period every year or as per University Policy. Any student who fails to complete the course in this manner shall not be permitted to appear the University Examinations. A candidate who does not satisfy the requirement of attendance even in one subject or more will not be permitted to appear for University Examination. He /She will be required to make up the deficit in attendance to become eligible to take subsequent examination.

11. CONDONATION OF ATTENDANCE:

Dean / Principal of the college are empowered to condone 10% of attendance on valid grounds.

12. ADMISSION TO UNIVERSITY EXAMINATION OF MMLT COURSE:

The candidate admitted in an academic year will be registered to take up their University Examination after completion of two academic years.

Subject of first year MMLT College / Institutional examinations' Medical Hematology (Review of the introduction and basic aspects), Medical Histopathology (Review of the introduction and basic aspects); Medical Microbiology (Review of the introduction and basic aspects), Medical Biochemistry (Review of the introduction and basic aspects), Molecular Biology and Applied Genetics, Instrumentation, Biostatics, Clinical Pathology & Miscellaneous will be common subjects for all the students.

Subject in Second Year MMLT will be as per the elective specialization **(Medical Hematology, Medical Histopathology, Medical Microbiology and Medical Biochemistry)**

13. COMMENCEMENT OF THE EXAMINATION:

There shall be two university examinations Main and Supplementary examination as per university notification every academic year for MMLT For MMLT course (which is of two years duration), the University examination will be held at the end of second year only. However, at the end of first academic year, Internal examination will be conducted at the college level itself and the result has to be sent to the University as per the scheduled notification. (These marks will be included in the Final Transcripts), and the students are eligible to appear their final year examination at LNCT Vidhyapeeth University, Indore, subject to passing in first year internal examination conducted at college/ institution level.

14. TEACHING DAYS IN AN ACADEMIC CALENDAR / ADMISSIONS:

The admissions of students into various programs should be completed by 30th November. There shall be 240 minimum teaching days in one academic year.

15. DISSERTATION / THESIS:

Every candidate pursuing MMLT degree course is required to carry out work on a selected research Project under the guidance of a recognized post graduate teacher. The results of such a work shall be submitted in the form of dissertation. The dissertation is aimed to train a graduate student in research methods and techniques. It includes identification of a problem, formulation of a hypothesis search and review of literature getting acquainted with recent advances, designing of a research study, collection of data, critical analysis, comparison of results and drawing conclusions. Every candidate shall submit to the Registrar of university in the prescribed Performa synopsis containing particulars of proposed dissertation work within 4 months from the date of commencement of the course on or before the dates notified by the university. The

synopsis shall be sent through the proper channel. Such synopsis will be reviewed and the university will register the dissertation topic. All the synopses of Dissertation have to be approved by the Institutional Ethical Committee. No change in the dissertation topic or guide shall be made without prior approval of the university. Guide will be only a facilitator, advisor of the concept and held responsible in correctly directing the candidate in the methodology and not responsible for the outcome and results. The dissertation should be written under the following headings.

1. Introduction
2. Aims or objectives of study
3. Review of literature
4. Material and methods
5. Results
6. Discussion
7. Conclusion
8. References
9. Appendices

The written text of dissertation shall not be less than 50 pages and shall not exceed 100 pages excluding references, tables, questionnaires and other annexure. It should be neatly typed in double line spacing on one side of paper (A4 size, 8.27" x 11.69") and bound properly. Spiral binding should be avoided. The guide, head of the department and head of the institution shall certify the dissertation.

Four copies of dissertation thus prepared shall be submitted to the Registrar, three months before final examination on or before the dates notified by the university.

The examiners appointed by the university shall valuate the dissertation. Approval of dissertation work is an essential pre condition for a candidate to appear in the university examination. The dissertation shall be valued by the evaluator (Examiners) apart from the guide out of which one is external outside the university. Evaluator acceptance other than the guide will be considered as a precondition for eligibility to appear in the university examination.

16. For other provision which is not covered in this curriculum & syllabus will be applicable as per the university ordinance.

17. Passing Marks of Examination:

17.1 The passing marks of examination would be 50% for each subject and also in total marks obtained. The candidate has to pass in theory and practical examination separately. For theory paper the internal assessment marks and theory examination marks will be counted.

17.2 The candidate should pass separately in two heads i.e in Theory and also in Practical (with 50% marks).

17.3 The candidate has to pass separately in each subject in internal assessment examination (with 50% marks). In order to be eligible to appear in university examinations.

17.4 The grace marks shall be allowed according to the University Policy.

17.5 Regarding Grace Marks it was decided that total weightage of grace marks would be 5 (five), and that grace marks can be split between the subjects. There will not be any grace marks for the Practical examination.

17.6 Grace marks will not be added to total marks of the candidate. In Supplementary examination also similar pattern of grace marks will be followed.

18. After completion of two academic years of studies he/she shall not have any privileges of a regular student.

19. Successful candidate who obtain 60% or more of the aggregate marks in Part-I and Part- II examination taken together shall be placed in the first division and those who obtain 50% or more but less than 60% shall be placed in the second division.

20. A successful candidate of the MMLT Part-I and Part- II examination shall be awarded degree in following nomenclature:

- MMLT in MEDICAL HEMATOLOGY
- MMLT in MEDICAL HISTOPATHOLOGY
- MMLT in MEDICAL MICROBIOLOGY
- MMLT in MEDICAL BIOCHEMISTRY

21. SCHEME OF EXAMINATION:

MMLT- I YEAR (Common for all Specializations)

Institutional examination as per university notification

S.No.	SUBUECT	SCHEME OF MARKS				PRACTICAL		MAX	MIN
		THEORY	INTERNAL	MAX	MINI	PRACTICAL	VIVA		
		I	II						
1.	Medical Hematology (Review of the introduction and basic aspects)	70	30	100	50	60	40	100	50
2.	Medical Histopathology (Review of the introduction and basic aspects)	70	30	100	50	60	40	100	50
3.	Medical Microbiology (Review of the introduction and Basic aspects)	70	30	100	50	60	40	100	50
4.	Medical Biochemistry (Review of the introduction and Basic aspects)	70	30	100	50	60	40	100	50
5.	Molecular Biology and Applied Genetcs	70	30	100	50	-	-	-	-
6.	Instrumentation, Biostatics, Clinical Pathology & Miscellaneous	70	30	100	50	-	-	-	-
Total Max. Marks				600				400	

N.B. – There shall be institutional / college level examination as per university notification, marks to be sent to university

MMLT-II YEAR = SPECIALIZATION: MEDICAL HEMATOLOGY

S.No.	SUBJECT	SCHEMEOFMARKS				PRACTICAL		MAX	MINI
		THEORY	INTERNAL	MAX	MINI	PRACTICAL	VIVA		
1.	Medical Hematology—I	70	30	100	50	60	40	100	50
2.	Medical Hematology—II	70	30	100	50				
3.	Medical Hematology—III	70	30	100	50				
4.	Project Work		-	-	-	100		100	50
Total Max. Marks				300		Total Max. Marks		200	

SPECIALIZATION: MEDICAL HISTOPATHOLOGY

S.No.	SUBJECT	SCHEMEOFMARKS				PRACTICAL		MAX	MINI
		THEORY	INTERNAL	MAX	MINI	PRACTICAL	VIVA		
1.	Medical Histopathology-I	70	30	100	50	60	40	100	50
2.	Medical Histopathology-II	70	30	100	50				
3.	Medical Histopathology—III	70	30	100	50				
4.	Project Work	-	-	-	-	100		100	50
Total Max. Marks				300		Total Max. Marks		200	

SPECIALIZATION: MEDICAL MICROBIOLOGY

S. No.	SUBJECT	SCHEMEOFMARKS				PRACTICAL		MAX	MINI
		THEORY	INTERNAL	MAX	MINI	PRACTICAL	VIVA		
1.	Medical Microbiology-I	70	30	100	50	60	40	100	50
2.	Medical Microbiology—II	70	30	100	50				
3.	Medical Microbiology—III	70	30	300	50				
4.	Project Work					100		100	50
Total Max. Marks				300		Total Max. Marks		200	

SPECIALIZATION: MEDICAL BIOCHEMISTRY

S.No.	SUBJECT	SCHEME OF MARKS				PRACTICAL		MAX	MINI
		THEORY	INTERNAL	MAX	MINI	PRACTICAL	VIVA		
1	Medical Biochemistry-I	70	30	100	50	60	40	100	50
2.	Medical Biochemistry—II	70	30	100	50				
3.	Medical Biochemistry—III	70	30	100	50				
4.	Project Work		-	-	-	100		100	50
Total Max. Marks				300		Total Max. Marks		200	

22. **GENERAL:**

Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, an not covered by this Ordinance, or in the event of differences of interpretation, the Vic Chancellor may take a decision after obtaining, if necessary, the opinion / advice of committee consisting of any or all the Dean / Director / Principal / Head of Department Institutions / Constituent College / Schools. The decision of the Vice Chancellors shall b final.

LNCT VIDYAPEETH UNIVERSITY, INDORE, (M.P.)

ORDINANCE NO. 25

BACHELOR OF LAW (LL.B.)

1. AIMS AND OBJECTIVES:

LNCT Vidyapeeth University, Indore is committed to contribute to nation building by producing future Legal experts in varied specializations. With a Mission to develop students into integrated personalities and worthy citizens of India through imparting legal skills, imbibing ethical values and building their self-confidence, the LL.B Program has the following Aim and Objectives:-

1.1 AIMS

The aim of LL.B program is to develop professionals on various areas of law. The program also aims to equip students with legal skills enabling them to adapt, innovate and apply their knowledge on wide variety of legal issues.

1.2 OBJECTIVES

12.1 To impart Law education for creating competent professionals.

1.2.2 To promote a yearning for creativity, entrepreneurship and research.

12.3 To establish synergistlc relationships with the Legal experts and the society.

12.4 To help students become ethical and self-confident human beings genuinely interested in serving the nation.

2. APPLICABILITY:

This ordinance shall apply to the program and courses leading to the award of the Bachelor degree of Legislative Law (LL.B.)

3. COURSE & FACULTY

3.1 This ordinance shall be applicable to the Bachelor of Legislative Law (abbreviated LL.B.), an undergraduate, or bachelor degree in law of three years duration. This degree is a qualifying degree for practice of legal profession in India. This course shall be run on semester system.

3.2 This course shall be run by the Faculty of law after getting the approval of Bar Council of India (BCI) and shall follow the norms laid down by BCI thereof.

4. DURATION:

The Duration of the Degree of BacheJor of law (LL.B) shall comprise a course of study spread

over a period of three academic years (six semesters) and candidate will have to be a full time student

5. INTAKE AND FEES:

5.1 The intake shall be decided on the seats approved by the BCI. Multiple classes can be set up as per the approval granted from the respective authority.

5.2 Transfer case may be allowed in special case as per recommendation of faculty of Law.

5.3 The fees of the course shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body of the Government.

6. ACADEMIC YEAR:

Academic session will be divided in two parts July to December — January to June

7. ELIGIBILITY FOR ADMISSION:

7.1 Candidates seeking admission to the three year LL.B course must have passed the Bachelors' Degree examination in any discipline from any recognized university of India.

7.1.1 Eligibility and age for admission in LL.B. degree will be as per prevailing norms of BCI / Govt. of Madhya Pradesh.

7.1.2 The Minimum qualifications for admission to a course in case of candidates belonging to SC / ST /OBC categories will be relaxed by BCI / Govt. of Madhya Pradesh.

7.2 Candidates seeking of admission in LL.B. course may also apply if he / she appear in examination and result are awaited, candidates should submitted mark sheet within 15 days or prior to the submission of examination for both.

8. ADMISSION SCHEME:

Admission under this course will be made as follows.

8.1 The University will issue admission notifications in University's website, notice board of the University and in other publicity media before the start of every cycle.

8.2 List of candidates provisionally selected for admission / shortlisted based on merit / Entrance Examination marks will be displayed on the notice board of the University / University's website or the students will be informed directly of their admission after the last date of application.

8.3 The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year mark sheet School / College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate who, admitted shall have to be present mark sheet of the qualifying examination within the due date of admission, failing which the provisional admission shall be cancelled.

8.4 If a candidate admitted provisionally under (8.3) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled automatically.

8.5 The application form may be rejected on the following grounds:

8.5.1 The candidate does not fulfill the eligibility conditions.

8.5.2 The prescribed fess is not deposited

8.5.3 The application form is not signed by the candidate and his / her parent guardian, wherever required.

8.5.4 Supporting documents for admission are not enclosed.

8 6 Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents / fees.

8.7 Admission rules as framed by the University shall be applicable for all admissions from time to time.

9. COURSE STRUCTURE

9.1 The LL.B. course in semester system shall consist of:

9.1.1 Such courses (papers) as prescribed by University.

9.1.2 Such job assignments, internship, moot court, projects etc. as may be prescribed by the BCI / University.

9.1.3 Such scheme of examination as prescribed, by the University from time To time.

9.2 The course curriculum of the course shall be approved by the concerned Board of Studies and the Academic council of the University The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and / or marking scheme of the course after the due approval of Vice Chancellor.

9.3 Each semester course shall be conducted in not less than 18 weeks with not less than 36 class - hours per week including tutorials, moot court, seminars provided there shall be at least 30 lecture hours per week as presented by Bar Council of India.

10. MEDIUM OF INSTRUCTION:

The medium of instructions and examinations shall be English.

11. EXAMINATION SCHEME:

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

11.1.1 Attended at least 75% of lectures / practical delivered or as per university Policy / Government.

11.1.2 Paid all the fees due.

11.1.3 Obtained 'No Dues' certificate from the concerned Department / Institute College.

11.1.4 Submitted the job Internship certificate / Project Report, as notified by the Director / Head / Principal

11.1.5 Received in-plant training as perceived by the Director / Head / Principal.

Clause (11.1.1) shall not be applicable to Ex-student candidates

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

11.2.1 20 percent marks of each paper will be earmarked of internal assessment (for each semester, there will be two separate evaluations of 15 marks each).

11.2.2 Main examination will carry 80 percent marks

11.2.3 For passing the examination; the candidate shall be required to secure at least 40% marks in University examination separately in the term – end Theory, practical and Internal Assessment in each of the prescribed paper and aggregate of 50% in the subject (sum of theory and practical marks).

11.2.4 There will be an external examiner to evaluate the project report. The minimum passing marks for project work will be 50%.

11.2.5 Each student shall have completed 12 week internship for three year course during III to VI semester provided that internship in any year cannot be for a continuous period of more than four weeks.

11.3 Examination will be held November last week to December first week. Result will be declared last week of December or before first week of January.

12. PROMOTION TO NEXT SEMESTER & FAILED CANDIDATE:

12.1 From Odd semester to even semester.

A candidate who has appeared in the odd- semester of any particular year shall be

promoted to an even Semester of that year (i.e. from Ito II, from III to IV and from V to VI Semester) irrespective of failing in any number of theory and practical examination of that semester.

12.2 From Even semester to odd semester:

A candidate shall be entitled to carry a backlog of papers for his promotion From even semester to odd semester of next academic sessions, as under:

12.2.1 A backlog of two papers (Theory and / or Practical) for his promotion from Second Semester of LL.B. First Year to Third Semester of LL.B. Second Year.

12.2.2 A backlog of four papers (Theory and / or Practical) (inclusive backlog of two papers of LL.B First Year) for his promotion from Fourth Semester of LLB. Second Year to Fifth Semester of LL.B Final / Third year

12.3 The minimum passing marks in each, paper shall be 40 marks and passing marks in aggregate shall be 50 percent of that Semester Examination.

12.4 A candidate shall be allowed to carry a particular semester if he has acquired minimum passing marks in all the papers of that semester and has failed in aggregate by reason thereof, such a candidate shall be allowed to reappear in semester examination in any number of papers of his choice in which he has acquired minimum passing marks in that semester in order to pass in aggregate in such semester examination but shall not be allowed to reappear in any paper in which he has already acquired passing marks, that is 50% or more marks. A candidate shall not be permitted to appear / reappear in any examination or any paper in which he has been declared pass by the UNIVERSITY, for any purpose whatever.

13. EX-STUDENTSHIP:

Subject to the general rule of promotion, from odd Semester to even Semester, a candidate shall be come ex-student of LL.B. First Year, LL.B Second Year and LL.B. Third / Final Year as under:-

13.1 Ex-student in LL.B. First Year - if he carries backlog of three or more papers in First and / or Second Semester of LL.B. First Year.

13.2 Ex-student in LL.B. Second Year – If he carries backlog of three or more papers in Third and / or Fourth Semester of LL.B. Second Year.

133 Ex-student in LL.B.Third / Final Year - If he carries a backlog of any paper in Fifth and Sixth Semester of LL.B. Third / Final Year.

14. ALLOCATION OF DIVISION:

Division shall be awarded only after the six and final semester examination based on integrated performance of the candidate for all the three years. The Division shall beawarded on the basis of Marks obtained in internal Assessment and University examination (Theory and Practical Both) taken together.

60% or above	-	First Division
50% or above but less than 60%	-	Second Division

Vice Chancellor Grace of one mark will be given for Pass / ATKT in each semester and for improvement in division in final semester or as per University Policy

Note.-(i) No third division shall be awarded.

(ii) Candidate who obtained 75% or more marks in aggregate shall be declared to have passed the LL.B. degree course in First division with distinction.

15. MERIT LISTS:

Merit list of first 10 candidates in the order of merit shall be declared at the end of the last i.e. sixth semester from amongst the candidates who have passed all previous semesters without any break.

16. MAXIMUM DURATION OF COMPLETION OF COURSE:

A candidate has to complete the entire course of LL.B. within a maximum period of five years from the session of first admission or as per University Policy.

17. REVALUATION:

17.1 Revaluation shall be permitted only for theory paper(s) in University examination, on receipt of application, within stipulated time, on remittance of prescribed fee.

17.2 Revaluation shall be done by an examiner out of the Jurisdiction of University.

17.3 Revaluation shall be permitted in any two theory papers only.

17.4 Results and Grade Sheet shall be revised after revaluation, as per the laid down provisions

18 CANCELLATION OF ADMISSION:

18 .1 Admission of a student may be cancelled under following circumstances'

181.1 At any stage, if student is not found qualified for the program, as per norms / guidelines or the eligibility criteria prescribed by the University.

18.1.2 Failing to complete the course within five years of commencement of the course.

18.1.3 Involvement in gross in discipline ragging heinous offenses under Indian Law in the University.

19 GENERAL:

Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising,and not covered by this Ordinance, or in the event of differences of interpretation, the Vice Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a committee consisting of any or all the Dean / Director / Principal / Head of Department / Institutions / Constituent College / Schools. The decision of the Vice Chancellor shall be final but shall not be in contradiction to the Government and BCI Norms.

LNCT VIDYAPEETH UNIVERSITY, INDORE

ORDINANCE NO. 26

Bachelor of Business Administration and Bachelor of Law

B.B.A. LL.B. (Integrated)

1. COURSE & FACULTY:

1.1 This Ordinance Shall be applicable to candidates admitted to Bachelor of Business Administration and Bachelor of Law B B.A. LL.B (Integrated Course). The ordinance shall be in accordance with the directives and regulations issued by the (BCI), UGC, Department of Higher Education of MP, Central Government, M.P.-P.U.R.C. and this University from time to time.

1.2 This Course shall be run on Semester System.

1.3 This Course shall be run by the Faculty of law after getting the approval of Bar Council of India (BCI) and shall follow the norms laid down by BCI.

1.4 The Degree of Bachelor of Law B.B.A. LL B. Integrated course shall comprise a course of study spread over a period of Five Academic years and the Candidates will be full time regular students The Five years course shall comprise two parts i.e. part 1-which will be two year course program of pre law study and part 2-which will be three year program for professional training in law.

2. AIMS AND OBJECTIVES:

LNCT Vidyapeeth University, Indore is committed to contribute to nation building by producing future Legal experts in varied specializations. With a Mission to develop students into integrated personalities and worthy citizens of India through imparting legal skills, imbibing ethical values and building their self-confidence, the B.B.A. LL.B (Integrated) Program has the following Aim and Objectives

2.1 AIMS

The aim of B.B.A. LL.B. (Integrated) program is to develop professionals on various are as of law. The program also aims to equip students with legal skills,

enabling them to adapt, innovate and apply their knowledge on wide variety of legal issues.

2.2 OBJECTIVES

The broad objectives of the B.B.A. LL.B. (Integrated) program are as follows:

2.2.1 To prepare the scholars in such a way so that they become capable and confident law professionals including Jurists, Advocates and Law Executives, at the completion of the program.

2.2.2 To educate the scholars in a way that they can develop the capacity to elicit views and debate in healthy manner.

2.2.3 To offer a platform to scholar for gaining critical thinking ability from the perspective of suitability for law and law related services and professions and / or higher studies in law and other related disciplines.

2.2.4 To make the scholars develop the ability to take rationale and informed decisions by taking into consideration the different perspectives and their outcomes in general, and as related to Law profession specifically.

3. ELIGIBILITY FOR THE DEGREE:

A candidate shall be eligible for the degree of Bachelor of Law (B.B.A. LL.B.) when he has undergone the prescribed course of study for a period of not less than five years in the University and has passed the requisite examination in all subjects.

4. APPLICABILITY:

This ordinance shall apply to the program and courses leading to the award of the Integrated Bachelor degree of Law (five years degree course).

5. DURATION:

The Duration of the Integrated Degree of Bachelor of law B.B.A. LL.B. (Integrated) shall comprise a course of study spread over a period of five academic session (ten semesters) and candidate will have to be a regular student.

6. INTAKE AND FEES:

6.1 The intake shall be decided on the seats approved by the BCI.

6.2 Transfer case may be allowed in special case as per recommendation of faculty of Law.

6.3 The fees of the course shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body / Government of Madhya Pradesh.

7. ACADEMIC YEAR:

Academic year will be start from-

(1) July to December

(2) January to June

8. ELIGIBILITY FOR ADMISSION:

8.1 Candidates seeking admission to the B.B.A. LL.B. (Integrated) degree must have passed Higher Secondary (10+2) course of examination in any discipline of M.P.Board of Secondary Education or any equivalent examination from recognized board with at least 45% in aggregate or an equivalent grade. NRI can be admitted directly on the basis of overall academic records & preference will be given to SAARC and developing countries with securing minimum 50% marks in aggregate after the approval of higher education.

8.1.1 Eligibility and age for admission in B.B.A. LL.B. (Integrated) degree will be as per prevailing norms of BCI / Govt. of Madhya Pradesh.

8.1.2 The Minimum qualifications for admission to a course in case of candidates belonging to SC / ST / OBC categories will be relaxed by BCI.

8.2 Candidates appearing for the eligibility examination and awaiting for their results can apply for admission in B.B.A. LL B. (Integrated) course. They will have to provide proof of passing the examination within date decided by competent authority / M. P. Government / Regulatory Body.

9. ADMISSION SCHEME:

Admission under this course will be made as follows:

9.1 Student seeking admission must go for University website.

9.2 List of candidates provisionally selected for admission / shortlisted based on merit Entrance Examination marks will be displayed on the notice board of the University / University's website or the students will be informed directly of their admission after the last date of application.

9.3 The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year mark-sheet School / College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate who, admitted shall have to be present mark-sheet of the qualifying examination within the due date of admission, failing which the provisional admission shall be cancelled.

9.4 If a candidate admitted provisionally under (9.3) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled automatically.

9.5 The application form may be rejected on the following grounds:

9.5.1 The candidate does not fulfill the eligibility conditions.

9.5.2 The prescribed fess is not deposited

9.5.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.

9.5 4 Supporting documents for admission are not enclosed.

9.6 Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents / fees.

9.7 Admission rules as framed by the University shall be applicable for all admissions from time to time.

10. COURSE STRUCTURE

1.1 The B.B.A. LL B. (Integrated) course in semester system shall consist of:

10.1.1. Such courses (papers) as prescribed by the University.

10.1.2 Such job assignments, internship, moot court, projects etc. as may be prescribed by the BCI / University.

10.1.3 Such scheme of examination as prescribed, by the University from time to time.

1.2 The course curriculum of the course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and / or marking scheme of the course after the due approval of Vice Chancellor.

1.3 Each semester course shall be conducted in not less than 18 weeks with not less than 36 class-hours per week including tutorials, moot court, seminars provided there shall be at least 30 lecture hours per week as presented by Bar Council of India.

2. MEDIUM OF INSTRUCTION:

The medium of instructions and examinations shall be English.

12. EXAMINATION SCHEME:

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

12.1.1 Attended at least 75% of lectures / practical delivered or as per University Policy / Government.

12.1.2 Paid all the fees due

12.1.3 Obtained 'No Dues' certificate from the concerned Department / Institute / College.

12.1.4 Submitted the job internship certificate / Project Report, as notified by the Director / Head / Principal.

12.1.5 Received in-plant training as perceived by the Director / Head / Principal

Clause (12.1.1) shall not be applicable to Ex-Student candidates.

Scheme of examination shall be as prescribed by BCI and the University from time to time.

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

12.2.1 20 percent marks of each paper will be earmarked of internal assessment (for each semester, there will be two separate evaluations of 15 marks each).

12.2.2 Main examination will carry 80 percent marks.

12.2.3 For passing the examination; the candidate that be required to secure at least 40% marks in University examination separately in the term-end Theory, practical and Internal Assessment in each of the prescribed paper and aggregate of 50% in the subject (sum of theory and practical marks).

12.2.4 There will be an external examiner to evaluate the project report. The minimum passing marks for project work will be 50%

12.2.5 Each student shall have completed 12 week internship for five year course provided that internship in any year cannot be for a continuous period of more than four weeks.

12.3 Examination will be held November last week to December first week. Result will be declared last week of December or before first week of January

13. **PROMOTION RULES:**

13.1 The minimum passing marks in each, paper shall be 40 marks and passing marks in aggregate shall be 50 percent of that semester examination

13.2 A candidate shall not be admitted in the fifth or higher semester classed unless he / she has fully cleared the first and second semester examinations.

13.3 A candidate shall not be admitted into seventh or higher semester classes unless he / she has fully cleared the third and fourth semester examinations.

13.4 A candidate shall not be admitted in the ninth or higher semester classes unless he/ she has fully cleared the fifth and sixth semester examinations.

13.5 No candidates shall be declared to have cleared the final B.B.A. LL.B. (Integrated) examination unless he / she has cleared the previous semester. The result of the candidate who has cleared the tenth and final B.B.A. LL.B. (Integrated) semester but not previous semester shall be withheld. He / she shall be deemed to have passed the final B B.A. LL.8. (Integrated) examinations in the year in which he / she fully clears all the previous semester examination.

13.6 The examination of the odd semester shall be held with the odd semester and the examination of even semester shall take place with the even semester.

13.7 A candidate shall not be permitted to appear / reappear in any examination or any paper in which he has been declared pass by the University for any purpose whatever

13.8 The subjects and paper for each year of B.B.A. LL.B. (Integrated) shall be prescribed by the faculty of law on there commendations of the Board of Studies. Unless otherwise provided each paper will carry 100 marks and will be of 3 hours duration. In each theory paper the allocation of marks shall be 80% on external assessment (theory paper) and 20% on internal assessment. The internal assessment for each subject shall be based on activities schedule by the department such as presentation group discussion moot court, mock trial etc. along with regular attendance in library and class lectures. The marks for internal assessment shall be finalized by the department.

13.9 The minimum passing marks in each year's examination shall be 50 percent in the aggregate of all the paper and 40 percent marks in each individual paper. Division to successful candidate for the B.B.A. LL.B. (integrated) degree will be assigned at the end final year examination on the basis of the aggregate. The total marks obtained by him at the B.B.A. LL.B (Integrated) first to final year examination i.e. all ten semester as under.

13.10 For each paper there shall be lecture classed for at least 6 hours per week. Candidates appearing for the B.B.A LL.B. (Integrated) examination shall have answering questions though the medium of English.

14. ALLOCATION OF DIVISION

Division shall be awarded only after the Tenth and final semester examination based on integrated performance of the candidate for all the five years. The Division shall be awarded on the basis of Marks obtained in internal Assessment and University examination (Theory and Practical Both) taken together

60% or above	-	First Division
50% or above but less than 60%	-	Second Division

Vice Chancellor Grace of one mark will be given for Pass / ATKT in each semester and for improvement in division in final semester or as per University Policy.

Note:-(i) No third division shall be awarded

(ii) Candidate who obtained 75% or more marks in aggregate shall be declared to have passed the B.B.A. LL.B. degree course in First division with distinction.

15. MERIT LISTS:

Merit list of first 10 candidates in the order of merit shall be declared at the end of the last i.e tenth semester from amongst the candidates who have passed all previous semesters without any break.

16. MAXIMUM DURATION OF COMPLETION OF COURSE:

The maximum duration of the course shall be seven years. However, the Vice Chancellor, has a powered to stand duration of 1 year more after the recommendation of the Dean.

17. REVALUATION:

17.1 Revaluation shall be permitted only for theory paper(s) in University examination, on receipt of application, within stipulated time, on remittance of prescribed fee.

17.2 Revaluation shall be done by an exam iner out of the Jurisdiction of University.

17.3 Revaluation shall be permitted in any two theory papers only.

17.4 Results and Mark-Sheet shall be revised after revaluation, as per the laid down provisions.

18. PROGRAM OUTCOMES:

At the end of 5 years integrated law course, it is expected that the scholars have gained critical thinking ability from the perspective of suitability for law and law related services and professions and / or higher studies in law and other related disciplines. The pass-outs of the program shall develop the ability to take rationale and informed decisions by taking into consideration the different perspectives and their outcomes. The pass-outs students shall develop the capacity to elicit views and debate in healthy manner, what is required in the core of being successful in various fields associated with law / judiciary disciplines

19. CANCELLATION OF ADMISSION:

19.1 Admission of a student may be cancelled under following circumstances:

19.1.1 At any stage, if student is not found qualified for the program, as per norms / guidelines or the eligibility criteria prescribed by the University

19.1.2 Failing to complete the course within seven years of commencement of the course.

19.1.3 Involvement in gross indiscipline ragging heinous offences under Indian Law in the University

19.1.4 If the student does not want to continue 5 years integrated on reasonable ground University may power to award BBA degree. So that his / her three academic years are not lost.

20. GENERAL:

Notwithstanding any thing stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance,or in the event of differences of interpretation, the Vice Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a committee consisting of any or all the Dean / Director / Principal / Head of Department / Institutions / Constituent College/Schools. The decision of the Vice Chancellor shall be final. The decision of the Vice Chancellor shall be final but shall not be in contradiction to the Government and BCI Norms.

LNCT VIDYAPEETH UNIVERSITY, INDORE, (M.P.)

ORDINANCE NO. 27

Bachelor of Arts and Bachelor of Law

(B.A. LL.B.)

1. COURSE & FACULTY

1.1 This Ordinance Shall be applicable to candidates admitted to Bachelor of Arts and Bachelor of Law B.A.LL B (Integrated Course). The ordinance shall be in accordance with the directives and regulations issued by the (BCI), UGC, Department of Higher Education ol MP, Central Government, M.P.P.U.R.C. and this University from time to time.

1.2 This Course shall be run on Semester System.

1.3 This Course shall be run by the Faculty of law after getting the approval of Bar Council of India (BCI) and shall follow the norms laid down by BCI.

1.4 The Degree of Bachelor of Law B.A.LL.B Integrated course shall comprise a course of study spread over a period of Five Academic years and the Candidates will be full time regular students.The Five years course shall comprise two parts i.e. part 1- which will be two year course program of pre law study and part 2- which will be three year program for professional training in law.

2. AIMS AND OBJECTIVES:

LNCT Vidyapeeth University, Indore is committed to contribute to nation building by producing future Legal experts in varied specializations. With a Mission to develop students into integrated personalities and worthy citizens of India through imparting legal skills, imbibing ethical values and building their self-confidence, the B.A. LL.B. (Integrated) Program has the following Aim and Objectives-

2.1 AIMS

The aim of B.A. LL.B. (Integrated) program is to develop professionals on various areas of law. The program also aims to equip students with legal skills enabling

them to adapt, innovate and apply their knowledge on wide variety of legal issues.

2.2 **OBJECTIVES**

The broad objectives of the B.A. LL.B. (Integrated) program are as follows

2.2.1 To prepare the scholars in such a way so that they become capable and confident law professionals including Jurists, Advocates and Law Executives, at the completion of the program.

2.2.2 To educate the scholars in a way that they can develop the capacity to elicit views and debate in healthy manner.

2.2.3 To offer a platform to scholar for gaining critical thinking ability from the perspective of suitability for law and law related services and professions and / or higher studies in law and other related disciplines.

2.2.4 To make the scholars develop the ability to take rationale and informed decisions by taking into consideration the different perspectives and their outcomes in general, and as related to Law profession specifically.

3. ELIGIBILITY FOR THE DEGREE:

A candidates shall be eligible for the degree of Bachelor of Law (BA.LL.B.) when he has undergone the prescribed course of study for a period of not less than five years in the University and has passed the requisite examination in all subjects.

4. APPLICABILITY:

This ordinance shall apply to the program and courses leading to the award of the Integrated B.A. LL.B. (5 years) degree.

5. DURATION:

The Duration of the Integrated Degree of Bachelor of law B.A LL.B (5 years) shall comprise a course of study spread over a period of five academic years (ten semesters) and candidate will have to be a full time student.

6. INTAKE AND FEES:

6.1 The intake shall be decided on the seats approved by the BCI. Multiple classes can be setup as per the approval granted from the respective authority.

6.2 Transfer case may be allowed in special case as per recommendation of faculty of Law.

6.3 The fees of the course shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body / Government of Madhya Pradesh.

7. ACADEMIC YEAR:

Academic year will be start from-

(3) July to December

(4) January to June

8. ELIGIBILITY FOR ADMISSION:

8.1 Candidates seeking admission to the B.A. LL.B. (Integrated) degree must have passed Higher Secondary (10+2) course of examination in any discipline of M.P.Board of Secondary Education or any equivalent examination from recognized board with at least 45% in aggregate or an equivalent grade. NRI can be admitted directly on the basis of overall academic records & preference will be given to SAARC and developing countries with securing minimum 50% marks in aggregate after the approval of higher education.

8.1.1 Eligibility and age for admission in B.A. LL.B. (Integrated) degree will be as per prevailing norms of BCI / Govt. of Madhya Pradesh.

8.1.2 The Minimum qualifications for admission to a course in case of Candidates belonging to SC / ST / OBC categories will be relaxed by BCI.

8.2 Candidates appearing for the eligibility examination and awaiting for their results can apply for admission in B.A. LL.B. (Integrated) course. They will have to provide proof of passing the examination within date decided by competent authority / M. P. Government / Regulatory Body.

9. ADMISSION SCHEME:

Admission under this course will be made as follows:

9.1 Student seeking admission must go for University website.

9.2 List of candidates provisionally selected for admission / shortlisted based on merit / Entrance Examination marks will be displayed on the notice board of the University / University's website or the students will be informed directly of their admission after the last date of application.

9.3 The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year mark sheet School / College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted The candidate who, admitted shall have to be present marksheet of the qualifying examination within the due date of admission, failing which the provisional admission shall be cancelled.

9.4 If a candidate admitted provisionally under (9.3) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled automatically.

9.5 The application form may be rejected on the following grounds:

9.5.1 The candidate does not fulfill the eligibility conditions.

9.5.2 The prescribed fess is not deposited.

9.5.3 The application form is not signed by the candidate and his / her parent guardian, wherever required.

9.5.4 Supporting documents for admission are not enclosed.

9.6 Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents / fees.

9.7 Admission rules as framed by the University shall be applicable for all admissions from time to time.

10. COURSE STRUCTURE:

10.1 The B.A. LL.B (Integrated) course in semester system shall consist of:

10.1.1 Such courses (papers) as prescribed by University.

10.1.2 Such job assignments, internship, moot court, projects etc. as may be prescribed by BCI / University.

10.1.3 Such scheme of examination as prescribed, by the University

from time to time.

10.2 The course curriculum of the course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and / or marking scheme of the course after the due approval of Vice Chancellor

10.3 Each semester course shall be conducted in not less than 18 weeks with not less than 36 class-hours per week including tutorials, moot court, seminars provided there shall be at least 30 lecture hours per week as presented by Bar Council of India.

11. **MEDIUM OF INSTRUCTION:**

The medium of instructions and examinations shall be English

12. **EXAMINATION SCHEME'**

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

12.1.1 Attended at least 75% of lectures / practical delivered or as per University Policy.

12.1.2 Paid all the fees due.

12.1.3 Obtained 'No Dues' certificate from the concerned Department / Institute / College.

12.1.4 Submitted the job internship certificate / Project Report, as notified by the Director / Head / Principal.

12.1.5 Received in-plant training as perceived by the Director / Head / Principal.

Clause (121.1) shall not be applicable to Ex Student candidates.

Scheme of examination shall be as prescribed by BCI and the University from time to time.

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

12.2.1 20 percent marks of each paper will be earmarked of internal assessment (for each semester, there will be two separate

evaluations of 15 marks each)

12.2.2 Main examination will carry 80 percent marks.

12.2.3 For passing the examination; the candidate that be required to secure at least 40% marks in University examination separately in the term-end Theory, practical and Internal Assessment in each of the prescribed paper and aggregate of 50% in the subject (sum of theory and practical marks).

12.2.4 There will be an external examiner to evaluate the project report. The minimum passing marks for project work will be 50%.

12.2.5 Each student shall have completed 12 week internship for five year course provided that internship in any year cannot be for a continuous period of more than four weeks.

12.3 Examination will be held November last week to December first week. Result will be declared last week of December or before first week of January.

13. PROMOTION RULES:

13.1 The minimum passing marks in each, paper shall be 40 marks and passing marks in aggregate shall be 50 percent of that semester examination

13.2 A candidate shall not be admitted in the fifth or higher semester classed unless

he / she has fully cleared the first and second semester examinations.

13.3 A candidate shall not be admitted in to seventh or higher semester classes unless he / she has fully cleared the third and fourth semester examinations.

13.4 A candidate shall not be admitted in the ninth or higher semester classes unless he / she has fully cleared the fifth and sixth semester examinations.

13.5 No candidates shall be declared to have cleared the final B.A. LL.B. (Integrated) examination unless he / she has cleared the previous semester. The result of the candidate who have cleared the tenth and final B.A. LL.B. (Integrated) semester but not previous semester shall be withheld. He / she shall be deemed to have passed the final B.A. LL.B. (Integrated) examinations in the year in which he / she fully clears all the previous semester examination.

13.6 The examination of the odd semester shall be held with the odd semester and the examination of even semester shall take place with the even semester.

13.7 A candidate shall not be permitted to appear / reappear in any examination or any paper in which he has been declared pass by the University for any purpose whatever.

13.8 The subjects and paper for each year of B.A. LL.B. (Integrated) shall be prescribed by the faculty of law on the recommendations of the Board of Studies. Unless otherwise provided each paper will carry 100 marks and will be of 3 hours duration in each theory paper the allocation of marks shall be 80% on external assessment {theory paper) and 20% on internal assessment. The internal assessment for each subject shall be based on activities schedule by the department such as presentation group discussion moot court, mock trial etc. along with regular attendance in library and class lectures. The marks for internal assessment shall be finalized by the department.

13.9 The minimum passing marks in each year's examination shall be 50 percent in the aggregate of all the paper and 40 percent marks in each individual paper. Division to successful candidate for the B.A. LL.B. (Integrated) degree will be assigned at the end final year examination on the basis of the aggregate. The total marks obtained by him at the B.A. LL.B. (Integrated) first to final year examination i.e. all ten semester as under.

13.10 For each paper there shall be lecture classed for at least 6 hours per week. Candidates appearing for the B.A. LL.B. (Integrated) examination shall have answering questions though the medium of English.

14. <u>ALLOCATION OF DIVISION:</u>

Division shall be awarded only after the Tenth and final semester examination based on integrated performance of the candidate for all the five years. The Division shall be awarded on the basis of Marks obtained in internal Assessment and University examination (Theory and Practical Both) taken together.

60% or above - First Division

50% or above but less than 60% - Second Division

Vice Chancellor Grace of one mark will be given for Pass / ATKT in each

semester and for improvement in division in final semester or as per University Policy.

Note:- (i) No third division shall be awarded.

(ii) Candidate who obtained 75% or more marks in aggregate shall be declared to have passed the B.A. LL.B. degree course in First division with distinction

15. MERIT LISTS:

Merit list of first 10 candidates in the order of merit shall be declared at the end of the last i.e. tenth semester from amongst the candidates who have passed all previous semesters without any break

16. MAXIMUM DURATION OF COMPLETION OF COURSE:

The maximum duration of the course shall be seven years. However, one mercy attempt can be granted to students by the Vice Chancellor, which should be not more than one year on satisfactory reasons or as per University Policy.

17. REVALUATION:

17.1 Revaluation shall be permitted only for theory paper(s) in University examination, on receipt of application, within stipulated time, on remittance of prescribed fee.

17.2 Revaluation shall be done by an examiner out of the Jurisdiction of University.

17.3 Revaluation shall be permitted in any two theory papers only.

17.4 Results and Mark Sheet shall be revised after revaluation, as per the laid down provisions.

18. PROGRAM OUTCOMES:

At the end of 5 years integrated law course, it is expected that the scholars have gained critical thinking ability from the perspective of suitability for law and law related services and professions and / or higher studies in law and other related disciplines. The pass-outs of the program shall develop the ability to take rationale and informed decisions by taking into consideration the different perspectives and their outcomes. The pass-outs students shall develop the capacity to elicit views and debate in healthy manner, what is required in the core of being successful in various fields associated with law / judiciary disciplines

19. CANCELLATION OF ADMISSION

19.1 Admission of a student may be cancelled under following circumstances:

19.1.1 At any stage, if student is not found qualified for the program, as per norms / guidelines or the eligibility criteria prescribed by the University.

19.1.2 Failing to complete the course within seven years of commencement of the course.

19.1.3 Involvement in gross indiscipline ragging heinous offenses under Indian Law in the University

19.1.4 If the student does not want to continue 5 years integrated on reasonable ground University may power to award BA degree. So that his / her three academic years are not lost

20. GENERAL:

Notwithstanding any thing stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a committee consisting of any or all the Dean / Director / Principal / Head of Department / Institutions / Constituent College / Schools. The decision of the Vice Chancellor shall be final but shall not be in contradiction to the Government and BCI Norms.

LNCT VIDYAPEETH UNIVERSITY, INDORE
ORDINANCE No. 28

MASTER OF LAW (L.L.M)

1. **AIMS & OBECTIVES OF LLM PROGRAM**:

Sri LNCT VIDYAPITH UNIVERSITY is committed to contribute to nation building by producing future Legal experts in varied specializations. With a Mission to develop students into integrated personalities and worthy citizens of India through imparting legal skills, imbibing ethical values and building their self-confidence, the LL.M. program has the following Aims and objectives -

1.1 AIM:

The arm of LL.M. program is to develop professionals on varied areas of law like Corporate law, Cyber law, Intellectual Property Rights, Labour law, Criminal Law, Business Law, HR law. Constitutional & Administrative law, Medico Legal and other varied areas of law for emphasizing on comparative approach to legal issues & research .The program also aims to equip students with legal skills enabling them to adapt, innovate and apply their knowledge on wide variety of legal issues.

1.2 OBJECTIVES:

1.2.1 To impart law education for creating competent professionals.

1.2.2 To promote a yearning for creativity, entrepreneurship and research.

1.2.3 To establish synergistic relationships with Legal experts and the society.

1.2.4 To help students become ethical and self-confident human beings genuinely interested in serving the nation.

2. **APPLICABILITY:**

This ordinance shall apply to the program and courses leading to the award of the post graduate degree of Master of Law (LL.M.)-2 year program.

3. **DEFINITIONS**:

3.1 Academic Year: Normally a period of 12 months, co-commencing with the program.

3.2 Allowed to keep term (ATKT): A system of promotion wherein students who are yet to pass one or more of the previous semesters are permitted for the next semester based on the prescribed promotion criterion.

3.3 External Examiner: Examiner not in the employment of the university-

3.4 Program: Program of courses and / or other components leading to the award of degree of Master of Law/LL.M.

3.5 Regular Student: A student who is enrolled in a constituent institution for the purpose of obtaining a Degree/ Diploma / Certificate / other recognized education credential to receive education on a full time basis on payment of tuition fee.

3.6 Semester System: A system wherein each academic year is apportioned into two semesters of six months each, devoted for the completion of requirements specified in the schema of teaching and related examinations.

3.7 University: LNCT Vidhyapeeth University, Indore, Madhya Pradesh.

4. **ADMISSION:**

4.1 Candidates possessing following qualifications shall be eligible for admission:-

4.1.1 To be eligible to appear to admission to Two year-LL.M. Program, a candidate should have passed the LL.B. or an equivalent degree from a recognized University with 55% marks.

4.2 Admissions shall be according to the following criteria:-

4.2.1 Merit prepared on the basis of qualifying examination/interview/ Entrance Test conducted by University or an agency as directed by Bar Council of Indian on its behalf.

4.2.2 Admission rules as framed by the university with the direction of Bar Council of India, shall be applicable for all admissions from time to time.

4.3 Last date of admission will be as notified by the university.

4.4 Admission of Foreign Nationals /NRI/PIO shall be as policy / rules directed by Bar Council of India will be applicable.

4.5 Candidate who has already appeared in the final semester of the Graduate program may be considered for admission, if he/ she have successfully passed all previous examination. Such candidate shall be admitted provisionally and shall be required to submit, certificate and mark-sheet as proof of passing qualifying examination, within prescribed time limit of the university. Otherwise his / her admission shall be cancelled automatically. Such candidate shall not be eligible for refund of fees.

5. **COMMENCEMENT AND DURATION:**

5.1 LLM shall be a full time post graduate degree program of four semesters.

5.2 Minimum duration to complete LL.M. would be 2 year and Maximum period for completion of LL.M. program shall be 4 Years from the date of commencement of the program or as per University Policy

6. **MEDIUM OF INSTRUCTION:**

English shall be medium of instruction and examination.

7. **ATTENDANCE:**

Regular student, to be eligible to appear in the university examination, are required to attend a minimum of 75% classes, in each semester or as per University policy.

8. **EXAMINATION:**

8.1 Following University Examinations shall be held at the end of each semester :-

LL.M: Theory paper shall be consist of 13 papers (including dissertation/viva particular LLM

LLM.- I SEMESTER

II compulsory paper

II optional paper

LLM. – II SEMESTER

I Compulsory paper

II optional paper

LLM.- III SEMESTER

I compulsory paper

II optional paper

LLM. – IV SEMESTER

Dissertation

Viva (group)

One practical research method

Group.

1. Business law
2. Human Right
3. Criminal Law

8.2 University examinations of odd semester shall be held normally in November – December and that of even semester normally in May-June, each year.

8.3 Details of subjects, credits and course curricula for LL.M. Program shall be prescribed the scheme of examination, prepared and proposed by Board of Studies / Head Faculty and approved and approved by Academic Council.

HEAD OF PASSING & PASSING CRITERIA:

9.2 Head of passing and passing criterion shall be as per Table 'A'

Table A

S. No.	Head of Passing	Minimum Passing Criterion
I	Theory Paper	Grade D
II	Practical	Grade D
III	Project	Grade D
IV	Semester	SGPA >_ 5 0
V	Program	CGPA >_ 5 o

10 **APPOINTMENT OF UNIVERSITY EXAMINERS:**

10.1 Examiners, paper Setters, Evaluators, Re-evaluators etc. for Question Papers setting. Practical Examinations. Project work, Viva Voce examination and valuation of answer book etc. shall be Assistant Professor (S)/Associate Professor (s)/ Professor (s) of LNCT Vidhyapeeth University or from any recognized College / University, three years of teaching experience as recognized post graduate teacher in subject 50 % of them shall be external examiners. They shall be nominated by the University from a panel submitted by the Dean of Faculty and Board of Studies.

10.2 Of the University with three years of teaching experience as recognized post graduate teacher in the subject shall be nominated as Internal Examiners / Moderators etc by the university based on the recommendations of the Head of the Faculty / Institution.

11 **GRADING SYSTEM:**

11.1 Aggregate marks in each subject shall be converted to corresponding Grade and equivalent Grade Point (GP) as per Table 'B'

Table 'B'

Grade	% Marks range in each subject (based on Marks System)	Equivalent Grade Point	Description of Performance
A+	91 00-100	10	Outstanding
A	81.00-90.99	9	Excellent
B+	71.00-80.99	8	Very Good
B	61.00-70.99	7	Good
C	51.00-60.99	6	Average
D	50.00-50.99	5	Pass
F	<50	0	Fall
AB	Absent	0	Fall

11.2 Semester Grade Point Average (SGPA) shall be the weighted average of Grade point (GP) of all subjects of a semester as per clause11.4.

11.3 Cumulative Grade Point Average (CGPA) shall be the weighted average of SGPA's of all semester, calculated as laid down vide clause 11.5, at the completion of program.

11.4 Semester Grade Points Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as follows:-

$$SGPA = \frac{\sum_{i=1}^{n} Ci\ Pi}{\sum_{i=1}^{n} Ci}$$

11.5 Where c, is the number of credits offered in the Ith subject of a Semester for which SGPA is to be Calculated, p, is the corresponding Grade Point (GP) earned in the I-th subject where I = 1.2 .....n are the number of subjects in that semester

$$CGPA = \frac{\sum_{j=1}^{m} SGj\ NCj}{\sum_{j=1}^{m} NCj}$$

Here NC, is the number of total credits offered in the j^{th} semester, where J = 1, 2 .....m are number of semester in that course.

12. **DEGREE / GRADE SHEET:**

12.1 Students shall be eligible for award of degree subject to passing all courses as per criterion at Serial I, II & III Table A.

12.2 Grade sheet, issued at the end of each semester, shall indicate SGPA of concerned semester. Final Grade Sheet, issued at the end of final semester of the course shall also indicate CGPA, equivalent percentage marks and Distinction / Division awarded.

13. **GRACE:**

The Grace marks shall be allowed according to the University Policy

14. **REVALUATION:**

14.1 Revaluation shall be permitted only for theory paper (s) in University examination, on receipt of application, within stipulated time, on remittance of prescribed fee.

14.2 Revaluation shall be done by an examiner other then the first one.

14.3 Revaluation shall be permitted in any two theory papers only.

14.4 Results and Grade Sheet shall be revised after revaluation, as per the laid down provisions.

15. **GENERAL:**

Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this ordinance or in the event of differences of interpretation, the Vice Chancellor may take decision after obtaining, it necessary, the opinion / advice of a committee consisting of any or all the Dean /Director /Principal /Head of Department / institutions / Constituent College / Schools. The decision of the Vice Chancellor shall be Final but shall not be in contradiction to the Government and BCI Norms.

LNCT VIDHYAPEETH UNIVERSITY, INDORE

ORDINANCE No. 29

DIPLOMA IN PHARMACY

1. AIMS :-

Pharmacy plays an Important role in health care. if there is any disease, the cure is medicine. It is the pharmacy which prepares medicines and man is cured. Without preparation of medicine illness cannot be wellness. Pharmacy is the main branch, the knowledge of which is essential for those who are related to health care.

2. NAME OF STATUTORY / REGULATORY BODY:-

As per rule E.R. 91 of Pharmacy Council of India, New Delhi.

3. DURATION OF THE COURSE:

Two Year with each academic year spread over a period of not fewer than one hundred and eighty working days in addition to 500 hours practical training spread over period of not fewer than 3 months.

The duration of the course shall be for two academic years.

4. ELIGIBILITY FOR ADMISSION:

No Candidate shall be admitted to Diploma in Pharmacy unless he/she passed examination of 10+2 in Science (PCB/PCM/Biotechnology) With Minimum 45% marks for unreserved Category,40% Marks for SC/ST Category students.

5. ADMISSION OF CANDIDATES :-

The Diploma in Pharmacy Part -1 shall be made in order of merit on previous qualifying exam or by 'Pre-Pharmacy Test' conducted in accordance with, scheme of Examinations and syllabus laid down by the University.

6. CANCELLATION OF ADMISSION:-

In case of Producing false documents and non payment of the fees, the admission will be cancelled .

7.0 FEES:-
The fees of the course shall be decided by board of management of University. The university from time to time subject to the approval of the regulatory authority / MP regulatory commission .

INTAKE :- In D.Pharma Courses the no. of seat 60 for each Batch As per PCI Guidelines

8.0 ATTENDANCE - To be eligible to appear in the examination candidates must have 80%.

9.0 DIVISION = The result will be decided & follow

1. Pass/Qualifying mark 50 %
2. IInd Division 50 %- 59.9 %
3. Ist Division 60% -74.9%
4. Distinction: 75 % and above of grand total marks in first attempt.

As per PCI Regulations act of Pharmacy.

10.0 MODE OF EXAMINATIONS:

Each theory and practical examination in the subject mentioned shall be of three hours duration.

(A) Candidate who fails in theory or practical examination shall reappear in such theory or practical paper(s) as the case may be. Practical examination shall also consist of viva voce oral examinations.

(B) Award of sessional marks and maintenance of records. A regular record of both theory and practical class work and examinations conducted in an institution imparting training for Diploma in Pharmacy Part-I and Diploma in Pharmacy Part-II courses, shall be maintained for each student |; institution and 20 marks for each theory and 20 marks for each practical subject shall be allotted as sessional.

There shall be at least three periodic sessional examinations during each academic year. The highest aggregate of any two performances shall form the basis of calculating sessional marks.

The sessional marks in practical shall be allotted on the following basis:

Actual performance in the sessional examination. 10

Day to day assessment in the practical class work. 10

(C) Minimum marks for passing the examination: A student shall not be declared to have .passed Diploma in Pharmacy examination unless he/she secures at least 40% marks in each of the subjects separately in theory examinations, including sessional marks and at least 40% marks in each of the practical examinations including sessional marks. The candidates securing 60% marks or above in aggregate in all subjects in a single attempt at the Diploma, in Pharmacy (part-I) or Diploma in Pharmacy (part-II) examinations shall be declared to have passed in first class the Diploma in Pharmacy (part-I) of Diploma in Pharmacy (part II) examinations, as the case may be. Candidates securing 75% marks or above in any subject or subjects provided he/she passes in all the subjects in single attempt, will be given distinction in that subjects(s).

(D) Eligibility for Promotion to Diploma in Pharmacy (Pt. II): All candidates who have appeared for all the subjects and passed the Diploma in pharmacy part-I class. However failure in more than two subjects (each Theory paper or practical examination shall be considered as a subject) shall debar

him/her from promotion to the Diploma in Pharmacy Part-II class. Such candidates shall be examined in the failing subjects only at subsequent. A candidate who fails to pass D Pharmacy Part -1 exam, in four attempts shall not be allowed to continue the course.

Improvement of sessional marks: Candidates who wish to improve sessional marks can do so by appearing in two additional sessional examinations during the next academic year. The average score of the two examinations shall be the basis for improved sessional marks in theory. The sessional of practicals shall be improved by appearing in additional practical examinations. Marks awarded to a candidate for day to day assessment in the practical class, cannot be improved unless he/she attends regular course of study again.

(E) Certificate of passing examination for Diploma in Pharmacy (part-II): Certificate of having passed the examination for the Diploma in pharmacy Part-II shall be granted by the Examining Authority to a successful student.

(F) Certificate of Diploma in Pharmacy: A certificate of Diploma in pharmacy shall be granted by the Examining Authority to successful candidate on producing certificate of having passed the Diploma in Pharmacy part-1 and Part-II and .satisfactory completion of practical training for Diploma in pharmacy (part-III).

(G) The chairman and at least one expert member of examining committee of the Examining Authority Concerned with appointment of examiners and conduct, of pharmacy examination should be persons possessing pharmacy Qualifications.

11.0 COURSE OF STUDY:

The course of study shall be as per decision of Board of. Management on the recommendation of Board of studies as per norms of Pharmacy Council of India after having appeared in Part-II examination of Diploma in Pharmacy course.

12.0 PRACTICAL TRAINING

To discussed by Board/University or other approved examination Body or any other course accepted as. Being equivalent by the Pharmacy Council of India, a candidate shall be eligible to undergo practical training in one or more of the following institutions namely:

Hospitals / Dispensaries run by Central/State Government/Municipal corporations/ central Govt. Health scheme and Employees state Insurance scheme. A pharmacy, chemist and Druggist licensed under the Drugs and cosmetics Rules of State/ Govt. Of India.

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

LNCT VIDHYAPEETH UNIVERSITY, INDORE

ORDINANCE No. 30

BACHELOR OF PHARMACY
(4 YEAR DEGREE COURSE)

This ordinance shall be applicable to candidate admitted for Bachelor of Pharmacy (B.Pharma) degree and shall be governed by rules & guidelines of pharmacy council of India.

The first degree in Pharmacy of four-year (Eight semesters) course. Hereinafter called 4-YDC, shall be designated as BACHELOR OF PHARMACY (B.Pharrn).

1. AIMS :- Pharmacy plays an Important role in health care. if there is any disease ,the cure is medicine .It is the pharmacy which prepares medicines and man is cured. With out preparation of medicine illness can not be wellness. Pharmacy is the main branch, the knowledge of which essential for those who are related to health care.

2. NAME OF STATUTORY /REGULATORY BODY :-as per rule 91 of pharmacy council of India.

3. DURATION OF COURSE

3.1 There shall be at least fourteen weeks of teaching in every semester.

3.2 One hour of conduct in Lecture (L) / Tutorial (T) /and at least 3 hours of Practical (P) per week shall be equal to one credit as allotted in the respective schemes.

3.3 A candidate may provisionally continue to attend next higher year, even if, the result of qualifying year / semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate cannot claim any right on the, basis of his/her provisional admission.

3.4 The maximum duration of the course shall be eight years. However, one mercy attempt can be granted by Vice Chancellor which should be not for more than one year on satisfactory reasons.

3.5 Maximum Duration for completion of the Degree requirements , total of six years for Bachelor of Pharmacy from the date of admission, shall be given to a student to pass all the courses and to fulfil all other requirements for the completion of degree including attaining the required aggregate, failing which the candidature of the student shall stand cancelled, and no degree shall be awarded.

3.6. Powers of the Vice Chancellor Not withstanding any thing contained in these regulations, the Vice - Chancellor shall be competent to allow any relaxation subject to ratification by the Board of Governors.

4. ELIGIBILITY CRITERIA:- i) 10+2 examination from the MP Board of School Education, with at least 45% of marks in aggregate of Physics, Chemistry & Mathematics / Biology for unreserved category 40% for SC / ST category students.

OR

ii) An examination of any other University / Board recognized by state govt. as equivalent there to with at least 45% of marks in aggregate of Physics, Chemistry & Biology.

iii) Diploma in Pharmacy from PCI approved institution.

5. ADMISSIONS PROCESSES

5.1 The minimum qualification for admission to the first year B.Pharm. shall be the qualifying Higher Secondary School Certificate Examination (10+2) scheme with Physics, Chemistry and Mathematics / Biology (also securing pass marks in these three subjects individually) conducted by M.P. Board of Secondary Education or an equivalent examination from a recognized Board/University.

5.2 Minimum qualification for direct admission to second year of B, Pharm.. Shall be 45% marks in Diploma in Pharmacy from any institution approved by the Pharmacy Council of India. (P.C.I) and as per prevalent norms of Government of Madhya Pradesh. Justification - B.Sc. student can not be admitted directly into B.Pharma II Year.

5.3 Non-Resident Indian (NRI) candidates shall also be eligible for admission to B.Pharma in accordance with directives of the Government of Madhya Pradesh, provided they satisfy the criterion of clause 2.1.

5.4 The admissions to Pharmacy course shall be governed by the rules of the Technical Education and Training Department, Government of Madhya Pradesh, Bhopal and/or any other competent authority of the State government of Madhya Pradesh.

5.5 The admission procedure will be as per decision of Board of Management of University,

6.0 CANCELLATION OF ADMISSION :- In case of Producing false documents and non payment of the fees, the admission will be cancelled .

7.0 FEES:- The fees of the course shall be decided by board of management of University. The university from time to time subject to the approval of the regulatory authority / regulatory commission .

INTAKE :- In. B.Pharma Courses the no. of seat 60 for each Batch As per PCI Guidelines.

8.0 ATTENDANCE - To be eligible to appear in the examination candidates most have 80%.

9.0 DIVISION = The result will be decided & follow

1. Pass/ Qualifying mark 50 %
2. IInd Division 50 %- 59 %
3. I st Division 60% -74 %
4. Distinction :75 % and above of grand total marks in first attempt.

As per PCI new regulation act of B. Pharmacy.

10.0 MERIT LIST

10.1 Final merit list of first ten (10) candidates in order of merit shall be declared by the University only after the main examination of the eighth and final semester for B.Pharm. degree, on the basis of the integrated performance of all the four years. The merit list shall include the first ten candidates securing, at least first division and passing all semesters in single attempt.

11.0 EXAMINATIONS - Promotion to higher semester award of credits and grades, division and condonation of deficiencies as per PCI new regulation act.

12..0 MEDIUM OF INSTRUCTION AND EXAMINATION

12.1 The medium of instruction and examination shall be English throughout the course of study.

12.2 The subjects to be studied in different semesters of Bachelor of Pharmacy shall be as per the Schemes, approved by Board of Studies of LNCT Vidhyapeeth.

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

ORDINANCE No. 31

MASTER OF PHARMACY

The ordinance is framed as per the norms/ guidelines / rules laid down by PCI shall be applicable to candidates admitted for Master of pharmacy degree course

1.0 AIMS :- Pharmacy plays an Important role in health care. if there is any disease ,the cure is medicine. It is the pharmacy which prepares medicines and man is cured. With out preparation of medicine illness can not be wellness. Pharmacy is the main branch, the knowledge of which is essential for those who are related to health care.

2.0 NAME OF STATUTORY /REGULATORY BODY :-The Statutory /Regulatory body Pharmacy council of India, New Delhi.

3.0 DURATION OF COURSE :- The program of study for M.Pharm. shall extend over a period of four semesters(two academic years). The curricula and syllabi for the program shall be prescribed from time to time by Phamacy Council of India, New Delhi.

3.1 Maximum Duration for M.Pharma Course in 5 Year.

3.2 Powers of the Vice Chancellor Not withstanding any thing contained in these regulations, the Vice - Chancellor shall be competent to allow any relaxation subject to ratification by the Board of Governors.

3.3 . Working days in each semester

Each semester shall consist of not less than 100 working days. The odd semesters shall be conducted from the month of June/July to November/December and the even semesters shall be conducted from the month of December/January to May/June in every calendar year.

4.0 ELIGIBILITY CRITERIA& ADMISSIONS:-

A Pass in the following examinations

4.1 B. Pharm Degree examination of an Indian university established by law in India from an institution approved by Pharmacy Council of India and has scored not less than 55 % of the maximum marks (aggregate of 4 years of B.Pharm.)

4.2) Every student, selected for admission to post graduate pharmacy program in any PCI approved institution should have obtained registration with the State Pharmacy Council or should obtain the same within one month from the date of his/her admission, failing which the admission of the candidate shall be cancelled.

Note: It is mandatory to submit a migration certificate obtained from the respective university where the candidate had passed his/her qualifying degree (B.Pharm.)

5.0 ADMISSION PROCESSES :-

1. Students for postgraduate pharmacy courses shall be selected strictly on the basis of their academic merit.

2. For determining the academic merit, the university/institution may adopt any one of the following Procedures:-

i. On the basis of merit as determined by the competitive test conducted by the State Government or by the competent authority appointed by the State Government or by the university/group of universities in the same state; or

ii. On the basis of merit as determined by a centralized competitive test held at the national level; or

iii. On the basis of the individual cumulative performance at the first, second, third and final B.Pharm examination, if such examination have been passed from the same university;

or

iv. Combination of (i) and (iii):

6.0 CANCELLATION OF ADMISSION :-

In case of Producing false documents and non payment of the fees, the admission will be cancelled.

7.0 RE-ADMISSION

A candidate who has discontinued the course during any semester may, on the recommendation of the Director/Principal of the college, be permitted to take re-admission to the course at the beginning of the semester concerned in a subsequent year, provided that the duration of course for such readmitted candidate shall be counted from the date of his /her first admission .

7.0 FEES:- The fees of the course shall be decided by board of management of University. The university from time to time subject to the approval of the regulatory authority / regulatory commission .

INTAKE :- Each Specialization Subjects Consists of 15 Seat .As per PCI Guideline

8.0 ATTENDANCE AND PROGRESS

A candidate is required to put in at least 80% attendance in individual courses considering theory and practical separately. The candidate shall complete the prescribed course satisfactorily to be eligible to appear for the respective examinations.

9.0 PROGRAM/COURSE CREDIT STRUCTURE

As per the philosophy of Credit Based Semester System, certain quantum of academic work viz. theory classes, practical classes, seminars, assignments,etc. are measured in terms of credits. On satisfactory completion of the courses, a candidate earns credits. The amount of credit associated with a course is dependent upon the number of hours of instruction per week in that course.Similarly the credit associated with

any of the other academic, co/extra - curricular activities is dependent upon the quantum of work expected to be put in for each of these activities per week/per activity.

9.1. Credit assignment

9.1.1. Theory and Laboratory courses

Courses are broadly classified as Theory and Practical. Theory courses consist of lecture (L) and Practical (P) courses consist of hours spent in the laboratory. Credits (C) for a course is dependent on the number of hours of instruction per week in that course, and is obtained by using a multiplier of one (1) for lecture and a multiplier of half (1/2) for practical (laboratory)hours.Thus, for example, a theory course having four lectures per week throughout the semester carries a credit of 4. Similarly, a practical having four laboratory hours per week throughout semester carries a credit of 2.

The contact hours of seminars, assignments and research work shall be treated as that of practical courses for the purpose of calculating credits. i.e., the contact hours shall be multiplied by 1/2. Similarly, the contact hours of journal club, research work presentations and discussions with the supervisor shall be considered as theory course and multiplied by 1.

9.2. Minimum credit requirements

The minimum credit points required for the award of M. Pharm. degree is 95.However based on the credit points earned by the students under the head of co-curricular activities, a student shall earn a maximum of 100 credit points. These credits are divided into Theory courses, Practical, Seminars, Assignments,Research work, Discussions with the supervisor, Journal club and Co-Curricular activities over the duration of four semesters. The credits are distributed semester-wise as shown in Table 14. Courses generally progress in sequence, building competencies and their positioning indicates certain academic maturity on the part of the learners. Learners are expected to follow the semester-wise schedule of courses given in the syllabus.

10.0 ACADEMIC WORK

A regular record of attendance both in Theory, Practical, Seminar, Assignment,Journal club, Discussion with the supervisor, Research work presentation and Dissertation shall be maintained by the department / teaching staff of respective courses.

11.0 GRADING OF PERFORMANCES

11.1. Letter grades and grade points allocations:

Based on the performances, each student shall be awarded a final letter grade at the end of the semester for each course.The letter grades and their corresponding grade points are given in Table -1

Table –1

Letter grades and grade points equivalent to Percentage of marks and performances

Percentage of Marks Obtained	Letter Grade	Grade Point	Performance
90.00 – 100	O	10	Outstanding
80.00 – 89.99	A	9	Excellent
70.00 – 79.99	B	8	Good
60.00 – 69.99	C	7	Fair
50.00 – 59.99	D	6	Average
Less than 50	F	0	Fail
Absent	AB	0	Fail

A learner who remains absent for any end semester examination shall be assigned a letter grade of AB and a corresponding grade point of zero. He/she should reappear for the said evaluation/examination in due course.

11.2. The Semester grade point average (SGPA)The performance of a student in a semester is indicated by a number called Semester Grade Point Average (SGPA) . The SGPA is the weighted average of the grade points obtained in all the courses by the student during the semester.

For example, if a student takes five courses Theory/Practical) in a semester with credits C1, C2, C3 and C4 and the student's grade points in these courses are G1, G2, G3 and G4, respectively, and then students' SGPA is equal to:

$$SGPA = \frac{C1G1 + C2G2 + C3G3 + C4G4}{C1 + C2 + C3 + C4}$$

The SGPA is calculated to two decimal points. It should be noted that, the SGPA for any semester shall take into consideration the F and ABS grade awarded in that semester. For example if a learner has a F or ABS grade in course 4, the SGPA shall then be computed as:

$$SGPA = \frac{C1G1 + C2G2 + C3G3 + C4^{*} ZERO}{C1 + C2 + C3 + C4}$$

11.3 Cumulative Grade Point Average (CGPA)

The CGPA is calculated with the SGPA of all the IV semesters to two decimal points and is indicated in final grade report card/final transcript showing the grades of all IV semesters and their courses. The CGPA shall reflect the failed status in case of F grade(s), till the course(s) is/are passed. When the course(s) is/are passed by obtaining a pass grade on subsequent examination(s) the CGPA shall only reflect the new grade and not the fail grades earned earlier.The CGPA is calculated as:

$$CGPA = \frac{C1S1 + C2S2 + C3S3 + C4S4}{C1 + C2 + C3 + C4}$$

where C1, C2, C3,.... is the total number of credits for semester I,II,III,.... And S1,S2, S3,....is the SGPA of semester I,II,III,.... .

11.4. Declaration of class

The class shall be awarded on the basis of CGPA as follows:
First Class with Distinction = CGPA of. 7.50 and above
First Class = CGPA of 6.00 to 7.49
Second Class = CGPA of 5.00 to 5.99

12.0 Project work

All the students shall undertake a project under the supervision of a teacher in Semester III to IV and submit a report. 4 copies of the project report shall be submitted (typed & bound copy not less than 75 pages).

The internal and external examiner appointed by the University shall evaluate the project at the time of the Practical examinations of other semester(s).
The projects shall be evaluated as per the criteria given below.

Evaluation of Dissertation Book:

Objective(s) of the work done	50 Marks
Methodology adopted	150 Marks
Results and Discussions	250 Marks
Conclusions and Outcomes	50 Marks
Total	500 Marks

Evaluation of Presentation:

Presentation of work	100 Marks
Communication skills	50 Marks
Question and answer skills	100 Marks
Total	250 Marks

13.0 Examinations/Assessments

13.1 Mode of Examination :- Semester wise
As per PCI Regulation (Amended Time to Time)

13.2. End semester examinations

The End Semester Examinations for each theory and practical course through semesters I to IV shall be conducted by the respective university except for the subject with asterix symbol (*) in table I and II for which examinations shall be conducted by the subject experts at college level and the marks/grades shall be submitted to the university

13.3. Internal assessment: Continuous mode
The marks allocated for Continuous mode of Internal Assessment shall be awarded as per the scheme given below.

Table-2

Scheme for awarding internal assessment: Continuous mode

Theory

Criteria	Maximum Marks
Attendance (Refer Table – 28)	8
Student – Teacher interaction	2
Total	10
Practical	
Attendance (Refer Table – 28	10
Based on Practical Records, Regular viva voce, etc.	10
Total	20

Table - 3
Guidelines for the allotment of marks for attendance

Percentage of Attendance	Theory	Practical
95 – 100	8	10
90 – 94	6	7.5
85 – 89	4	5
80 – 84	2	2.5
Less than 80	0	0

13.4 . Sessional Exams

Two sessional exams shall be conducted for each theory / practical course as per the schedule fixed by the college(s). The scheme of question paper for theory and practical sessional examinations is given in the table. The average marks of two sessional exams shall be computed for internal assessment as per the requirements.

13.5. PROMOTION AND AWARD OF GRADES

A student shall be declared PASS and eligible for getting grade in a course of M.Pharm programmer if he/she secures at least 50% marks in that particular course including internal assessment.

13.6 Carry forward of marks:

In case a student fails to secure the minimum 50% in any Theory or Practical course as specified in 12, then he/she shall reappear for the end semester examination of that course. However his/her marks of the Internal Assessment shall be carried over and he/she shall be entitled for grade obtained by him/heron passing.

13.7. Improvement of internal assessment:

A student shall have the opportunity to improve his/her performance only once in the sessional exam component of the internal assessment. The re-conduct of the sessional exam shall be completed before the commencement of next end semester theory examinations.

13.8. Re-examination of end semester examinations:

Re-examination of end semester examination shall be conducted .The exact dates of examinations shall be notified from time to time.

14.0 MERIT LIST

In the notification declaring the results of the final semester examination for the Degree of M.Pharma The names of the first five candidates in order of merit shall be notified by the university, securing at least first division and passing all semester examinations in single attempt.

15.0 MEDIUM OF INSTRUCTION AND EXAMINATION:

15.1. The medium of instruction and examination shall be English throughout the course of study.

15.2 The subject to be studied in different semesters of M.Pharma shall be as per schemes approved by Board of Studies of the University

16.0 DURATION FOR COMPLETION OF THE PROGRAM OF STUDY

The duration for the completion of the program shall be fixed as double the actual duration of the program and the students have to pass within the said period, otherwise they have to get fresh Registration.

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

भाग ४ (ग)
प्रथम परिनियम

उच्च शिक्षा विभाग

मंत्रालय, वल्लभ भवन, भोपाल

भोपाल, दिनांक 14 जुलाई 2022

क्रमांक आर- 62/सीसी/2022/अड़तीस - मध्यप्रदेश निजी विश्वविद्यालय (स्थापना एवं संचालन) अधिनियम-2007 की धारा 26 (1) के अनुक्रम में एल.एन.सी.टी विद्यापीठ निजी विश्वविद्यालय, इंदौर के प्रथम परिनियम क्रमांक 01 से 35 तक राज्य शासन के निर्देशों के अनुसार अधिनियम, 2007 की धारा 35 अनुसार प्रकाशित किया जाता है। संस्था के उक्त परिनियम प्रकाशित होने की तारीख से प्रवृत्त होगें।

प्रथम परिनियम क्रमांक 01 से 35

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

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STATUTE NO. 01

ESTABLISHMENT OF UNIVERSITY: VISION, MISSION, 0BJECTIVES & FUNCTIONS

1. SHORT TITLE SCOPE AND COMMENCEMENT

1.1 This statute may be called LNCT Vidhyapeeth University, Indore, Madhya Pradesh **Establishment of University: Vision, Mission, Objectives & Functions.**

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

1.3 Each statute shall be is in accordance with the provisions of the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007 as amended in 2013 & 2016. If there be any difference in the provisions of the statutes or the Rules and the Statutes, the provisions of the Adhiniyam or the Rules shall have overriding effect.

1.4 Nothing in these statutes shall be deemed to debar the University from amending statutes subsequently according to the provision of section 27 of the Adhiniyam, and the amended statutes, if any, shall come into force, from such a date as prescribed in the notification.

2. DEFINITIONS :

In this statute, unless the context otherwise requires-

2.1 **Main Campus** - Main campus of the University means the campus of Private University situated in Madhya Pradesh consisting of minimum five teaching departments or school of studies in the University and where the main campus of the Private University is located and shall also includes any of the existing campus or constituent units operating under the Administrative, Academic and the financial control of the same sponsoring body shall be deemed to the a part of the Private University as duly constituted within the meaning of the above act in the jurisdiction of the state from the date of coming in to force of the aforesaid act and shall include the main campus and its constituent units, if any.

2.2 **"Authorities"** means the authorities of the University as specified by or under this Act,

2.3 **"Bodies"**, means the bodies of the University formed by the respective authorities;

2.4 **"Central Councils"**, means various Councils constituted by the Central/State Government;

2.5 **"Chancellor"**, means the Chancellor of LNCT Vidyapeeth University; Indore.

2.6 **"Vice-Chancellor"** means the Vice-Chancellor of LNCT Vidyapeeth University; Indore.

2.7 **"Collaboration"** means collaborative academic activity of the University with other universities, academic institutions (local, regional, national or international), hospitals, research institutions and organizations;

2.8 **"Visitor"** means the Visitor of the LNCT Vidyapeeth University; Indore.

2.9 **"Director"** means a head of an institution including a center, or a school of the University as designated by the Board Of Management;

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2.10 **"Director of Medical Education", "Director of Health Services"** means respectively, the Director of Medical Education, Madhya Pradesh State, the Director of Health Services, Madhya Pradesh State .

2.11 **"Government"** means the Government of Madhya Pradesh;

2.12 **"Health Sciences"** means modern scientific medicine in all its branches concerning preventive, promotive, curative and rehabilitative services in Medical, Ayurvedic, Homeopathic and Dental science, Nursing, Physiotherapy, Occupational Therapy, Speech and Hearing, Paramedical and other allied subjects including the Indian Systems of Medicine in all their branches;

2.13 **"Hostel"** means unit of residence for the students of the University maintained or recognized by the University in accordance with the provisions of this Act;

2.14 **"Local Managing Committee"** means a Committee constituted for a college under the provisions of this Act;

2.15 **"Management"** means the Members of the society, or the Managing or Governing body of **Shree Astha Foundation for Education Society, Indore** registered under the Madhya Pradesh Society registration Adhiniyam 1973, under the management of which one or more colleges or Constituent institutions or other institutions are conducted and admitted to the privileges of the University.

2.16 **"Non-Vocational Academic Staff"** means such staff as the Government may classify to be non-vocational academic staff and includes all such Staff which is complimentary to academic staff and shall not include the staff engaged purely in discharging administrative functions;

2.17 **"Post-Graduate Department** " means a department in a college or institution of higher learning, research or specialized studies, imparting postgraduate instruction or guidance for research recognized by the University;

2.18 **"Principal or Dean"** means head of a Institute, specialized educational Institution, post-graduate center or other Constituent Institutions duly approved by University;

2.19 **"Registrar"** means the Registrar of the LNCT Vidhyapeeth University, Indore (MP)

2.20 **"Registered Graduate"** means a graduate registered or deemed to be registered under this Act;

2.21 School" means a school of studies maintained by or recognized as such by the University;

2.22 **Statutes", "Ordinances", "Rules" and "Regulations"** means respectively, the Statutes, Ordinances, Rules and Regulations of the University made by or under this Act;

2.23 **"Student of the University"** means a person enrolled in the University for undergoing a course of study for a degree, diploma or other academic distinctions of the University;

2.24 **"Teachers"** means full time approved Demonstrators, Tutors, Assistant Professors, Lecturers, Readers, Associate Professors, Professors and other persons teaching or giving instructions on full time basis in constituent colleges of the University;

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2.25 **"University"** means the LNCT Vidhyapeeth University, Indore established under section 3 of this Act.

2.26 **"University Grants Commission™** means the Commission established under section 4 of the University Grants Commission Act, 1956;

2.27 **"University Institution"** means a center, a school, or an institute established and maintained by the University;

2.28 **"University Teacher"** means a teacher appointed by the University;

2.29 **"Regulatory Commission"** means the M P Private University Regulatory Commission established under the section 36 of the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam, 2007 (Madhya Pradesh Act 17 of 2007);

2.30 **"State", 'State Government' and 'Government** shall mean, the Government of the State of Madhya Pradesh.

2.31 **"Adhiniyam"** means, the Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan Adhiniyam, 2007 (Madhya Pradesh Act 17 of 2007);

2.32 **"Section, Sub-section' and 'Item'** shall mean, Section of the Adhiniyam, Sub-section of the section and item of the Section or Sub-section respectively;

2.33 **"Governing Body"** means the Governing Body of LNCT Vidhyapeeth University, Indore;.

2.34 **"Council"** means, the Academic Council of LNCT Vidhyapeeth University, Indore;.

2.35 **"Board"** means, the Board of Management of LNCT Vidhyapeeth University, Indore;.

2.36 **"College"** means, constituent Institution of LNCT Vidhyapeeth University, Indore;

2.37 **"Other Backward Classes"** mean, the communities, castes and tribes notified by the M.P. State Government from time to time under Article 15(4) and Article 16(4) of the Constitution;

2.38 **"Scheduled Caste"** means the Scheduled Castes notified under Article 341 of the Constitution of India;

2.39 **"Scheduled Tribes"** mean the Scheduled Tribes notified under Article 342 of the Constitution of India;

2.40 **"School of Studies"** means an institution maintained by LNCT Vidhyapeeth University as a place of higher learning and research;

2.41 **Visiting Faculty**: means part time approved Assistant Professors, Associate Professors, Professors and other persons teaching or Imparting instructions on part time basis in constituent institutions of the University.

3. ESTABLISHMENT AND INCORPORATION OF UNIVERSITY: -

3.1 Whereas the Government of Madhya Pradesh has enacted Madhya Pradesh Niji Vishwavidhyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007.

3.2 Whereas the Sponsoring Body LNCT Vidhyapeeth University, Indore applied to the Government of Madhya Pradesh through MPPURC for sanction to establish a Private University.

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3.3 The University shall be a body corporate, by the name specified and shall have perpetual succession and a common seal and shall sue and be used by the said name.

3.4 The University shall be competent to acquire and hold property, both movable and immovable, to lease, sell or otherwise transfer or dispose of any movable or immovable property, which may vest in or be acquired by it for the purposes of the University, and to contract and do all other things necessary for the purposes of this Act:

Provided that, no such lease, sale or transfer of such property shall be made without the valuation made there of by the approved valuer appointed by the University.

3.5 In all suits and other legal proceedings by or against the University, shall be signed and verified by the Registrar *or* any other person authorized in his behalf and all process in suits and proceedings shall be issued to and served on the Registrar.

4. VISION AND MISSION OF UNIVERSITY:

4.1 To envisage a new revolution in the field of education at LNCT Vidhyapeeth University, through implementation of education policy. This will contribute to the vision to become a leader in the field of medical science and technology and other faculties.

4.2 To be marked by aspiring candidates in the country as one of the most favored universities to begin teaching and research careers or their student lives.

4.3 To propel LNCT Vidhyapeeth University, upwards in ranking at national and international level through an outstanding student placement record, International standard of higher education and research publications, and creation of state of the art facilities on the campus (such as e learning facilities, e-library, sophisticated laboratories, sponsored research and industrial consultancy, modernization of hostels and sports facilities, create entrepreneurship park etc.).

4.4 To raise standard of excellence for development of various facilities in the campus, establish national awards in various disciplines and provide support to students from weaker section of society.

4.5 To cultivate an active, technology-enhanced, learning environment where each individual can grow and thrive.

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4.6 To be widely recognized as a destination for world-class talent from around the globe.

4.7 To inculcate basic principles which should guide LNCT Vidhyapeeth University, to be our research, education characterized by a quest for high quality; our standpoints and decisions based on a clear responsibility for the development of society; our work guided by a global engagement that constantly reminds us of our role in the world; and an inspiring work environment.

4.8 To ensure that this University should create a transformative educational experience for students focused on deep disciplinary knowledge; problem solving; leadership, communication, and interpersonal skills; and personal health and well-being.

4.9 To plan that the campus community should pursue strategic partnerships and focuses on solving societal challenges. LNCT Vidhyapeeth University should be a Quality driven University, to be characterized by innovative multidisciplinary research. All education should be research based; as part of their studies, students should be put in contact with active researchers and highly advanced research.

4.10 To cultivate a transformative University community committed to (a) attracting and retaining diverse, world-class talent; (b) creating a collaborative environment open to the free exchange of ideas, where research, creativity, innovation, and entrepreneurship can flourish; and (c) ensuring individuals can achieve their full potential.

4.11 In the coming years, the research at the LNCT Vidhyapeeth University, should be characterized by global perspectives and should attract leading researchers from around the world. All programs should offer international outlooks and student exchange opportunities.

4.12 To impact society in a transformative way-regionally, nationally, and globally by engaging with partners outside the traditional borders of the University campus.

4.13 LNCT Vidhyapeeth University should be characterized by a stimulating and dynamic work environment where respect for everybody's equal value is completely natural. The University should be an attractive employer and the study environment should provide optimal work conditions for students. The organization should be characterized by effective information provision and qualified support functions.

5. OBJECTIVES OF UNIVERSITY:

The objectives of the University shall be to disseminate, create and preserve knowledge and understanding by teaching, research, extension and service and by effective demonstration and influence of its corporate life on society, in general, and in particular the objectives shall be:-

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5.1 To carry out its responsibility of creation, preservation and dissemination of knowledge;

5.2 To promote discipline and the spirit of intellectual inquiry and to dedicate itself as a fearless academic community to the sustained pursuit of excellence;

5.3 To encourage individuality and diversity within a climate of tolerance and mutual understanding;

5.4 To promote freedom, secularism, equality and social justice as enshrined in the Constitution of India and to be catalyst in socio-economic transformation by promoting basic attitudes and values of essence to national development;

5.5 To extend the benefits of knowledge and skills for development of individuals and society by associating the University closely with local and regional problems of development;

5.6 To promote equitable distribution of facilities of Health Sciences & Others;

5.7 To provide for efficient and responsive administration, scientific management and develop organization of teaching and research;

5.8 To promote acquisition of knowledge in rapidly developing and changing society and to continually offer opportunities of upgrading knowledge, training and skills in the context of innovations, research and discovery in all fields of human endeavour by developing educational network related to Health Sciences with use of modern communication media and technologies appropriate for a learning society;

5.9 To strive to promote competitive merit and excellence as the sole guiding criterion in all academic and other matters relating to students;

5.10 To impart education and training to achieve the goal of physical, mental and spiritual health of every individual,

5.11 To create better understanding between different systems of medicines through inter-disciplinary study and research;

5.12 To establish state of the Art facilities for Education, Training and Research.

5.13 To provide consultancy to the industry and public organizations.

5.14 To establish new institutions and courses as per the need of the community.

5.15 To award degrees, diplomas, certificates and other academic distinctions on the basis of examination or any other method of evaluation.

5.16 To maintain standards of the degrees, diplomas, certificates and other academic distinctions in accordance with the norms laid down by UGC and related Regulatory Bodies or Councils.

5.17 To collaborate with other Universities, Research Institutions, Government and Non-Government organization towards fulfillment of objectives of University.

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5.18 To set up collaboration provisions with foreign/international Universities to enable students of the University to leverage the advantages of faculty and student exchange, dual degree options and semester abroad programs.

5.19 To pursue any other objectives as may be approved by the Sponsoring Body.

5.20 To ensure that academic distinctions are not lower than those laid down by the Statutory Bodies.

6. **POWER AND DUTIES OF UNIVERSITY:**

The University shall have the following powers and duties, namely:-

6.1 To establish, maintain and manage University departments and institutions of research, specialized studies or academic services unit;

6.2 To provide for establishment of campuses for serving a group of constituted colleges, and also to provide for and maintain common resources centers in such campuses in the form of libraries, laboratories, computer centers, hostels, health centers, auditorium and gymnasiums and the centers of learning:

6.3 To create posts of directors, principals, teachers and other teaching or non- vacation academic posts required by the University as per the prescribed qualifications and make appointments thereto;

6.4 To appoint or recognize persons working in any other University or organization as a teacher of the University for specified period;

6.5 To create non-teaching skilled, administrative, ministerial and other posts and as per the prescribed qualifications and pay-scales for such posts, and to make appointments thereto;

6.6 To facilitate mobility of teachers within the University and to other Universities with the consent of the University authorities;

6.7 To make provision, wherever feasible in the University department, constituted colleges, institutions, recognized institutions and schools, for survey and collection of statistics, data and other particulars relevant to various developmental activities including State and National plans evaluation of the developmental schemes with the participation of the students as a part of their curricular activities;

6.8 To control and regulate admission of students for various courses of study in University departments and constituted colleges, institutions, schools and recognized institutions;

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6.9 To lay down the conditions of constituent college and recognition of institutions taking into account the credibility of the management and norms of academic performance of colleges, faculties and subjects, as may be laid down from time to time, and satisfy itself by periodical assessment or otherwise that those conditions are fulfilled;

6.10 To inspect, where necessary, constituent colleges and recognized institutions through suitable machinery established for the purpose, and take measures to ensure that proper standards of instruction, teaching and training are maintained by them, and adequate library, laboratory, hospital, workshop and other academic facilities are provided for.

6.11 To hold and to manage trusts and endowments and institute awards, fellowships, travelling fellowships, scholarships, studentship, medals and prizes for teachers and students of the University and colleges;

6.12 To make necessary arrangements for promoting welfare of employees of the University;

6.13 To co-ordinate and regulate teaching and research in the constituted colleges and recognized institutions;

6.14 To provide for the training and quality improvement of teachers and non- teaching employees;

6.15 To provide for periodical assessment of the performance of teachers and non- teaching employees of the colleges, institutions and University in accordance with the provisions of Statutes.

6.16 To regulate and provide for attendance of the teachers on the premises of the University or colleges or institutions during teaching hours and beyond teaching hours, as prescribed and to prohibit teachers from taking or conducting private tuition or private coaching classes;

6.17 To prescribe for Code of conduct and discipline rules for teaching and non-teaching staff and to ensure the enforcement thereof.

6.18 To establish, maintain and manage

6.18.1 A printing and publication department;

6.18.2 University extension boards;

6.18.3 Information bureaus;

6.18.4 Employment guidance bureaus; and

6.18.5 Such other establishment as may be necessary and possible to fulfill the objectives of the University;

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6.18.6 To co-operate or collaborate with any other University, institution, authority or organization for research and advisory services and for such purposes to enter into appropriate arrangement with other Universities, institutions, authorities, or organizations to conduct certain courses as the situation may demand;

6.19 To explore the possibilities of augmenting the resources of the University by exploring or innovating activities such as research and development, consultancy, training programs and providing services for different clients from industry, trade or any other non-government organizations;

6.20 To receive funds for collaboration programs from foreign agencies subject to rules and regulations of the Central Government and Government of M.P. in that behalf; To receive funds for collaboration programs from foreign agencies subject to rules and regulations of the Central Government and Government of M.P. in that behalf;

6.21 To lay down service conditions including code of conduct, work load, norms of performance appraisal, and such other instructions or directions as in the opinion of the University, may be necessary in academic matters for teachers and University teachers;

6.22 To undertake development programs in Health Sciences, Technology, Environment, Agriculture, Research, Consultancy-based projects and training programs for outside agencies, by charging fees so as to generate resources;

6.23 To provide for instruction and training in such branches of medicine and allied sciences, as may be considered suitable and to make provision for research and dissemination of knowledge in Health Sciences, Technology, Environment, Agriculture, Law striving to maintain at all times highest possible standards of academic excellence;

6.24 To institute and award degrees, diplomas, certificates and other academic distinctions for persons who shall have pursued approved courses of study in a University, college or an affiliated college unless exempted there from in the manner prescribed and shall have passed the prescribed examinations of the University or shall have carried on research satisfactorily under conditions as may be prescribed;

6.25 To develop, upgrade and start departments in Medical/ Dental/ Paramedical/ Nursing/ Homeopathy/ Aayurvadic, Engineering, Agriculture, Law, Humanities, Science, Commerce Management and other specialties as may be required and to provide instructions for such courses of study;

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6.26 To hold examinations, declare and if necessary withhold the results and to confer honorary degrees or other distinctions under conditions as per the University Policy;

6.27 To define conditions under which the award of any degree, title, diploma and other academic distinctions may be withheld;

6.28 To institute, maintain and administer University, colleges, hospitals and laboratories and institutes of research, library or other institutions necessary to carry out the objectives of the University.

6.29 To establish, maintain and administer hostels, to recognize such hostels which may be suspended or withdrawn from such recognition;

6.30 To exercise control over the students of the University, as well to care for their health and well-being and to maintain discipline and this can be done through the affiliated colleges;

6.31 To accept, hold and manage any endowments, donations or funds which may become vested in it for the purposes of the University by grants, testamentary disposition or otherwise, and to invest such endowments, donations or funds in any manner that the University may deem fit;

6.32 To borrow money with or without security for such purposes, as may be approved by the M.P. Government, Central Government, the University Grants Commission or other corporate bodies subject to the provisions of this Act.

6.33 To fix fees and demand and collect such fees as may be prescribed;

6.34 To undertake publication of works of merit and research pertaining to Health Sciences;

6.35 To establish and maintain University Libraries, Research Centers and Museums;

6.36 To establish research posts and to appoint suitable persons for such posts;

6.37 To establish suitable residential accommodation to the staff of the University to the extent feasible,

6.38 Generally to do such other acts or make such other provisions as may be deemed necessary or desirable to further the objectives of the University;

6.39 To comply with and carry out any directives issued by Government from time to time, with reference to above powers, duties and responsibilities of the University.

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6.40 Wherever necessary, levy charges for extra facilities being extended like sports, library, or any recreational facilities which are in accordance with the stature of the University.

7. STRUCTURAL HEIRARCHY AND POSITIONS;

7.1 Sponsoring Body

7.2 Chancellor

7.3 Pro-Chancellor

7.4 Vice- Chancellor

7.5 Registrar

7.6 Governing Body

7.7 Board of Management

7.8 Academic Council

7.9 Board of Studies

7.10 Deans of Faculties

7.11 Dean Students Welfare

7.12 Chief Finance and Account Officer

7.13 Director/Principal/Head of Teaching Departments

8. UNIVERSITY OPEN TO ALL CLASSES OF PERSONS:

The University shall be open to all persons of any sex and any race, creed, caste or any religion including NRI, PI or foreign nationals.

9. BODY CORPORATE:

9.1 As body corporate, LNCT Vidhyapeeth University, shall be competent to acquire and hold property (both moveable and immovable) to lease, sell or otherwise off any movable and immovable property, which may vest in it or acquired by it for the purpose of the University, and to contract and do all other things necessary for the purposes of the Adhiniyam under intimation to MPPURC and the State Govt. of Madhya Pradesh.

9.2 In all suits and other legal proceedings by or against the University, the pleadings shall be signed and verified by the Registrar or any Other person, authorized on his behalf, and all processes in suits and proceeding shall be issued to and served on the Registrar.

9.3 The University shall be located at Indore (M.P.) and may open extension/satellite centers in other cities as and when needed, after due permission under the Act 2007.

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10. SEAL OF THE UNIVERSITY:

10.1 The University shall have a common seal to be used for the purpose of the University and the design of the seal be as decided by the University. The University may also decide to make use of such flag, Anthem, Insignia, Emblem and other symbolic or graphic expressions, abbreviations or likewise, for such purpose as deemed necessary from time to time, and which are not of such nature that are not permitted by the State or the Central Government.

10.2 The Common seal of the University shall remain in the effective custody of the Registrar and its uses will be recorded/ minutized.

11. These Statutes, on the subject enumerated against each below, shall be called the First Statutes of the LNCT Vidhyapeeth University, Indore and shall come into force with effect from the date of publication in the official Gazette.

Statute No. 1	Establishment of University Vision, Mission, Objectives & Functions
Statute No. 2	Visitor Powers
Statute No. 3	Chancellor' Appointment, Powers and Duties
Statute No. 4	Pro-Chancellor. Appointment, Powers and Duties
Statute No. 5	Vice-Chancellor: Appointment, Powers and Duties
Statute No. 6	Pro-Vice-Chancellor - Appointment, Powers and Duties
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Statute No.10	Board of Management; Composition, Powers, Functions and Duties
Statute No. 11	Academic Council, Formation, Powers and Duties
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statute No. 21	Student Council
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Statute No. 25	Academic Planning and Evaluation Monitoring Board
Statute No 26	Administration of endowment/corpus funds for the award of fellowships, scholarships, medals and prizes in the University
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Statute No 29	Creation of new authorities of the University, procedure for starting new program/department & subsequent statute
Statute No 30	Other officer of the University
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STATUTE NO. 02

VISITOR POWERS
(Refer Section 15 of the Act 2007)

1. **SHORT TITLE SCOPE AND COMMENCEMENT**

1.1 This statute may be called LNCT Vidhyapeeth University, Indore M.P. **Visitor Powers.**

1.2 This shall comes into force with effect from the date of publication in the official Gazette.

2. **VISITOR AND HIS/HER POWERS:**

2.1 The Governor of Madhya Pradesh shall be the visitor of the LNCT Vidhyapeeth University, Indore.

2.2 The Visitor shall when present, preside at the Convocation of the LNCT Vidhyapeeth University, for conferring degree and diplomas.

The Chancellor shall preside at the Convocation of the University in the absence of the Visitor.

2.3 The visitor shall have the following powers, namely:-

2.3.1 To call for any information or record relating to the affairs of LNCT Vidhyapeeth University, Indore

2.3.2 If it appears on the basis of the information that any other, proceeding or decision taken by any authority of LNCT Vidhyapeeth University, is not in conformity with the provisions of this Act and Statutes, Ordinances or regulations made thereunder, the visitor may ask for the opinion of the Regulatory Commission and on being satisfied that any irregularity has taken place, he/she may issue such direction as he/she may deem fit in the interest of LNCT Vidhyapeeth University and the directions so issued shall be complied with by LNCT Vidhyapeeth University

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STATUTE NO. 03

CHANCELLOR: APPOINTMENT, POWERS AND DUTIES

(Refer Section 16 of the Act 2007)

APPOINTMENT, TERMS AND CONDITIONS AND POWERS OF THE CHANCELLOR

(1) In accordance with the Act, the Chancellor shall be appointed by the sponsoring body for a period of Five years with the approval of the Visitor. The Executive Committee of the sponsoring body shall, by simple majority, finalize the name of the Chancellor. The Secretary/President of the Sponsoring Body shall submit the resolution of Governing Body the name, along with Biodata of the proposed Chancellor, to the Principal Secretary, Higher Education Department, Govt. of Madhya Pradesh. The Department will obtain verification from concerned Collector and Superintendent of Police regarding good moral conduct of the person to be appointed as Chancellor. Once verification is received, the department will take administrative approval of the Minister and thereafter sent to coordination for approval from Chief Minister and finally to the Visitor for approval. After due approval from the Visitor, the proposal will be forwarded to Department of Higher Education who shall issue necessary order for appointment of Chancellor of University by the Sponsoring Body.

(2) The Chancellor shall exercise powers as specified in Section 16 of the Act.

The Chancellor shall hold office for a period of Five years and shall be eligible for re-appointment with the approval of Visitor following the procedure laid down above under clause I of this statute. Chancellor can resign on his/her post due to own will, illness etc In case of post vacant in any reason the new Chancellor shall be appointed by the sponsoring body with the approval of Visitor.

Provided that the Chancellor shall notwithstanding the expiring his term, continue to hold his office until either he is reappointed or his successor enter upon his office.

(3) In case of an emergency like illness, absence or death of the Chancellor, the Pro Chancellor or if no Pro-Chancellor is appointed, the Vice-Chancellor shall perform his duties till the Chancellor re-assume his office or the new Chancellor is appointed. However, this period will not exceed six months.

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(4) It shall be the duty of the Chancellor to ensure that the Act, the Rules, the Statutes, the Ordinances and the Regulations are faithfully observed.

(5) The Chancellor shall be the Head of the Private University.

(6) The Chancellor shall preside over the meeting of Governing Body and shall, when the Visitor is not present, preside over the Convocation of the University for conferring degrees, diplomas or other academic distinctions.

(7) The Chancellor shall exercise general control over the affairs of the University.

(8) The Chancellor shall have the following powers namely:-

(i) To appoint and remove the Vice-Chancellor

(ii) To call for any information or record

(iii) Such other powers as may be conferred by the statute.

(9) The Chancellor shall be entitled to receive honorarium, expenses and allowances as may be decided by the Sponsoring Body.

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STATUTE NO. 04

PRO CHANCELLOR: APPOINTMENT, POWERS & DUTIES

(Refer Sec 25 of the Act 2007)

APPOINTMENT, TERMS AND CONDITIONS AND POWERS OF THE PRO-CHANCELLOR

The Appointment, Term and Conditions, and Powers of the Pro-Chancellor will be.

1. The Pro-Chancellor shall be a salaried officer of the university and shall be appointed by the sponsoring Body in consultation with Chancellor.

2. The Pro-Chancellor shall report to the Chancellor and Sponsoring Body.

3. The Pro Chancellor shall hold office for a period of three years and shall be eligible for reappointment with the approval of sponsoring body following the procedures laid down above under clause (1) of this statute.

   (a) Provided that on expiry of his term, the Pro-Chancellor shall continue to hold his office until he is reappointed, or his successor assumes his office, whichever is earlier.

   (b) Provide further that, in case of emergency like illness, absence, or death of the Pro-Chancellor, the sponsoring body or Chancellor may nominate a person to perform the duties, till the Pro-Chancellor re-assumes his office or a new Pro- Chancellor appointed, whichever is earlier, for a period not exceeding six month.

4. The Pro-Chancellor may in writing resign from his office by addressing a letter to the Sponsoring Body or Chancellor and shall cease to hold his office on the acceptance of such resignation.

5. The sponsoring body may consider a No Confidence Motion against the Pro Chancellor and, consider the removal, if passed by two third majorities.

6. The Pro-Chancellor shall be exercise all powers and functions as assigned by the Chancellor.

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7. The Pro-Chancellor shall be ex-office member of Governing Body.

8. The Pro-Chancellor shall monitor the academic and related activities of the university and shall assist the Chancellor in the efficient functioning of the university.

9. The Pro-Chancellor shall be entitle to receive honorarium, expenses and allowances as may be decided by the sponsoring body, with appropriate amendments from time to time.

10. The Pro-Chancellor shall be competent to call from time-to-time such information or record relating to academic, affairs of the university as he may think necessary. It shall be lawful for the Pro-Chancellor, after perusal of such information or records to give any suggestion to the Chancellor, in the interest of university.

11. The Pro-Chancellor shall discharge his duties as delegated to him by the Chancellor, without prejudice to the role of Chancellor and Vice-Chancellor.

12. The Pro-Chancellor shall have the powers to call for any information and record, in accordance with the provisions of Act.

13. The Pro-Chancellor shall also have such other powers as may be specified elsewhere in the Act and Statutes, in force from time to time.

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STATUTE NO. 05

VICE-CHANCELLOR: APPOINTMENT, POWERS AND DUTIES

(Refer Section 17 of the Act 2007)

APPOINTMENT, TERMS AND CONDITIONS AND POWERS OF THE VICE- CHANCELLOR

1. APPOINTMENT OF VICE-CHANCELLOR:

(a) The Vice-Chancellor shall be appointed by the Chancellor from the panel recommended by the 'selection committee' constituted as per the provision of MPPURC Act, 2007 for the purpose.

(b) The selection committee, referred to in sub-section (a) shall consist of the following members, namely:

(i) Two eminent academicians nominated by the Sponsoring Body; and

(ii) One eminent person nominated by the State Government.

(iii) The Chancellor shall appoint one of the members of the Selection Committee as its Chairman.

(c) The selection committee shall submit a panel of at least three eminent persons for the appointment of Vice-Chancellor. Provided that if the Chancellor does not approve the recommendations of the 'selection committee', he may call for fresh recommendation from it (the selection committee).

(d) Notwithstanding anything contained in the foregoing sub-section, the chancellor may appoint the first Vice-Chancellor for a period of two years to conduct the affairs of the University.

(e) The Vice-Chancellor shall, subject to the provision contained in sub-section (a), hold office for a term of four years.

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

2. TERMS AND CONDITIONS:

(a) The Vice-Chancellor shall be a whole time salaried officer of the University.

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(b) The Vice-Chancellor shall receive a scale or pay as per the norms of the UGC. Regulation per month plus other allowances as admissible from time to time.

(c) During his/her tenure of office, the Vice-Chancellor shall be entitled to have a rent free furnished residential accommodation maintained by the University.

(d) The Vice-Chancellor shall be entitled to use a University vehicle for official purposes and private local use as per Statutes.

(e) The Vice-Chancellor shall have the tenure as prescribed in the Act 2007;

(f) If at any time upon representation made or otherwise, it appears to the Chancellor that the Vice-Chancellor-

i. Has made default in performing any duty imposed on him by or under this Act
ii. Has acted in a manner prejudicial to the interest of the University; or
iii. Is incapable of managing the affairs of the University.

The Chancellor may, notwithstanding the fact that the term of office of Vice-Chancellor has not expired, by an order in writing stating the reasons therein require the Vice-Chancellor to relinquish his office from such date as may be specified in the order.

(g) No order under sub-section (e) shall be passed unless the particulars of the grounds on which such action is proposed to be taken are communicated to the Vice-Chancellor and he is given reasonable opportunity of showing cause against the proposed order.

(h) As from the date specified in the order under sub-section (e), the Vice-Chancellor shall be deemed to have relinquished the office and the office of the Vice-Chancellor as per Act 2007.

3. POWERS OF VICE CHANCELLOR:

(a) The Vice-Chancellor shall preside at the Convocation of the University in the absence of the Visitor and the Chancellor.

(b) If in the opinion of the Vice-Chancellor it is necessary to take immediate action on any matter for which powers are conferred on any other authority by or under the Adhiniyam 2007 he may take such action as he deems necessary, and shall at the earliest opportunity thereafter report his action to such officer or authority as would have, in the ordinary course dealt with the matter:

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

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Chancellor, whose decision, thereon, shall be final:

Provided further that where any such action taken by the Vice-Chancellor affects any person in the service of the University, such person shall be entitled to prefer, within three months from the date on which such action was communicated to him, an appeal to the Governing Body and the decision of the Governing Body shall be communicated to the person concerned within three months from the date of appeal.

(c) If in the opinion of the Vice-Chancellor, the decision of any authority of the University is not in conformity with the power conferred by the Adhiniyam and Statutes, Ordinances or Regulations made there under or is likely to be prejudicial to the interest of the University, he shall request the authority concerned to revise its decision and in case the authority refuses to revise such decision wholly or partly or fails to take any decision within fifteen days, then such matter shall be decided by the Chancellor.

d. The Vice-Chancellor shall exercise such powers and perform such duties as may be prescribed by the Statutes and the Ordinances.

5. FUNCTIONS:

(a) The Vice-Chancellor shall be the principal executive and academic officer of the University and shall exercise general superintendence and control over the affairs of the University and shall execute the decision of various authorities of the University.

(b) Vice-Chancellor shall be ex-officio Chairman of the Board of Management and Academic Council.

(c) The Vice Chancellor shall be responsible for presenting to the Governing Body for its deliberations and consideration, matters of concerns to the University. He/She shall have powers to convene the meeting of the Board of Management and the Academic Council.

(d) The Vice-Chancellor shall exercise general control over the affairs of the University and shall be responsible for the due maintenance of discipline in the University.

(e) The Vice-Chancellor shall ensure the faithful observance of the provisions of the Adhiniyam and the Statutes and the Ordinances and shall possess all such powers as may be necessary for the purpose.

(f) The Vice-Chancellor shall be responsible for close coordination and integration of teaching, research and other work and shall exercise such other powers as may be prescribed by the Statutes or Ordinances.

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STATUTE NO. 06

PRO-VICE-CHANCELLOR : APPOINTMENT, POWERS AND DUTIES

(Refer Section 25 of the Act 2007)

(1) Pro-Vice-Chancellor shall be appointed by the Chancellor on the recommendation of the Vice-Chancellor on such terms and conditions as may be decide by the University.

(2) The appointment of pro-Vice-Chancellor would be a Professor of the University, recommended by Vice-Chancellor with approval of Governing Body initially for two years which is extendable as per the recommendation of Vice-chancellor with the approval of Governing Body.

(3) Subject to the control of Vice-Chancellor the Pro Vice Chancellor shall carry out all the duties and exercise such powers and perform such duties as may be assigned by the Vice Chancellor.

(4) The Pro Vice Chancellor shall perform the duties as Vice Chancellor in the absence of the Vice Chancellor.

(5) Where the Vice-Chancellor is the Chairman of an body or committee of the University and he is absent for any reasons whatsoever from any meeting of such body or committee, the Pro-Vice-Chancellor shall preside over such meeting.

(6) A Pro Vice Chancellor shall on being authorized by the Vice Chancellor in that behalf, be entitled to be present at and to address any meeting of any authority body or committee of the university but shall not be entitled to vote thereat.

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STATUTE NO. 07

REGISTRAR; CONDITIONS OF SERVICE ,POWERS AND DUTIES

(Refer Section 18 of the Act 2007)

APPOINTMENT, TERMS AND CONDITIONS AND POWERS OF THE REGISTRAR

(1) The registrar will be a key officer of the University. All contracts shall be signed and all documents and records shall be authenticated by the Registrar on behalf of the University.

(2) The Registrar shall be a full time salaried officer of the University and shall discharge his duties under general superintendence and control of the Vice Chancellor.

(3) The appointment of the Registrar shall be made by the Governing Body on the recommendation of the expert committee constituted for the purpose. However, the first Registrar shall be appointed by the Sponsoring Body as per clause 18(1) of the Act. The subsequent Registrar, other than the first Registrar, shall be appointed by the Governing Body on the recommendation of the Expert Committee constituted for the purpose. The Expert Committee shall consist of:

(I) Vice Chancellor - (Chairman)

(II) Nominee of the Chancellor

(III) Two expert members approved by the Governing Body.

(IV) One observer nominated by the chairman, Regulatory Commission.

(4) **Selection of Registrar :**

The University will follow the following procedure for the selection of the Registrar

(i) The University would invite applications for the post through the process of an advertisement in important News papers having wider circulation and on the web portal of the University.

(ii) A summary of the candidates applied for the post shall be prepared by the Committee consisting of three Professors of the University approved by the Governing Body for the purpose.

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(iii) The date of meeting of the Selection Committee will be fixed and a notice to this effect shall be given at least 15 days in advance.

(iv) The Selection Committee shall interview and adjudge the merit of each candidate and send its final recommendation to the Governing Body.

(v) If a suitable candidate is not found in the first advertisement subsequent advertisements shall be issued.

(5) When the Office of the Registrar falls vacant or when the Registrar is, by reason of illness or long absence due to any other reason, unable to perform his duties of the office, the duties of the office shall be performed by such person as the Chancellor may appoint for the purpose.

(6) If any time upon representation made or otherwise, and after making such inquiry as may be deemed necessary, the situation so warrants that the continuance of the Registrar is not in the interest of the University, the Vice - chancellor may request the Chancellor, in writing stating the reasons therein, for the removal of the Registrar. The Chancellor shall put up the matter for the consideration of the Governing Body whose decision shall be final.

Provided that before taking such action of the removal, the Registrar shall be given an opportunity of being heard.

(7) The Registrar shall receive pay and other allowances as decided by the Governing Body from time to time.

(8) The age of retirement of Registrar shall be sixty five years or as per the norms of UGC/ regulatory bodies, if any.

(9) Duties of the Registrar shall include :

(i) Maintaining the records, the common property and any such other property of the University as the Governing Body may decide.

(ii) To conduct the official correspondence of the Governing Body, Board of Management, Academic Council and of any other committee. The Registrar shall be the Member - Secretary but he shall not have a right to vote.

(iii) To issue notices conveying the dates of meeting of the university authorities to the members and to make necessary arrangements for the conduction of the meeting

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and also for other assigned duties by the Governing Body / Board of Management from time to time. He will render desired assistance.

(iv) The Registrar shall provide the copies of the Agenda of the meeting of the Governing Body, Academic Council, Board of Management, and such other bodies which are formed under the direction of the Vice Chancellor, and shall record the minutes and send the same to the Vice Chancellor and Chancellor. He shall also make available all such papers, documents and information as the Visitor/Chancellors/Vice Chancellor may desire.

(v) He shall discharge all such functions as assigned to him by the Chancellor/ Vice Chancellor of the University.

(vi) The registrar shall have powers to take disciplinary action against the non-teaching employees working in the University and can suspend them, even if inquiry is pending , with the approval of the Vice Chancellor.

(vii) An appeal can be made to the Chancellor against any order of the Registrar. The Chancellor will be the final authority to take decision on the appeal.

10. The Registrar may be writing under his hand addressed to the Chancellor, resign his office.

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STATUTE NO. 08

CHIEF FINANCE & ACCOUNTS OFFICER: FUNCTIONS & DUTIES

(Refer Section 19 of the Act 2007)

1. APPOINTMENT TERMS & CONDITIONS:

1. The Chief Finance and Accounts Officer shall be responsible for the overall issues related to accounts and finances of the University.
2. The Chief Finance and Accounts Officer will be a full time salaried officer of the University and shall discharge his duties under general superintendence and control of the Vice-Chancellor.
3. The appointment of the Chief Finance and Accounts Officer shall be made by the Chancellor on the recommendations of the committee constituted for the purpose. The committee shall consist of:

3.1

Vice Chancellor	Chairman
Nominee of the Chancellor	Member
Two expert members approved by the Governing Body	Members
Registrar	Member Secretary

3.2 Notwithstanding the above the first Chief Finance and Accounts Officer may be appointed by Chancellor.

3.3 If at any time upon representation made or otherwise, and after making such inquiry may be deemed necessary, the situation so warrants that the continuance of the Chief Finance and Accounts Officer is not in the interest of the University, the Vice-Chancellor may request the Chancellor in writing stating the reasons therein, for the removal of the Chief Finance and Accounts Officer.

3.4 The Chief Finance and Accounts Officer shall retire on completing the age of sixty five years or as prescribed by UGC /Govt. authority.

2. SUBJECT TO THE CONTROL OF VICE-CHANCELLOR FOLLOWING SHALL BE THE DUTIES & RESPONSIBILITIES OF THE CHIEF FINANCE & ACCOUNTS OFFICER:

2.1 To hold and manage the property and investments of the University and endowed properties/funds.

2.2 To ensure that the limits fixed by Governing Body for recurring and nonrecurring expenditure for a year are not exceeded and that all money is expended for the purpose for which it was granted or allotted.

2.3 To keep a constant watch on the state of the cash and bank balances and on the state and quality of investment.

2.4 To suggest measures of additional internal revenue generation for the University.

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3. **CHIEF FINANCE & ACCOUNTS OFFICER SHALL: -**

3.1 Arrange collection of income; disburse the payments and maintenance of the accounts of the University.

3.2 Be responsible for the preparation of annual accounts and the budget of the University for the next Financial Year as also long term plans are required.

3.3 Have the accounts of the University regularly audited and financial statements duly audited and certified by the external auditors of the University in compliance of Statutory Regulations.

3.4 He will also be Responsible for the removal and resolution of all the irregularities/deficiencies pointed out in any of the audit reports and re-post such compliance to the Vice-Chancellor.

3.5 He will ensure that the registers of building, land, furniture and equipment are maintained up-to-date and that the stock checking of equipment and other consumable materials in all offices and institutions maintained by the University.

3.6 Suggest to take appropriate action against persons responsible for unauthorized expenditure and for other financial irregularities.

3.7 Ensure that proposals for fixation of fees and other charges are prepared and put up to the competent authority/committee for approval.

3.8 Ensure that the fee structure once approved by the MPPURC is implemented and fees from the students received in time with penalties, if any.

4. The Chief Finance & Accounts Officer may call from any Office or institution of the University any information, documents, bills/receipts and statements/returns that he may consider necessary for the performance of his duties.

5. The Chief Finance & Accounts Officer shall ensure that all bills for payments be duly audited after residential audit set up is established.

6. He shall ensure compliance of provisions of Prevailing acts and regulations relating to direct and indirect taxes and revenue levies of Central / State Govt. and local bodies.

7. Chief Finance & Accounts Officer shall discharge all such functions as assigned by the Chancellor, Governing Body/ Vice-Chancellor and or embodied in the Statutes.

8. Chief Finance and Accounts Officer will ensure that preventive vigilance measures and proactive steps are continuously observed in the University and its institutions.

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STATUTE NO. 9

GOVERNING BODY: COMPOSITION POWERS AND DUTIES

(Refer Section 22 of the Act 2007)

1. COMPOSITION:

1. The Governing Body of LNCT Vidhyapeeth University, Indore, shall consist of the following members, namely:

   a. The Chancellor;

   b. The Vice-Chancellor;

   c. Three eminent persons nominated by the Sponsoring Body out of whom at least one shall be an eminent educationist;

   d. Three distinguished persons nominated by the Visitor out of a panel of six names submitted by the State Government.;

   e. One representative of the State Government not below the rank of Deputy Secretary.

2. The Chancellor shall be the Ex-officio chairman of the Governing Body.

3. The Registrar will be the Member Secretary of the Governing Body.

4. TENURE:

4.1 The term of a nominated member of the"Governing Body shall be 3 (three) years from the date of nomination.

4.2 No nominated members shall hold office for more than two consecutive terms.

5. POWERS:

The Governing Body shall be the principal (policy making) authority of the University and all movable and immovable properties of the University shall vest in the Governing Body and it shall have the following powers, namely:

5.1 The Statutes of the University shall be made by the Governing Body and shall be submitted to the Regulatory Commission for approval.

5.2 To control functioning of the University by using all such powers as are provided by this Adhiniyam and the Statutes, Ordinances or Regulations made thereunder;

5.3 To review the decision of other authorities of the University, in case they are not in conformity with the provisions of this Adhiniyam or the Statutes, Ordinances or Regulations made thereunder;

5.4 To approve the budget and annual report of the University;

5.5 To lay down the policies to be followed by the University;

5.6 To recommend to the Sponsoring Body the liquidation of the University, provided if a situation arises when the functioning of the University is not possible;

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5.7 The Governing Body shall, in the interest of the University, have powers to constitute committee/s and nominate members thereto and decide on the terms of reference and other conditions of functions of the committee/s.

5.8 Such other powers as may be prescribed by the Statutes.

6. FUNCTIONS:

The Governing Body Shall be.

6.1 The highest policy making body of the University and shall be responsible for the general supervision, direction and control of the work of the University so that the University fulfills its Missions.

6.2 Shall exercise all powers under the Adhiniyam unless otherwise prohibited by the Statutes or Ordinances.

6.3 Shall be the final approving authority for the drafts of Statutes and Ordinances of University. It shall have the power to reject or send for reconsideration any Statutes or Ordinance received from the Vice-Chancellor, Board of Management. It shall also have the powers to review any Statutes or Ordinances and Regulations on its own.

6.4 May invite expert/s or person/s having special knowledge to obtain information or views on an academic matter of common or special interest to any or all the body and institutions of the University.

6.5 Subject to the Provisions of Adhiniyam, the Statutes and the Ordinances, the Governing Body may take steps to dispose of matter referred to it by the Sponsoring Body.

6.6 May make policy or issue directives or give recommendation/s to any Authority of the University.

6.7 May act upon any complaints received from Chancellor or Vice-Chancellor/ Registrar through proper channel and then investigate through proper justifiable process and then decide on the matter through consensus and act for its disposal.

6.8 Shall consider and, if necessary, take decision/pass resolution on the Annual Report of the University, including the financial accounts and estimates as submitted by the Board of Management.

6.9 Shall direct, supervise and control the 'endowment fund' as well as general fund account and have them audited as per the Adhiniyam.

6.10 Shall periodically review the Broad decisions and programs of the University and direct/suggest measures for improvement and development of the University.

6.11 Shall be the final authority to approve the recommendation of the Board for conferment of Honorary Degree and other distinctions and awards.

6.12 The Governing Body may order in writing any order, notification, resolution or any proceedings of the University, which in its opinion is not in conformity with the provisions of the Adhiniyam, or the Statutes, Ordinances or Regulations:

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6.13 Shall frame rules/regulations for the conduct of its business.

7. MEETINGS AND QUORUM:

7.1 A meeting of the Governing Body shall ordinarily be called upon a minimum of three times in a calendar year.

7.2 Meeting of the Governing Body shall be called under the directions of the Chairperson and in his/her absence by a Member so nominated by the Chairperson.

7.3 The Chairperson may of his/her own or on the directions of the Sponsoring body call a Special Meeting as and when required in the interest of the University.

7.4 One week notice in advance shall ordinarily be required for a meeting. The chairperson, may however at his discretion, dispense with this requirement in the interest of the University.

7.5 The quorum for meeting of the Governing Body will be five members.Provided that, three members will form the quorum for an adjourned meeting.

8. VACANCIES

8.1 Any member of the Governing Body may relinquish his/her office by tendering resignation. The letter of resignation shall be sent to the Chairman of the Governing Body Such resignation shall be effective from the date on which it is accepted by the Governing Body with the consent of the Sponsoring Body. The date will be communicated to the concerned member. In case of resignation by members of the Governing Body nominated under section 22 (1) (d) & (e) of the Act, the same will be forwarded to the Visitor/State Government after due deliberations by the Governing Body for acceptance.

8.2 No member of the Governing Body, who is nominated to another Body in his/her capacity as a member of the Body, shall continue to be a member of that Body after his/her removal or the acceptance of his/her resignation.

8.3 A member of the Governing Body of the University shall automatically cease to be member on his being convicted by a court of law for any offence including moral turpitude.

8.4 Vacancy of any Member arising by reason of death, resignation, and removal or otherwise be filled as soon as possible (but not later than 3 months) by the Sponsoring Body/State Government and the member so nominated shall continue to be member for the remaining tenure.

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STATUTE NO. 10

BOARD OF MANAGEMENT: COMPOSITION, TENURES POWERS AND FUNCTIONS

(Refer Section 23 of the Act 2007)

1. COMPOSITION:

There shall be a Board of Management of the University, duly constituted under Section 23 (1) read with Section 23(3) of the Adhiniyam; It shall consist of the 'following:

1.1	The Vice Chancellor, as ex officio:	Chairperson
1.2	Two persons nominated by the Sponsoring Body:	Members
1.3	Two persons nominated by the State Government:	Members
1.4	Two Dean/Principals/Senior most Professors of the Constituent Institutions by rotation.	Member
1.5	Two senior most Teachers of the constituent units by rotation.	
1.6	Registrar: Ex-Officio	Member Secretary.

2. TENURE:

2.1 The Members of the Board of Management shall hold office for a period of three (3) years from the date of their nomination.

2.2 No nominated member shall hold office for more than two consecutive terms.

2.3 The Chairperson of the Board of Management, whose decision in the matter shall be final, shall decide any dispute or question with regard to Membership or Tenure of a Member.

2.4 The Vice-Chancellor will be the ex-officio Chairperson of Board of Management.

3. POWERS AND FUNCTIONS:

The Board of Management:

3.1 Shall be Principal Executive Body of the University and shall be responsible for the entire management, control and administration of the University.

3.2 The Statutes of the University, other than the first Statutes, shall be made by the Board of Management with the approval of the Governing Body.

3.3 Shall function under the policies laid down by the Governing Body and shall receive and respond to all directions from the Governing Body.

3.4 Shall ensure an integrated approach to key areas such as education policy, planning, resource mobilization and allocation, response to new opportunities, accountability and transparency of functioning in order to achieve the objectives set before the University in a democratic manner.

3.5 In order to manage and administer, the functioning of the University in a smooth and efficient manner, the Board of Management shall have the powers to make

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Statutes, Ordinances and Regulations, either on its own or on the recommendation of any Authority or Officer of the University, subject to the conditions laid down in the Adhiniyam.

3.6 Shall be the appellate authority in case of any question or dispute between a student or an employee on the one hand and any Authority or Officer of the University or Head of an Institution /Study Center on the other.

3.7 Shall regulate the use of the common seal of the University.

3.8 Shall control and administer the properties and funds of the University, including framing of annual financial statement and estimates, annual audit control/ reduce/ enhance/transfer budget allocations, borrow or lend funds with the prior approval of the Governing Body, and appoint authorized agents for the same, if deemed necessary.

3.9 Shall have the authority to enter into modification and carry out or cancel contracts on behalf of the University in the exercise or performance of the powers and duties assigned to it under the Adhiniyam or the Statutes and Ordinances.

3.10 Shall have the power to create or designate Departments of the University or affiliated colleges or institutions as laid down by the Statutes/Ordinances.

3.11 The Board of Management may, on the recommendation of the Academic Council institute/ create any post for Professor, Associate Professor or Assistant Professor or any teaching post and may abolish it, if required.

3.12 Shall direct the preparation of the Annual Report of the University, along with the audited accounts for the year and the extent of achievement of objectives of the University. Board shall have the power to include any other item in the Report. The Board shall put the Report before the Governing Body as stipulated by Regulations.

3.13 Shall comply with such directions as may be received from the Chairperson of the Governing Body to hold a meeting and discuss matters as specified.

3.14 To prescribe remunerations, emoluments, travelling and other allowances of examiners/invigilators and other employees appointed for examination related duties.

3.15 To ensure maintenance of proper accounts of the properties and funds of the University;

3.16 To have financial accounts prepared together with audit report and annual report of the University and to place it before the Governing Body for its perusal, approval and directions.

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3.17 To prepare the annual/supplementary budget of the University and to place it before the Governing Body for its consideration and approval.

3.18 To follow and monitor the budget for expenditure as approved by the Governing Body.

3.19 To recommend to the Governing Body for creating the post of other officers of the University.

3.20 To make regulations regarding administration and control of the institutes, hostels, libraries, laboratories, museums and other institutions established or maintained by the University.

3.21 To select a common seal for the University and to provide for its custody and use;

3.22 To arrange for the conduct/defending of litigation by or against the University.

3.23 To examine and recommend to Governing Body regarding the institution of fellowships, scholarships, studentships, exhibitions, medals and prizes on the recommendations of the Academic Council;

3.24 To recommend to confer honorary degrees, medals and prizes on the recommendation of the Academic Council;

3.25 To recommend, enact, amend or repeal statutes;

3.26 To recommend for conferring the title of Professor Emeritus on the recommendations of the Academic Council.

3.27 To exercise such other powers and perform such other duties as may be conferred or imposed upon it by the Adhiniyam, Statutes, Ordinances or the Regulations.

4. POWER TO PROPOSE AND RECOMMEND AMENDEMENTS OR REPEAL STATUTES/ ORDINANCES/ REGULATIONS:

4.1 The Statutes shall be made, amended or repealed by the Board in the manner hereinafter provided.

4.1.1 The Board of Management may take up for consideration of the draft of a Statute either on its own motion or on a proposal made by the Academic Council. If the Academic Council does not propose the draft, the Board shall obtain the opinion of the Academic Council thereon before considering the same.

4.1.2 The Board of Management shall obtain the opinion of the Finance Committee in respect of such Statutes involving financial implications.

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4.1.3 The Board of Management, if it thinks necessary, may also obtain the opinion of any Offices, Authority or body of the University with regard to the draft/ Statute before taking it up for consideration.

4.1.4 Every Statute as approved by the Board of Management shall be placed before the Governing Body for Submission to the Chairperson for assent with its specific recommendations.

5 The Board of Management in the manner hereinafter provided may make the Ordinances.

5.1 In making the Ordinances, the Board of Management shall consult.

The Boards of Studies concerned when such Ordinances affect the duties of examiners; and

The Academic Council when such **Ordinances** affect the **courses** of study, Conduct of and the standard of examinations or the conditions of residence of students.

5.2 The Board of Management shall not have power to amend the draft of any ordinance proposed by the Academic Council but it may reject the proposal or return the draft to the Academic Council for reconsideration, either in whole or in part together with such amendments as the Board may suggest.

5.3 Where the Board of Management has rejected the draft of an ordinance proposed by the Academic Council, the Academic Council may appeal to the Governing Body.

5.4 The Governing Body may, after obtaining the comments of the Board of Management either reject the appeal or approve the Ordinance as proposed by the Academic Council. Thereupon the Ordinance shall have effect as if made by the Board.

5.5 Every ordinance once approved by the Board of Management shall be submitted to the Governing Body, within two weeks of making thereof for final approval. The Chancellor may within four weeks of the receipt of Ordinance, approve the same, or return to the Board of Management along with the comments for review. The decision of the Chancellor shall be final.

5.6 The Board of Management may make Rules consistent with the Adhinyam, the Statutes, the Ordinances and the Regulations. The rules may provide for:-

5.7 Giving of notice of meeting to the members of each Authority or Board, of the dates of meeting and of the business to be transacted at the meetings and also for keeping a record of the proceedings of meetings:

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5.8 The procedure to be followed at meetings and the number of members required to form the quorum for meetings: and

5.9 All matters solely concerning such Authority or Board and not provided by the Adhiniyam, the Statutes, the Ordinances or the Regulations.

5.10. Every Rule made under this section shall come into force on the date when it is approved by the Board.

6 MEETING AND QUORUM:

6.1 The Board of Management shall meet at least once in every two month. The Vice Chancellor may, in case of urgency, convene a special Meeting.

- The meeting shall be convened under the direction of the Vice Chancellor.
- The quorum of meeting of the Board of Management shall be five members

7 VACANCIES:

7.1 Any member of the Board of Management may resign his/her office. The letter of resignation in writing shall be sent to the Chairperson of the Board of Management. Such resignation shall be effective from the date the same is accepted by the Board of Management with the consent of the Chancellor.

The date will be communicated to the concerned member in case of resignation by members of the Board of Management nominated under section 23 (1) (c) of the Act, the same will be forwarded to the State Government after due deliberations by the Board of Management for acceptance.

7.2 No member of the Board of Management, who is nominated to another Body in his capacity as a member of the Board shall continue to be a member of that Body or hold the post after the acceptance of his/her resignation.

7 3 A member of the Board of Management of the University shall automatically cease to be member on his being convicted by a Court of law for any offence including moral turpitude.

7.4 Vacancy of a member arising by reason of death, resignation and removal or otherwise shall be filled as soon as feasible (but not later than 3 months), and the member so nominated shall be a Member for the un- expired portion of the term.

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STATUTE NO. 11

ACADEMIC COUNCIL: FORMATION POWERS & DUTIES

(Refer Section 24 of the Act 2007)

1. FORMATION:

The Academic Council shall be the principal academic body of the University and shall, subject to the provisions of this Act, Statutes, Ordinances and regulations, co-ordinate and exercise general supervision over the academic policies. The Academic Council shall consist of the following members:

1.1 Vice-Chancellor	- Chairperson
1.2 All Deans of faculty and all Chairpersons of Board of Studies	- Members
1.3 All Principal(s)/Directors	- Member
1.4 Two Members to be nominated by the Chancellor	- Member
1.5 Two Professor of the constituent units nominated by Vice-Chancellor	- Member
1.6 Two External Members from other University nominated by V C	- Member
1.7 Controller of Examination	- Member
1.8 Registrar	- Member Secretary

2. CONDUCT OF MEETING:

2.1 The Vice-chancellor shall be the Chairperson shall preside over the meetings of the Academia Council and in his/her absence, any other person nominated by the Chancellor shall preside over the meeting.

2.2 The Registrar shall be the Member Secretary of the Academic Council and in the absence of the Registrar, any other person authorized by the Vice-Chancellor shall act as the Secretary.

2.3 One third of the members of the Academic Council including the Chairperson shall form the quorum at a meeting, provided that no quorum shall be necessary for adjourned meetings. Ordinarily fifteen days notice shall be given for all meetings of the Academic Council.

2.4 The term of the nominated members of the Academic Council will be three years.

3. GENERAL RULES OF THE MEETING OF ACADEMIC COUNCIL:

3.1 In general the Academic Council shall meet twice a year. Vice-Chancellor can requisite the meeting as and when required in addition to regular meetings.

3.2 Academic Council shall meet on requisition of Vice Chancellor.

3.3 Registrar shall notify the meeting on the orders of Vice Chancellor.

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3.4 Registrar shall send the notification along with the agenda to the members by speed post or by email, 15 days before the date of meeting.

3.5 Approval of the resolutions shall be by simple majority of the Members present.

3.6 Vice Chancellor is authorized to invite experts as and when required. However such invitee members shall neither be counted to fulfill quorum requirement, nor have voting powers.

3.7 All the decisions of the Academic Council are subject to the final approval of Board of Management of the University.

3.8 Validity of Council meetings: proceedings of the Council meetings shall not be invalidated:

3.8.1 Due to vacancies in Academic Council.

3.8.2 Due to no n-receipt of meeting notice by any member or members.

3.8.3 Due to defective nomination of any member.

4. POWERS, DUTIES AND FUNCTIONS:

4.1 The Academic Council shall be the Principal Academic Body of the University and shall, subject to the provisions of the Adhiniyam, Statutes, Ordinances and Regulations, exercise the control and general regulation for the maintenance of the standards of instructions, education and examinations of the University.

4.2 As the Authority of the University, shall be the principal body for laying down educational policies and shall, subject to the Statutes, Ordinances and Regulations, see to the coordination and general superintendence of its implementation.

4.3 To co-opt as members persons having special knowledge or experience in the subject matter of any particular business which may come before the Council for consideration. The members so co-opted shall have all the rights of the members of the Council in regard to the transaction of the business in relation to which they may be co-opted.

4.4 To promote research and innovation related activities in the University.

4.5 To make recommendations to the Governing Body on the proposals received from the different faculties of the University, for the conferment of degrees, honorary degrees or any such other distinction or honor of the University.

4.6 Emphasis shall be given for overall development of students to excel in the life not only as a professional but also as a responsible citizen.

4.7 Frame the rules and regulations to control the indiscipline in general and malpractices, unacceptable methods in the examinations or amend it with the approval of Board of Management.

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4.8 Approve the launching/ commencing of new courses of studies.

4.9 Frame the Calendar of Events for the academic year for the various courses.

4.10 Approve the rules of conduct/behavior and etiquette of the students in the Institution, the Hostels and in & outside the campus.

4.11 Discuss and decide on the matters put up by the respective Boards of Studies.

4.12 To arrange and order annual Inspections by the Local Committees of constituent Institutions to maintain high standards.

4.13 Prescribe the methodology, schemes, and modalities of Internal and University examinations.

4.14 Prescribe the detailed methodology, scheme and allotment of marks for individual subjects in all the courses.

4.15 Discuss and accord approval of schedules of examinations as proposed by the Controller of examinations.

4.16 Discuss and accord approval of methods of reporting malpractice cases, method of enquiry, and the punishments.

4.17 Discuss and decide on all the recommendations of various sub- committees appointed for the specific purposes.

4.18 Appoint various sub committees as and when required for specific purpose/task. The committees shall cease to function after completing the task assigned.

4.19 Constitute such committees as may be required to deal with special individual cases of indiscipline of employees, students. Indiscipline among the group, un-authorized absence, misbehavior, misappropriation, and thefts will also be looked into by the Council.

4.20 To consider and act on the recommendations of such committees.

4..21 To take up the matters for periodical review of functioning and co-ordination between all the constituent Institutions and departments and recommend to the Board of Management, the ways and means of improvement.

4.22 To initiate and promote research and related activities in various constituent Institutions and centers.

4.23 *To* consider other academic or student welfare matters referred to the Academic Council.

4.24 To recognize degrees/diplomas of other Universities/institutions and determine their equivalence.

4.25 To appoint committees for admission of students in different faculties of University.

4.26 To make special arrangements, if any, for the teaching of women students and for prescribing for them special courses of study.

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4.27 To recognize persons of eminence in their subjects to be associated as research guide, in the subject as prescribed in the Ordinance.

4.28 Academic Council shall ensure that while framing rules, syllabus and curriculum norms of the Regulatory Body i.e. National Medical Commission, DCI, Indian Nursing Council, M.P. Nursing Council, M.P Paramedical Council, Rehabilitation Council, Bar Council & AICTE etc. as laid down from time to time are adhered to.

5. Standing Committee

5.1 The Academic Council may constitute standing committee of the Academic Council to look after the routine matter of academic council.

5.2 The Standing committee shall consist of the following member

5.2.1 The Vice-Chancellor	-	Chairperson
5.2.2 All Dean of the Faculty	-	Member
5.2.3 The Registrar	-	Member Secretary

The members of the standing committee shall hold office for a period of two year.

5.3 To consider qualification for admission to various courses to determine the intake of students in each course to fix various examination centre and other matters relating to the admission of the student.

5.4 To consider cases of recognition for degree, diploma of the University and educational body for the purpose of admission to various programme of the University.

5.5 To consider the matter arising out of the recommendation of the constituent units/School of Studies and to make suitable recommendation to the academic council.

5.6 To consider any other matters referred to it by the Vice-Chancellor or the academic council.

5.7 To consider all academic matter on the behalf of the Academic Council and the decision shall be reported to the academic council.

5.8 The Vice-Chancellor, as the Chair-person shall preside over the meeting of the Standing committee of the Academic Council.

5.9 The Registrar shall be the member Secretary of the Standing Committee.

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STATUTE NO. 12

BOARD OF STUDIES: COMPOSITION POWERS & DUTIES

(Refer Section 25 of the Act 2007)

1. BOARD OF STUDIES:

There shall be a Board of Studies for each faculty the Board of Studies pertaining to the following subjects/Group of subjects mentioned below under the each faculty thereof:

1.1 Faculty of Medical Science

I. Faculty of Medical Science.

1.2 Faculty of Dentistry.

I. Dentistry.

1.3 Faculty of Physiotherapy.

I. Physiotherapy.

1.4 Faculty of Nursing.

I. Nursing.

1.5 Faculty of Rehabilitation Sciences.

I. Speech and Hearing

II. Prosthetics and Orthotics

III. Audiology and Speech Language Pathology.

IV. Special Education.

1.6 Faculty Of Occupational Therapy.

I. Occupational Therapy.

1.7 Faculty of Allied and Paramedical Sciences.

I. Allied and Paramedical Sciences

1.8 Faculty of Management.

1. Business administration/Industrial relations and Personnel management, Human Resource development, Financial Administration, Foreign Trade/Disaster Management.

II. Hospital Administration.

III. Chemical sales and Marketing.

IV. Tourism Administration.

V. E-Commerce.

1.9 Faculty of Law

I Law.

1.10 Faculty of Commerce.

I. Commerce.

1.11 Faculty of Ayush.

I. Sharir, Dosh, Dhatu, Mal, Vigyan, Sanskrit.

II. Dravyagun, Ras Shastra Vigyan.

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III. Kaaya Chikitsa Vikriti Vigyan and Swasthyavritta.

IV. Shalya Tantra, Shalakya Tantra, Prasuti Tantra, Kaumaryabhritya, Agad tantra and Vyavaharyurveda.

V. Ashtang Sangrah, Charak Samhîta, Padarth Vigyan, Ayurveda ka Itihas.

VI. Sharir Rachana Vigyan , Shariarkiriya Vigyan.

VII. Rog Vikriti Vigyan evam Swatha Vritta.

VIII. Homeopathy

IX. Unani

X. Alternative medicine (Accupressure, Magnetic Therapy etc.)

XI. Yoga and Naturopathy.

1.12 Faculty of Arts

I. English and other Foreign Languages

II. Sanskrit, Functional Sanskrit and Prachya sanskrit

III. Pali, Prakrit

IV. Hindi, Functional Hindi, Linguistics and Translation, Endic studies

V. Urdu, Arabic, Persian

VI. Other Indian Languages

VII. Psychology

VIII. Philosophy

IX Music (Vocal, instrumental) and Dance

X. Fine Arts (Drawing and Painting)

XI. Performing Arts (Theater and Sculpture)

XII. Library and Information Science

XTT Journalism and Mass Communication

XIV Fashion Designing (in case there is no Faculty of Vocational studies)

XV Interior Designing (in case there is no Faculty of Vocational studies)

XVI Jyotrvigyan

XVII Sthspatya (Vastu), Sthspatya

XVIII Yoga (Yogic Science)

1.13 Faculty of Social Science and Humanity

I History, Modern History, Medieval History.

II. Ancient Indian History Culture and Archaeology, Indology

III Political Science, International Relations. Public Administration, Human Rights

IV. Economics, Business Economics, Applied Economics

V. Sociology, Social work and Community, Demography and Population Science

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VI. Anthropology
VII. Geography
VIII. Military Science & Defense Studies
IX. Rural Development
X. Home Science (If there is no separate faculty of Home Science in the University).

1.14 Faculty of Home Science

I. Home Science
II. Clothing and Textile/Fabric and Apparel Sciences
III. Food and Nutrition

1.15 Faculty of Science

I Physics, Laser Technology.
II. Chemistry, Industrial Chemistry, Environmental Chemistry Pharmaceutical Chemistry, MICA
III. Mathematics
IV. Geology, Remote Sensing, Earth Science
V. Statistics
VI. Criminology and Forensic Science
VII. Computer Science (if faculty of Engineering Science does not exit
VIII. Oceanography,Meteorology

1.16 Faculty of Life Science:

I. Botany, Ethno-biology, Forestry, Horticulture
II. Zoology, Fisheries, Aquaculture, Genetics, Neuroscience
III. Environmental Sciences / Environmental Biology, Limnology
IV. Bio-Chemistry
V. Life Science/Bio- Science, Microbiology
VI. Biotechnology, Seed Technology, Bio informatics, Food Technology

1.17 Faculty of Vocational Studies

I. Vocational Education courses (B.Voc, M.Voc)
II. Skill Development Courses (B.Voc, M.Voc)
III. Product Designing
IV. Fashion Designing
V. Interior Designing
VI. Product Design

1.18 Faculty of Pharmacy

1. Pharmaceutical Science

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1.19 Faculty of Mass media and Communication

I. Journalism and Mass-Communication

II. Electronic Media

1.20 Faculty of Engineering

I. Bio Medical Engineering

II. Electrical Engineering/Electrical and Electronics

III. Electronics and Communication Engineering

IV. Electronics Instrumental Engineering

V. Computer Science Engineering/Information Technology (AIML)

VI. Cyber Security

VII. Mining Engineering

VIII. Mechanical Engineering

IX. Civil Engineering

X. Chemical Engineering

XI. Industrial & Production Engineering.

XII. Textile Engineering

XIII. Fire technology Engineering/Fire Safety.

1.21 Faculty of Agriculture

1.22 Faculty of Education

1.23 Faculty of Physical Education

1.24 Faculty of Entrepreneurship Development & Skill Development

1.25 Faculty of Homeopathy

1.26 The Chancellor, on the recommendation of the Vice-Chancellor may include any subjects not covered in the above list to any of the Board as mentioned above and may delete subjects, if required.

2. COMPOSITION OF BOARD OF STUDIES:

2.1 There shall be a Board of Studies for each faculty/subject or group of subjects

2.2 The Board of Studies will be comprising of

2.2.(1) The Head of the Department or Senior Professor of prescribed concerned faculty shall be Chairman of the Board of Studies appointed/ nominated by the Vice-Chancellor.

2.2.(2) Two members to be nominated from the Department by the Vice-Chance

2.2.(3) Two members to be nominated as co-opted by the Department from outs the University from academic/industries after the approval of Vice-Chancellor.

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2.3 The Vice-Chancellor can constitute a Board of Studies for the subjects to be starte by the University as and when required.

2.4 The term of Board of Studies shall be three years.

2.5 The Chairman or other members of Board of Studies shall be nominated by Vice-Chancellor.

3. POWERS AND DUTIES OF BOARD OF STUDIES: -

The Board of Studies shall have the following powers and duties, namely:-

3.1 To recommend, upon reference to it by the Board of Management or Academic Council or the faculty concerned or otherwise, the courses of study in the subject or group of subjects within its purview;

3.2 To recommend books, including text-books, supplementary reading, reference books and other material for such courses of study;

3.3 To recommend to the Academic Council for its approval the preparation and publication or selections of writing or work of authors and other matters as well as material, consequent to curriculum development by the teachers of the University for its introduction in the syllabi of the courses of study under the purview of the Board in accordance with the Regulations made by the Academic Council in that respect;

3.4 To advise the faculty or faculties concerned regarding improvement in the course of study;

3.5 To recommend names of suitable persons for inclusion in the panels for appointment as paper-setters, examiners and moderators in the University examinations in the subject by the Board of Examinations;

3.6 To recommend to the Board of Examinations, names of persons suitable for appointment as referees, for evaluation of thesis and dissertations and for conduct of *viva-voce* examinations, wherever prescribed, for awarding post-graduate, doctorate and higher degrees;

3.7 To suggest organization of orientation and refresher courses in the subject;

3.8 To prepare requirements in respect of teaching of the subject at various levels in respect of teachers and their qualifications, library, laboratory and hospital

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equipment and consumables for the use for the Planning Board"for formulating the norms and requirements.

3.9 To prepare detailed syllabus and scheme of examination of the different subjects/courses of the Department shall be prepared by the Board of Studies and be submitted to the Academic Council for its approval and publication.

3.10 To prepare contents of the syllabi shall be revised and updated by the Board of Studies from time to time as per concerned council norms and be submitted to the academic council for its approval.

4. Removal/ Disqualification of Member:

4.1 The member ceases to be so:

4.1.1 On resignation/ removal from University.

4.4.2 When convicted for any offence including moral turpitude.

4.2 A member can be removed:

4.2.1 Who is sick, insane and incapable of discharging the duties in the Board.

4.2.2 Who is found guilty of misconduct, indiscipline and malpractice.

5. **QUORUM:**

One third of the members of the Board of Studies shall form a quorum for its meetings. The meeting of the Board of Studies will be arranged at least twice in a year

6. **JOINT MEETING:**

Whenever it is deemed necessary the Vice-Chancellor shall be competent to convene Joint Meeting of two or more Boards of Studies and the Vice-Chancellor shall appoint the Chairman for any such meeting(s).

7. **OPINION BY CIRCULATION:**

The Vice-Chancellor may in urgent cases obtain the opinion of the Chairman of Board of Studies or of full Board of Studies by circulations of any proposal among them. Such opinion together with the action taken thereon shall be communicated to all the members.

8. **VALIDATION OF BOARD OF STUDIES MEETINGS:**

Proceedings of the Board of Studies meetings shall not be invalidated merely due to

8.1 Vacancies in Board of Studies.

8.2 Non Receipt of Meeting notice by any member or members.

8.3 Defective nomination of any member.

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STATUTE NO. 13

FACULTIES OF THE UNIVERSITY: COMPOSITION POWERS & DUTIES

(Refer Section 25 of the Act 2007)

1. **FACULTY**:

1.1 The faculties shall be the principal academic co-ordinating authorities of the University in respect of studies and research in relation to the subjects included in the faculty, and also in respect of studies and research in multidisciplinary faculties.

1.2 The University shall have such faculties as prescribed by Ordinance.

1.3. A faculty shall be constituted, divided, combined with or abolished, only with the approval of the Academic Council and as prescribed by statutes.

1.4 The University shall have the following faculty

- Faculty of Medical Science
- Faculty of Dentistry
- Faculty of Physiotherapy
- Faculty of Nursing
- Faculty of Rehabilitation Science.
- Faculty of Occupational Therapy
- Faculty of Allied and Paramedical Sciences
- Faculty of Management
- Faculty of Law
- Faculty of Commerce
- Faculty of Ayush
- Faculty of Arts
- Faculty of Social Sciences and Humanities
- Faculty of Home Science
- Faculty of Science
- Faculty of Life Science
- Faculty of Vocational Studies
- Faculty of Mass Media and Communication
- Faculty of Engineering
- Faculty of Agriculture
- Faculty of Pharmacy
- Faculty of Education
- Faculty of Physical Education
- Faculty of Entrepreneurship Development & Skill Development
- Faculty of Electro Homeopathy

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1.5 Each faculty shall consist of the Dean.

1.6 The Dean shall be appointed by the Chancellor on the Recommendation of Vice-Chancellor for a period of 3 Years from amongst the Professor of the Constituent Units/UTD/School/Institute/College who are the teachers in the subjects assigned to the faculty.

Provided that, if there is no Professor of Constituent Units/University Teaching Department/School/Institute/College or Principal teaching the said subjects the Vice-Chancellor may appoint the Dean or any other faculty to act as the Dean of the faculty with the approval of Chancellor.

The Dean shall be the Chairmen of the faculty and shall be responsible for the due observance of the statutes, the ordinances and the regulations relating to the faculty and for the conduct and maintenance of standard of teaching, and

1.2 The faculty shall consist of the following members:-

1.2.1 The Dean of the faculty as *ex-officio* Chairperson;

1.2.2 The Chairpersons of each Board of Studies, for the subjects comprised in the faculty - Member

1.2.3 Three members of each Board of Studies to be nominated by the members of the Boards of Studies from amongst themselves.

2. The Faculty shall have the following powers and duties, namely:-

2.1 To consider and report on any matter referred to it by the Board Of Management Academic Council or Planning Board;

2.2 To consider *and* approve recommendations of the Board of Studies in the faculty, and matters related to more than one Board of Studies not affecting any other faculty, and recommend to the Academic Council for action as it thinks fit;

2.3 To consider and recommend to the Academic Council, the academic matters, within its purview, which affect any other faculty or faculties or which involve administrative or financial implications;

2.4 To consider and recommend to the Academic Council establishment of new courses, inter-disciplinary courses and short-term training programs, referred to it by the Board of Studies or Board of Inter-disciplinary Studies, if any constituted by Statutes;

2.5 To make recommendations to the Planning Board in respect of the requirements regarding the conduct of post-graduate or under-graduate instruction, teaching, research and training in University institutions or departments, constituent colleges and recognized institutions;

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2.6 To ensure that guidelines and rules framed for the following matters by the Academic Council are implemented:-

2.6.1 Long-term curriculum development;

2.6.2 Faculty development;

2.6.3 Teaching or learning material development;

2.6.4 Research in educational matters with particular reference to colleges;

2.7 To plan and organize inter-departmental and inter-faculty programs in consultation with the Boards of Studies, other faculties or Planning Board;

2.8 To recommend to the Academic Council regarding organization of refresher and orientation courses for teachers of colleges and University departments especially for the revised or newly introduced or inter-disciplinary courses of study;

2.9 To prepare and submit the annual report of the functioning of the faculty to the Vice-Chancellor;

2.10 To consider any other academic matter which may be referred to it.

3 MEETING OF THE FACULTIES:

The Faculties shall meet ordinarily thrice in a year or at such other times as are fixed by the Vice-Chancellor or on the requisition of the Dean with the prior permission of the Vice-Chancellor. Dean shall preside over the meetings, or in the absence of Dean, Senior teacher among those present shall preside over the meeting.

4 QUORUM:

One third of the members of the faculty shall form a quorum of the meeting.

5 NOTICE OF THE MEETING & AGENDA:

Notice of a Meeting of Faculty shall be sent by post or by e-mail to each member by the Registrar under the directions of the Vice-Chancellor stating the date & venue of the meeting and also showing the business to be placed before the meeting. The period of notice shall ordinarily be fifteen days unless the Vice-Chancellor, for reasons of urgency, fixes a shorter period.

5.1 Members who wish to submit any item for discussion may do so in writing to the Registrar at least 7 days in advance.

5.2 The Dean shall send the proceedings of the meeting to the Registrar for further course of action.

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STATUTE NO. 14

THE DEAN OF STUDENTS' WELFARE:
TERMS AND CONDITIONS OF SERVICE, POWERS AND DUTIES

(Refer Section 20 of the Act 2007)

1. The Dean of Students' Welfare shall be nominated preferably from among the Professors of University for a term of three years by Chancellor on recommendation of Vice-Chancellor.

   Provided further that before the expiry of his term of three years the Governing Body may, on a report from the Vice Chancellor, terminate the nomination of Dean of Student's Welfare if it is satisfied that further continuance of the Dean Students' Welfare will not serve any useful purpose or will be detrimental to the cause for which he has been appointed or in the interests of the University, after giving reasonable opportunity of being heard.

2. Dean of Students' Welfare:

   2.1 Will possess at least Doctorate degree in any subject and five years of experience of teaching post-graduate classes or twelve years experience of teaching degree classes, preferably having experience of guiding extracurricular activities and understanding of students' problems.

   2.2 Will not be entitled to draw any extra emoluments, except his/her own salary of his/her basic post.

3 POWER AND DUTIES:

   3.1 The Dean *of* Students' Welfare shall be the Head of the Information Center and the Placement Office in the University.

   3.2 The Dean of Students' Welfare shall, if the **Governing** Body, Board of Management or the Academic Council so desires and invite, be present at any meeting of the authority **concerned** when matters relating to Students' Welfare come up for deliberations therein.

   3.3 Subject to the control of the Vice Chancellor, the Dean of Students' Welfare shall

   3.1. Make arrangements to ensure suitable accommodation facilities for students;

   3.2 To provide guidance for employment of students in accordance with the plans approved by the Vice-Chancellor.

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   3.3 Communicate with the guardians of the students regarding the welfare of students;

   3.4 Co-ordinate travel facilities for students;

   3.5 Guide and also assist the students in obtaining scholarship, intern-ships, etc.

   3.6 Perform such other duties as may be assigned to him and of concern to students from time to time by the Registrar with the approval of the Vice-Chancellor.

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STATUTE NO. 15
PURCHASE COMMITTEE
(Refer Section 25 of the Act 2007)

1. PURCHASE COMMITTEE

1.1 Constitution

There shall be a Purchase and Hire Committee for vetting, processing and finalizing all kinds of purchases, procurement and hiring arrangement for the University and its constituent institutions.

1.1. Chancellor or his nominee from amongst the members of Governing Body Ex-Officio	Chairperson
1.2 Chief Finance & Accounts Officer	Member
1.3 Co-opted members	Members
1.3.1 Professor/Dean/Head of Concerned Institution nominated by Vice-Chancellor	
1.3.2 One Professor of concerned specialty nominated by Vice-Chancellor	
1.4 One Officer of the University nominated by Vice-Chancellor	Member
1.5. Registrar	Member Secretary

2 Tenure: The term of the Purchase Committee is one year.

3. POLICY GUIDELINES FOR PURCHASE & HIRE

In discharging purchasing/hiring responsibilities, all authorities of the University, to whom purchasing authority has been delegated, must maintain a standard of conduct and the transparency. Authorities whose behavior violates such a conduct will be subject to disciplinary action, including discharge, if warranted by the seriousness of the violation

The University subscribes to the following purchase guidelines

3 3.1 The policies set by the University will be strictly adhered to.

3.3 2 Strive to ensure best bargain in each transaction;

3.3.3 Grant all competitive suppliers equal consideration in so far as Sponsoring Body and University policy permits;

3.3.4 Conduct business with potential and current suppliers in an atmosphere of good faith, devoid of intentional misrepresentation;

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3.3.5 Demand honesty in sales representation whether offered through the medium of a verbal or written statement, an advertisement or a sample of the product;

3.3.6 Give preference to property items and designs for competitive purchasing purposes;

3.3.7 Make all reasonable effort to negotiate for equitable and mutually agreeable settlement of any controversy with a supplier; and/or be willing to subject any major controversy to arbitration or third party review, in so far as the prescribed systems/policy allows

3.3.8 Foster fair, ethical and legal trade practices

3.3.9 Co-operate with trade, industrial and professional association, and with Government and private agencies for the purposes of promoting and developing sound business methods.

3.4 PROCEDURES

Procedures for purchases/hire will be in accordance with the rules framed for this purpose.

3.5 MEETING & QUORUM:

The purchase committee shall meet at least once in every three months

3.5.1 Five members shall form a quorum

3.5.2 Secretary in consultation with chairpersons will fix the date for meeting

3.5.3 May appoint sub committee(s) to carryout its directions.

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STATUTE NO. 16

FINANCE COMMITTEE

(Refer Section 25 of the Act 2007)

1. FIINANCE COMMITTEE:-

1.1 Composition of the Finance Committee:

The Finance Committee shall consists of the following persons, namely:-

1	The Chancellor or his nominee	Chairperson
2	The Vice Chancellor .	Member
3	Registrar	Member
4	One member of the Governing Body to be nominated by the Chancellor	Member/s
5	One person to be nominated by the sponsoring Body	Member
6	Chief Finance & Accounts Officer	Member Secretary

1.2 Terms of Members of the Finance Committee:

All **members of** the Finance Committee other than ex-officio members shall hold office for a term of three years from the date of first appointment.

1.3 Powers and Functions of the **Finance Committee:**

3.3.1 To consider the annual accounts and financial estimates of the University and submit them to the Board of the Management for approval;

3.3.2 To consider and recommend the annual budget and revised estimates to the Board of Management;

3.3.3 To fix the limits of the total recurring expenditure and the total nonrecurring expenditure of the year based on the income and resources of the University.

Note: No expenditure other than that provided in the budget shall be incurred by the University without the approval of the Finance Committee.

1.4 Meetings of the Finance Committee:

The Finance Committee shall meet at least twice a year to examine the accounts and scrutinize proposals for expenditure. Four members shall constitute the quorum for the meeting.

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1.5 Procedure for **conduct of business at the meeting of Finance Committee:**

1.5.1 The Finance Officer shall be the Ex-Officio Secretary of the committee. He shall Ex-officio issue notices of the meetings, get the minutes of the proceedings recorded and perform all other functions required to be performed by the Secretary.

1.5.2 The Finance Officer shall issue notice of the meeting at least ten days prior to the date of meeting to all the members of the committee informing them the day, date, time and venue of the meeting.

1.5.3 The Finance Officer shall send the agenda of the meeting at least five days prior to the date of the meeting to all the members of the committee.

1.5.4 Any business, other than that specified in the agenda, can be brought up by any member only with the permission of the Chair.

1.5.5 The Chairman shall preside over every meeting of the committee. In his absence, the members present in the meeting shall select one member as a Chairman amongst them, who shall preside over the meeting.

1.5.6 All members shall have only one vote. All matters in the meeting shall be decided by a simple majority vote. In the case of equality of votes, the Chairman of the meeting shall have a casting vote.

1.5.7 Four members of the committee shall be a quorum for the meeting. In case the quorum is not complete, the meeting shall be adjourned for half an hour. The meeting shall be reconvened after half an hour at the same place. Neither a quorum, nor a notice shall be necessary in the case of such an adjourned meeting.

1.5.8 A meeting may be adjourned, if the business remains unfinished / incomplete. Such an adjourned meeting may take place at a future date. Notice of such an adjourned meeting shall be given to all members including those who were absent in the original meeting.

1.5.9 If the Chairman is of the opinion that the decision/s taken or a resolution passed by the committee at the meeting is/are inconsistent with any rule or bye-law in force or that such decision/s or resolution/s is/are not in the interest of the University, shall refer it back to the committee for reconsideration in its next meeting with the reasons to be recorded in writing. If differences persist, he shall, within a week time, modify the resolution/s as he deems fit and inform the committee about the same, stating the reasons thereof. The Vice-Chancellor's decision shall be final. 3

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1.5.10 Any member, not attending three consecutive meetings, without proper leave of absence, shall cease to be a member.

1.5.11 The minutes of the proceedings of every meeting, along with action-taken reports on the decisions made at that meeting, shall be prepared by the Secretary and a copy of the same shall be placed before the next meeting of the committee for confirmation and signature by the Chairman.

1.6 Preparation and Submission of Financial Estimates (Budget):

The Finance Officer shall prepare financial estimates (budget) for the ensuing financial year and get them approved by the Finance Committee in the month of March every year for submission to the Board of Management.

1.6.1 The budget shall be prepared in the following three distinct parts:

1.6.1.1 Maintenance (Recurring);

1.6.1.2 Development (Non-Recurring);

1.6.1.3 Independent projects or schemes;

The University and its Constituent units shall prepare their Budget under the above mentioned three distinct parts. The budget estimates will then be consolidated so as to show consolidated surplus /deficit for University and its Constituent Units.

1.6.2 The Annual Budget shall include the following information:

1.6.2.1 Actual figures of the previous year.
1.6.2.2 Budgeted figures of the current year.
1.6.2.3 Budgeted figures for ensuing year.

1.6.3 The Annual Budget shall be reviewed after six months and following information shall be included.

1.6.3.1 Actual figures of the previous year.
1.6.3.2 Budgeted figures of the current year.
1.6.3.3 Revised budgeted figures of the current year.

1.6.4 The budget estimates, as approved by the Finance Committee shall be placed before the Board of Management for its approval.

1.6.5 After approval from the Board of Management the annual budget and revised budget shall be communicated to the Constituent Units.

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1.7 Appointment of Auditors:

1.7.1 The Board of Management shall appoint auditors from the panel of auditors for the ensuing financial year and decide the fees based on the recommendations of the Finance Committee.

1.7.2 The auditors shall be qualified professionals, being member of the Institute of Chartered Accounts of India, to be appointed by the University.

1.7.3 The term of *appointment* of the auditors shall be for *not* more than one year at a time. The same firm may be eligible for reappointment.

1.7.4 The Board of Management shall fix the remuneration of auditors for conduct of audit of the University.

1.7.5 The auditors appointed by the Board of Management may conduct the audit of the annual accounts of the University, prepared by the Finance Officer, within six months of the close of the respective financial year and may submit an audit report thereon to the Board of Management for its final approval.

1.8 Funds, Accounts, Audits and Annual Report:

1.8.1 The books of accounts of the University and its constituent units shall be maintained, managed and operated in the name of the University and its constituent units, as the case may be and not in the name of the sponsoring body or any other body.

1.8.2 The Accounts of the University and its constituent units shall be kept in such a form as may be laid down by the Board of Management.

1.8.3 The University shall prepare consolidated financial statement for the purpose of reporting to various stakeholders.

1.8.4 The books of accounts and annual financial statements (stand alone and consolidated of University and its constituent units shall be audited annually by the auditors appointed by the Board of Management.

1.8.5 Annual reports and the Audit Reports shall be submitted by the University to the UGC within nine months of the closure of the accounting year.

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STATUTE No. 17

BUILDING AND PREMISES COMMITTEE, COMPOSITION, POWER AND FUNCTION

(Refer Section 25 of the Act 2007)

1. BUILDING AND PREMISES COMMITTEE:

1.1 Composition:

There shall be a Building and Premises Committee comprising of the following:

1.1.1 Vice Chancellor or his nominee -	Chairperson.
1.1.2 One Architect/Planner nominated by Vice-Chancellor	Member
1.1.3 One Representative of the Governing Body nominated by Chancellor	Member
1.1.4 Head or representative of concerned Institution nominated by Vice-Chancellor	Member
1.1.5 Chief Finance & Accounts Officer	Member
1.1.6 University Engineer	Member
1.1.7 Estate & Premise Officer	Member
1.1.8 Registrar	Member Secretary

1.2 TENURE:

Members, other than ex-officio members, shall hold office for a period of three years.

1.3 POWERS AND DUTIES:

The Building and Premises Committee shall;

1.3.1 Advise the Board of Management on all matters relating to the construction of buildings, repairs, alterations, additions or maintenances to existing buildings, which, it may consider necessary or urgent;

1.3.2 Select and recommend land for purchase by the Planning Board;

1.3.3 Accord technical sanctions to the detailed plans and estimates;

1.3.4 Select, scrutinize and recommend acceptance of tenders or offers, or

1.3.5 Recommend expenditure incidental to the execution of each work subject to the allotment made for it by the Board of Management.

1.3.6 Male recommendations to the Board of Management about the order / priorities in which work should be carried out;

1.3.7 Recommend to the Board of Management the creation; temporary or permanent, post of medical sciences staff.

1.3.8 May appoint Sub-Committees for carrying out its directions.

1.4 MEETINGS AND QUORUM:

1.4.1 Meetings of the Committee shall held minimum once in six months or be called as and when necessary by the Registrar as directed by the Vice Chancellor.

1.4.2 Four members of the Committee shall form a quorum.

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STATUTE NO. 18

LIBRARY COMMITTEE, COMPOSITION, POWER AND FUNCTION

(Refer Section 25 of the AH 2007)

1. LIBRARY COMMITTEE:

1.1 Composition:

There shall be a Library Committee for the management of the University Library and also other Libraries of the constituent institutions. It shall comprise:

1.1.1 The Vice-Chancellor, as the Ex-Officio	Chairperson;
1.1.2 All Deans of Faculties; Ex-Officio	Member
1.1.3 Chief Librarian/Librarian of one of the constituent institutions to be nominated by Vice-Chancellor	Member
1.1.4 Chief Finance & Accounts Officer	Member
1.1.5 Registrar	Member Secretary

Note: Vice-Chancellor may nominate two co-opted members from the concerned constituent institution as also subject experts from outside.

2 TENURE:

Members of the Library Committee, and the ex-officio members, shall hold office for a period of three years.

3. POWERS AND FUNCTIONS:

The Library Committee shall be responsible for the general administration and supervision of the library subject to the overall control of the Board of Management and

3.1.1 Management and regulation of the financial aspects of the University Library and other Libraries.

3.1.2 Administration of Endowment for the University and other Libraries and proper utilization of budget grants for purchase of books and periodicals including e-books and e-magazines and for general purposes of the Library.

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3.1.3 Preparing the annual budget for the consideration of the Board of Management.

3.1.4 Allocation of funds for books/ reference books/periodicals and e-magazines, e-journals etc. for different subjects/ departments/ institutions.

3.1.5 Prescribing the procedure/basis for the selection of books and journals to be purchased.

3.1.6 Preparing the Annual Report for the consideration of Board of Management.

3.1.7 Prescribing rules/regulations for the use of Library books by teachers, research scholars and students of the University and constituent institutions.

3.1.8 Ensure maintaining of proper records of all the books, magazines, e- journals. Categorize them into special, reference and others, and issuance thereof each member-wise and exercise effective supervision and control prescribing rules for the use of Library books Maintain proforma/records of caution money/security deposits, recommend special deposits considering value and replacement availability of special category and invariably ensure that NGOs are issued after due diligence by the staff of library.

3.1.9 Guide, explore, coordinate and enter into arrangements for utilization/access to other universities,institutions for utilization of their e-libraries including at foreign centers.

4. MEETING & QUORUM:

4.1 The Library Committee shall meet once in a quarter

4.2 Meting of the Library Committee shall be called by the Registrar in consultation with the Vice-chancellor.

4.3 The Registrar shall give at least 10 days clear notice for the meeting. However, an urgent meeting of he Library Committee may be convened on three days clear notice.

4.4 The agenda of every meeting shall be sent with the notice to the members. Proposals/suggestions from any member received by the Registrar before the issue of the notice shall be included in the agenda.

4.5 Five members will form quorum for the meeting.

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STATUTE No. 19

SPORTS COMMITTEE, COMPOSITION, POWER AND FUNCTION
(Refer Section 25 of the Act 2007)

1. SPORTS COMMITTEE:

For the purpose of promoting Sports and Physical Welfare including indoor games and athletics of the students there shall be a Sports Committee, which shall comprise of:

1.1	The Vice-Chancellor - Ex-Officio	- Chairman
1.2	All Principals/Deans/Directors of constituent institutions in rotation, to be nominated by the Vice-Chancellor.	-Members
1.3	Three teachers of the constituent institutions, one of whom shall be at least a lady teacher, to be nominated by the Vice-Chancellor	- Members.
1.4	Two persons of whom at least one shall be from non-teaching staff appointed by the Vice-Chancellor	- Members.
1.5.	Two persons possessing expert knowledge or experience of a branch or branches of Sports to be co-opted by the Vice-Chancellor	Members.
1.6	Two Physical Training Instructors of constituent institutions, nominated by the Vice-Chancellor	- Members
1.7	Two Captains of University teams in the preceding year nominated by the Vice- Chancellor	- Members
1.8	Two Sports Secretaries of the constituent institutions by rotation - to be nominated by Vice-Chancellor.	
1.9	Recognized sports men/women of outstanding reputation in sports and related fields nominated by Vice-Chancellor	
1.10	The Director/ Officer In-charge of Physical Education	- Member
1.11.	The Registrar	- Member Secretary

1.2 TENURE: Members of the Sports Committee shall hold office for one year.

1.3 POWERS AND FUNCTIONS *OF* THE SPORTS COMMITTEE:-

1.3.1 Subject to overall control of Board of Management the Sports Committee shall initiate, organize, control, manage and supervise either by itself or through various sub-committees the Inter-Collegiate Sports and Tournaments and to Foster, undertake Inter-University Competitions.

1.3.2 The Sports Committee shall, subject to the approval of the Board of Management, frame and adopt all rules and ensure that these are followed by all the constituent institutions.

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1.3.3 It shall decide whether the University shall participate in the Inter-University competitions and prepare the estimate for the expenses involved in such participation, subject to the overall budgetary limits laid down by the Board of Management.

1.3.4 In urgent cases Vice-Chancellor shall be authorized to approve participation and other matters pertaining to sports & physical education by either in consultation with Committee or otherwise.

1.3.5 The Committee shall perform following functions and have the powers: -

1.3.5.1 To appoint Organizing Committees, to conduct and arrange Inter-University competitions/ events whenever required

1.3.5.2 To conduct Inter-Collegiate Sports Tournaments/ Athletic Meets.

1.3.5.3 To appoint Selection Committees to select University teams for Inter-University Tournaments/Inter-collegiate competitions and others

1.3.5.4 To prepare budget for approval of the Governing Body

1.3.5.5 To appoint Managers, Coaches and Captains for the teams participating in inter-University tournaments.

1.3.5.6 To propose disciplinary action against the players and college teams for violation of the sports rules, regulations and for misconduct either on the playground or outside/Inter-Collegiate competitions or bring disrepute to the University.

1.3.5.7 To prepare Annual Report of the Sports

1.3.5.8 To frame, modify or amend rule for the efficient control and carrying out the activities of sports and have them approved by Board of Management.

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1.3.5.9 To award Crest and Certificates or both to the players and competitor participating in inter-University or inter-collegiate tournaments. To organize, physical training programs in the constituent institutions and school of studies or teaching departments of the University..

1.3.5.10 To advise the Governing Body / Board of Management on all the matters connected with sports and games in the institutions, schools of studies and teaching departments and development of internal infrastructural facilities, equipment, adequate grounds, stadium and material for sports and practices and learning.

1.3.511 To initiate such steps as may be necessary in due discharge of their responsibilities and enhancement of the University image and to perform such functions as may be assigned by the Governing Body/Board of Management.

1.4 MEETING & QUORUM:

The Sports Committee shall meet ordinarily once in two months. The date for the meeting shall be fixed by the Secretary with the approval of the Vice-Chancellor.

1.4.1 In the absence of the Vice-Chancellor members present shall elect Chairperson who shall preside over the meeting.

1.4.2 Nine Members well form quorum for the meeting.

1.5 PROCEDURE FOR STARTING NEW ACADEMIC PROGRAM/ DEPARTMENT

1.5.1 The University with the prior approval of its Board of Management and *Governing* Body, a/so where applicable, the relevant Statutory bodies, such institutions shall inform the Commission about starting of a new course/program/ department/school/center in its existing main Campus, within one month of the grant of approval by the Board of Management of the University and concerned statutory bodies.

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1.5.1.1 The head of a constituent college/institute of the University, desirous of launching a new academic program, shall submit to the Registrar of the University proposal in respect of the new proposed program on or before the date prescribed by the respective council.

1.5.1.2 The proposal for launching a new academic program shall be submitted to University or Respective Council. Registrar shall place the proposal, before the Academic Council for their consideration.

1.5.1.3 On the recommendation of the Academic Council, the Registrar shall place the proposal, along with modifications or additions suggested by Academic Council, if any, before the Board of Management for their consideration and approval.

1.5.1.4 In the event of the proposal being approved by the Board of Management, the Registrar shall submit to the respective council or UGC, if necessary, a proposal for launching the said *program.*

1.5.1.5 The Registrar shall convey the decision of the Board of Management/ respective council/UGC to the constituent college/ institute, which had initiate of the proposal.

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STATUTE NO. 20

ADMISSION POLICY INCLUDING RESERVATION OF SEATS AND PROVISION REGARDING FEE

(Refer Section 25 of the Act 2007)

1. ADMISSIONS:

1.1 Admission in the University shall be made strictly on the basis of the merit;

1.2 Merit for admission in the University may be determined.

1.2.1 Either on the basis of marks or grade obtained in the qualifying examination and achievements in co-curricular and extra-curricular activities.

Or

1.2.2 On the basis of marks or grade obtained in Entrance Test conducted

(i) By constituent Institutions/University or

(ii) By any Competent/Designated agency or

(iii) By different States/Nations/Professional Bodies or

(iv) By an Association of Colleges/University conducting similar courses or

(v) By any agency of State/Statutory body of Government of India.

1.2.3 On the basis of the Group discussion/counseling /Interview.

Provided that admission in professional and technical courses shall be made only on the basis of entrance test. The University may conduct its own entrance test or utilize the list of result of such examination/test conducted by different State/ National/ Professional bodies.

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2. ADMISSION COMMITTEE:

The admission in the constituent institution/school of studies /department will be made by respective Heads of Institutions duly assisted by the Admission Committee strictly in accordance to the norms of the applicable Statutory Bodies and Authorities and as amended from time to time.

3. RESERVATION OF SEATS:

Seats for admission in the University for the students, belonging to scheduled castes, scheduled tribes; other backward classes, women, handicapped students, children of defence personnel and other specified categories shall be reserved primarily as per the policy of State Government/Central Govt. and as prescribed from time to time.

4. PROVISION REGARDING FEE TO BE CHARGED FROM THE STUDENTS:

4.1 All the courses in the University will be run on self-finance mode. The following types of fees may be charged from the students;

4.1.1 Prospectus/Registration form

4.1.2 Entrance Examination Fee (If Applicable)

4.1.3 Admission fees (Where applicable)

4.1.4 Tuition fees for the course

4.1.5 Identity Card Fee

4.1.6 Examination Fee

4.1.7 Library Card Fee

4.1.8 Library fee

4.1.9 Development/amalgamated fund

4.1.10 Laboratory fees

4.1.11 Sports and Game Fee

4.1.12 Activities Fee

4.1.13 Cultural/Annual Function Fee

4.1.14 Caution money

4.1.15 Hostel and Mess Charge (if applicable)

4.1.16 Transportation Fee (if applicable)

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4.1.17 Security Fee

4.1.18 Industry Visit/Excursion Fee

4.1.19 Training /Augmentation/Placement Fee

4.1.20 Subsidies Fee

4.1.21 Eligibility Fee

4.1.22 Enrollment Fee

4.1.23 Migration Fee

4.1.24 Transfer Certificate Fee

4.1.25 Provisional Certificate Fee

4.1.26 Fine

4.1.27 Revaluation Fee

4.1.28 Re-totaling Fee

4.1.29 Competition, Quizzes and Group Discussions

4.1.30 Seminar/Workshop/Conferences/Exhibition/Fare

4.1.31 Convocation Fee

4.1.32 Alumni Membership Fee

4.1.33 Internet Fee

The University can introduce other leads of fees from time to time.

4.2 In addition, fees for duplicate mark sheets, revaluation, issuance of degree and such other examinations or results related fee may be charged from the students, as prescribed by the Board of Management. The components of fee may vary from course to course and shall be decided by the Board of Management for each course. The fees for the courses shall need the approval of the regulatory bodies like MPPURC and concerned council norms, if any. The fee structure of various courses and provision of exemption from tuition fee will be decided by the Board of Management from time to time and will be made available to the students along with the prospectus for the concerning session.

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STATUTE NO. 21

STUDENT COUNCIL

(Refer Section 25 of the Act 2007)

1. There shall be Student Council to look after the welfare of the students, to co-ordinate the extra curricular activities, to promote participation of students in the policy process of academic and extra-curricular activities and to train students for democratic process for better corporate life. These councils shall not engage in political activities.

2. COMPOSITION OF STUDENTS' COUNCIL OF EACH CONSTITUENT COLLEGE:

The Students' Council for each constituent units shall consist of the following:

2.1	Dean / Director/ Principal	- Chairman
2.2	One teacher, nominated by the Dean/Director/ Principal with the approval of Vice-Chancellor	- Member
2.3	One teacher looking after extra-curricular activities, nominated by the Dean/Director/Principal with the approval of Vice-Chancellor	- Member
2.4	Dean of students' Welfare	- Member Secretary

2.5 One student nominated by the Dean/ Director/Principal from each class, and one representative of interns, who have shown academic merit and have stood first in the examination of the preceding year and who are engaged in full time studies/training in the college.

2.6 One student each nominated by the Dean/Director/Principal, from those who have shown outstanding performance in each of the following activities:

2.6.1 Sports
2.6.2 National Service Scheme (NSS) National Cadet Corps (NCC)
2.6.3. Cultural Activities
2.6.4 Social Work

3.7 Two female students (nominated by the Dean/Director/Principal) who have shown outstanding performance in Sports, National Service Scheme, Cultural Activities.

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The student members of this Council shall be nominated by the Dean, on a date notified by the University, from amongst them as the Secretary of their Council, who shall be a students of second professional year or a higher class or an intern.

3. COMPOSITIOIN OF THE UNIVERSITY STUDENTS' COUNCIL:

The University Students' Council shall consist of: :

3.1	Dean Students' Welfare	- Chairperson
3.2	Principal/Director/Heads of concerning Department/Institution	- Member
3.3	Secretary of the College Students' Council of each constituent College	- Member
3.4	Registrar -	Member Secretary

4. STUDENT OFFICE BEARERS OF UNIVERSITY STUDENTS' COUNCIL

The Vice-Chancellor shall nominate from amongst the students members of the Students' Council of the constituent College/Institution:

i) President
ii) Vice-President
iii) General Secretary

5. GENERAL PROVISIONS:

6.1 The meetings of the College Students' Councils and the University Students' Council shall be held a decided by the Chairman. There shall be at least two meetings of the respective Councils in an academic year.

6.2 A student shall be eligible to be, or continue to be, a member of any of the Students' Council, only if he/she is enrolled as a full time student - trainee.

6. PROHIBITION OF RAGGING:

Ragging in any form is strictly prohibited in the campus and outside. The UGC Regulations on "Curbing the Menace of Ragging in Higher Education Institutions- 2009" (as amended) and the MCI (Prevention and prohibiting Ragging in Medical Institutions) regulations 2009 and DCI Regulations on curbing the Menace of Ragging in Dental Colleges 2009 and other regulatory authorities' regulations shall be applicable to all students of the University.

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STATUTE NO. 22

CONFERMENT OF HONORARY DEGREES AND ACADEMIC DISTINCTIONS

(Refer Section 25 of the Act 2007)

(1) (i) Proposal for conferment of an Honorary Degree or Academic Distinction shall be made in writing through the Department/Constituent Institutions/Dean/Principal will forward it to the Vice Chancellor.

(ii) On receipt of the proposal the Vice -Chancellor, on being satisfied that the proposal is in conformity with the provision of the Act, shall call a special meeting of the Academic Council and Board of Management to consider the proposal.

(iii) At such special meeting of the Academic Council and Board of Management the Vice-Chancellor shall call upon the members to indicate their opinion on the proposal. No speeches or comments shall be permitted on the proposal at such meeting.

(iv) The Vice-Chancellor shall ascertain from the proposal has the requisite support. If the Vice-Chancellor finds that the proposal has the requisite support of the members, he shall declare that the proposal shall be submitted for approval to the next meeting of the Governing Body.

(v) Every proposal for conferment of an Honorary Degree or Academic Distinction shall be separately made and considered in respect of a proposed recipient.

(2) (i) Any such proposal submitted for approval of the Governing Body shall be decided by the Governing body.

(ii) No member of the Governing Body shall be permitted to discuss, comment or make any speech in respect of the proposal at such meeting.

(iii) On scrutiny, if the proposal is found to have the requisite support the proposal shall be declared to be carried . In the absence of the requisite support the proposal shall be declared to be dropped.

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STATUTE NO. 23

CONVOCATION

(Refer Section 25 of the Act 2007)

(1) A Convocation for the award of the Degrees, Diplomas and other Distinction of the University shall normally be held annually in the main campus of the University or at such other place as may be approved by the Governing Body.

(2) The Academic Council shall frame Regulations relating to the format of the Degree, Diploma documents, Certificates and citations, their text, issuance of these documents in absentia, duplicate degree and procedure for holding Convocations.

(3) The Visitor and in his absence the Chancellor shall preside over the convocation function of the University. In the absence of both, the Vice Chancellor shall preside over the convocation function.

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STATUTE NO. 24

ANNUAL REPORT

{Refer Section 37 of I.he Act 2007}

1. **ANNUAL REPORT:**

1.1 The Annual report of the University shall be finalized by the Board of Management which shall include among other matters, the steps taken by the University towards the fulfillment of the objectives.

1.2 The Annual Report of the University shall cover the period from the 1st of July to 30th June of the following year and shall be presented before the Board of Management at its annual meeting held after the expiry of the said period.

1.3 The Annual Report shall envisage the future expansion of University keeping in view that focus should continue to be in the areas of continuous learning, sharing of knowledge, also Invest in building a highly technical and capable resource pool of skilled and-professional talent.

4 Copies of the Annual Report of the University shall be circulated amongst the members of the Board of Management on or before the 31st of December, immediately following the expiry of the period to which it relates to or at least fifteen days before the date on which the annual meeting of the Board of Management, after the expiry of the said period is held, whichever is earlier.

5 The Board of Management shall, thereafter send a copy of the Annual Report to the Member Secretary and the Governing Body shall ensure that the same is placed before the meeting of Governing Body for approval.

6 The Annual Report after the approval by Governing Body will be submitted to the Sponsoring Body.

7 A copy of Annual Report will also be presented to Visitor and Regulatory Commission.

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STATUTE NO. 25

ACADEMIC PLANNING AND EVALUATION MONITORING BOARD

(Refer Section 21.1(d) of the Act 2007)

The Academic Planning & Evaluation Monitoring Board shall be the principal Planning Body of the University and shall be responsible for the monitoring of the development Programs of the University.

The Vice-Chancellor shall be the Chairman of The Academic Planning & Evaluation Monitoring Board. The Registrar shall be it's Secretary. It may include constituent Heads/Deans and three outside eminent experts nominated by Vice-Chancellor.

The Academic Planning & Evaluation Monitoring Board would have the right to advise the Board of Management and the Academic Council on any matter which it considers necessary for the fulfillment of the objectives of the University.

The recommendations of the Academic Planning & Evaluation Monitoring Board shall be placed before the Board of Management for consideration and approval. Proposals relating to the academic matters may be processed through the Academic Council.

1. Composition of the Academic Planning & Evaluation Monitoring Board:

1.1.	Vice-Chancellor	Chairperson
1.2.	One representative nominated by Chancellor	Member
1.3	All Deans of the faculty	Member
1.4	Three Principal/Dean/Head of Institute nominated by the Vice- Chancellor	Member
1.5	Three outside eminent experts from Industry/Corporate Sector/ R&D Institutions /Health/ Rehabilitation/ Commerce/ Agriculture nominated by Chancellor	Member
1.6	Registrar	Member Secretary

The term of The Academic Planning & Evaluation Monitoring Board shall be of 3 years.

2 Powers and duties of the Planning and Monitoring Board shall be:

2.1 To establish collaboration with national and international institutions.

2.2 To establish and monitor the following cells/committees

Character Building & Personality Development Centre
EDIIC Entrepreneurship Development and Industry Interaction Cell

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3. Green Cluster
4. Centre for Excellence in Intellectual Property Rights
5. Incubation & Innovation Centre
6. Micro Task force for Brain Storming Session
7. Swavlamban Equal Opportunity Centre
8. Resource Generation Mapping Center
9. Industry Academia Collaboration for Skill Development Cell
10. Public Speaking & Spoken English Club
11. Research Innovation & Development Cell
12. Deen Dayal Upadhyay Skill Development Centre
13. PM Skill Development Centre
14. Yoga & Wellness Centre
15. Personality Development & Career Guidance Cell
16. Music & Drama Club
17. Legal Aid Clinic
18. CSR Club
19. Media & Event Management Club
20. Student Satisfaction Research Unit (SSRU)
21. Security & Discipline Monitoring Cell
22. Sexual Harassment Cell
23. Grievances Redressal Cell
24. Canteen Committee
25. Magazine Committee
26. Alumni Association
27. Time Table Committee
28. Personality Assessment & Development Centre
29. Co- Hursal Committee
30. Women Empowerment Cell
31. Library Committee
32. Mock Examination Cell
33. Anti Ragging Committee
34. Extension and Outreach Cell
35. Any other Cell/Committee constituted by the Vice-Chancellor

2.3 To suggest measures to create links and develop specific schemes of interaction amongst Universities and between the University/ constituent colleges on the one hand and organizations or institutions working in the fields of industry, agriculture, banking, commerce, science and community service on the other.

2.4 To prepare both short-term and long-term development plans for the University and constituent Units/Colleges, keeping in view the objectives of the University as laid down in the Memorandum of Association of the University and the Rules of the University and in accordance with the state and national educational policies;

2.5 To recommend to the Board of Management development and collaborative Programs for departments, constituent Colleges/Institutes and The University;

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2.6 To monitor and report the progress of all such approved development and collaborative Programs to the Board of Management once a year;

2.7 To evaluate and assess the use of development project grants by the University, departments, post-graduate centers and constituent colleges/Institutes and forward the evaluation report to the Academic Council;

2.8 To assess the future requirements of trained manpower in different disciplines and accordingly make necessary recommendations to the Academic Council regarding introduction and strengthening of relevant courses of study;

2.9 To organize Academic Audit/Green Audit of development and collaborative Programs of constituent colleges/Institutes, or departments, post- graduate centers of the University, at least once in a year and make recommendations to the Academic Council for implementation;

2.10 To scrutinize the applications received for establishment of new constituent units of the University and process the same for forwarding to the Academic Council and the Board of Management.

3 Procedure for conduct of business at the meetings of the Academic Planning & Evaluation Monitoring Board:

3.1 The Planning and Monitoring Board shall meet once in a year. The meetings shall be convened under the orders of the Vice-Chancellor.

3.2 The Registrar, on the advice of the Chairman of the Board, shall issue a notice of the meeting, at least seven working days prior to the date of the meeting, to all the members of the Board, informing them the day, date, time and venue of the meeting. In the case of an emergency meeting, such previous notice shall be given as the circumstances may permit.

3.3 No business other than that specified in the agenda shall normally be considered at a meeting. Any business, not appearing in the agenda, may however be brought up by any member with the permission of the Chair.

3.4 The Vice-Chancellor shall preside over every meeting of the Board. In his absence, member nominated by Vice Chancellor shall preside over the meeting.

3.5 All members, including the Chairman, shall have only one vote. All matters in the meeting shall be decided by a simple majority vote. In the case of equality of votes, the Chairman of the meeting shall have a casting vote.

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3.6 Two-thirds of the total members of the Board shall constitute a quorum for the meeting. In case the quorum is not complete, the meeting shall be adjourned for half an hour. The meeting shall be reconvened after half an hour at the same place. Neither a quorum, nor a notice shall be necessary in the case of such a meeting.

3.7 A meeting may be adjourned, if the business remains unfinished/ incomplete. Such an adjourned meeting may take place at a future date. Notice of such an adjourned meeting shall be given to all members including those who were absent in the original meeting.

3.8 The Chairman, in accordance with the rules laid down, shall regulate decisions made at the meeting of the Board. If he/she is of the opinion that the decisions made at the meeting are inconsistent with any rule or bye-laws in force, the Chairman may make such changes as he/she considers essential and changes made by him/her shall be final.

3.9 Any member, not attending three consecutive meetings, without leave of absence, shall cease to be a member. The Chairman shall fill in the vacancy, so caused, before the next meeting.

3.10 The minutes of the proceedings of every meeting, along with action- taken reports on the decisions made at that meeting, shall be prepared by the Registrar (Secretary) and approved by the Vice-Chancellor(Chairman).

3.11 A copy of each minutes of every meeting and action-taken report, prepared by the Secretary, shall be placed before the next meeting of the Board.

3.12 The member shall have right to raise point of order/point of information ıg the meeting. The decision of Chairperson on point of order/point of information l be final.

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STATUTE NO. 26

ADMINISTRATION OF ENDOWMENT/CORPUS FUNDS FOR THE AWARD OF FELLOWSFfIP5, SCHOLARSHIPS, MEDALS AND PRIZES IN THE UNIVERSITY

(Refer Section 13 of the Act 2007)

1. The Board of Management may accept donations for creation of endowment fund in the University for the Award of Fellowships, Scholarships, Stipends, Medals and Prizes of the recurring nature.
2. The Board of Management shall administer all the donations/ endowments received.
3. The award shall be made out of the annual income accruing from the endowment.
4. Organization or the individuals intending to sponsor a fellowship, Scholarship / stipend or award / prize in the name of organization / individual, will be required to deposit an endowment with the University, whose annual Income shall be utilized for the payment of fellowships, scholarships, awards /prizes etc.
5. The Board of Management shall prescribe the conditions of depositing the endowment funds in secured instruments.
6. The value of endowment necessary for instituting an award shall be prescribed by the Board of Management.
7. The detailed terms and conditions for fellowships, scholarships, awards/prizes shall be by mutual consent or by M.O.U.
8. In case, any endowment is accepted by the"Board of Management, the Board shall make a regulation for it, giving such details as the name of the donor, name of endowment, initial value and the purposes of the endowment etc.
9. Approval of awardees of fellowships, scholarships, medals and prizes as per the specific Regulation(s)/Ordinance(s). Approval for carrying the literary, science, research, fine arts or similar activities can also be granted from the endowment fund and belonging to the specific endowment will be given by the Board of Management.

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STATUTE NO. 27

CREATION OF CHAIRS

(Refer Section 25 of the Act 2007)

1. **ESTABLISHMENT OF THE PROFESSORIAL/ RESEARCH CHAIRS FOR CREATING FOCUSED SEATS/ INSTITUTIONS OF HIGHER LEARNING.**

1.1 A Chair may be established by the Government, Public Sector Undertakings, Autonomous Organizations, Universities, Trusts, Societies, Memorial Committees or similar organizations or an individual or a group of individuals for the furtherance of the objectives of the University.

1.2 The organizations or individual or group of individuals intending to establish the Chair may do so in the name of any person of eminence at the national and/or international level in the field of education, science, social sciences, arts, literature, religion, sports, social work or any other field who has contributed to human progress and happiness.

1.3 The establishment of the Chair and the name in which it is proposed to be established will require the approval of the Board of Management.

2. IN FURTHERANCE OF THE OBJECTIVE OF THE ESTABLISHMENT OF A CHAIR IN THE UNIVERSITY:

2.1 Shall appoint a Professor in the appropriate discipline in the manner and terms and conditions laid in the M.O.U. approved while establishing the Chair.

2.2 Provided further that the appointment of the professor occupying the Chair would be on the basis of a contract for a period to be specified at the time of appointment, but not exceeding three years in the first instance.

2.3 May institute in the relevant areas of studies pertaining to the objectives of the establishment of the Chair, specified research fellowships, at the time of establishment of the Chair.

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2.4 May establish and/of augment laboratory and library facilities depending upon the requirements of research studies associated with the establishment of the Chair.

2.5 May also engage supporting staff essentially required for realizing the objectives of the establishment of the Chair.

2.6 May also procure essential raw material and consumables in furtherance of the objectives of establishment of the their, provided that substantial funds are available for the purpose out of the interest earned from the donated amount upto the limit specified in this statute. The staff so appointed shall help the University in other activities such as teaching and Other duties, as applicable, as per the decision of the Vice-Chancellor.

2.7 The establishment of the Chair shell require one-time donation amounting to at least Rs. 1.0 (One) crores or as decided by the Board of Management, by the donor, which can be supplemented subsequently at his / their discretion.

2.8 The donation shall be deposited in the University Endowment/Corpus Fund and the amount of interest earned annually shall be utilized to compensate the expenditure to be incurred to the extent possible as per provisions given in act 2007.

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STATUTE NO. 28

PROCTORIAL BOARD

(Refer Section 25 of the Act 2007)

1 **COMPOSITION**

There shall be a Proctorial Board to maintain the discipline amongst the student of the University it shall consists of the following members:-

1.1	A Professor nominated by the Vice-chancellor	-	Chairperson
1.2	Dean of Students Welfare	-	Convener
1.3	The Chief Proctor	-	Member
1.4	All Proctors	-	Member
1.5	All Wardens of the Hostels, and	-	Member
1.6	One student nominated by the Vice-chancellor from the Students Council.		

1.7 Chief Proctor is assisted by additional proctors and all Deans/Principals/HODs will be the default members of the Proctorial Board and will have a deciding role if student involved are of their Departments.

1.8 The Proctorial board will have at least one lady member other than HODs and will be the Chairman of the committee for enquiry against sexual harassment, eve-teasing or disrespectful behavior or any misbehavior with a girl student.

1.9 The Chairman Chief Proctor and proctors shall be appointed by the Vice-Chancellor amongst the teachers of the University The number of proctors shall be determined by the Vice-chancellor depending upon the enrollment of the student in the University.

1.10 The tenure of the Proctorial Board shall be three years.

2 SOME SPECIFIC RESPONSIBILITIES OF THE PROCTORIAL BOARD ARE AS FOLLOWS:

2.1 LNCT Vidhyapeeth University has a Proctorial system where administration of student related matters pertaining to all acts of indiscipline are delegated to the Proctorial Board. LNCT Vidhyapeeth University Proctorial Board is fully responsible for ensuring that rules and regulation framed by Institute are being followed by the students

2.2 To maintain discipline in the Institute; ensure Institute rules are understood and followed.

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2.2.1 To keep an eye on the general moral behavior of the students.

2.2.2 To prevent the student from indulging in any political activities on Institute premises.

2.2.3 Cases of indiscipline or indecent behavior of any student, cases of individual/ group harassment, threats, ragging, manhandling etc. are dealt strictly by the Proctorial Board.

2.2.4 The University Rules and Regulations are generally followed. However, the Proctorial Board at its discretion can add additional norms or delete existing ones separately depending on the nature and need of the enquiry.

2.2.5 The Proctorial Board shall prepare a code of conduct to be followed by the students and shall place it before the Board of Management for its approval.

2.2.6 Any violation of the code of conduct or breach of any rule of regulation of the University by any student shall be record as indiscipline and shall make the student liable for disciplinary action against him/her.

3 NORMS AND PROCEDURES FOLLOWED DURING ENQUIRY:

3.1 A student can lodge complaint in the office of any of the authority of LNCT Vidhyapeeth University including Vic- Chancellor/Registrar/Dean / Director/ Chief Proctor/ HOD/ Chief Warden etc.

3.2 After receipt of a complaint it is scrutinized by the Principal/Director/HOD and Principal is empowered to take necessary action against the accused as per "University Rules and Regulations for Students", with at least three other members of the Proctorial Board.

3 3 If HODs and Chief Proctor ascertain that the offence pertains to the jurisdiction of Proctorial Enquiry then, subsequently, three members Proctorial Enquiry Committee is setup by Chief Proctor to conduct an in depth investigation.

3.4 Proctorial enquiry is an internal enquiry of LNCT Vidhyapeeth University and hence, no other person, except the Board members and faculty or staff, is allowed be present during hearings. The accused or complainants is not allowed to be represented by a third party.

THE PROCTORIAL BOARD WILL FOLLOW FOLLOWING PROCEDURE TO INITIATE ENQUIRY IF THE COMPLAINT IS ASCERTAIN:

4.1 The complainant is called for hearing and his statement is recorded.

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4.2 The accused person(s) is called for recording his/her statement.

4.3 Witnesses mentioned by both parties are listed and they are called for recording their depositions.

4.4 Any evidence, from security staff/ staff or other persons, who were present there and had witnessed the incident, are called and their statements recorded.

4,5 A cross-examination of the accused and the complainant is conducted.

4.6 If any material evidence, like audio/video tapes/paper/mobile clippings documents etc is available, the same is examined. The authenticity is established from the submitted documents.

4.7 Finally a comprehensive report is prepared where specific charge against the accused is framed and a show cause notice is issued and accused will be suspended from classes till he submit his defense and punishment is decided.

4.8 The defense given by the accused persons in the show cause notice is studied and examined.

4.9 A report is prepared as per the "University Students' Discipline and conduct Rules", appropriate disciplinary action is recommended.

4.10 Final report and recommendations is submitted to Dean/ Director for approval & final decisions

4.11 Consequently, the award of punishment is conveyed to the student duly signed by Chief Proctor/Director and Dean Student Welfare (DSW)..

4.12 The punished student has the right to appeal against the punishment and Chairman is the empowered authority to deal with appeals.

5 The power and duties of Chief Proctor

(f) The Chief Proctor shall get a proctoral form filled by students and keep it for the record in his/her office.

(ii) He/she will issue identity card to each student with his/her seal and signature.

(iii) He/she shall be authorized by the University to issue rail and air travel concession orders to the bonafide students of he University.

(iv) He/she will place all the matters brought to his/her notice before the Proctorial Board on being approved by the Vice-Chancellor.

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STATUTE NO. 29

CREATION OF NEW AUTHORITIES OF THE UNIVERSITY, PROCEDURE FOR STARTING NEW PROGRAM/ DEPARTMENT & SUBSEQUENT STATUTE

(Refer Section 27 (1) (a) of the Act 2007)

1. CREATION OF NEW AUTHORITIES OF THE UNIVERSITY:

Such other authorities as may be decided by the board of the management shall be established for the purpose of attainment of the objectives of the University with the approval of the Governing Body. The Composition, Powers and Functions of such authorities shall be decided by the Board of Management of University.

2. PROCEDURE FOR STARTING NEW PROGRAM/ DEPARTMENT:

The University with the prior approval of its Academic Council, Board of Management and Governing Body, also where, applicable, the relevant Statutory bodies. Such Institutions shall inform the Regulatory Commission about starting of a new course/ program/ department/ school/ center in its existing main campus and other constituent units/collateral units within one month of the grant of approval by the Board of Management of the University and concerned statutory bodies.

2.1 The head of a constituent college/institute of the University, desirous of launching a new academic program, shall submit to the Registrar of the University proposal in respect of the new proposed program on or before the date prescribed by the respective council.

2.2 The proposal for launching a new academic program shall be submitted to University or Respective Council. Registrar shall place the proposal, before the Academic Council for their consideration with the prior approval of Vice-Chancellor.

2.3 On the recommendation of the Academic Council, the Registrar shall place the proposal, along with modifications or additions suggested by Academic Council, if any, before the Board of Management for their consideration and approval.

2.4 In the event of the proposal being approved by the Board of Management, the Registrar shall submit to the respective council or UGC, if necessary, a proposal for launching the said program with the prior approval of Vice-Chancellor.

2.5 The Registrar shall convey the decision of the Board of Management/respective council/UGC to the constituent college/ institute, which had initiated the proposal.

3. SUBSEQUENT STATUTES:

Any additions or modifications of the statutes shall be proposed by the Academic Council/ Board of the Management with the approval consent of the Governing Body and shall be sent to the State Government through MPPURC for the approval. The State Government shall consider the proposal received from MPPURC. In case of any dispute/difference of Interpretation of provisions made in the Ordinances, Statutes and Regulations, the decision of the Vice-Chancellor shall be final.

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STATUTE NO. 30

OTHER OFFICER OF THE UNIVERSITY

(Refer section 20 of the Act 2007)

1. In addition to the Officers mentioned in Chapter III(14) - "a to f" of the Adhiniyam the following shall be the Officers of he University

1.1	Executive Director
1.2	Examination Controller
1.2	Chief Proctor
1.3	University Librarian
1.4	Director of Physical Education
1.5	Deputy Registrar
1.6	Coordinator, University Information Technology
1.7	University Engineer
1.8	Assistant Registrar
1.9	Dean Student Welfare
1.10	Training and Placement Officer
1.11	Estate Manager
1.12	Office Superintendent
1.13	Section Officer
1.14	Computer Programmer
1.15	Data Entry Operator
1.16	Upper Division Clark
1.17	Lower Division Clark
1.18	Technician
1.19	Lab Attendant
1.20	Warden
1.21	Security Officer
1.22	Advisor

2. The scales of pay and selection procedure for the posts mentioned above shall be as prescribed by the University from time to time.

3. The powers and duties of each *Officer* mentioned in this Statute shall be such as the Board of Management may determine.

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STATUTE NO. 31

APPOINTMENT OF THE TEACHERS IN THE UNIVERSITY

(Refer Section 26(d) of the Act 2007)

1. The Teachers (Faculty) in the University shall be appointed according to the rules, regulations and guidelines as prescribed by the UGC, AICTE, NMC,DSC, PCI, BCI, COA, INC and/or other Regulatory Councils for the courses offered by the University.

2. ELIGIBILITY FOR APPOINTMENT:

2.1 A person will be appointed on an academic position according to the qualifications as prescribed by the UGC, NMC, DCI, DSC, PCI,BCI, COA, INC UGC, AICTE and such other competent bodies according to the courses offered by the University from time to time.

2.2 Wide publicity will be given for the vacancies to be filled in through portal of the University.

3. SCREENING COMMITTEE.

3.1 An screening committee consisting of three members appointed by the Vice-Chancellor shall screen all the application and prepare a summary of all the candidate satisfying the essential qualification and to be called for the interview. Also a list of candidate rejected and not to be called for the interview shall be made separately giving reasons for the rejection.

3.2 The academic performance indices (APIs) merit as per UGC prescribed guidelines.

4. CONSTITUTION OF SELECTION COMMITTEE:

4.1 Selection committees shall be constituted for making recommendations to the Board of Management for appointments or promotions to the posts of Professors, Associate Professors, Assistant Professors and other academic staff and Heads of institute.

4.2

(i)	The Vice - Chancellor	-	Chairperson
(ii)	One observer not connected with the University in any manner to be nominated by the Regulatory Commission	-	Member

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(iii)	Three subject experts nominated by the Vice- Chancellor		Member
(iv)	Dean of concerned Faculty	-	Member
(v)	Head of the Department	-	Member

4.3 The Selection Committee shall recommended to the Governing Body the names arranged in order of merit

4.4 Provided that no recommendation shall be made unless at least two subject experts and the Chairman under clause 3.2 mentioned above are present in the Selection Committee meeting.

4.5 After the approval of Selection Committee's recommendation by the Governing Body, appointment letters will be issued by the Registrar.

5 RECOMMENDATIONS OF SELECTION COMMITTEE:

The Selection Committee shall recommend to the Board of Management the names of selected candidates, arranged in order of merit, if any, of the persons who it considers suitable for the appointments and after the approval of the Board of Management, the appointment or promotion letters shall be issued to the candidate by the Registrar. The committee may reject all the candidates with justification.

6 FIXED PERIOD/PART-TIME/CONTRACTUAL FACULTY:

In addition to full time teachers, Vice- Chancellor may also decide to engage teachers for a fixed period (not exceeding 3 years), part time or on contracted basis along with terms and conditions such as honorarium, TA/DA, if any, conveyance charges etc. of such engagements, from time to time decided by the Board of Management.

7 EMINENT/ADJUNCT/ VISITING PROFESSORS:

7.1 The Vice-Chancellor on the recommendations of the Dean/Principal/Head of the Department and the Dean of the Faculty may invite eminent/adjunct/visiting Professors in consultation with the Chancellor. All such appointments shall be reported to the Board of Management for ratification at the earliest opportunity. The tenure of all such appointments shall not exceed a period of three years.

7.2 For the appointment in these categories mentioned above the Vice-Chancellor may on his own consider and recommend appointment of distinguished scholars, scientists, writers or artists by relaxing qualifications and eligibility criterion provided the Board of Management and the Chancellor approved such appointments.

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STATUTE NO. 32

DISCIPLINARY ACTION AGAINST TEACHERS

(Refer Section 26(f} of the Act 2007)

1. Whenever, there is a complaint of misconduct against the Faculty member, the Vice-Chancellor shall constitute a fact finding committee and if necessary, based upon the recommendation of this committee, may institute an Enquiry Committee to enquire the whole matter.

2. Based upon the Enquiry Committee's Report, the Vice-Chancellor may decide the course of action including suspension depending upon the severity of the misconduct. However, for taking action to the extent of termination of the teacher concerned, the Vice-Chancellor shall further primarily report the matter to the services of Board of Management for approval. The decision so taken shall be the final.

3. An appeal against any action can be made to the Chancellor or his/her nominee within 30 (Thirty) days from the date of receiving of the communication of such order.

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STATUTE NO. 33

CATEGORY OF THE NON-TEACHING EMPLOYEES

(Refer Section 26(e) of the Act 2007)

1. Following types of non-teaching employees will be employed by the University:
   - 1.1 Permanent /Probationary Employees.
   - 1.2 Contractual Employees.
   - 1.3 Casual Employees/ Outsource Employees.

2. Permanent employee shall be appointed against a clear vacancy by a committee as prescribed in the Regulation and shall be kept on probation for a period of one year. The services could be terminated if the performance is found to be unsatisfactory, with/without serving notice. The probationary period could also be extended, if the performance is found to be unsatisfactory in a working period of eleven (11) months or less.

3. Contractual employee means as employee who is appointed on contract basis for a specified period.

4. Casual/Outsource Employee means an employee who is engaged on the basis of third- Party.

5. The service conditions for all the above types of employees shall be as prescribed in the Statutes and Regulations.

6 SCREENING COMMITTEE.

6.1 An screening committee consisting of three members appointed by the Vice-Chancellor shall scree all the application and prepare a summary of all the candidate satisfying the essential qualification and to be called for the interview. Also a list of candidate rejected and not to be called for the interview shall be made separately giving reasons for the rejection.

6.2 The academic performance indices (APIs) merit as per UGC prescribed guidelines.

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7 SELECTION COMMITTEE

7.1 The Selection Committee for non teaching employees shall consist of the following members:-

(i)	Vice-Chancellor	-	Chairman
(ii)	Nominee of the Chancellor	-	Member
(iii)	Two subject experts nominated by the Vice-Chancellor	-	Member
(iv)	One observer nominated by Regulatory Commission	-	Member
(v)	Registrar	-	Member Secretary

8 RECOMMENDATIONS OF SELECTION COMMITTEE:

The Selection Committee shall recommend to the Board of Management the names of selected candidates, arranged in order of merit, if any, of the persons who it considers suitable for the appointments and after the approval of the Board of Management, the appointment or promotion letters shall be issued to the candidate by the Registrar. The committee may reject all the candidates with justification.

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STATUTE NO. 34

DISCIPLINARY ACTION AGAINST NON-TEACHING EMPLOYEE

[Refer Section 26 (f) of the Act 2007)

1. Where there is an allegation of misconduct against a non-teaching employee, the Registrar shall constitute a fact-finding committee and if necessary, based on the fact- finding Committee's recommendations, may institute an Enquiry Committee for the purpose.

2. Based on the Enquiry Committee's report, the Vice-Chancellor on the recommendation of Registrar may decide the course of action including suspension depending on the severity of the misconduct. However, for taking action to the extent of termination of the services, the Registrar shall report the matter to and seek consent of the Vice - Chancellor whose decision will be final.

3. An appeal against any action can be made to the Chancellor or his/her nominee within 30 days from the date of passing such order.

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STATUTE NO. 35

APPOINTMENT OF EXAMINERS

(Refer Sec 28 (1) (e) of the Act 2007)

1. In this Statute:

(i) "Internal Examiner" means:

(a) In case of a theory paper, an examiner including a paper setter who is a teacher in a University Teaching Department/School of Studies/ Department of the University.

(b) In case of practical and viva-voce examination an examiner who is a teacher in the institution whose candidates are being examined at the examination center.

(ii) **"External examiner"** means an examiner other than an internal examiner.

(iii) **"Co-examiner"** means an examiner in a written paper other than the paper- setter.

2. The office of the Registrar/Controller examination shall prepare for every subject an institution wise list of names of persons qualified for appointment as examiners. The list shall be in two parts, the first part containing the names of persons working as teachers in the University Teaching Departments/School of studies/Department the University and the second part containing names of persons other than teachers of the University qualified for appointment as examiners, whose names shall be obtained by the Registrar/Controller office from other Universities on its own initiative or under the direction of the chairman of the Board of Studies concerned.

3. The list shall contain, as for as possible, information relating to the persons included therein on the following points, namely: -

(a) The academic qualifications and teaching experience at degree, post graduate levels and Ph.D.

(b) The field of specialization.

(c) The examination of the University and years in which they have acted as examiners in the past.

4. The list so prepared shall be made available to the Examination Committee concerned constituted together with names of persons appointed as Examiners in the University during the two preceding years: The Committee may add to the list the names and experience of persons qualified for appointment as examiners but not included therein.

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5. The Registrar's/Controller of examination's office shall also give the Examination Committee the approximate number of candidates expected to appear at each examination and the list of centers of each practical/Viva-voce examination together with the estimated number of Candidates therein.

6. The Examination Committee shall, in the light of the provisions of the following paragraph, Recommend :-

(i) The process of procuring question papers for theory examination shall be initiated 6 months in advance

(ii) Examination committee will short list a panel of three names for the appointment of the paper setter of each written paper.

(iii) The examination committee will also short list a panel of three names of appointment of practical/ viva-voce examiner as well as evaluator and re-evaluator.

(iv) The examination committee shall supply syllabus, scheme of question and marks and acceptance and declaration forms to the examiner. Acceptance and declaration shall be obtained in a form to the effect that examiner is ready to accept the examiner-ship as paper setter as well as declare commitment to maintain confidentiality.

(v) He/she also certify whether any of relatives (Blood) are appearing for the examination or not.

(vi) He/she shall make arrangement to procure two sets of question papers, 6 months in advance of commencement of each examination to maintain availability of at least one set of question paper as reserve.

(vii) University will develop question bank for each subject for all the courses conducted by the University. Controller of examination will randomly put up the papers in prescribed pattern before the Vice-Chancellor shall selected paper randomly.

(viii) The Controller shall arrange to get the panels of both internal a external examination for UG and PG courses prepared by examination committee there shall be a minimum of six examiners in external panel in each subject. Such panel can be reviewed each year by additions and deletions as required.

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7. The Vice-Chancellor shall appoint paper setters, co-examiners, practical/Viva-voce examiners ordinarily from amongst persons recommended by the Examination Committee. He may, however, appoint a person whose name is not included in the list of names recommended by the Examination Committee if he is satisfied that the person in question possesses the minimum qualification.

8. The qualifications of the paper setters and Co-examiners shall be Professor/Associate Professor/Assistant Professor or and the norms laid down by the related regulatory bodies UGC, MCI, DCI,BCI, INC, NCTE, AICTE and other concerned council norms from time to time.

CO-EXAMINERS

The qualifications shall be same as for paper setters but the minimum teaching/ professional experience required shall be minimum fives years of experience.

Provided that in case of degree examinations where sufficient number of internal co-examiners in a subject with the aforesaid qualifications is not available, teachers in the University Teaching Department School of Studies/Department the University with at least five years teaching experience at the degree/post-graduate level in the subject shall be eligible for appointment as Co- examiners.

9 (1) In case of practical and Viva-voce examinations at the post graduate level, the external examiner shall be a person not below the rank of the Reader/Associate Professor.

(2) In case of Practical and Viva-voce examinations at the first degree level the external examiner shall be teacher of the subject with not less than five years experience of teaching the subject at the degree and/or post-graduate level.

(3) The internal examiner in case of Viva-voce examination at the postgraduate level shall be the Professor/Associate Professor/Head of Department in the subject whose regular candidates are to be examined. The internal examiner shall be appointed by the Vice-Chancellor.

(4) The internal examiner in case of practical examination both at the degree and the postgraduates level shall appointed from amongst the teachers of the Department whose regular candidates are to be examined by the Vice-Chancellor in the recommendation of the Head of such Department.

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(5) The external examiner at the post graduate level in case of practical/ Viva voce examination shall not be a teacher in a University Teaching Department/School of Studies/Department or this University.

10.(i) 50% of the paper setters at the postgraduate examination and 25% of the paper setters at the first degree examination in any examination in any subject shall be external.

(ii) Where in any paper more than one examiner is appointed, the paper setter shall be Head examiner. Examiners other than the paper-setter shall be the Co- examiners.

11.(i) No one shall ordinarily be given more than one theory examinership (paper setting or Co-examinership). In case the Examination committee considers it necessary to recommend more than one examinership (one for the first degree examination and one for post graduate examination) in case of any person, it shall specify its reasons for doing so for the consideration for the vice chancellor.

(ii) Ordinarily not more than one paper setter shall be appointed form any one University Teaching Department, School of Studies of College in the same subject at any one examination.

(iii) No one who is a paper setter at any Postgraduate examination shall be appointed as an external Viva-voce examiner at that examination.

(iv) In case of under graduate practical examinations, one external examiner shall not ordinarily examine more than 120 candidates.

(v) In case of written examination, an examiner shall not ordinarily value more than 250 scrip and co-examiner shall be appointed if the number of candidates appearing in the paper is more than 300.

(vi) While recommending names for examinairship in faculties where English is not the sole medium of examination the examination Committee shall ensure that the examiners recommend can value the scripts written in Hindi.

(vii) The provisions of sub paragraphs (1) and (2) above shall not apply in case of Examinations in the faculties of engineering, Technology, Education, Physical Education, Medicine and Ayurveda.

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12. (1) Examiners shall be appointed for the examination of one year only, but they shall be eligible for re-appointment

(2) An examiner may be discontinued at any time if his work is found unsatisfactory.

(3) An examiner's work shall be deemed to be unsatisfactory if

(i) mistake of such nature is found in his/her work in the course of checking and scrutiny which affect the result or

(ii) he or she is found by the governing body to have delayed the work without good cause or

(iii) there is an adverse report from the head Examiner; or

(iv) in the opinion of the governing body there are reasonable doubts about his integrity or suspicion that he is accessible to examiners or their relations, and

(v) if there are serious complaints against his paper e.g. that his paper was much above or below the standard or contained questions outside the prescribed course.

13. (1) In paper for which there is only one examiner, he shall set the paper and value the answer books received by him.

(2) In a paper for which more then one examiner has been appointed, the head examiner shall:-

(i) Set the paper;

(ii) Forward a memorandum of instruction for the guidance of the co- examiner to secure conformity with list own standard in the valuation of the answer book by his co examiners.

(iii) Forward to each co-examiner at least five answer books duly marked by him to serve as models.

(iv) Take care to see that model answer book shall, as far as possible, be representative of all grades of candidate, i.e. failure and third, second and first division.

(v) Assign duties to the Deputy Head Examiners, if there be any.

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(vi) Value such number of answer books as may be allotted to him.

(vii) Examine the test installments of answer books received from the co-examiner in accordance with the succeeding subpart and convey his approval of the marking or issue such instruction as may be necessary to secure uniform standard in valuation.

(viii) Report to the Registrar/Controller of Examinations on the work of the co examiner and state whether he has observed the instructions received from the Head Examiner.

(3). A deputy head Examiner shall act as a co-examiner in relation to the Head Examiner that may be allotted to him. He shall, however forward a copy of the memorandum which he received from the Head Examiner to each of his co-examiners. Where the number of co-examiners is more than six, a Deputy Head Examiner shall be appointed.

(4). (i) The Head Examiner shall, as soon as he receives answer books may forward to his co-examiners a memorandum of instructions to each co-examiner model scripts as provided for in clause (iii) of sub-para (2) above.

(ii) A Co-examiner shall, on receipt of the memorandum of instructions start valuation of the answer books allotted to him. He shall send to the Head Examiner first test installments of ten marked answer books for re-examinations. The co-examiner shall continue his valuation work; but shall adjust his valuation according to the standard set by the Head Examiner.

(iii) The Co-examiner shall forward to the Head Examiner a further installment of five answer books.

(iv) The Co-examiner shall comply with all instructions given to him by the Head Examiner.

(v) In case the co-examiner does not received the memorandum of instructions form the Head examiner, he shall remind the Head Examiner under intimation to the Registrar/Controller examination's. If the Head Examiner does not receive the first test installment and subsequent installment of answer books, he shall remind the co-examiner concerned under intimation to the Registrar/Controller examination's.

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(5). Notwithstanding the provision of sub-para (2) to (5) above where the Academic Council so decides, in case of paper where for more than one examiner is required, the paper setter shall draw up and send detailed memorandum of instructions regarding valuation of answer books including solutions of numerical questions along with the question papers set by him. The detailed memorandum of instructions, moderated if necessary by the Moderation committee shall be sent by the university to all examiners in the paper. All examiners shall value the answer books allotted to them strictly in accordance with the instructions contained in the memorandum of instructions. There shall be no exchange of model answer books and installments market answer books between the paper setter and other examiners.

(14) If for any reason an examiner becomes unable to value the answer books or to perform the duties of the head Examiner, after setting the question paper, he shall be entitled to receive only one half of the amount of fees for paper setting, the balance being payable to the examiner who values the answer books of acts as Head Examiner.

(15) Provided that if the setter dies before he is able to take up or complete the valuation of answer books, full fee prescribed for paper setting shall be paid to the heirs of such paper setters.

(16) In case of examinations, where the Ordinances Provided for a second/supplementary examinations the paper setter may be required to set two papers any one of which may be used for the main examinations, the second being used for the second/Supplementary examinations. The paper setter shall be an examiner at both the main and the second/ supplementary Examinations. The other examiner ships may go to other qualified teachers who could not be provided with theory examiner ships at the Main Examination.

(17) (1) In any subject, if Viva-voce examination is prescribed, it shall be conducted by a Board of two examiners of whom one shall be an external examiner and the other internal

(2) Except in the case of M.Sc (Previous) Examination in Chemistry, there shall be a board consisting of two examiners, one internal and the other an external examiner for conducting the practical examination in each special branch of the subject as the case may be.

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In the case of M.Sc (Previous) Examination in Chemistry, the Board shall consist of three examiners, of whom and shall be internal examine and two shall be external examiner. The board shall be so constituted as to represent all the three branches of Chemistry, namely Inorganic, Organic and Physical.

Note : In case of Viva-voce for L.L.M. (Final) there will be one external examiners and one internal examiners.

(18) In the case of a subject for M.A, M.Sc., M.Com, & M.P.Ed examinations, where thesis is permissible in lieu of a paper there shall be a board of two examiners for reading the thesis. The maximum numbers of marks for the thesis shall be equally divided between the two examiners each of whom shall mark the thesis independently. If the valuation of these two examiners differ by twenty percent, the thesis shall be referred to the third examiner, (other than a teacher of the University) Who shall award marks out of half of the maximum marks for the thesis. The aggregate of two of the three awards nearest to each other and to the best advantage of the candidate shall be taken as the correct valuation .

(19) Notwithstanding anything contained in the foregoing paragraph:-

(a) The examinations in written papers and the practical and oral and clinical are session test, in each subject or group of subject for an examination in the faculty of medicine shall be conducted by a Board of two or four examiners one or two as case may be, of whom shall be external examiner/(s) and the other/(s) internal examiner/(s)

(b) There shall be a Board consisting of examiners of whom two shall be internal and two external in each of the subject for the M.D./M.S. examinations for written papers, and the practical oral and clinical tests.

(c) In the faculty of medicine no person shall ordinarily be appointed as an examiner in any subject unless he has taken at least five years previously a Doctor's of master's Degree of a post graduate diploma of a recognized University or an equivalent qualification, and thereafter has had at least five years teaching experience in the subject in University or an affiliated college of a University recognized by the Medical Council of India. In each subject there shall be at least one internal examiner (The Head of Department)

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(d) The internal paper setter for examination in each subject in the faculty of medicine shall be appointed by the Vice-Chancellor by rotation form amongst the Head of the Departments of the University. If Head of the Department cannot be an examiner, the next senior most teacher in the subject shall be the internal paper setter and examiner.

(20). Ordinarily the external examiner of the Board shall be the Chairman of the Board concerned. The marks shall be submitted under the signature of all the members of the board concerned but the report on the working of the examination, the equipment of laboratories and the thesis, shall be submitted by external examiner of each board under his signature only.

(21). In case of an examination for a research degree, Examination Committee shall recommend for each thesis to be examined a panel of at lest six names of persons who :

(a) possess a research in the subject and at least ten years teaching experience at the post graduate level, or

(b) Are scholars of repute in the subject.

22.(i) No person shall act as paper setter or examiner either in the theory, Viva-voce of practical examination if any of his relations is taking the examination.

(ii) No person shall act as a moderator or tabulator for any examination if any his/her relations is appearing/has appeared at that examination.

प्रारूप नियम
राजस्व विभाग
मंत्रालय, वल्लभ भवन, भोपाल

क्रमांक एफ–2–6–2021–सात–शा–7 भोपाल, दिनांक 15 जुलाई 2022

नियमों का निम्नलिखित प्रारूप जिसे राज्य सरकार, मध्यप्रदेश भू–राजस्व संहिता, 1959 (क्रमांक 20 सन् 1959) की धारा 258 की उप–धारा (2–क) तथा सहपठित धारा 9 द्वारा प्रदत्त शक्तियों को प्रयोग में लाते हुए, बनाना प्रस्तावित करती है। उक्त संहिता की धारा 258 की उप–धारा (3) द्वारा यथा अपेक्षित किए गए अनुसार उन समस्त व्यक्तियों की, जिसके कि उससे प्रभावित होने की संभावना है, जानकारी के लिए एतद्द्वारा प्रकाशित किया जाता है और एतद्द्वारा यह सूचना दी जाती है कि निम्नलिखित प्रारूप नियम पर इस सूचना के मध्यप्रदेश राजपत्र में प्रकाशन की तारीख से पन्द्रह दिवस के अवसान होने पर विचार किया जाएगा।

किसी भी ऐसी आपत्ति या सुझाव पर, जो उक्त प्रारूप नियम के संबंध में किसी व्यक्ति से, ऊपर विनिर्दिष्ट कालावधि के अवसान होने के पूर्व सचिव, मध्यप्रदेश शासन, राजस्व विभाग, वल्लभ भवन, मंत्रालय को प्राप्त हो, राज्य सरकार द्वारा विचार किया जाएगा, अर्थात्:–

प्रारूप नियम

मध्यप्रदेश भू–राजस्व संहिता (राजस्व मण्डल की एकल सदस्यीय पीठ तथा खंड पीठ की अधिकारिता) नियम, 2022

1. **संक्षिप्त नाम और प्रारंभ.**– (1) इन नियमों का संक्षिप्त नाम मध्यप्रदेश भू–राजस्व संहिता (राजस्व मण्डल की एकल सदस्यीय तथा खंड पाठ की अधिकारिता) नियम, 2021 है।

(2) ये नियम मध्यप्रदेश राजपत्र में इनके प्रकाशन की तारीख से प्रवृत्त होंगे।

2. **परिभाषाएं.**– (1) इन नियमों में जब तक कि संदर्भ से अन्यथा अपेक्षित न हो,–

(क) "मामला" से अभिप्रेत है संहिता अथवा तत्समय प्रवृत्त किसी अन्य अधिनियमिति के अधीन कोई मामला तथा कार्यवाही;

(ख) "संहिता" से अभिप्रेत है मध्यप्रदेश भू–राजस्व संहिता, 1959 (क्रमांक 20 सन् 1959);

(ग) "फुल बैंच" से अभिप्रेत है सभी सदस्यों से मिलकर बनने वाली बैंच;

(घ) "सदस्य" से अभिप्रेत है मण्डल का सदस्य और उसमें अध्यक्ष सम्मिलित है;

(ङ) "अध्यक्ष" से अभिप्रेत है राजस्व मण्डल का अध्यक्ष;

(च) "एकल सदस्यीय बैंच" से अभिप्रेत है अध्यक्ष द्वारा नामनिर्दिष्ट एक सदस्यीय बैंच।

(2) उन शब्दों तथा अभिव्यक्तियों के जो इन नियमों में प्रयुक्त हुए हों किंतु परिभाषित नहीं किए गए हों और जो संहिता में परिभाषित किए गए हों, वे ही अर्थ होंगे जो संहिता में क्रमशः उनके लिए दिए गए हों।

3. **काम का बंटवारा.**– अध्यक्ष मामलों के संबंध में समय–समय पर मंडल की पीठों के बीच काम का बंटवारा विनिश्चित करेगा।

4. **मामलों की फुल बैंच द्वारा सुनवाई एवं निराकरण का किया जाना.**– अध्यक्ष, लिखित में आदेश द्वारा यह विनिश्चित कर सकेगा कि कोई मामला अथवा मामलों के वर्ग की सुनवाई फुल बैंच द्वारा की जाएगी और उसे निराकृत किया जाएगा।

5. **एकल सदस्यीय बैंच द्वारा अध्यक्ष के प्रति निर्देश.**– (1) कोई एकल सदस्यीय बैंच अपने समक्ष लंबित किसी कार्यवाही को, जब उसमें विधि का अथवा राजस्व या बंदोबस्त के मामलों से संबंधित पद्धति और प्रक्रिया का कोई जटिल अथवा महत्वपूर्ण प्रश्न अन्तर्वलित हो, इस सिफारिश के साथ अध्यक्ष को निर्दिष्ट कर सकेगी कि उसे डिवीजन बैंच के समक्ष रखा जाए।

(2) उप–नियम (1) के अधीन मामला निर्दिष्ट किए जाने की दशा में, सम्पूर्ण मामले को उसी डिवीजन बैंच द्वारा विनिश्चित किया जाएगा जिसे कि वह निर्दिष्ट किया गया हो।

6. **डिवीजन बैंच द्वारा अध्यक्ष के प्रति निर्देश.**– (1) यदि किसी डिवीजन बैंच को यह प्रतीत होता हो कि उसके समक्ष लंबित कार्यवाहियों के विनिश्चय में डिवीजन बैंच के किसी पूर्ववर्ती विनिश्चय पर पुनर्विचार किया जाना अन्तर्वलित है तो वह इस सिफारिश के साथ मामले को अध्यक्ष को निर्दिष्ट कर सकेगी कि कार्यवाहियों को फुल बैंच के समक्ष रखा जाए।

(2) उप–नियम (1) के अधीन मामला निर्दिष्ट किए जाने की दशा में, सम्पूर्ण मामले को उसी डिवीजन बैंच द्वारा विनिश्चत किया जाएगा जिसे कि वह निर्दिष्ट किया गया हो।

7. **मत भिन्नता होने की दशा में तीसरे सदस्य का नामांकन.**– दो सदस्यों से गठित डिवीजन बैंच के सदस्यों के बीच मत भिन्नता होने की दशा में, मामले में दोनों सदस्यों के मत को अभिलिखित किया जाएगा तथा अध्यक्ष द्वारा नामांकित तीसरे सदस्य द्वारा इन मतों पर भी विचार करते हुए मामले का अंतिम रूप से निराकरण किया जाएगा।

8. **प्राधिकृत वेबलिंक के माध्यम से सुनवाई.**– यदि किसी बैंच का कोई सदस्य शारीरिक रूप से उपस्थित नहीं है तो वह किसी प्राधिकृत वेबलिंक के माध्यम से कार्यवाही में सम्मिलित हो सकेगा और ऐसी दशा में सुनवाई को नियमित सुनवाई समझा जाएगा।

9. **निरसन तथा व्यावृत्ति.**– अधिसूचना क्रमांक 1968–30–59–स्था. दिनांक 17 अक्टूबर, 1959 तत्पश्चात् अधिसूचना क्रमांक 1148–25–84–स्था. दिनांक 29 मई, 1984 द्वारा यथासंशोधित संहिता की धारा 9 के अधीन एकल सदस्य तथा बैंचों द्वारा अधिकारिता का प्रयोग करने के संबंध में राजस्व मण्डल द्वारा बनाए गए नियम एतद्द्वारा निरसित किए जाते है।

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,
चन्द्रशेखर वालिम्बे, उपसचिव.

भोपाल, दिनांक 15 जुलाई 2022

क्रमांक एफ–2–6–2021–सात–शा–7.– भारत के संविधान के अनुच्छेद 348 के खण्ड (3) के अनुसरण में, इस विभाग की अधिसूचना क्रमांक एफ–2–6–2021–सात–शा–7, दिनांक 15 जुलाई 2022 का अंग्रेजी अनुवाद राज्यपाल के प्राधिकार से एतद्द्वारा प्रकाशित किया जाता है.

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,
चन्द्रशेखर वालिम्बे, उपसचिव.

No F-2-6-2021-सात-शा-7 Bhopal, the 15th July 2022

The following draft of rules which the State Government proposes to make in exercise of the powers conferred by sub-section (2-A) of section 258 read with section 9 of the Madhya Pradesh Land Revenue Code, 1959 (No. 20 of 1959) is hereby published as required by sub-section (3) of section 258 of the said Code for the information of all persons likely to be affected thereby and notice is hereby given that the said draft of rules shall be taken into consideration on the expiry of fifteen days from the date of publication of this notice in the Madhya Pradesh Gazette.

Any objection or suggestion which may be received by the Secretary, Government of Madhya Pradesh, revenue Department, Vallabh Bhawan, Mantralaya, Bhopal from any person with respect to the said draft of rules on or before the expiry of the period specified above shall be considered by the State Government.

DRAFT OF RULES

1. Short tile and commencement.-

(1) These rules may be called the Madhya Pradesh Bhu-Rajasva Mandal Ki Ekal Sadasiay Peeth tatha Khand Peeth Ki Adhikarita) Niyam, 2022.

(2) These rules shall come into force from the date of their final publication in the Madhya Pradesh Gazette.

2. Definitions.-

(1) In these rules, unless the context otherwise requires,-

(a) "Case" means a case or proceedings under the Code or any other enactment for the time being in force;

(b) "Code" means Madhya Pradesh Land Revenue Code, 1959 (No. 20 of 1959);

(c) "Full Bench" means a bench comprising of all members;

(d) "Member" means a member of the Board and includes President;

(e) "President" means the President of the Board of Revenue;

(f) "Single Member Bench" means a division bench of single member as nominated by the President.

(2) Words and expressions used in these rules but not defined and have been defined in the code shall have the same meaning as respectively assigned to them in the Code.

3. Allocation of work.-

The President shall from time to time, decide the allocation of work, pertaining to the cases among the benches of the Board.

4. Cases to be heard and disposed of by Full Bench.-

The President may, by an order in writing, decide that any case or class of cases shall be heard and disposed of by a Full Bench.

5. Reference to the President by Single Member Bench.-

(1) A Single Member Bench may refer any proceeding pending before it to the President with a recommendation that it be placed before a Division Bench when it involves a complicated or important question of law or of practice and procedure pertaining to revenue or settlement matters.

(2) In case of making the reference under sub-rule (1), the entire case shall be decided by the Division Bench to which it is referred.

6. Reference to the President by division Bench.-

(1) If a Division Bench feels that the decision of the proceedings before it involves re-consideration of an earlier decision of a Division Bench, it may refer the matter to the President with a recommendation that the proceedings be placed before a Full Bench.

(2) In case of making the reference under sub-rule (1), the entire case shall be decided by the Full Bench.

7. Nomination of third member in the event of a difference of opinion.-

In the event of a difference of opinion between the members of a Division Bench comprising of two members, the opinion of both members shall be recorded in the case and the third

member nominated by the President shall dispose of the matter finally after considering these opinion too.

8. Hearing through authenticated web link.-

If any member of a Bench is physically not present, he may participate in the proceeding through an authenticated web link and in such a case, the hearing shall be treated as a regular hearing.

9. Repeal and Saving.-

The Rules regarding exercise of jurisdiction by Single Member and Benches made by the Board of Revenue under Section 9 of the Code vide Notification No. 1968-30-59-Estt. Dated 17th October, 1959 as amended subsequently by Notification No.1148-25-84-Estt. Dated 29th May, 1984 are hereby repealed.

By order and in the name of the Governor of Madhya Pradesh,
CHANDRASHEKHAR WALIMBE, Dy. Secy.

नियंत्रक, शासकीय मुद्रण तथा लेखन सामग्री, मध्यप्रदेश द्वारा शासकीय केन्द्रीय मुद्रणालय, भोपाल से मुद्रित तथा प्रकाशित--2022.

Annexure 6

LNCT VIDHYAPEETH UNIVERSITY, INDORE

Exam and Result Data Status

S. No.	Course	Exam Date	Result Status	Publish Date	Appear	Pass
1	BALLB -II SEM Main	12-08-2024 TO 24-08-2024	Publish	09-11-2024	6	6
2	BBA LLB - II SEM Main	12-08-2024 TO 24-08-2024	Publish	09-11-2024	3	3
3	LLB - II SEM Main	12-08-2024 TO 22-08-2024	Publish	09-11-2024	38	38
4	LLM - II SEM Main	12-08-2024 TO 17-08-2024	Publish	09-11-2024	8	8
5	MBBS I Prof. Main	06-08-2024 TO 16-08-2024	Publish	02-10-2024	150	126
6	MBBS I Prof. Reval.	-	Publish	16-10-2024	25	12
7	B. Pharmacy II SEM Main	02-09-2024 TO 09-09-2024	Publish	12-12-2024	85	76
8	B. Pharmacy I SEM EX	03-09-2024 TO 10-09-2024	Publish	12-12-2024	1	1
9	B. Pharmacy III SEM EX	02-09-2024 TO 09-09-2024	Publish	12-12-2024	6	5
10	D. Pharma I Year EX	03-09-2024 TO 03-09-2024	Publish	12-12-2024	4	3
11	MBBS I Prof Supple.	19-10-2024 TO 28-10-2024	Publish	29-11-2024	14	11
12	P.B.BSc. Nursing I Yr Supple.	12-12-2024 TO 30-12-2024	Publish	29-01-2025	3	2
13	M.Sc. Nursing I Year Supple.	16-12-2024 TO 18-12-2024	Publish	29-01-2025	2	2
14	MBBS II Prof Main.Supple.7 Student	04-01-2025 TO 15-01-2025	Publish	04-02-2025	7	
15	MBBS II Prof Main.	04-01-2025 TO 15-01-2025	Publish	08-02-2025	149	109
16	MBBS II Prof Retotaling.	-	Publish	03-03-2025	38	6
17	MBBS II Prof Reval.	-	Publish	03-03-2025	38	6
18	BMLT II Year Main	08-01-2025 TO 17-01-2025	Publish	09-04-2025	57	55
19	BPT II Year Main	08-01-2025 TO 24-01-2025	Publish	09-04-2025	21	18
20	DMLT II Year Main	08-01-2025 TO 17-01-2025	Publish	09-04-2025	86	82
21	D - X Ray II Year Main	08-01-2025 TO 17-01-2025	Publish	09-04-2025	11	10
22	BMLT I Year Supple.	08-01-2025 TO 17-01-2025	Publish	09-04-2025	2	0
23	BPT I Year Supple.	08-01-2025 TO 20-01-2025	Publish	09-04-2025	2	1
24	B. Pharmacy V Sem Main	06-01-2025 TO 15-01-2025	Publish	12.-03-2025	84	59
25	D. Phamacy I Year Supple.	06-01-2025 TO 10-01-2025	Publish	12.-03-2025	1	1
26	D. Phamacy II Year Supple.	06-01-2025 TO 11-01-2025	Publish	12.-03-2025	1	1
27	B. Pharmacy II Sem Reval	-	Publish	12.-03-2025	1	0

28	B. Pharmacy IV Sem Reval	-	Publish	12.-03-2025	1	0
29	BALLB -III SEM Main	23-01-2025 TO 03-02-2025	Publish	18-03-2025	6	6
30	BBA LLB - III SEM Main	23-01-2025 TO 03-02-2025	Publish	18-03-2025	3	3
31	LLB - III SEM Main	18-01-2025 TO 27-01-2025	Publish	18-03-2025	38	38
32	LLM - III SEM Main	31-01-2024 TO 03-02-2025	Publish	18-03-2025	8	8
31	MBBS Final Part I	07-03-2025 - 12-03-2025	Publish	22-04-2025	125	122
32	MBBS II Prof. Reval	-	Publish	03/03/2025	38	6
33	MBBS II Prof. Supple.	20/03/2025 TO 28/03/2025	Publish	16/04/2025	33	20
34	B. Pharmacy III Sem Main	22/03/2025 TO 28/03/2025	Publish	23/05/2025	84	78
35	BCA 1 Sem Main	26/05/2025 TO 04/06/2025	Publish	16/09/2025	19	17
36	MCA 1 Sem Main	22/03/2025 TO 03/04/2025.	Publish	23/04/2025	5	5
37	M.Sc. Agri 1 Sem Main	26/05/2025 TO 06/06/2025	Publish	11/09/2025	5	5
38	B.Sc. Agri 1 Sem Main	26/05/2025 TO 18/06/2025	Publish	11/09/2025	29	25
39	B.Sc. Nursing 4 Sem Main	25/03/2025 TO 27/03/2025	Publish	11/06/2025	80	77
40	B.Sc. Nursing 3 Sem Main	22/03/2025 TO 28/03/2025	Publish	11/06/2025	81	68
41	B.Sc. Nursing 2 Sem Supple.	28/03/2025 TO 01/04/2025	Publish	11/06/2025	3	3
42	P.B.B.Sc. Nursing 2 Year Main	22/03/2025 TO 01/04/2025	Publish	11/06/2025	24	24
43	P.B.B.Sc. Nursing 1 Year Supple.	28/03/2025 TO 01/04/2025	Publish	11/06/2025	1	1
44	B. Pharmacy V Sem Reval	-	Publish	12/06/2025	27	14
45	MBBS Final Part I Supple.	27/06/2025 TO 25/06/2025	Publish	01/07/2025	2	2
46	B. Pharmacy III SEM Main Reval	-	Publish	24/06/2025	3	2
47	B.Sc. Nursing 4 Sem Main Reval	25/03/2025 TO 27/03/2025	Publish	01/07/2025	1	1
48	B.Sc. Nursing 3 Sem Main Reval	22/03/2025 TO 28/03/2025	Publish	01/07/2025	11	2
49	P.B.B.Sc. Nursing 2 Year Main Reval	22/03/2025 TO 01/04/2025	Publish	01/07/2025	2	0
		.				
50	B. Pharmacy I SEM Main	26/05/2025 TO 02/06/2025	Publish	17/07/2025	95	79
51	BALLB -IV SEM Main	30/05/2025 TO 23/06/2025	Publish	11/09/2025	6	6
52	BBA LLB - IV SEM Main	23-01-2025 TO 03-02-2025	Publish	11/09/2025	3	3
53	LLB - IV SEM Main	28/05/2025 TO 18/06/2025	Publish	11/09/2025	38	38
54	LLM - IV SEM Main	30/05/2025 TO 10/06/2025	Publish	11/09/2025	8	8
		.				
55	BALLB -I SEM Main	27/05/2025 TO 21/06/2025	Publish	11/09/2025	3	3

56	BBA LLB - I SEM Main	27/05/2025 TO 21/06/2025	Publish	11/09/2025	3	3
57	LLB - I SEM Main	26/05/2025 TO 16/06/2025	Publish	11/09/2025	21	21
58	LLM - I SEM Main	27/05/2025 TO 12/06/2025	Publish	11/09/2025	3	3
		.				
59	D. Phamacy II Year Main	23/06/2025 TO 28/06/2025	Publish	11/09/2025	51	43
60	D. Phamacy I Year Main	18/08/2025 TO 22/08/2025	Publish	16/09/2025	34	34
		.				
61	B.Sc. Nursing I Sem Main/Ex	18/08/2025 TO 20/08/2025	Publish	16/09/2025	7	7
62	B.Sc. Nursing 3 Sem Supple.	19/08/2025 TO 21/08/2025	Publish	16/09/2025	11	9
63	B.Sc. Nursing 4 Sem Supple.	18/08/2025 TO 20/08/2025	Publish	16/09/2025	2	2
		.				
64	MBBS I Prof. Main/Supple.	03/09/2025 TO 15/09/2025	Publish	03/10/2025	153	105
65	MBBS II Prof. Main/Supple.	02/09/2025 TO 13/09/2025	Publish	03/10/2026	166	140
		.				
66	BMLT III Year Main	14/07/2025 TO 24/07/2025	Publish	13/10/2025	56	56
67	BPT III Year Main	14/07/2025 TO 28/07/2025	Publish	13/10/2025	20	20
68	BMLT II Year Supple.	14/07/2025 TO 24/07/2025	Publish	13/10/2025	11	8
69	BPT II Year Supple.	14/07/2025 TO 01/08/2025	Publish	13/10/2025	11	11
		.				
70	B.Pharm VI Sem Main	11/07/2025 TO 23/07/2025	Publish	17/10/2025	82	73
71	B.Pharm IV Sem Main	26/07/2025 TO 04/08/2025	Publish	17/10/2025	83	48
72	B.Pharm III Sem Supple.	25/07/2025 TO 01/08/2025	Publish	17/10/2025	3	1
73	B.Pharm V Sem Supple.	10/07/20258 TO 19/07/2025	Publish	17/10/2025	19	18
74	B.Pharm IV Sem Supple.	26/07/2025 TO 04/08/2025	Publish	17/10/2025	6	3
75	B. Pharmacy I SEM Main Reval	26/05/2025 TO 02/06/2025	Publish	17/07/2025	3	3

Annexure 7

LNCT, Vidhyapeeth University, Indore

Fee Structure 2024-25

Sr. No.	Courses	Total Fee
1	MBBS	16,65,000.00
2	M.Sc. (Medical)	80,000.00
3	B. Pharma	85,000.00
4	D. Pharma	80,000.00
5	LL.B.	45,000.00
6	B.A. LL.B	70,000.00
7	BBA LL.B	70,000.00
8	LLM	70,000.00
9	B.Sc. Agriculture	70,000.00
10	M.Sc. Agriculture	60,000.00
11	B.Sc. Nursing	75,000.00
12	M.Sc. Nursing	1,00,000.00
13	Post Basic Nursing	55,000.00
14	BCA	45,000.00
15	MCA	55,000.00

Annexure 8



10वीं–12वीं की उत्तरपुस्तिकाओं का मूल्यांकन आज से

नईदुनिया प्रतिनिधि, इंदौर: माध्यमिक शिक्षा मंडल की बोर्ड परीक्षा गत माह शुरू हो चुकी है। 10वीं और 12वीं के आधे से अधिक पेपर हो चुके हैं। इधर उत्तरपुस्तिकाओं का मूल्यांकन कार्य भी गुरुवार से शुरू होने जा रहा है। इस बार मूल्यांकन करने वा शिक्षकों को ट्रेनिंग दी गई है। कर 300 मूल्यांकनकर्ता गुरुवार से 10 के हिंदी व 12वीं के हिंदी व अंग्रे विषय की 60 हजार उत्तरपुस्तिका का मूल्यांकन शुरू करेंगे।

APPOINTMENT

LNCT VIDHYAPEETH INDORE | LNCT Vidhyapeeth University, Indore

Urgent Requirement | Invites Online Applications for vacancies in the SAFE Institution of Nursing College

- **Professor-cum-Vice Principal** - 1 Post
  As per INC norms. Preferably in Medical Surgical and Mental Health Nursing.
- **Assistant Professor** - 2 Posts
  As per INC norms, Preferably in Obstetrical and Gynecological Nursing, Community Health Nursing & Medical Surgical Nursing.
- **Tutor (B.Sc. Nursing)** - 6 Posts
  As per INC norms, After B.Sc. Nursing degree with minimum 1 year of exp.

Interested candidates may send their current updated CV Latest by 20.03.2025 at E-mail : registrar@safeuniversityindore.com

For further details interested candidate may visit : www.lnctvu.ac.in

- REGISTRAR



LNCT VIDHYAPEETH UNIVERSITY, INDORE

Invites Online Applications for vacancies in the School of legal Studies

FOR THE POST OF

ASSISTANT PROFESSOR - 8 Post

(Full Time Regular, Qualification: As per UGC norms)

URGENT REQUIREMENT

Interested candidates may send their current updated CV Latest by 28/03/2025 at Email ID : registrar@safeuniversityindore.com

For further details interested candidate may visit : www.lnctvu.ac.in

LNCT Vidhyapeeth University

Vacancy | LNCT Vidhyapeeth Univer...

Annexure 9

M.P. Private Universities Regulatory Commission, Bhopal

Book No. 6

Serial No. 569

RECEIPT

DATE 23/07/2021

Received From Shri Ashta foundation for Education Society LNCT Vidyapeeth University, Indore

With letter No. 13068/2021 Dated the 23/07/2021 the sum of

Rupees five crores only

On Account of Endowment fund

Through ~~Cash/Cheque~~/DD/~~Postal order~~ No. 518690 - ICICI Bank

Rs. 50,000,000/-

Signature & Designation

Annexure 10

SHREE AASTHA FOUNDATION FOR EDUCATION SOCIETY
GRAM KANADIA, INDORE
CONSOLIDATED INCOME & EXPENDITURE A/C
FOR THE YEAR ENDED AS ON 31ST MARCH 2022

	PARTICULARS	SCHE.	AMOUNT
(A)	**INCOME**		
	(a) Fees from Students	15	36,444,720
	(b) Hospital Income	16	7,149,640
	(c) Other Income	17	5,601,103
	TOTAL (A)		**49,195,463**
(B)	**EXPENDITURE**		
	(a) Student Activity Expenses	19	1,623,899
	(b) Employee Remuneration Expenses	20	111,176,781
	(c) Administration Expenses	21	57,350,356
	(d) Other Indirect & Financial Expenses	22	12,466,635
	(e) Pre Operative Expenses W/o	14	1,417,290
	(f) Depreciation	8	29,470,606
	TOTAL (B)		**213,505,567**

- NET SURPLUS/ (DEFICIT) TRANSFER TO MISC ASSTES :- NET DEFICIT (A-B) **(164,310,104)**

We hereby authenticate the correctness

For Shree Astha Foundation
For Education Society

President Secreatry Treasurer

Place : Indore
Date : 28/09/2022

AKHIL GUPTA & CO
CHARTERED ACCOUNTANT

AKHIL GUPTA & CO ★ FRN No. 022486C ★ Chartered Accountants

CA SHAILENDRA AGRAWAL
PARTNER
Membership No. 425248
FRN - 0022486C
UDIN : 22425248AWYDRZ6535

SHREE ASTHA FOUNDATION FOR EDUCATION SOCIETY
GRAM KANADIA, INDORE
CONSOLIDATED INCOME & EXPENDITURE A/C FOR THE YEAR ENDED AS ON 31ST MARCH 2023

	PARTICULARS	SCH	AMOUNT
(A)	**INCOME**		
	(a) Fees from Students	15	386250100.00
	(b) Hospital Income	16	27354621.00
	(c) Other Income	17	10622863.00
	TOTAL (A)		**424227584.00**
(B)	**EXPENDITURE**		
	(a) Student Activity Expenses	19	3157143.70
	(b) Employee Remuneration Expenses	20	198154249.00
	(c)Administration Expenses	21	103594669.00
	(d) Other Indirect & Financial Expenses	22	48050988.00
	(f) Depreciation	8	36647382.99
	TOTAL (B)		**389604432.69**

- NET SURPLUS/ (DEFICIT) TRANSFER TO CAPITAL ACCOUNT (A-B) **34623151.31**

FOR SHREE ASTHA FOUNDATION FOR EDUCATION SOCIETY

President Secretary Treasurer

FOR SHREE ASTHA FOUNDATION FOR EDUCATION SOCIETY

President Secretary Treasurer

Place : Indore
Date : 15/10/2023

We hereby authenticate the correctness
AKHIL GUPTA & CO.
CHARTERED ACCOUNTANT

AKHIL GUPTA & CO. FRN No. 022486C Chartered Accountants

CA SHAILENDRA AGRAWAL
PARTNER
Membership No. 425248
UDIN : 23425248BGXGDL5837

SHREE ASTHA FOUNDATION FOR EDUCATION

GRAM KANADIA, INDORE

CONSOLITEDED INCOME & EXPENDITURE A/C FOR THE YEAR ENDED AS ON 31ST MARCH 2024

	PARTICULARS	Note	AMOUNT
(A)	**INCOME**		
	(a) Fees From Students	15	694,341,776
	(b) Hospital Income	16	30,797,743
	(c) Other Income	17	27,883,702
	TOTAL (A)		**753,023,221**
(B)	**EXPENDITURE**		
	(a) Employee Remuneration Expenses	18	260,361,379
	(b) Students Activity Expesnes	19	6,273,081
	(c)Administration Expenses	20	130,432,828
	(d) Other Financial Expenses	21	75,060,516
	(e) Depreciation	9	42,707,645
	TOTAL (B)		**514,835,449**
	- NET RECEIPTS TRANSFER TO MISC. ASEETS/ LOSSES A/C (	**(Note 14)**	**238,187,772**

We hereby authenticate the correctness

For Shree Astha Foundation
For Education Society

Shri Astha Foundation For Education Society
President Secretary Treasurer
Authorised Signatory Authorised Signatory

RAMA K GUPTA & CO
CHARTERED ACCOUNTANT

CA RAMAKANT GUPTA
PARTNER
FRN. 0005005C
Membership No. 073853

Place : Indore
Date : 01/10/2024
UDIN : 24073853BKHCVD8386