BABU DINESH SINGH UNIVERSITY

Garhwa, Jharkhand-822114

FIRST ORDINANCE

In exercise of powers conferred by the section 33 of
Babu Dinesh Singh University Act, 2022 (Jharkhand Act- 06, 2023),
the Board of Management of the BDSU hereby adopts
this First Ordinance.

Effective from- July, 2025

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1. **Preamble**

The Babu Dinesh Singh University at Farathiya, Garhwa, Jharkhand is established under the Babu Dinesh Singh University Act, 2022 (Jharkhand Act - 06, 2023) & registered with UGC under section 2(f) & is a member of Association of Indian University (AIU), New Delhi.

The Objective of the University shall be to disseminate advance knowledge and skill by providing instructional, research, innovation and extension of facilities and in such branches of learning as it may deem fit.The University shall endeavour to provide to students, researcher and teachers the necessary atmosphere and facilities for the promotion of innovations in education leading to restructuring of courses, new methods of teaching, training, and learning including online learning, blended learning, continuing education and such other modes and integrated and whole some development of personality such as inter disciplinary studies, national integration, secularism and social equity, international understanding and ethics.

University has established various faculties, colleges and departments within campus in the State of Jharkhand to offer regular mode education programme as per UGC norms/regulatory bodies/statutory bodies to confer Degrees, Diplomas, Advance Diploma, Certificates, Ph.D. and Research and other academic distinctions on the basis of examination or any other method of evaluation. University disseminate knowledge through seminars, conferences, workshops, executive education programme, community development programme, publications and training programme etc., publication of study materials for different courses, news letter, magazine, research journals (print/electronic) at National/International level of repute, etc.

2. **The Babu Dinesh Singh University is a state private university and shall be self-financed University.**

2.1 This Ordinance is the first Ordinance of the University framed under the section 33 of the Babu Dinesh Singh University Act, 2022 (Jharkhand Act - 06, 2023) and is in conformity with provision of the Act and Statute.

2.2 The Ordinance is prepared/approved by the Board of Management and being submitted to the Government of Jharkhand for its approval.

3. **Short Title & Definitions:**

3.1 "**Act**" means the Babu Dinesh Singh University Act, 2022 (Jharkhand Act-06, 2023).

3.2 "**First Ordinance**" means the First Ordinance of the Babu Dinesh Singh University, Garhwa, Jharkhand.

3.3 The **Ordinance** shall come into force with effect from the date of their approval by the State Government and/or their notification in the State Gazette/Board of

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Management of the university or as per the Act, whichever is earlier.

3.4 The Ordinance is subject to the provisions of the Babu Dinesh Singh University Act, 2022 (Jharkhand Act No.-06, 2023).

3.5 **"Babu Dinesh Singh University"** may be treated as **"BDSU"** in short form.

3.6 All words and expressions use therein and defined in the Act shall have the meanings respectively assigned to them in the Act.

3.7 **"University"** means the "Babu Dinesh Singh University, Garhwa, Jharkhand as incorporated under the Act of Babu Dinesh Singh University.

3.8 "**Authority**" means competent authority as per the Act including Governing Body, Board of Management, Academic Council and/or Any Other Authority duly constituted by Governing Body.

3.9 "**Admission Policy**" means Admission Policy and Selection Procedure as notified in the Ordinance/ Statute of the University.

3.10 "**Government**"means the Government of Jharkhand and/or Government of India.

3.11 "**Statute**", "**Ordinance**" and "**Regulations**" means the Statutes, Ordinance and Regulations of the Babu Dinesh Singh University, Garhwa respectively made under the Act.

3.12 "**Academic Year**" means a period of twelve months devoted to complete the requirements specified in the scheme and curriculum of the concerned programme(s)/Course(s). An academic year consist of two semesters / one year.

3.13 **"programme(s)"** means prescribed area(s) or programme(s) of the study and/or any other competent(s) leading to the conferment or award of Degree, Diploma, Certificate, Research or any other Academic Distinction or Title of the University.

3.14 "**Apply**" means submission of the application for admission by an applicant on a prescribed form with all the required documents and processing/requisite fees either by hand or by registered post or by online.

3.15 "**Subject**" means basic unit(s) of programme of the university, teaching, training research etc., by whether names may be called, as prescribed under the scheme of curriculum.

3.16 **"Decided by the University/University may decide/Decision of the University"** means as decided by the Vice-Chancellor with the Approval of Chancellor.

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3.17 "**Approved by university**" means approved by the competent authority of the University.

3.18 "**Rules"** means the rules made by the University under the Act.

3.19 "**Fees**" means collection made by the University/Faculty/College/Department from the student under any head may be stated under fee structure of the university.

3.20 "**Admission Coordination Board**" means Admission Coordination Board duly constituted by Vice Chancellor with the approval of the Chancellor of the University for conducting admission process as per the policy of university/UGC/apex bodies etc..

3.21 **"Faculty**" means a division of the University for learning in a particular field.

3.22 "**Applicant**" means a candidate seeking admission to the any courses of the university.

3.23 "**Discipline**" means a branch/stream/faculty of Science/Arts & Social Science/ Commerce/Management studies & research /IT/Engineering & Technology/ Agriculture & Forestry/ Architecture Design/Life Science/Homoeopathy /Ayurveda, Siddha, Unani, Sowa, Rigpa, Naturopathy & Yoga / Dental Science/ Medicine/ Pharmacy/Education, Yoga, Sport Science and Physical Education /Applied Science/ Law/Nursing & Allied Health Science/Language & Literature/Fine Arts & Music/ Media & Communication/Hotel Management and Tourism/Fashion Designing/ Skill Development others etc., as approved by the University time to time/given in the Admission Policy.

3.24 "**Hostel**" means a place of residence for the student, maintained by the university/sponsoring body.

3.25 "**Prescribed**" means prescribed by rules made under the Act.

3.26 "**Regulatory/ Apex Body/Statutory Body**" means a body established by the Central/State Government for laying down norms of education & research and ensuring Academic Standard for Higher Education, such as University Grants Commission (UGC), All India Council for Technical Education (AICTE), National Council for Teacher Education (NCTE), Medical Council of India (MCI)/National Medical Commission (NMC), National Council of Homoeopathy (NCH), Dental Council of India (DCI)/National Dental Commission (NDC)/ Bar Council of India (BCI), Pharmacy Council of India (PCI), Indian Council of Agricultural Research

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(ICAR), Distance Education Council (DEC), Council of Scientific and Industrial Research (CSIR), MSME, Council of Architecture and Council includes under the Jharkhand State Government like: Jharkhand Nurses Registration Council (JNRC), Jharkhand Academic Council (JAC), Jharkhand Para Medical Council (JPMC), etc.

3.27 "**Schedule of Examination**" means a table giving details about the time, day and date of the commencement of each paper which is a part of a scheme of examinations and shall also include the details about the practical examinations.

3.28 "**Department**" means a unit of a Faculty/College.

3.29 "**HoD**" means Head of the respective Department.

3.30 "**N.R.I.**" means Non-Resident Indian as defined by Government of India.

3.31 "**A.I.U.**" means Association of Indian Universities.

3.32 "**Qualifying Examination**" means an examination, the passing of a Qualifying Examination makes students eligible for admission to a particular programme of study leading to a Bachelor Degree, Master Degree, Doctorate Degree or Diploma or Certificate conferred by the University.

3.33 **"External Agency"** means to any organization or institution outside of the BDSU that is involved in the admission process. This could include entities like testing agencies, government agencies, or independent consultant that play a role in evaluating or influencing the admission process.

3.34 "**ATKT**" (Allowed to Keep Terms) Candidate means a candidate who has failed in securing 40% or minimum 4.0 CGPA apart from other criteria of the total number of marks/grade in the Semester examination and is appearing in the examination of the same Semester again which is conducted with the next Semester Examination or as per the regulation of Apex Bodies/UGC/ordinance of the programme/courses.

3.35 "**Equivalent Examination**" means an equivalent Examination conducted by: Any recognized Board of Secondary Education/Indian or International University or Organization or Institution recognized by any Statutory Authority/Indian University incorporated by any law in force for the time being and recognized by the University as equivalent to its corresponding Examination.

3.36 **"Equivalence Committee"** means a committee constituted by the Vice Chancellor and committee recommend the proposal about the equivalence of the subject/ curriculum to the Vice Chancellor for its approval.

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3.37 "**Gap Period**" means the period between the last date of attendance in the previously recognized educational institution and the date of taking admission to the University.

3.38 "**Entrance Test**" means an Entrance Test conducted by the University for a particular programme/Course by online or offline mode.

3.39 "**BDSUCET**" means the Babu Dinesh Singh University Common Entrance Test conducted by the Babu Dinesh Singh University, Garhwa for admission to academic programme of the University.

3.40 The **Rules** shall be applicable for all the programme/Courses offered by the Faculties, Colleges, Departments, Schools, Institutes, Centers and Institutions run by the University and any matter relating and incidental there to.

3.41 The provisions of these rules will be prevailed overall Orders, Codes, Manuals, Circulars, Memos, Procedures, Policies, Schemes and such other documents of the University, as the case may be framed from time to time.

3.42 Unless the context otherwise requires, any abbreviation or shorten from of word shall present and mean exactly that word as defined in the Statutes, Ordinances, Regulations, Rules, Orders, Codes, Manuals, Circulars, Memos, Procedures, Policies, Schemes and such other documents of the University, as the case may be framed from time to time. Word and expression used herein and define in these Ordinances shall have the meaning assigned to them in the Act.



ACRONYMS (ABBREVIATIONS)

ABC	Academic Bank Credit
AEC	Ability Enhancement Course
AICTE	All India Council for Technical Education
AYUSH	Ayurveda, Yoga, Naturopathy, Unani, Siddha, and Homeopath
BCECEB	Bihar Combined Entrance Competitive Examination Board
BCI	Bar Council of India
BDSU	Babu Dinesh Singh University
CAT	Common Admission Test
CEO	Chief Executive Officer
CGPA	Cumulative Grade Point Average
CLAT	Common Law Admission Test
CLC	College Leaving Certificate
COA	Council of Architecture
CoE	Controller of Examinations
CSIR	Council of Scientific and Industrial Research
CUT	Common Universality Test/ Central University Test
DCI	Dental Council of India
DEC	Distance Education Council
DLC	Departmental Leaving Certificate
DRC	Departmental Research Committee
ESE	End Semester Examinations
HoD	Head of the Department
ICAR	Indian Council of Agricultural Research
IDC	Institutional Development Course
INC/NNMC	Indian Nursing Council/National Nursing & Midwifery Commission
JAC	Jharkhand Academic Council
JCECEB	Jharkhand Combined Entrance Competitive Examination Board
JEE	Joint Entrance Examinations
JNRC	Jharkhand Nurses Registration Council
JPMC	Jharkhand Para Medical Council
MAT	Management Aptitude Test
MCI/NMC	Medical Council of India/National Medical Commission
MOOC	Massive Open Online Course.
MSME	Micro, Small and Medium Enterprises
NAD	National Academic Depository
NCH	National Commission for Homoeopathy
NCTE	National Council for Teacher Education
NDC	National Dental Council
NEET	National Eligibility cum Entrance Test
NTA	National Testing Agency
PCI	Pharmacy Council of India
PG	Post Graduate
PVC	Pro - Vice Chancellor

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SEC	Skill Enhancement Course
SGPA	Semester Grade Point Average
SLC	School Leaving Certificate
SWAYAM	Study Webs of Active-Learning for Young Aspiring Minds
UG	Under Graduate
UGC	University Grant Commission
URC	University Research Council
VEWT	Vananchal Educational & Welfare Trust
VAC	Value Added Course
VEWT	Vananchal Educational & Welfare Trust
VC	Vice Chancellor
XAT	Xavier Aptitude Test



Section-1

The admission of the students to the university and their enrolment as such

1. In this ordinance, unless there is anything repugnant in the subject or context:

1.1. **"Equivalent examination"** means an examination which has been conducting,

1.1.1. any recognized Board of Senior Secondary Education, or

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

1.2. **Qualifying examination** means an examination the passing of which makes a student eligible for admission to a particular year/ semester in a course of study leading to a bachelor's or post graduate degree or diploma or certificate conferrable by this university.

1.3. Admissions to all courses except the one where the admission is governed by an external agency shall be governed by the following principles.

1.3.1. Admission shall not be a matter of right.

1.3.2. Eligibility certificate will be issued by the Dean/Principal/HoD or competent authority of the concerned Faculty/College/Department/ School of the university but it shall not entitle for conferment of admission.

1.3.3. Admission shall be governed as per instructions issued by the university and/or by the State Government from time to time.

1.4. Any Indian student seeking admission can submit his application on prescribed form for admission as per the schedule notified by the University/ Academic Council of the University, from time to time.

1.5. The last date for the receipt of applications for admission and last date of admission to various programme in the Faculty/College/School/ Departments of the University shall be notified by the University/Academic council every year.

1.6. The announcement of commencement of admission procedure shall be done by - (i) advertisement for admission in newspapers widely circulated in the University Area/State or (ii) website, (iii) university and institute notice board, (iv) such other means Like Social media campaigning. Such advertisement

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shall include the detailed Admission Schedule.

1.7. The Total intake and eligibility criteria for Admission in various Faculty/College/Departments/School of the University in the respective session(s) shall be notified by the University/Academic council every year.

1.8. All supplementary/additional details pertaining to Admission Procedure (other than mentioned in the advertisement for admission) shall be announced on the website/notice boards of respective college/department/schools/ university.

1.9. Admission of any Indian students shall be made strictly based on the Merit list/Common Entrance Test, wherever applicable along with Viva/Group Discussion/Personal interview or a combination of these or the concerned Regulatory Bodies/Apex Bodies.

1.10. The process and preparation of entrance examination shall be decided by the Admission Coordination Board and approved by the Vice Chancellor of the University.

1.11. The University Entrance Examination shall be held at University campus and/or other places offline or Online mode notified by the university, from time to time. The question paper(s) for the entrance examination(s) shall be set by the expert(s) or the online/offline testing agency appointed by the Vice Chancellor/ Competent authority.

1.12. Initially admission of students shall be granted provisionally. Admissions to the various programme shall be finalised by the Admission Coordination Board.

1.13. Admissions in all the programmes of University/Faculties/Departments/ Colleges/Institutions shall be made on merit and according to norms prescribed by the rules of admission, either through All India Common Entrance Test, State Level Common Entrance Test, test conducted by the university (BDSU) or the University may associate with other Universities/Institutions which run the same programme/Courses to conduct the admission test and also use the score of entrance test conducted by any other university/institution running same programme /Associations of Universities/other Federations/State/Central agencies like NEET/ NTA/ JEE/ CAT/ XAT/ MAT/ CUT/ CLAT/ JCECEB/ BCECEB / GATE etc. or through criteria prescribed by the Statutory Bodies / Apex Bodies /Central Government /State Government from time to time.

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1.14. Upon the allotment of admission, the admission shall be treated as confirmed/secured only after:

1.14.1. The recommendation of admission committee of the respective department/college after verification of all original documents of the students/candidates within stipulated time.

1.14.2. Payment of Applicable Fees; and

1.14.3. Verification of all Original Documents must takes place within stipulated time period, failing which the admission shall be treated as cancelled.The candidate shall have to submit the self attested documents, as mentioned in brochure/application form regarding requirement of documents. However, for securing admission in programme, student shall have to submit the original CLC/SLC, Migration Certificate of past university/college along with other relevant required documents.

1.15. Minimum Qualification for the Admission in a programme in various Faculties/ Schools/Colleges/Departments shall be prescribed by the Academic Council/Competent Authorities in discussion with Dean of Faculty/Principal/ Head of Departments, every year, subject to the concessions provided by the regulations, framed to such effect, from time to time.

1.16. In case of the tie of score in the marks scored in the Entrance Examination/Merit list the marks obtained in the individual subject or the regulation suggested by the Admission coordination Board and approved by the Vice Chancellor for deciding the merit or admission.

1.17. Only such candidates, who have passed an examination of an Indian/State University/Board established or recognized by State/Central Governments or such other examinations including Foreign Universities/Board, has been recognized equivalent by State/Central Government/University, shall be considered for admission. Students from all over India is eligible for the Admission, if they fulfill the admission eligibility criteria.

1.18. The category wise reservation of seats shall be as per the policy of the State/Central Government from time to time.

1.19. The Admission of Non Resident Indian (NRI) & International aspirant will be

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made as per the Government Rules.

1.20. Admission to all the courses/programmes in the university, seats will be allotted as under;

a. 25 % quota for Jharkhand State students,

b. 60% quota for All India students and

c. 15% quota for NRI students.

However, if seats are remain vacant in any courses/programmes against prescribed quota for Jharkhand students/All India students/NRI students, admission shall be filled up against the vacant seats through applied/ qualified candidates of any quota or as decided by the competent authority of the university.

1.21. Admission can't be claimed by any candidate as a matter of right. Admission or re-admission of a candidate shall be entirely at the discretion of the Admission Coordination Board/Vice Chancellor, which may refuse to admit any candidate without assigning any reason thereof.

1.22. The commencement of classes for all programmes, other than programme run under the Apex bodies/Statutory bodies for grant of Degrees/Diplomas/ Certificates shall be notified by the University time to time, as per the UGC norms.

1.23. The University having rights to remove any candidate roll from the Faculties/ Schools/Colleges/Departments, if at any time it is exposed that candidate has made the false or incorrect information.

1.24. The Fee deposited with the application, shall not be refunded to the student unless his application is rejected or as per UGC fee refund policy.

1.25. If applicant having gap between the date of last passing examination and to joining date of new programme, have to provide the Gap Certificate as per the UGC/notarized undertaking as per university norms.

1.26. The university may take admission through lateral entry in programmes, as may be approved by the relevant Competent Authority/ respective Apex Bodies/ NEP-2020.

1.27. The university may take admission against the vacant seats through lateral entry as options given by the university.

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1.28. The university may take admission of working professional, as per UGC/ AICTE/Apex Bodies/NEP-2020.

1.29. The university may decide to increase or decrease in the intake capacity of the courses/programmes, as per the UGC norms/apex bodies/other Competent Authority /Academic Council of the university.



Section-2

The courses of study to be laid down for degrees, diplomas and certificates of the university.

2.1 The University shall offer the following programmes/Courses under the Faculty/College/Department/School of the University as per the proposal of Board of Studies and approved by Academic Council and Board of Management, the details of approved and to be approved programmes/ Courses are as follows :

A. Faculty of Agricultural Science & Forestry	
UG Courses	B. Sc.(Hons.) Agriculture and other as per UGC/ICAR
PG Courses	Post graduate degree -MSc Agriculture with specialization in one of the following- Agronomy;Horticulture; Soil science; Genetics and Plant Breeding;Entomology; Plant pathology; Agricultural Extension Education; Agricultural Economics; Agricultural Statistics; Agricultural Meteorology; Crop physiology; Agricultural Microbiology; Seed Science and Technology; Plant Biotechnology; Plant Genetic Resources; Nematology and other prescribed courses as per UGC/ICAR.
Ph.D.	In all relevant areas of Agricultural Science & Forestry
Certificate Courses	UG Certificate in Agriculture.
Diploma	Diploma course- UG Diploma in agriculture and other as available.
B. Faculty of Management Studies & Research	
UG Courses	Bachelor of Business Administration (BBA) - Marketing, HRM, Finance, Insurance and Banking, Information Technology (IT), Business Analytics, Retail Mgt., Hospitality Mgt., Rural Mgt., Hospital Mgt., Healthcare Mgt. or all other specialization included or to be included as per UGC/AICTE. Bachelor of Management Science (BMS) as per UGC
PG Courses	Master of Business Administration(MBA)- Marketing, HRM, Finance, Insurance and Banking, International Business(IB), IT, Business Analytics, Retail Mgt., Hospitality Mgt., Rural Mgt., Hospital Mgt., Healthcare Mgt. or all other specialization included or to be included as per UGC/AICTE.
Ph.D.	In all relevant areas of Management Studies
Certificate Courses	In Executive Program in Business Management, General Management, GST & Tally , Small Business Management, Fundamentals of Management, Management Skills, Management Styles, Leadership Training programs, Management Training programs, Remote Team Management all other Certificate courses as provided by other top institutions of India or develop or to be develop as per Industry requirement.

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Diploma	In General Management, Retail Management, Travels and Tourism, Event Management, Marketing Finance, Digital Marketing, Banking and Finance, Taxation, Supply Chain Management, Operation Management, Export and import management, Human Resource Management, Disaster Management, Office automation, Entrepreneurship Development, Production Management, Logistic Management, Rural Development and Management, Hospital and Health Management, Quality Management, E- Business etc. or all other as per Industry Initiated.
C. Faculty of Science	
UG Courses	Bachelor of Science in Physics, Chemistry, Mathematics, Zoology, Geology, Geo-physics, Botany and in all available subjects as per UGC
PG Courses	Post Graduate /Master in Science in Physics, Chemistry, Mathematics, Zoology, Geology, Geo-physics, Botany and in all available subjects as per UGC.
Ph.D.	In all relevant areas of Science
D. Faculty of Arts & Social Science	
UG Courses	Bachelor of Arts in Economics, Sociology, History, Political science, Psychology, English, Geography, Home Science, Mathematics and in all prescribed subjects as per UGC.
PG Courses	Post Graduate/Master of Arts in Economics, Sociology, History, Political science, Psychology, English, Geography, Home Science, Mathematics and in all prescribed subjects as per UGC
Ph.D.	In all relevant areas of Arts & Social Science
E. Faculty of Commerce	
UG Courses	Bachelor of Commerce in Accounts, Finance, Taxation, Banking & Insurance, Applied Economics, Business studies and in all prescribed subjects as per UGC.
PG Courses	Post Graduate/Master Commerce in Accounts, Finance, Taxation, Banking & Insurance, Applied Economics, Business studies and in all prescribed subjects as per UGC.
Ph.D.	In all relevant areas of Commerce
Certificate Courses	In Taxation, Insurance, Business Analytics, GST & Tally, Rural Marketing, Social Marketing etc.
F. Faculty of Engineering and Technology	
UG Courses	B. Tech. in Mechanical Engineering, Civil Engineering, Computer Science Engineering, Electrical Engineering, Electrical & Electronics Engineering, Electronics & Communication Engineering, Automobile Engineering, Mining Engineering, Computer Science Engineering in Artificial intelligence/Data Science/Cyber Security/Cloud Computing/Machine Learning/ Game Design/ Block chain/ Mobile computing, etc. and all other as per AICTE/UGC.

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PG Courses	M. Tech. in Mechanical Engineering, Civil Engineering, Computer Science Engineering, Electrical Engineering, Electrical & Electronics Engineering, Electronics & Communication Engineering, Automobile Engineering, Mining Engineering, Computer Science Engineering in Artificial intelligence/Data Science/Cyber Security/Cloud Computing/Machine Learning/ Game Design/ Block chain/ Mobile computing, etc. and all other as per AICTE/UGC.
Ph.D.	In all relevant areas of Engineering & Technology.
Certificate Courses	In all Engineering branches/Subject/areas designed by University or in collaboration with other as per industry demand.
Diploma	In Mechanical Engineering, Civil Engineering, Computer Science Engineering, Electrical Engineering, Electrical & Electronics Engineering, Electronics & Communication Engineering, Automobile Engineering, Mining Engineering and all other as per AICTE.
ITI Courses	Non-Engineering Courses : These courses focus on streams like soft skills, Job-specific Knowledge and skills & languages and all other courses as per NCVT. Engineering Courses: These courses focus on streams related to engineering, science, technology, and math. Like, ITI Electrician Course/ Fitter Course / Welder Course/Electronics Mechanic Course /Plumber Course / Carpenter Course /Instrument Mechanic Course and all other courses as per NCVT.
Skill Development Courses	All Skill development Courses designed/Offered or to be offered by National Skill Development Corporation/ Pradhan Mantri Kaushal Vikas Yojna/Skill India Digital/Soft Skill Development shall be offered by the University
G. Faculty of Architecture Design	
UG Courses	B. Arch., Bachelors in Interior Architecture, Interior and Spatial Design and in all available subjects as per AICTE/UGC/COA.
PG Courses	M. Arch., M. Arch. in Conservation and Restoration, Masters in Urban Designing, etc. and in all prescribed subjects as per AICTE/UGC/COA.
Ph.D.	In all relevant areas of Architecture Design.
Certificate Courses	In interior designing, interior decoration, etc
Diploma	In Architecture and Construction, Higher Diploma in Architectural Design, Architectural Technology, etc. as per AICTE/UGC/COA.
H. Faculty of Information Technology	
UG Courses	BCA, B.Sc. IT, and in all prescribed subjects as per AICTE/UGC
PG Courses	MCA, M.Sc. IT and in all prescribed subjects as per AICTE/UGC
Ph.D.	In all relevant areas of Information Technology.
Certificate	In IT as Java or J2EE, CISCO technology, CCNP certification,

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Courses	SAS (Statistics Analyses System), MySQL and SQL, Microsoft technologies, Cloud Computing, Big Data & Data Science, DevOps, Project management, Cyber Security, Blockchain, AI & ML These courses will be provided by university online/offline mode on different area designed by University or in collaboration with other as per industry demand.
Diploma	In Animation & VFX, Web Designing & Development, Software Engineering, Digital Marketing. Graphic Designing. Mobile Application Development. CADD (Computer Aided Design & Drawing) and all other available Diploma courses in IT.
I. Faculty of Life Science	
UG Courses	Applied Biology, Bioinformatics, Biostatistics, Cell Biology, Evolution, Ecology, Genetic Engineering, Environment Management, Genetics and Genomics, Molecular Biology, Mathematics for Life Sciences, Animal Tissue Culture, Food, Nutrition, and Health, and in all available subjects as per UGC
PG Courses	Applied Biology, Bioinformatics, Biostatistics, Cell Biology, Evolution, Ecology, Genetic Engineering, Environment Management, Genetics and Genomics, Molecular Biology, Mathematics for Life Sciences, Animal Tissue Culture, Food, Nutrition, and Health, and in all available subjects as per UGC.
Ph.D.	in all relevant areas of Life Science
J. Faculty of Homoeopathy	
UG Courses	BHMS (Bachelor of Homoeopathic Medicine and Surgery), B.Sc. Anatomy, B.Sc. Physiology, B.Sc. Biochemistry, B.Sc. Microbiology, B.Sc. Pathology, B.Sc. Pharmacology and other prescribed UG courses as per National Commission for Homoeopathy (NCH)
PG Courses	MD in Organon of Medicine & Homoeopathic Philosophy, Homoeopathic Materia Medica, Homoeopathic Repertory & Case taking, Practice of Medicine, Homoeopathic Pharmacy, Pediatrics & Psychiatry, M.Sc. Medical Anatomy, M.Sc. Medical Physiology, M.Sc. Medical Biochemistry, M.Sc. Medical Microbiology, M.Sc. Pharmacology, M.Sc. Medical Lab Technology and other upcoming PG Courses will notified by National Commission for Homoeopathy (NCH)
Ph.D.	Ph.D. (Homoeopathy) in concerned subjects to all relevant areas of Homoeopathy by UGC/NCH.
Fellowship Certificate Courses	In Homoeopathy for Diabetes Management, Obesity Management, Geriatric Management, Life Style Disorder and wellness, Rheumatological Disorders, Dermatology, Gastro Intestinal Disorders, Ophthalmological Disorders, Non-Communicable Diseases, Communicable Diseases, Hospital Management, Gynecological Disorders, Pharmacovigilance, Holistic Care, Cardio Pulmonary, Physiotherapy for Geriatric, Cardio Pulmonary Care, Orthopedic rehab, Yoga & Naturopathy, Neurological Disorders as per University/ National Commission

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	for Homoeopathy/State Board/Council of Homoeopathy.
Certificate Courses	In Homoeopathic Pharmacy Assistant (HPA), Homoeopathy Dispensing (HD), Diabetic Care in Homoeopathy (DCH), Arthritic Care in Homoeopathy (ACH) and other prescribed Certificate courses as per University/ National Commission for Homoeopathy/State Board/Council of Homoeopathy.
Diploma	In Homoeopathic Pharmacy (DHP), Yoga and Naturopathy (DYN), Homoeopathic Nursing (DHN), Homoeopathic Herbal Medicines (DHHM), Homoeopathic Beauty Care (DHBC), Homoeopathic Compounder(DHC) courses as per University/ National Commission for Homoeopathy/State Board/Council of Homoeopathy.
K. Faculty of Ayurveda, Siddha, Unani, Sowa & Rigpa, Naturopathy & Yoga:	
UG Courses	BAMS (Bachelor of Ayurvedic Medicine & Surgery) and other prescribed UG courses as per National Commission for Indian System of Medicine (NCISM). BUMS (Bachelor of Unani Medicine and Surgery) as per National Commission for Indian System of Medicine (NCISM). B.S.M.S.(Bachelor of Siddha Medicine and Surgery) and other prescribed UG courses as per National Commission for Indian System of Medicine (NCISM). Bachelor of Sowa Rigpa Medicine and Surgery (BSRMS) courses as per National Commission for Indian System of Medicine. Bachelor of Naturopathy & Yogic Science (BNYS) as per Central Council for Research in Yoga & Naturopathy (CCRYN).
PG Courses	MD(Ayurveda)- in Ayurved Samhita & Sidhant, Rachna Sharir, Kriya Sharir, Dravyaguna Vigyana, Rasa Shastra & Bhaisajya Kalpana, Kaumarbhritya –Bala Roga, Swasthavritta &Yoga, Kayachikitsa, Rasayan & Vajikaran, Manovigyana Avum Manas Roga, Rog Nidan Avum Vikriti Vigyan, Chhaya Avum Vikiran Vigyan, Sangyaharana, Panch Karma, Agad Tantra Avum Vidhi Vaidyaka. MS(Ayurveda)- in Prasuti & Stri Roga, Shalya- Samanya, Shalya-Kshar Karma Avum Anushastra Karma, Asthi Sandhi & Marmagat Roga, Netra Roga, Karna, Nasa, Kantha & Shiro Roga, Danta Avum Mukha Roga etc. and other prescribed PG courses as per National Commission for Indian System of Medicine (NCISM). MD(Siddha) - in Maruthuvam, Gunapadam, Kuzhandhai Maruthuvam, Noi Naadal, Nanju Maruthuvam, Pura Maruthuvam, Varma Maruthuvam, Siddha Yoga Maruthuvam and other prescribed PG courses as per National Commission for Indian System of Medicine (NCISM).

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	MD(Unani)- in Imul Advia (Unani Pharmacology), Ilmus Saidla (Unani Pharmacy), Munefe-ul-Aza (Unani Physiology), Tahaffuzi-wa-Samaji-Tib (Unani Preventive and Social Medicine), Ilmul Atfal (Unani Paediatrics), Moalajat (Unani General Medicine), Ilmul Amraz (Unani Pathology), Ilaj Bit Tadbeer (Unani Regimental Therapy), Amraz-e-Jild-o-Zohrawaiya (Unani Dermatology and Venereal Diseases), MS(Unani)- in Tashreeh-ul-Badan (Unani Anatomy), Ilmul Jarahat (Unani Surgery), Amraze-e-Uzn, Anaf-wa-Halaq (Unani Diseases of the eye, ear, nose, and throat), Ilmul Qabalat-wa-Amraz-e-Niswan (Unani Obstetrics and Gynaecology) as per National Commission for Indian System of Medicine (NCISM). M.Sc. /M.A in Yoga &Naturopathy as per Central Council for Research in Yoga & Naturopathy (CCRYN)
Ph.D.	In all relevant areas of Ayurvedic, Siddha, Unani, Sowa & Rigpa, Naturopathy & Yoga by UGC.
Certificate courses	In(Ayurvedic)- General Medicine, Ayurvedic beauty Care, Pharmacy Assistant, Traditional Medicine, Herbal Medicines, Medicine & Science, Siddha & Ayurvedic beauty therapy, Ayurveda anesthesiology, Ayurveda herbology, Ayurvedic Pharmacy, Yoga Therapy, Ayurvedic dietetics, Panchakarma, Yoga and Naturopathy, Ayurveda Marma massage, Ayurvedic gynecology, Ayurvedic lifestyle management, Ayurvedic massage, Ayurvedic Nursing, Ayurvedic philosophy and foundations, Cultivation of medicinal plants, Physiotherapy and Ayurveda, Baby and Mother Care through Ayurveda, Marma Massage, Prevention and Lifestyle Disorder Management, Ayurveda Herbology, Ayurveda Nutrition and Dietician and others as per University/ National Commission for Indian System of Medicine /State Board/Council of Ayurveda. In (Siddha)- Siddha food production, Skin care in Siddha, Siddha nursing assistant as per University/ National Commission for Indian System of Medicine /State Board/Council of Ayurveda. In (Unani)-Certificate course of Basic Unani, Advance Certificate Course of Unani, Unani for Chronic Ailments, Kidney Diseases, Chronic Ailments, Hijama Therapy, Pharmacy, Science as per University/ National Commission for Indian System of Medicine /State Board/Council of Ayurveda/Unani. In (Sowa Rigpa)- all Concerned subject of Sowa Rigpa as per University/ National Commission for Indian System of Medicine /State Board/Council of Sowa Rigpa. In (Naturopathy) - Naturopathy & Yoga, Modern Naturopathy, Naturopathic Science, Naturopathic Medicine per University/ Central Council for Research in Yoga & Naturopathy (CCRYN)/State Board/Council of Naturopathy & Yoga.
PG Diploma	In(Ayurveda) Panchakarma, Kshar Karma, Ayurvedic Pharmaceutics, Twak Roga, Ayurvedic Dietetic, Swasthavritta

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	and Yoga, Prasuti Evum Striroga, Balroga, Ayurvedic Pharmacognosy & Standardization (Dravyaguna Vigyan), Manasik Swasthya, Netraroga Vigyan, Rasayan and Vajikaran, Ayurvedic Sangyahara, Chhaya Avum Vikiran Vigyan, Rasayan and Vajikaran, Ayurvedic Sangyahara, Chhaya Avum Vikiran Vigyan, Marma Avum Asthi Chikista(Orthopeadics), Roga Nidan Vidya (Diagnostic techniques) and other prescribed PG Diploma courses as per University/ National Commission for Indian System of Medicine /State Board/Council of Ayurveda. In (Siddha)- Thol Maruthuvam (Dermatology), Muthiyor Maruthuvam (Geriatric Medicine), Kan Maruthuvam (Ophthalmology), Vatha Noi Maruthuvam (Rheumatology), Neerizhivu Maruthuvam (Diabetology), Karuvakka Maruthuvam (Fertility Medicine), Marunthu Seilyal (Pharmaceutics), Kayakarpam and Yogam (Rejuvenation and Yoga), Mana Noi Maruthuvam (Psychiatric Medicine), Putru Noi Maruthuvam (Oncology), Noianuga Vithi Ozhukkam (Preventive Medicine) as per University/ National Commission for Indian System of Medicine /State Board/Council of Ayurveda/Siddha. In(Unani)- Ilmul Saidla (Pharmacy), Amraze Ain (Ophthalmology), Amraze Uzn, Anf wa Halaq (Ear, Nose and Throat), Ilaj bil Tadabeer (Regimenal therapy), Tibbe Qanooni (Forensic medicine), Ilmus Samoom (Toxicology), Tibbi Tashkheese Shuaiya (Medical Radio Diagnosis), Mutaaddi aur Wabai Amraz (Infectious and Communicable Diseases), Samaji Tibb (Community medicine), Ilaj bil Ghiza (Diet therapy), Amraze Jild wa Tazyeeniyat (Skin and Cosmetology), Amraze Izam wa Mafasil (Orthopaedics),Qabalat wa Amraz e Niswan (Obstetrics and Gynaecology), Medicinal Plants, Hospital Management, Health Care Management as per National Commission for Indian System of Medicine (NCISM). In (Sowa Rigpa) – all Concerned subjects of Sowa Rigpa as per University/ National Commission for Indian System of Medicine /State Board/Council of Sowa Rigpa. In (Yoga & Naturopathy)- Yoga and Naturopathy as per State/National Commission/Council/Board of Naturopathy & Yoga.
Diploma	In (Ayurvedic)-General Medicine, Ayurvedic beauty Care, Pharmacy Assistant, Traditional Medicine, Herbal Medicines, Medicine & Science, Siddha & Ayurvedic beauty therapy, Ayurveda anesthesiology, Ayurveda herbology, Ayurvedic Pharmacy, Yoga Therapy, Ayurvedic dietetics, Panchakarma, Yoga and Naturopathy, Ayurveda Marma massage, Ayurvedic gynecology, Ayurvedic lifestyle management, Ayurvedic massage, Ayurvedic Nursing, Ayurvedic philosophy, Physiotherapy and Ayurveda and foundations, Cultivation of medicinal plants, Swasthavritta and Yoga courses as per University/ National Commission for Indian System of Medicine /State Board/Council of Ayurveda. In (Siddha)- Traditional Siddha, Siddha Herbal Medicines,

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	Siddhan Traditional Health Science, Siddha dietotherapy, Siddha Varma kalai and thokkanam, Siddha Clinical Medicine, Siddha Medicine & Science, Siddha Beauty Therapy, Siddha Pharmacy, Siddha dietetician, Siddha Lifestyle Management, Siddha Nursing etc. courses as per University/ National Commission for Indian System of Medicine /State Board/Council of Ayurveda/Siddha. In (Unani)- Chronic Ailments, Kidney Diseases, Chronic Ailments, Hijama Therapy, Pharmacy, Science as per University/ National Commission for Indian System of Medicine /State Board/Council of Ayurveda/Unani. In (Sowa Rigpa)- All Concerned subjects of Sowa Rigpa as per University/ National Commission for Indian System of Medicine /State Board/Council of Sowa Rigpa. In (Naturopathy & Yogic)- Naturopathy & Yogic Sciences (DNYS) and Diploma in Naturopathy per University/ Central Council for Research in Yoga & Naturopathy (CCRYN)/State Board/Council of Naturopathy & Yoga.
L. Faculty of Dental Science	
UG Courses	Bachelor of Dental Surgery (B.D.S.) as per DCI/NDC/UGC Guidelines.
PG Courses	Master of Dental Surgery (M.D.S.) in Prosthodontics and Crown and Bridge, Conservative Dentistry and Endodontics, and Periodontics and Oral Implantology, Oral and Maxillofacial Surgery, Oral Pathology and Microbiolog, Oral Medicine and Radiology, Public Health Dentistry, Pedodontics and Preventive Dentistry, Orthodontics and Dentofacial Orthopedics, as per DCI/NDC/UGC Guidelines.
Ph.D.	In all specialties and relevant areas of Dental Sciences as per DCI/NDC/UGC Guidelines.
Certificate Courses	In Laser Dentistry, Implantology, Aesthetic Dentistry, Contemporary Endodontics and Aesthetic Dentistry, Advanced Certification Course in Dentistry, Management of Medical Emergencies in Dental Practice and others as per University/ DCI/NDC/State Board/Council of Dental
Diploma	In Dental Mechanics, Dental Technician, and Dental Hygienist and others as per University/ DCI/NDC/State Board/Council of Dental.
M. Faculty of Medicine	
UG Courses	Bachelor of Medicine & Bachelor of Surgery (MBBS), B.Sc. Clinical Psychology, Medical Courses in B.Sc.-Medical Anatomy, Medical Lab Technology, Physiotherapy, Radio Imaging Technology, Forensic Science, Medical Micro Biology, Medical Bio-chemistry, Medical Pharmacology, Medical Physiology, Pathology, Bio-technology as per prescribed subject of National Medical Commission (NMC)
PG Courses	Doctor of Medicine (MD) in Anesthesiology, Aerospace Medicine, Anatomy, Biochemistry, Biophysics, Community

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	Medicine, Dermatology, Venereology and Leprosy, Family Medicine, Forensic Medicine, General Medicine, Geriatrics, Health Admini, Medical Genetics, Microbiology, Nuclear Medicine, Pathology, Paediatrics, Pharmacology, Physical Medicine, & Rehabilitation Physiology, Psychiatry, Radio-Diagnosis, Radio-Therapy, Sports Medicine, Tropical Medicine, Respiratory Medicine, Emergency Medicine, Infectious Diseases as per prescribed subject of National Medical Commission (NMC). Master of Surgery (M.S.) in Otorhinolaringology, General Surgery, Ophthalmology, Orthopedics, Obstetrics & Gynaecology etc., Diplomat of National Board (DNB) – Post Graduate Master's Degree same as MD/MS Degree as per prescribed subject of National Medical Commission (NMC). Doctor of Medicine (D.M.) in Cardiology, Clinical Haematology, Clinical Pharmacology, Endocrinology, Immunology, Medical Gastroentrology, Medical Genetics, Medical Oncology, Neonatology, Nephrology, Neurology, Neuro-radiology, Pulmonary Medicine, Rheumatology, Child & Adolescent Psychiatry Paediatrics Gastroenterology, Paediatrics Cardiology, Cardiac Anaesthesia, Hepatology, as per prescribed subject of National Medical Commission (NMC). Master of Chirurgic (M.Ch.) in Cardio Vascular, & Thoracic Surgery, Urology, Neuro-surgery, Paediatrics Surgery, Plastic, & Reconstructive Surgery, Surgical Gastroenterology, Surgical Oncology, Endocrine Surgery, Gynaecological Oncology, Vascular Surgery, Paediatric Cardio-Thoracic Vascular Surgery as per prescribed subject of National Medical Commission (NMC). Medical Courses in M.Sc.- Medical Anatomy, Medical Lab Technology, Physiotherapy, Radio Imaging Technology, Forensic Science, Medical Micro Biology, Medical Bio-chemistry, Medical Pharmacology, Medical Physiology, Pathology as per prescribed subject of National Medical Commission (NMC)
Ph.D.	In all relevant areas of Medicine.
Certificate Courses	In PCR Techniques, Clinical Oncology, Advanced Dialysis, General Practice, Advanced Certificate- in AI for Digital Health and Imaging, Management Program for Healthcare, Fellowship in Intensive Care Medicine, Medical Terminology, Introductory Human Physiology, Medical Neuroscience, PDCC- in Cardiac Anesthesia, Clinical Cardiology, PGCC- in Dermatology, Transfusion Medicine, Cardiology, etc and in all prescribed certificate and advance certificate courses as per Medical apex body and others.
Diploma	In Dialysis Technician, Physiotherapy, Medical Lab Technician, Orthopedics, Radiology, Biomedical, Anesthesia, Child Health, Operation Theatre Techniques, Ophthalmology, Optometry, Radiation Medicine, Emergency medical care, Fundamentals of Intensive Care Unit(ICU), Critical Care Unit(CCU) Management, Gynecology and in all prescribed Diploma and advance Diploma

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	courses as per Medical apex body and others.
N. Faculty of Pharmacy	
UG Courses	Bachelor of pharmacy (B. Pharm), and other prescribed courses as per UGC/PCI.
PG Courses	Master of pharmacy (M. Pharm), Master of Science in pharmacy and in all available subjects as per UGC/PCI.
Ph.D.	In all relevant areas of Pharmacy.
Certificate Courses	In Pharmacy Assistant (PA), Industry Certificate in Pharmaceutical Sales and Marketing Management, Pharmaceutical Management, Principles of GMP (Good Manufacturing Practices) in Pharm, Pharmacy Revenue Cycle Management Certificate, Pharmacy for Beginners, Good Pharmacy Practice: Introduction to Clinical Pharmacy Services, Pharmaceutical and Medical Device Innovations, Pharmacy Technician or all other certificate courses as per PCI and other Body.
Diploma	Diploma in Pharmacy, Machinery Tools Assistant Programs and other prescribed as per PCI.
O. Faculty of Applied Science	
UG Courses	Bachelor of Medical Lab Technology (BMLT), Biochemistry, Biotechnology, Genetics, Microbiology, Applied Chemistry, Applied Physics, Applied Mathematics, Library Science, Information Science, Food Science, Forensic Science, Environmental science, Statistics, Physiology, Pathology and in all prescribed subjects as per UGC. B.Sc. in Home Science, Food Technology, Human Development/ Family and Community Science/ Food Science and Nutrition/ Family Resource Management or all other courses as per UGC.
PG Courses	Master of Medical Lab Technology (MMLT), Biochemistry, Biotechnology, Genetics, Microbiology, Applied Chemistry, Applied Physics. Applied Mathematics, Library Science, Information Science, Food Science, Forensic Science, Environmental science, Statistics, Physiology, Pathology and in all available prescribed Subjects as per UGC. M.Sc. in Foods Nutrition, Home Science, M.Sc. in Family Resource Management, Human Development and Family Studies and in all available prescribed Subjects as per UGC.
Ph.D.	In all relevant areas of Applied Science.
Certificate Courses	In Forensic Science, Certificate in Child Psychology, Environmental Awareness, PG Certificate in Geoinformatics, and all other certificate courses as available.
Diploma	Analytical Chemistry, Higher Education in Biology, Higher Education in Chemistry, Higher Education in Computing & IT and Mathematics, Higher Education in Geology, Higher Education in Mathematical Sciences,

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P. Faculty of Law	
UG Courses	Bachelor of law, L.L.B(Hons.), Integrated Law (B.B.A. L.L.B., B.B.A L.L.B(Hons.), B.A. L.L.B., B.A. L.L.B(Hons.), B.Sc. L.L.B., B.Sc. L.L.B (Hons.), B.L.S. L.L.B, B.Com L.L.B, B.Com L.L.B (Hons.)), and other prescribed courses as per UGC/Bar Council of India (BCI).
PG Courses	Master of Law (L.L.M)in Business Law, Constitutional & Administrative Law, Constitutional Law, Corporate & Securities Law, Corporate & Financial Law, Criminal Law, Criminal Law & Criminology, Energy Law, Human Right, Environmental Law, Intellectual Property Right, International Environmental Rights, International Trade Law, Labour & Administrative Law, Corporate Law, Labour Law, Mercantile Law, M.A in Business Law, Criminal Justice, Anti – Terrorism Law, Human Right, Criminology, Public Policy Law & Governance, Intellectual Property Right, Cyber Law & Information Technology etc. and all prescribed subjects as per UGC/BCI.
Ph.D.	In all relevant areas of Law.
Certificate Courses	In Cyber Law, Business Law, Corporate Law, Anti-Human Trafficking, Insurance Law, Human Right, Consumer Protection etc. and other prescribed Certificate Courses of law and related areas.
Diploma	In Criminal Law, Business Law, Co-operative Law, Criminology, IT Laws, Labour Law, Labour Law & Labour Welfare, Taxation Law, International Law, Women Studies & Gender Law, PG Diploma in Corporate Law, Cyber Law, Human Rights Law and other prescribed Diploma courses of Law in related areas.
Q. Faculty of Education, Yoga, Sports Science & Physical Education	
UG Courses	Integrated B.Ed. (B.A. B.Ed., B.Sc. B.Ed,. B.Com. B.Ed.), B. Ed, B. El. Ed, B. P. Ed, BA education, B.A in Physical Education, B.Sc. in Physical Education, B.A. Yoga, B.Sc. Yoga, Bachelor of Naturopathy and Yogic Science, Bachelor's in Exercise Science, Sports Management, Bachelor of Science in Physiotherapy or all other courses as per Apex Body of Concerned Courses.
PG Courses	M.Ed, M.P. Ed, M. El. Ed, MA Education, Post Graduate Diploma in Health & Fitness Management, MA in Physical Education, M.Sc. in Physical Education, Master's in Sports Marketing, MBA in Sports Management, Sports Business Management, Masters in Communication and Sports Journalism, Sports Training and Nutrition, Sports Law, Physical Activity and Education, Sports Technology, Physiotherapy, Yoga, Yoga Science and Medical Management, or all other courses as per Apex Body of Concerned Courses.
Ph.D.	In all relevant areas of Education, Yoga, Sports Science& Physical Education including physiotherapy.
Certificate Courses	In Physical Education, Aerobics and fitness, Yoga Science, Yoga for Wellness Instructor, Yoga Therapy Assistant, Yoga for Protocol Instructor, Introduction to Yoga and Applications of Yoga,

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	Engineering Health: Introduction to Yoga and Physiology, The Science and Practice of Yoga, or all other courses as per Apex Body.
Diploma	In Education (D.Ed.), Preschool Education (D.P.S.E), Elementary Education (D. El. Ed), Physical Education (D. P. Ed.), Arts Education(D. A. Ed.)- Performing Arts/ Visual Arts, Yoga, Yoga Therapy, Yoga and Naturopathy, Naturopathy and Yogic Science, Physiotherapy, Sports Journalism, Sports and Nutrition, Sports Psychologist, Guidance and Counseling, School Management or all other courses as per Apex Body.
R. Faculty of Language & Literature	
UG Courses	Bachelor of Arts in English, Hindi, Regional Language, Sanskrit, Urdu, Graduation in Foreign Languages (French/Russian/ Japanese/ etc.) or all other courses as per UGC.
PG Courses	Master of Arts in English, Hindi, Regional Language, Sanskrit, Urdu, Master in Foreign Languages (French/Russian/ Japanese/ etc.) or all other courses as per UGC.
Ph.D.	In all relevant areas of Language & Literature.
Certificate Courses	In Functional English & Hindi - writing Skill, Drafting Skill, Communication Skill, Indian/ Foreign Courses, etc. or all other courses.
Diploma	In Professional Writing Skills, Functional Grammar, Language through Literature, Personality Development and Business Foreign Languages (French/Russian/Japanese/ German etc.)
S. Faculty of Fine Arts & Music	
UG Courses	Bachelor of Fine Arts (B.F.A) in Applied Arts, Painting, Bachelor of Visual Arts (B.V.A) , B.V.A Applied Arts, B.A in Fine Arts, Drawing and Painting, Digital Art, Photography, Music (Vocal); Bachelor of Performing Arts (B.P.A) in Music, Western Contemporary Music , Indian Classical Music(Tabla), Dance, B.A in Music Production and Composition, B.A. in Music, Bachelor of Fine Arts in Music (Vocal), B.A. in Music Technology.
PG Courses	PG Diploma in Fine Arts, Master of Fine Arts (MFA), MA Fine Arts, Applied Arts, Painting, Ceramics, Master of Performing Arts in Music. M.A in Vocal Music, Masters in Music Production, Master of Fine Arts in Music (Veena, Vocal, Violin, Tabla, Flute, Mridangam). Master of Performing Arts in Musicology, or all other prescribed courses as per UGC.
Ph.D.	In all relevant areas of Fine Arts & Music.
Certificate Courses	In Fine Arts, Crafting Creative Communications (CCC), Visual and Applied Arts (VAA), Plate Making and Offset Printing, Performing and Visual Arts, Visual Arts: Sculpture (CVAS), Courses like Music Theory Comprehensive Complete (Levels 1, 2, & 3), Drums, Keyboard, Live Sound Engineering, Grade Certificate Program in Music, Certificate in Harmonium, Certificate in Guitar, and Certificate in Flute or all other

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	prescribed courses as per Apex Body.
Diploma	In Fine Arts, Music, Art & Craft, Performing Art, Diploma in Sketching and Oil Painting, Modern Art and Contemporary Art and Design, Music Production, Audio Engineering, Hindustani Classical Vocal/ Light Vocal/ Sitar/ Tabla, Pre-Diploma Foundation Course in Hindustani Classical Vocal Music, Fabrication Textile Designing, Interior Design Display, Advanced Diploma in Carnatic Music (Vocal) or all other prescribed courses as per Apex Body.
T. Faculty of Media & Communication	
UG Courses	Bachelor of Arts in Media Studies, Hindi Journalism & Mass Communication (BHJMC), Journalism & Mass Communication, Bachelors of Mass Media (BMM), Film Making and Mass Communication, Multimedia, B.Sc. in Media Science, B.A. in Cinema, Filmmaking and Television Production Multimedia (Film Art Direction), Multimedia (Film Art Direction), Bachelor of Animation and Multimedia Design (Film Making), B. Sc in Cinema + Diploma in Cinematography, B.Sc. Cinema + Diploma in Sound Editing, BA(Hons.) Multimedia (Filmmaking), B.Sc. in Animation and Visual Effects, Diploma in Film Production, B.Sc. Cinema + Diploma in Direction, BA in Filmmaking and television, Multimedia in Film Production, Multimedia (Film Art), B.Sc. in Media and Digital Film Production, B.Sc. in Filmmaking, BA in Visual Arts and Photography, B.Sc. in Cinema + Diploma in Acting, B.Sc. in Cinema+Diploma in Post-Production, B.Sc. (Visual Communication), BA in Creative Arts (Flim) and all other prescribed courses as per UGC.
PG Courses	Master of Arts in Culture & Media Studies, Journalism & Mass Communication, MBA in Media Management, Post Graduate Diploma in Business Journalism & Corporate Communication, MA in Arts and Aesthetics, MFA in Drama, Master of Visual Arts, Master of Creative Arts in Creative Documentary, Master of Performing arts, MA Multimedia (Filmmaking), M.Sc. (Visual Communication), M.Sc. in Film and TV Production, MA in Screen Studies, Electronic Media and Film Production, Filmmaking and Digital Production, and all other prescribed courses as per UGC.
Ph.D.	In all relevant areas of Media &Communication.
Certificate Courses	In Media Studies/ Journalism/ Animation, Game Design, Media Studies & Practice, Journalism & Mass Communication, Film Production, Hindi Journalism, Digital Filmmaking, Computer Video Editing, Digital Marketing (Part-time), Ad Filmmaking, Advanced direction, Advanced Editing, Stereoscopic Filmmaking, Smartphone Filmmaking, Foundation Course in Screenplay Writing or all other prescribed courses as per Apex Body.
Diploma	PG Diploma/ Diploma in Media Studies, Journalism & Mass Communication, Diploma in Media Studies, Hindi Journalism

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	Diploma in Acting for Film & TV, Diploma in Post Production, Diploma in Direction & Techniques Screenplay Writing, Diploma in Camera & Lighting or all other prescribed courses as per Apex Body.
U. Faulty of Hotel Management and Tourism	
UG Courses	Bachelor in Hotel Management, Catering Technology & Culinary Art, Tourism Administration, Bachelor of Vocational (B.Voc.) in Hotel Management, B.B.A in Hotel & Tourism Management, B.Sc. in Hospitality and Tourism Studies, B.Sc. in Hospitality and Catering Management, B.Sc. in Hospitality and Hotel Administration, Bachelor in Catering Technology & Culinary Art, B.A in Hotel Management, Travel & Tourism, B.B.A in Hospitality, Travel & Tourism, Bachelor in Tourism Administration, B.B.A in Travel & Tourism Management, B.Com. in Travel and Tourism Management, Integrated Courses with Master and all other prescribed courses as per UGC/AICTE or Apex body.
PG Courses	Master in Hotel Management, MBA in Hotel & Tourism Management, Travel & Tourism Management, Hospitality, Event Management, M.Sc. in Hospitality and Tourism Studies, Hospitality and Catering Management, Hospitality and Hotel Administration, MA in Hotel Management, Travel & Tourism, M.Com. in Travel and Tourism Management, Integrated Courses with Bachelor and all other prescribed courses as per UGC/AICTE or Apex body.
Ph.D.	In all relevant areas of Hotel Management & Tourism.
Certificate Courses	In Family Tourism, Applied Travel & Tourism, Basic of Travel Consultancy, Fundamental of Tourism, Travel Management, Principal Amenities for luxury Traveler, Hospitality Management and all other prescribed courses as per Apex body.
Diploma	In Bakery & Confectionery, Food Production, Hotel Management, Airline Cabin Crew & Hospitality, Event Management, Travel & Tourism Management, Hospitality & Tourism Management, PG Diploma in Food Production, Event & Experiential Marketing, Accommodation Operation & Management, Dietetics & Hospital Food services, and all other prescribed courses as per Apex Body.
V. Faculty of Fashion Designing	
UG Courses	B.Sc. Fashion Design, B.Voc. Fashion Design, BA Fashion Design, Bachelor of Fashion Designing & Technology, B.B.A Fashion Design/Fashion Management, Integrated Courses with Master and all other prescribed courses as per UGC/AICTE or Apex body.
PG Courses	M.Sc. Fashion Design, Master of design, MBA Fashion Design/PGDM, MA Fashion Design, Master of Fashion Technology, MBA in Textile Management, Integrated Courses with Bachelor and all other prescribed courses as per UGC/AICTE or Apex body.
Ph.D.	In all relevant areas of Fashion Designing.
Certificate	In Family Tourism, Applied Travel & Tourism, Basic of Travel Consultancy, Fundamental of Tourism, Travel Management,

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Courses	Principal Amenities for luxury Traveler, Hospitality Management and all other prescribed courses as per Apex Body.
Diploma	Diploma/ PG Diploma in Fashion Design, Fashion Design, and all other prescribed courses as per Apex Body.
W. Faculty of Nursing & Allied Health Science.	
UG Courses	B.Sc. Nursing (Basic), B.Sc. Nursing (Post Basic), Bachelor of Physiotherapy, Occupational Therapy, Optometry, Audiology & Speech therapy, Radiology & Imaging Technology, Orthotics & Prosthetics, Acupuncture and all other as per UGC/ India Nursing Council(INC), Paramedical Apex body.
PG Courses	M. Sc. Nursing in Child Health Nursing, Obstetrics & Gynaecological Nursing, Mental Health Nursing, Medical Surgical Nursing, Community Health Nursing, Nurse Practitioner in Critical Care, Nurse Practitioner in Emergency and Trauma Care – Postgraduate Residency Program all other as per UGC/ India Nursing Council (INC), Paramedical Apex body. MD (Midwifery) Master of Physiotherapy, Occupational Therapy, Optometry, Audiology & Speech therapy, Radiology & Imaging Technology, Orthotics & Prosthetics, Acupuncture and all other as per UGC/Nursing, Paramedical Apex body.
Ph.D.	In all relevant areas of Nursing & Allied Health Science.
Certificate Courses	In Health Assistant, Home Nursing, Maternal and Child Health Care, Waste Management, Primary Nursing Management, Dresser, Physiotherapy, Occupational Tharpy, Research Methodology, Nursing Care Assistant, OT Assistant, Dental Assistant, ECG & CT Scan Technician, HIV and Family Education, Rural Health Care, Home based Health Care, Information Technology, Food & Nutrition, Yoga, Clinical Psychology, Forensic Science, Child Psychology, First aid, Geriatric Care, New Born and Infant Nursing, Acupuncture, Pain Management, Echocardiography, Hospital Store Assistant and all other as per Nursing, Paramedical Apex body.
Diploma	In Auxiliary Nurse & Midwife, General Nursing & Midwifery, Post Basic Diploma in Operation Room Nursing, Cardio Thoracic Nursing, Neurology Nursing, Midwifery Nursing, Psychiatric Nursing, Critical Care Nursing, Emergency & Disaster Nursing, Oncology Nursing, Ortho and Rehabilitation Nursing, Geriatric Nursing, Neonatal Nursing, Forensic Nursing, Haematology Nursing-Residency Programme, Paediatric Specialty Nursing - Residency Program, Public Health Nursing, Ayurveda Nursing – Residency Program, Burn & Reconstructive Surgery Nursing – Residency Programme, Nurse Practitioner in Midwives (NPM), Child Health, Community Health Care, Rural Health Care, Ophthalmology, Optometery, Dermatology, Clinical Research, Medical Research Technology, Medicals Imaging Technology, Ultrasound Technician, Anesthesia Technician, Audiometery Technician, Emergency & Trauma Care Technician, Diploma in Nursing Administration, Diploma in Neuro Nursing Course, Diploma in Health Assistant, Post Basic Diploma in Critical Care

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	Nursing, Orthopedic & Rehabilitation Nursing, Operation Room Nursing, Pediatric Critical care Nursing, Ontological Nursing & Rehabilitation Nursing, Neo-Natal Nursing, Emergency Nursing Diploma in Physiotherapy, Occupational Therapy, Hospital Management, MLT, X-Ray Tech., O.T. Asst., Dentistry, Ophthalmic Tech., ECG Tech, Biotechnology, Food Inspector, Sanitation, Dietitian, E.E.G./E.M.G. Tech, B.C.G. Tech., Mental Retardation Therapy, Blood Bank Technology, Dialysis Technology, Perfusion Technology, Hearing Language & Speech, Dental Mechanic, Dental Hygiene, Health Education and all other as per Nursing, Paramedical Apex body

NOTE:

I. Apart from the above faculty Babu Dinesh Singh University, Farathiya, Garhwa, may start all other faculties/Courses as included or to be included by UGC/AICTE/Apex body of the faculty/State Government / Industry or University of repute from India.

II. Babu Dinesh Singh University, Farathiya, Garhwa shall follow the National Education Policy (NEP)-2020, and as per provision of the NEP-2020, certification will be awarded in all available courses in due course.

III. Faculties may be clubbed as per need of the University as and when required.

IV. Research and Development centre will be established in the University for Multi Disciplinary Research.

V. Innovation and Incubation Centre will be established in the University for the generation of new ideas and nurturing in the benefit of the Society.

2.2 The plan, regulations/ordinance and syllabus in respect of all the programme shall be framed by the respective Board of Studies (BoS) for Approval of Academic Council/Board of Management of the University.

2.3 In addition to above, the Academic Council shall have the authority to introduce, modify or suspend a programme, on the recommendations of the concerned Faculty Board, with the approval of the Board of Management of the University.

2.4 The Degrees/Diplomas/Certificates of other Universities/Institutions/Board which have been recognized by an Admission Coordinating Board/ Equivalence Committee, from time to time, shall be accepted regarding minimum requirement for admission to the respective academic programme of Babu Dinesh Singh University, Garhwa, Jharkhand.

2.5 All the Courses leading to award of Degrees/Diplomas/Certificates shall be conducted by the respective Faculty/Department/School/College established by the University from time to time.

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Section-3

The award of degrees, diplomas, certificates & other academics distinctions, the minimum qualification for the same.

All the courses leading to award of Degrees/Diplomas/Certificates shall be conducted by the respective Faculty/College/Department/ School established by the University, from time to time.

3.1 **Duration of the course:**

3.1.1 The duration of the Undergraduate courses shall be Three/Four years extend over the six/eight semester.

3.1.2 The duration of integrated programme shall be five years extend over ten semesters.

3.1.3 The duration of Postgraduate course shall be one/two/three years extend over the two/four/six semesters.

3.1.4 The duration of other professional/Technical/Medical programme shall be governed, as per the norms of respective Statutory Body/Apex Body like: AICTE/NCTE/PCI/BCI/NDC/NCH/NMC/ MCI/ ICAR or other Statutory Body/ Regulatory Bodies/Council, as issued and amended, from time to time.

3.2 **Eligibility for Admission-** The eligibility criteria for admission to various courses offered by the University, shall be as recommended/approved by the Academic Council, from time to time.

3.3 **Removal/rustication of students from the programmes/Courses**– The Dean /Principal /HoD of the Faculty on the reference from a Faculty /Department may recommend to the Vice Chancellor for the removal /rustication of a student from a programme/course on the basis of misconduct/anti national activities/criminal offence/ found with prohibited drugs/narcotics or found to be involved in any violation of the code of conduct or breach of any rules or regulations of the Institution/University.

3.4 **Conferment of Honorary Degree**

3.4.1 The Board of Management may, on the recommendations of the Academic Council, recommend the conferment of Honorary degrees

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or a distinctions on eminent personalities for the exemplary contributions made by them in their respective field of specializations, to the Governing Body/Chancellor for approval before granting such honorary degrees and distinctions.

3.4.2 Degrees, including Honorary Degrees, shall be conferred at Convocation/Special Convocation and may be taken in person.

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Section-4

The conditions for award of fellowships, scholarships, stipends, medals & prizes.

4.1 In order to encourage meritorious and deserving students to pursue courses of studies and research in the University without financial strain, the University shall strive to provide for adequate number of Scholarships. Fellowships and Free ships, for financial help, and also provide for award of Medals and Prizes.

4.2 The Academic Council may recommend to institute the award of Scholarships and Fellowships carrying such remuneration as may be fixed by the Vice-Chancellor on the approval of the Chancellor.

4.3 Fellowships shall be tenable for one academic year in the first instance, but in special cases, may be extended for a further period by the Vice-Chancellor on the approval of the Chancellor.

4.4 The medals/certificates/cash prizes for academic excellence of a student in the class or a programme and for a teacher/ employee of the University may be instituted by the Board of Management and approved by the Chancellor.

4.5 Any private person, Alumni of the University, Trust, N.G.O or agency can propose to institute a medal/cash prize for a particular programme/course. The proposal shall be considered by concerned College/Institute/Department /Faculty and finally by Academic Council which can accept or reject the proposal. This recommendation of the Academic Council has to be approved or disapproved by the Board of Management/Chancellor.

4.6 Medal and Prizes to students/teachers/employees for their outstanding performance and contribution in Academic, sports, cultural activities, debates, seminars, etc. may be instituted by the Board of Management on the recommendations of the Academic Council with the approval of the Chancellor.The University shall have power to institute endowments from time to time.

4.7 There shall also be a committee constituted by the Vice Chancellor/ Chancellor for the administration of each endowment and to implement the objects of the endowment.

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Section-5

The conduct of examinations, including the terms of office and manner of appointment and the duties of examining bodies, examiners and moderators.

5.1 Medium of Instruction and Examination

The medium of instruction and examinations shall be in English and/or Hindi languages or in special case regional languages (if required) only after the recommendation of the Academic Council and approved by the Vice Chancellor/Chancellor.

5.2 Enrolment of newly admitted students

All newly admitted students in Babu Dinesh Singh University will have to get himself/ herself enrolled by submitting the required details on prescribed application form, including original transfer certificate/migration certificate and duly self attested other requisite certificate by students within prescribed time.

5.3 Validity of Registration (Minimum and Maximum duration of academic programme)

5.3.1 Validity of a registration for UG three years course will be maximum Six years from date of registration.

5.3.2 Validity of a registration for UG four years course will be maximum seven years from date of registration.

5.3.3 Validity of a registration for PG two years course will be maximum four years from date of registration.

5.3.4 Validity of a registration for PG one years course will be maximum two years from date of registration.

5.3.5 Validity of a registration for Diploma one year course will be maximum two years from date of registration.

5.3.6 Validity of a registration for Diploma three years course will be maximum six years from date of registration.

5.3.7 Validity of a registration of UG, PG, Diploma & Certificate Professional/Technical/Medical programmes shall be governed, as per

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the norms of respective Statutory Body/Apex Body like: AICTE /NCTE/PCI/BCI/NDC/NCH/NMC/MCI/ICAR or other Statutory Bodies /Regulatory Bodies/Council, as issued and amended, from time to time.

5.4 Examination Application Form

5.4.1 All examinee (Regular & Ex-student) shall fill up an examination application form in the prescribed format under offline and/or online or as notified by the Controller of Examinations. The University can refuse to entertain Examination application form altogether, received beyond the date so notified or can entertain it with late fee. A "Regular Student" is one who has pursued a regular course of study and obtained prescribed eligibility mentioned in respective ordinance to appear in the examination. An "Ex-Student" means one who has studied in the Faculty/College/School/Department for at least one semester preceding the date of examinations and has filled up the examination forms but failed or has failed to appear in the examination though otherwise eligible. In special case who have not filled up their examination application form due to some genuine reason/s, may be treated as ex-student, if and only if the competent authority has allowed to fill up the examination application form.

5.4.2 All Deans of the Faculties/Principals of the colleges/heads of the Departments/Coordinators of course shall forward all examination forms in respect of each examination together with undertaking (in specified format) and hard copy of forwarding letter (mentioning the summary of all examination forms) within prescribed dates, after verifying the correctness of data mentioned therein.

5.4.3 Examination fee-As notified by Registrar/Controller of Examinations of BDSU from time to time.

5.5 Examinations and Examiners

As prescribed in the respective Ordinances governing to different courses of study, each semester would have mid-semester/sessional evaluation and end-semester examination.

5.5.1 **Mid Semester/Sessional/Internal Examination:** As per the guideline

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of Regulatory/Apex Body/Statutory Body or as per provisions contained in the Ordinances/regulations of the various programme.For mid-semester tests and sessionals, the teacher teaching the course would conduct the mid-semester/sessional examinations following the guidelines issued by the concerned Dean/Principal/HoD of the faculty from time to time/as per Academic Calendar of the University. The Coordinator of the given course would ensure that the mid-semester assessments are carried out by involving teachers in time and in manner prescribed by the concerned faculty. The marks statement for the mid-semester/sessional evaluations are submitted through the Dean/ Principal/Head of Department in a consolidated manner to the office of the Controller of Examinations in hard copy or it may be uploaded on university examination portal as per prescribed schedule.

5.5.2 **End-Semester Examinations:** As per the guidelines of Regulatory/ Apex Body/Statutory Body or as per provisions contained in the Ordinances/ regulations of the various programme, the question papers for the end-semester examinations shall be set and the answer-scripts shall be evaluated by teachers of the concerned courses (Internally/ Externally).

5.5.3 The gap between two semesters (from 1st Semester to 2nd semester or gap between any two semester) examination will be minimum 90 days.

5.6 Promotion Criteria

5.6.1 As per the guideline of Regulatory/Apex/Statutory Body/Ordinances /regulations of the course /UGC/ NEP regulations for all programme.

5.6.2 If the pass marks is not mentioned explicitly in 5.6.1 then to pass a paper, the student must secure at least 40% marks (combining internal assessment and end semester examination) in examinations of that paper.

5.6.3 No student will be detained in odd Semesters (I, III,V .....).

5.6.4 To pass the even Semesters (II, IV,VI.....), the candidate must secure at least 4.0 SGPA/CGPA apart from other criteria.

5.6.5 To get promotion from Semester-II to Semester-III a Student will be

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required to pass separately in at least 50% of the total papers of Semester-I & II taken together. A candidate who secures less than 4.0 SGPA/CGPA in the aggregate of Semester-I and Semester-II shall be declared fail in Semester –II. However it will be necessary to secure pass marks in each of the paper before completion of the course.

5.6.6 To get promotion from Semester-IV to Semester-V an Honours Student has to pass in minimum 12 papers out of the total 18 papers (Core course (CC), Ability Enhancement Compulsory Course (AECC), Generic Elective (GE), Discipline Specific Elective (DSE) and Skill Enhancement Course (SEC)) taken together of Semester I, II, III & IV and a General/Pass Course Student has to pass in minimum 10 papers out of the total 16 papers (Discipline Specific Choice (DSC), Ability Enhancement Compulsory Course (AECC), Discipline Specific Elective (DSE) and Skill Enhancement Course (SEC)) taken together of Semester I, II, III & IV or as per the ordinances of specific courses /programme.

5.6.7 To get promotion apart from Professional/Technical/Medical Programmes in UG & PG courses for more than three years/six semester will be followed as per NEP- 2020/UGC norms time to time.

5.6.8 To get promotion in UG, PG, Diploma & Certificate Professional/ Technical/Medical programmes shall be governed, as per the norms of respective Statutory Body/Apex Body like: AICTE /NCTE /PCI/BCI/ NDC/NCH/NMC/MCI/ICAR or other Statutory Bodies /Regulatory Bodies/Council, as issued and amended, from time to time.

5.6.9 **Progression to the Next Semester:** The student shall be allowed to appear at the VIth Semester examination only if he/she has cleared all the papers/subjects up to the IIIrd Semester. If a student has backlog papers in IVth and Vth Semester and cleared the VIth Semester, the results of the candidate (who has passed the VIth Semester examination but not passed the lower Semester examinations) shall be declared as NCL (Not Completed Lower Semester Examinations). Such candidates shall be eligible for the Degree only after completion of all the lower Semester examinations within the stipulated maximum time period. Such candidate shall be admitted to the Degree of the year in which he/ she has finally

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cleared all the papers, but the name of such student shall not be incorporated in the merit list. The merit list and ranking thereupon shall be prepared only for Regular Examinees, who passed the Examination in single attempt. To get promotion apart from Professional/ Technical/ Medical Programmes in UG & PG courses for more than three years/six semester will be followed as per NEP- 2020/UGC norms time to time. To get promotion in UG, PG, Diploma & Certificate Professional/Technical/ Medical programmes shall be governed, as per the norms of respective Statutory Body/Apex Body like: AICTE /NCTE /PCI/BCI/ NDC/NCH/NMC/MCI/ICAR or other Statutory Bodies /Regulatory Bodies/Council, as issued and amended, from time to time.

5.6.10 All theory or practical papers in each Semester shall be treated as a separate paper and the examinees will be required to pass in theory and practical papers separately. If examinees fail in theory or practical or in both papers, he/she will appear in the next University End-Semester examination.

5.7 Re- Examination /Supplementary/ Special Examination

5.7.1 Re- Examination- If the Vice Chancellor/Chancellor is satisfied that a situation did arise or has arisen which calls for re-examination in particular/ all courses units, he/she may issue necessary directions to that effect to the Controller of Examinations for conducting the Re-Examinations.

5.7.2 **Supplementary Examination-** The supplementary examinations provision will be as per the regulatory body/statutory body/apex body. For other where there is no guideline from regulatory body/statutory body/apex body, there shall be a provision of supplementary examination in each semester/year. Supplementary examination should take place within three months after declaration of the result or as per guidelines of UGC/ ordinances of specific course. Supplementary examination should not replace the timing of main examination.

5.7.3 **Special Examination-** Special examinations may be conducted as per the decision of Examination Board/ Vice Chancellor/ Chancellor.

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5.8 Improvement of Class/Grade

5.8.1 As per the guideline of regulatory/apex/statutory body/Ordinance/UGC regulations. In other case, we can follow the given below rules & regulations.

i. A Candidate who has passed the Diploma/ Undergraduate (UG) and Postgraduate (PG) degree examinations of this University with declared class/grade and who desires to improve the class/grade will be permitted at his/her option to appear again for the subsequent examination without being required to keep any terms.

ii. A Candidate who has re-appeared for the above examination/s under the provision of this Ordinance fails to improve his/her class/grade, his/her performance at such re-appearance shall be ignored.

iii. A candidate will be allowed to re-appear for the Examination for improvement of class/grade to the subsequent examination from the date of his /her passing the Diploma/UG/P.G. degree examination. A candidate who has passed the Diploma/UG/P.G. degree examination prior to the commencements of this Ordinance will also be allowed to improve his/her class/grade to the subsequent examination from the date of commencement of this Ordinance.

iv. A candidate shall have to reappear for minimum 1/3 and or maximum all the University theory courses at a time on which the class is awarded.

v. A candidate appearing for the improvement of class/grade, shall not be entitled to get benefit of any rules/Ordinance of the University regarding condonation.

vi. A candidate appearing for the improvement of class/grade, shall not be entitled to get any prize/medal/scholarship/award etc.

vii. A candidate who desires to apply for improvement of class/grade should submit his/her examination application form for improvement of class from the College/Department/School /Faculty from which he/she has obtained the original degree.

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viii. A candidate who has reappeared for the examination under the provisions of this Ordinance for improvement of his/her class/grade and improves his/her class/grade by such re-appearance, will have to surrender his/her original degree, statement of marks and passing certificate etc. to the University, then only revised degree certificate, statement of marks and passing certificate, which will be issued to the candidate, mention will be made of the fact that he/she improved his/her class/grade under this Ordinance.

5.9 Paper setter for end semester examination

5.9.1 A teacher setting the question paper of End Semester Examination of a course shall be the 'Paper Setter' for the course.

5.9.2 Paper setters (faculty) are suppose to prepare two sets of question paper of each subject (each paper) from the entire syllabus. In special case preparation of three sets of question paper may be allowed.

5.9.3 The paper setters will provide the answer key for MCQ.

5.9.4 The Dean/ Principal/HoD with the consultation of the Vice-Chancellor shall prepare a panel of eligible teachers as paper setters, examiners for various courses of study as per the guidelines of respective programme /course.

5.9.5 Paper Setter should be from outside/inside of the University not below the rank of Associate Professor in all discipline or Assistant Professor of more than 3 years teaching experience or as per the guide lines of regulatory bodies like MCI, NMC, NCH, DCI,NDC, AICTE, PCI, INC, NCTE, JNC, JSPC, etc.

5.10 Evaluators

A teacher who evaluates the answer scripts of examinees shall be termed as the 'Evaluator' for the paper (subject) and it should be decided by the Vice Chancellor.

Provided further that if 'Paper-setter' and Co-Paper Setter/s' are appointed for a paper (subject), the 'Paper Setter' shall be Examination Coordinator while others would be 'Co-Evaluator' for the paper/subject and shall evaluate the answer scripts pertaining to the concerned component of the paper (subject).

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Provided further that the 'Evaluator' and the 'Co-Evaluators' (if required) shall be appointed by the Examination Board/ Vice- Chancellor.

Provided still further that if the Examination Board/Vice-Chancellor considers appropriate, it can constitute a group of Evaluators comprising of University teachers belonging to the concerned subject (irrespective of the general condition that a teacher of the course can only be the evaluator of the course).

5.11 Procedure for internal Evaluation (Sessional/Internal examination)

5.11.1 As per the guideline of regulatory/apex/statutory/body or as per the ordinance/regulations of the syllabus.

5.11.2 The setting of question paper, evaluation of answer scripts for each paper will be done by the concerned teacher(s) as a part of his/her normal duty without hampering normal classes.

5.11.3 The Dean/Principal/HoD/teacher(s) concerned will fix the exact date of the sessional/Internal examination in each paper. The students shall write their answers in the sessional/Internal examinations in "answer scripts" of BDSU.

5.11.4 After evaluation, the answer scripts shall be shown to the students and corrections regarding evaluation should be made, if any. After this, the answer scripts should be collected back from the students.

5.11.5 The entire process of evaluation of the sessional/Internal examination should not take more than two weeks from the date of examination.

5.11.6 Minimum two internal examinations are compulsory in a semester and internal marking will be considered best of two. Minimum three internal examinations are compulsory in a year and internal marking will be considered best of three. There is no provision for improvement in the sessional/Internal examination.

5.11.7 If a student fails to appear in sessional/Internal examination for valid reason(s) supported by medical certificate or other authentic documents submitted to the college authority, then the Dean/Principal/HoD/ Teacher/college/department concerned shall allow the student to appear in a separate examination in a suitable date fixed by the respective teacher before the commencement of the end semester examination.



5.11.8 If a paper is taught by more than one teacher, then the concerned teachers will cooperate in conducting the internal evaluation.

5.11.9 At the end of the semester and before the final semester examination, the concerned Faculty/College/Department/School will submit the internal/ sessional marks (Soft & Hard Copy) to the office of Controller of Examinations.

5.11.10 The marks allotted for internal evaluation in each paper will be based on Internal Examination and different types of academic activities as per the regulations/ordinances/academic calendar of respective course.

5.12 Procedure for external evaluation/end semester examination

5.12.1 The Controller of Examinations, BDSU will notify the date of end semester examinations and other necessary procedures as per University Rules.

5.12.2 The Centre Superintendent/Faculty/College/Department/ School should send the sealed and duly signed answer scripts/sheets/books to the office of the controller of examinations just after completion of the examinations within stipulated time. There after its responsibility of Controller of Examinations to send the same to the external examiner/evaluator or external examiners/evaluators may be called for centre wise evaluation of the answer scripts/sheets/books at university campus.

5.12.3 The Evaluation centre/zone shall arrange everything needed for the evaluation and scrutiny of the answer Scripts/Sheets/Books.

5.12.4 Online evaluation of answer Scripts/Sheets/Books system may be implemented after proper arrangement.

5.12.5 The courses where regulatory bodies (Apex Bodies) already given the instruction/guidelines to evaluate the answer Scripts/Sheets/Books, in that case university will follow the guidelines of the same.

5.13 Norms for Appointment of Evaluator (s)/ Co-evaluators.

5.13.1 For Evaluator of the bilingually papers only such persons should ordinarily be nominated who can evaluate the answer books in either of the languages. Normally paper setter shall evaluate the answer books.



5.14 Code of Conduct for Examiners (Paper Setter/Evaluator/Co -evaluator)

5.14.1 The conduct of examination is an integral part of duty of a teacher and therefore, internal examiners shall not be permitted to refuse the examinership unless so exempted for convincing reasons by the Vice-Chancellor.

5.14.2 The Paper Setter will send the manuscript of question paper along with answer sheets in case of MCQ.

5.14.3 Any teacher recommended as External/Internal Examiner by the Examination Board and approved by the Vice-Chancellor must submit a certificate before accepting their appointment that none of his/her son/daughter/other close relatives is an examinee in the said paper.

5.15 Setting of Question Paper

5.15.1 The formal letter of appointment as Paper Setter will be issued by the Controller of Examinations in the prescribed format together with documents necessary for preparation of the question paper, viz, relevant portions of syllabus, last year's question paper, a form of acceptance and a remuneration bill form. Acceptance of the appointment and the manuscript of the question paper along with dully filled up remuneration bill form shall be submitted in the sealed prescribed cover to the Controller of Examinations within the date prescribed therefore.

5.16 Instructions to the Paper Setter

5.16.1 Questions must be set with relation to the prescribed course of study. It must confirm to the standard and syllabi (syllabus) lay down by the relevant Ordinances of the University/ regulatory bodies.

5.16.2 Each question shall be clear and well define in language as also in regard to the form and nature of the answers expected from the candidates. Questions shall not be beyond the standard prescribed and shall be fairly distributed over the whole syllabus of the specific paper (subject).

5.16.3 Question papers should generally follow the pattern for types of questions and choices as defined by the relevant Ordinances/ Regulations of the University/Regulatory Bodies Institution.

5.16.4 Paper-setter shall send detailed solution of each numerical question set

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by him/her along with the question paper.

5.16.5 Any "Direction to candidates" which may be thought necessary to be given regarding the answering of different sections in different answer-book or regarding the number of questions to be answered or the choice amongst them should be specific, precise and free from ambiguity.

5.16.6 Information regarding drawing sheets, graph papers, maps, table charts, calculators (of simple function type) and reference books, if any, to be permitted/supplied to the candidates, shall be mentioned in the question paper, and this information shall also be furnished to the Controller of Examinations separately.

5.16.7 The Question paper is to be kept in the envelope meant for it. Further, this separate envelope containing solution of numerical Questions and the envelope containing Questions paper are to be kept in a big envelope superscribed "Confidential", and all the moderated papers of a subject are sent to the Controller of Examinations if any in one bunch by the Dean/ Principal/Head of Department.

5.17 Pattern of Question Papers at the End-semester/Final Examination

In case of programme approved by Regulatory Bodies/Apex Bodies, the pattern of question papers of the respective Regulatory Bodies/Apex Bodies are followed in the end semester/final examination. Conversely, in the absence of apex body, relevant subject Ordinance/regulations are followed.

5.18 Moderation Board for Moderation of Question Paper

There shall be a Board of Moderators (BOM) for each subject, consisting of the following, for the moderation of Question Papers.

5.18.1 Composition: Moderation Boards shall be constituted by the Vice Chancellor has under for one or more courses:

i. Dean/Principle/HoD of the institution - Chairperson

ii. One senior most Professor/Senior most Teacher (Concerned Subject Paper)

iii. Controller of Examinations - Member Secretary.

5.19 Functions of Moderation Board

The functions of the moderation board shall be:

5.19.1 To ensure that question paper prepared are strictly in accordance with the

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course contents and instructions, if any

5.19.2 To remove ambiguity if any, in the language of questions.

5.19.3 To moderate re-frame the questions so as to give opportunities to students of varying abilities.

5.19.4 To ensure proper coverage of course contents and indicate weightage/marks for each question or part/parts thereof, time prescribed and to correct errors, if any.

5.20 Powers of the Moderation Board

The Board is authorized to make any corrections/alteration/addition/deletion /including change of content of the question(s) proposed by the paper setter if required.

5.21 Procedure of moderation

The Controller of Examinations will send the confidential envelop containing question before the moderation board for moderation and the moderated papers of a subjects are sent to the Controller of Examinations in one bunch by the Convener (Chairperson) of the Board of Moderators. Paper shall not be changed or modified after the commencement of examination without the prior approval of the Vice Chancellor and that too under a very exceptional situation. But, moderation of question paper is not mandatory. Its totally depends on the discretion of the Vice- Chancellor.

5.22 Examination Schedule

5.22.1 The notification of filling of examinations form should be notified at least one week before or as notified in examination calendar.

5.22.2 The examination schedule for end semester/final examinations shall be finalized and notified at least 21 days before the date of commencement of examination and shall be proposed by the Dean/Principal/HoD.

5.22.3 In Special case/extra ordinary cases the examinations may be conducted in short span of time (less than 21 days) with consent of the Examination Board/Vice-Chancellor but not less than 10 days.

5.22.4 All admit cards, after proper checking, shall be made available to examinees through the concerned Dean/Principal/HoD either physically or as soft copy on confirmation of having attained the required percentage of

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attendance in respect of regular students. Ex-students should either download the admit card or can collect it in hard copy from the concerned Institution/Department/College at least 03 days before the commencement of the examinations.

5.23 Attendance

5.23.1 Every student is required to attend all the lectures, tutorials, practical/sessional and other prescribed curricular and co-curricular activities.

5.23.2 Relaxation of maximum 25% may be allowed to cater for sickness or other valid reasons beyond the control of the students.

5.23.3 A student whose attendance is less than 75%, whatever may be the reason for shortfall, will not be permitted to appear in the end semester/final examinations.

5.23.4 Under extreme special circumstances, in rarest of case the Vice Chancellor may allow up to maximum of 10% attendance provided that there are sufficient reasons with documentary proof and the cases are dully recommended by Dean/Principal/HoD of the Faculty/ College /Department/ School.

5.23.5 The attendance shall be counted from the date of the commencement of the classes.

5.23.6 The credit for the attendance will be calculated as follows:

$$\%\text{Attendance} = \frac{\text{Number of Classes attended in a course}}{\text{Total number of classes taken in that course}} \times 100$$

And the weightage of attendance(Internal Assessment) would be as:

Attendance %	75-79%	80-85%	86-90%	91-95%	96-100%
Weightage(Marks)	01	02	03	04	05

5.24 Making-up deficiency in attendance

Dean/Principal/ HoD of Faculty/College/Department/ School constituent unit can arrange special-classes in the mode of online/offline to make-up the attendance of students. Along with classes they can also give additional assignment, field work, project etc. to the students.

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5.25 Examination Pattern

The Examination pattern will be followed by the regulatory bodies (Apex Bodies) like MCI,NMC, NCH, DCI, NDC, AICTE, PCI, INC, NCTE, JNC, JSPC, UGC, etc. or as deemed fit with prior approval form examination board or prescribed in ordinance/regulations of the particular course.

5.26 Special facilities for Divyang (Person with disabilities)

5.26.1 The facility of providing "writer" during regular examination would be extended on recommendation of the examination board/Vice Chancellor supported by medical certificate from authorized medical board/medical officer.

5.26.2 The writer must be a student of at least lower grade of education than that of the candidate.

5.26.3 A separate room for such disable candidate and one separate invigilator to supervise his/her examinations may be provided.

5.26.4 For a written examination of duration of one hour, twenty minutes extra time shall be provided. Similarly, for a written examination involving more than one or less than one hour extra time shall be worked out on the basis of twenty minutes per one hour criteria.

5.26.5 The guidelines issued by the Govt. of India/State Govt. from time to time for extending special facilities to persons with disability would be applicable to the University.

5.27 Examination Calendar

There shall be a examination calendar notified in the beginning of the session indicating therein various activities like dates of filling of examinations forms and examination dates etc..

5.28 Award of Grades

The level of academic performance as the aggregate of continues evaluation and end term examination shall be reflected by letter grades on a 10 point scale. This grading of performance will be in accordance with ordinance /regulations of the specific course or as prescribed by Regulatory Bodies /Apex Bodies/ Statutory Bodies of different courses.



5.29 Criteria for passing courses, grade (SGPA/CGPA)/marks-After Successful completion of a programme grades/marks will be awarded.

5.30 Letter Grades and Grade Points and range of marks

The Semester Grade Point Average (SGPA) is computed from the grades as a measure of the student's performance in a given semester. The SGPA is based on the grades of the current term/semester, while the Cumulative GPA (CGPA) is based on the grades in all semesters/papers/subjects taken after joining the specific programme of the study.

Letter Grade	Grade Point	Range of marks
O (outstanding)	10	91-100
A+ (Excellent)	9	81-90
A (Very good)	8	71-80
B+ (Good)	7	61-70
B (Above average)	6	51-60
C (Average)	5	41-50
P (Pass)	4	40
F (Fail)	0	<40
Ab (Absent)	0	

When students take audit courses, they may be given pass (P) or fail (F) grade without any credits.

5.31 Computation of SGPA and CGPA

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 all the papers/subjects/courses by the student during the semester. For example, if a student takes six papers/ subjects/courses in a semester with credits C1, C2, C3, C4, C5, C6 and the students grade points in these courses/papers are G1, G2, G3, G4, G5, G6, respectively, and then students SGPA is equal to:

i.e. $$\mathbf{SGPA} = \frac{\mathbf{C1G1+C2G2+C3G3+C4G4+C5G5+C6G6}}{\mathbf{C1+C2+C3+C4+C5+C6}}$$

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 AB grade awarded in the semester. For example if a letter has a F or AB grade in course 4, the SGPA shall then be computed as

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$$SGPA = \frac{C1G1+C2G2+C3G3+C4*Zero+C5G5+C6G6}{C1+C2+C3+C4+C5+C6}$$

CGPA

The CGPA is calculated with the SGPA of all the semesters to two decimal points and is indicated in final grade report card/final transcript showing the grades of all the semesters and their papers/subjects/courses.The CGPA shall reflect the failed status in case of F grade(s), till the courses(Papers) papers/subjects/courses is/are passed. When the courses 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:

$$CGPA = \frac{C1S1+C2S2+C3S3+C4S4+C5S5+C6S6}{C1+C2+C3+C4+C5+C6}$$

Where C1, C2, C3,..... is the total number of credits for semester 1, 2, 3, ... and S1, S2, S3,..... is the SGPA of semester 1, 2, 3, ...

Example for computation of SGPA(How to calculate SGPA)

Semester	Course	Credit	Letter Grade	Grade Point	Credit Point (Credit x Grade)
I	Course(Paper)1	3	A	8	3*8=24
I	Course(Paper) 2	4	B+	7	4*7=28
I	Course(Paper) 3	3	B	6	3*6=18
I	Course(Paper) 4	3	O	10	3*10=30
I	Course(Paper) 5	3	C	5	3*5=15
I	Course(Paper) 6	4	B	6	4*6=24
Total		20			139
				SGPA	139/20=6.95

Example for computation of CGPA (How to calculate CGPA)

Semester 1	Semester 2	Semester 3	Semester 4	Semester 5	Semester 6
Credit: 21	Credit: 22	Credit: 25	Credit: 26	Credit: 26	Credit: 25
SGPA: 6.9	SGPA: 7.8	SGPA: 5.6	SGPA: 6.0	SGPA:6.3	SGPA: 8.0
CGPA=6.73,Calculating the formula (21*6.9+22*7.8+25*5.6+26*6.0+26*6.3+25*8.0) /145					

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Those programmes which are not covered by the above grading system/regulations, the result of such courses/programmes will be awarded as per UGC/Regulatory Bodies /Apex Bodies/ Statutory Body.

5.32 Guidelines to Centre Superintendents and Invigilators

5.32.1 Centre Superintendents and Invigilators shall be appointed by the Controller of Examinations (for Undergraduate & Postgraduate course examinations). Invigilation is integral part of the teaching duty and cannot be refused on the ground that it is remunerative. All faculty members must be assigned duty on an equitable basis in the examination hall as invigilator except when otherwise permitted by the competent authority. There shall be minimum one invigilator for every 25-30 examinees, subject to a minimum of 02 invigilators in each room even if the number of candidates is less than 50-60 in the room. One Centre Superintendent will be appointed for each Centre where a given theory papers examinations is being conducted.

5.32.2 Duty of the Invigilators is not to allow any opportunity to the examinees to use unfair means. Reports made about the use of unfair means should be complete in all respects including the statement of the examinee(s) and must bear the signature of Invigilators as also the Centre Superintendent of the examination on duty.

5.32.3 Invigilators are required to check the examinee(s) at the main entry of the Examination Halls/Rooms in presence of the security staff and be vigilant thereafter in the Examination Hall throughout the period of examination.

5.32.4 The Superintendent of Examination/Invigilator/Proctor can call the security staff in the Examination Hall at their discretion, if a situation so demands.

5.32.5 The proctor/controller of examinations can call police in the Examination Hall at his/her discretion, if a situation so demands.

5.32.6 The Invigilators should remain careful and vigilant regarding the issue of supplementary answer-books to examinee(s) to avoid any malpractice by the examinee(s) in the use of such answer-books. Invigilators will

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count the number of supplementary answer books issued to a candidate, sign each supplementary answer book and also make an entry on the cover page of the main answer book about the cumulative number of Supplementary answer books issued and keep an account of the supplementary answer books and return the same to the office of the Controller of examinations duly signed at the end of examination.

5.32.7 After the examination is over, the invigilators should serialize the answer scripts, count them as per the number of students signing on the Roster and hand over to the Superintendent of the examination. Thereafter Superintendent of the examination will send the answer scripts along with other details to the Controller of Examinations.

5.32.8 No invigilator will absent himself/herself from duty without the prior approval of the Controller of Examinations, taken in writing ordinarily a day in advance of the leave applied for, under intimation to Centre Superintendent. The Centre Superintendent also be informed about such absence so that alternative arrangement for invigilation duty could be made.

5.32.9 Superintendents and Invigilators are required to sign on each day their names in full and in clear hand-writing on the printed form supplied to Superintendents for claiming the remuneration.

5.32.10 Superintendents and Invigilators shall adhere to the following guidelines:

5.32.10.1 No candidate shall be allowed to enter the examination hall after thirty minutes of the commencement of the examination.

5.32.10.2 Candidates shall not be allowed to bring into the examination hall any paper or book or leaflet or mobile or communicative electronic devices or any other place of writing except their admit cards.

5.32.10.3 Before the distribution of question papers, Invigilators in a room shall announce to the candidates that any notes, loose-sheets or papers and mobile phone etc. that they may have in their possession be left outside the examinations hall.

5.32.10.4 Candidates are required to keep their admit cards with them throughout the period of examination, so that they can be examined at any

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time. The Superintendent shall by himself/herself or through the invigilator/invigilators, inspect the admit cards on each day.

5.32.10.5 Superintendents and invigilator/invigilators shall distribute answer-books, original/supplementary, personally and not through any other supporting staff.

5.32.10.6 Superintendents shall see that no question paper, after distribution, goes out of the examination hall. All spare copies of the question papers shall be returned to the Superintendent by the Invigilators, immediately after the distribution is over.

5.32.10.7 Candidates shall not be allowed to leave the examination hall once they have been admitted thereto. After the expiry of one hour from the commencement of the examination candidates may be allowed for washroom. In last 15 minutes no candidate is allowed go outside the examination room/hall.

5.32.10.8 During the examination no students are allowed to talk with anyone without the permission of invigilator/ centre superintendent.

5.32.10.9 Invigilators/Observers shall remain within the Examination Hall throughout the period of examination and shall remain moving about in the Hall.

5.32.10.10 The Superintendent shall give frequent visits to the examination room(s)/hall(s) under his/her charge and see that this rule is strictly followed by the Invigilators. The Invigilators shall not go out of the rooms/halls except with the permission of the centre superintendent.

5.32.10.11 No one is allowed to use mobile phone in the examination hall/room while on duty.

5.32.10.12 When an Invigilator finds a candidate guilty of using unfair means(UFM) in the examination, he/she shall report the matter immediately to the centre superintendent. The Superintendent shall withdraw the answer book so far written by the candidate and the material in support of the finding and provide a separate answer book to the student immediately to write the answers to the remaining questions. UFM form along with material in support which has been found from the candidates, answer script/book

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must be submitted to controller of examinations on same day.

5.32.10.13 Candidates shall not be allowed to take away any leaf from the answer books or to take away any unused answer books (original or supplementary); if any leaf is found to be loose by the candidate, he/she should bring it to the notice of the Invigilator immediately.

5.32.10.14 Candidates shall not be allowed to write anything on the question paper or on their clothing or on any part of the body or on any instruments that they are allowed to carry with them.

5.32.10.15 No Candidates are allowed to submit the answer script/book before the completion of examination duration/time.

5.32.10.16 Candidates wishing to communicate with the Superintendent or Invigilator shall not be allowed to leave their seat but shall stand in their places and should be attended by the invigilators immediately.

5.32.10.17 As soon as the last bell rung, candidates shall stop writing and hand over the answer script/book to the invigilator.

5.32.10.18 The answer books shall be printed in two forms (a) original and (b) supplementary. An original answer books shall be supplied only one. When more answer books are required by a candidate, supplementary answer books only shall be supplied.

5.32.10.19 On each day of the examination, the invigilator will see that each candidate has entered the required details on the cover page of his/her answer script/books. After verifying the students details, the invigilator will sign the answer script/book with date on designated place.

5.32.10.20 At the time of issue of supplementary answer book, the invigilator shall ensure that the required entries on the cover page of supplementary answer books are made by the examinee concerned. The invigilator shall also sign and date each supplementary answer book against the column provided for the purpose on the cover page. In cases where examinee(s) have used supplementary answer books,

5.32.10.21 the invigilators shall ensure that an entry to that effect is duly made against the column provided for the purpose on the cover page of original answer book and the Invigilator should put his signature with the

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date below said entry.

5.32.10.22 Soon after the commencement of examinations, the superintendents/ Invigilators shall take the signature of examinee(s) on the roster /prescribed format provided for the purpose. Examinee(s) have to sign a roster at each sitting of the examination, which should tally with the signature on the Admit Card/List. It is the responsibility of both the Superintendent/ invigilator and the examinee concerned to see that the signature is taken on the roster. In the event of the examinee refusing to sign or the signature not tallying with the one on the Admit Card/List, the answer book of the candidate concerned will not be sent to the examiner for evaluation, but kept in the Controller's custody to be destroyed later as waste paper. Before taking such an action, the Controller of Examinations shall give a reasonable opportunity to the examinee concerned, to explain the position.

5.32.10.23 The Centre Superintendent will deposit a statement of UFM, present and absent candidates, in the printed form provided for the purpose with the Controller of Examinations each day at the end of the examination.

5.32.10.24 All invigilators must surrender main answer books which remained undistributed to the Centre Superintendent.

5.32.10.25 Wherever required, frisking of the candidate(s) may be undertaken, preferably prior to commencement of examination.

5.32.10.26 The invigilators in their reports on unfair means/practice should enumerate only the facts and should not recommend possible action to be taken against the concerned examinee(s).

5.33 Unfair Means

5.33.1 (A) Ordinances:

'Unfair Means' includes any act which tends to give undue advantage to the

i. examinee, or improperly affects him/her in the matter of performance at the examination or evaluation of the performance;

ii. Without prejudice to the generality of the foregoing provision, "unfair" shall include:

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a) All such acts and omissions connected with examinations which are subject matter of disciplinary action in the University.

b) Abatement of unfair practices.

c) Conspiracy to further the interests of an examinee by resorting to unfair practices.

d) Possession of unauthorized books, papers, informative materials of any kind whatsoever, connected with the examination.

e) Communication of information in the examination premises during the examinations hours.

f) Impersonation.

g) Tampering with or substitution of Admit Card, examination answer-books, papers and other relevant documents.

h) Communication with examiners or persons connected with examination with a view to obtain undue advantage or discriminatory action or unauthorized information.

i) Violation of any direction given by the appropriate authority of the University.

j) Possession of unauthorized electronic gadgets like mobile phone, calculator, laptop, ipod, ipad etc. or such other informative materials of any kind whatsoever, connected with the examination.

k) Possession of weapons.

l) Smuggling of answer books.

iii. "Resource Material" means unauthorized books, papers informative material of any kind which can be used in furtherance of the interest of an examinee in the examination hall.

iv. "Unfair Means Committee" (UMC) means the Committee constituted by Vice Chancellor.

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v. **"Walk-Out"** means the act of the examinee, after having entered and taken their seats in the examination hall/room/any place meant for the purpose, and after the distribution of the answer-books or question papers or both, decide not to appear in the examination on one or more of the pleas, to leave their allotted seats individually or jointly with or without making a protest of any kind, signing the attendance sheet (Roster), submitting the answer-books to the invigilator/Superintendent of the concerned examination and without creating any disruption.

vi. **"Boycott"** means staying away by the examinee individually or jointly from appearing in the examination for any reason, and notifying about it on or before the commencement of an examination, with a view to compel the authorities to accede to a demand.

vii. **"Disruption in Examination"** means where an examinee/any person individually, jointly or in collusion with other examinee or any other person, either before or after having entered the examination hall/room any place meant for the purpose, and either before or after distribution of the answer-book and the question paper does/do any act or instigate any other examinee/person for the commission of an act, such as, assaulting, manhandling, using abusive language, creating rowdism, snatching and tearing of answer-books and such other things etc., so as to cause disturbance in the smooth conduct of the examination either in the centre in which he/she is scheduled to appear or is appearing, or in any other centre of the examination.

viii. **"Impersonation"** means adopting unfair practice of allowing someone not duly authorized to appear and write the examination for himself/herself by conspiracy.

ix. **"Smuggling"** means taking out from or in the examination hall part or full answer book or related material supplied by the university for the use of examinee.

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5.33.1 (B)

An act shall be deemed to be interfering with the proper conduct of examinations if it affects the peace and tranquility of the examinations premises, or results in violation of the directions of the Invigilator and other Officers connected with the examinations and, causes tension among the examinee in any of the following manner:

i. Bringing with him/her into the examination room/hall any book, notes or other materials capable of being used by him/her in connection with the examination.

ii. Communication with or receiving from any other candidate any information.

iii. Assisting or receiving assistance from any other candidate in examination or adopt any unfair means to further his/her interests in connection with an examination.

iv. Adopting any unfair practice to further or adversely affect the interests of an examinee or indulge in act which interferes with the proper conduct of examinations.

5.33.1. The Invigilator shall report, on the prescribed form/plain paper, all cases of violation of the provisions of clause 5.32.10.1 to the Superintendent of Examinations immediately he/she comes to know of such violation. Where the Invigilator detects an examinee copying or suspects his/her having copied, the Invigilator shall take back the answer-books already provided to a candidate along with the resource material and shall forthwith provide a new answer-books to the examinee concerned.

Note: If material is written on body parts or clothes, Invigilators shall copy the readable material written on a piece of paper under his signature and get it signed by the concerned examinee and also countersigned by Centre Superintendent, before forwarding it as enclosure of the duly filled in 'UFM' proforma. Relevant part of the body be also photographed through the Invigilator/Superintendent/ Proctor.

5.33.2. The Superintendent of the examinations shall give the examinee an opportunity to submit a written explanation in his/her defense against

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the charge of unfair means on the prescribed/plain paper. The Superintendent of the Examinations may, after satisfying himself that the circumstances so demand, order the concerned candidate to vacate the examination premises forthwith, if his/her act interferes with the proper conduct of examination.

5.33.3. The Superintendent of the Centre concerned, where an examinee is found using unfair means, shall provide another answer book to the student to write answers to the remaining questions for remaining time period.

5.33.4. Any person, other than an examinee, violating the provisions of clause 5.33.1 (B), may be ordered by the Superintendent of Examinations to leave the examination premises immediately and the University shall take such further action in the matter as it deems fit and proper.

5.33.5. In the event of notice of use of unfair means by a large number of examinee(s) or in the event of refusal by examinee(s) to give statement, the Invigilator/Superintendent shall submit a confidential report to that effect to the Controller of Examinations and the University shall take suitable disciplinary action against the examinee(s) on the basis of such report. In such cases the names of the Invigilator/Superintendent making the report shall be kept confidential.

5.33.6. If a candidate violate the provision of above mentioned clause, a report should be placed by invigilator/ centre superintendent before the Unfair Means Committee for appropriate action.

5.33.7. The following punishments are prescribed for the examinee/s found for using unfair means or adopting unfair practice during the examination:

	Punishable Act	Punishment
(i)	Smuggling of answer book and /or pages thereof	Cancellation of the entire Examination and rustication for a period of TWO Academic Sessions
(ii)	Copying	First time Cancellation of the paper of the day. Second time in the same

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		examinations cancellation of entire examination.
Explanation: In case of cancellation of the semester examination the examinee shall be permitted to appear at the Second/Supplementary/Special Examination of the concerned annual /semester examination (whenever held) of that session. Further, such candidates will be eligible for promotion to the higher class/semester, if they are otherwise qualified for the same.		
(iii)	Found in possession of material relating to examination	Cancellation of examination in the concerned. For repeated act in the same examination on that day or any subsequent day, cancellation of the entire examination.
(iv)	Talking and consultation	Cancellation of examination in the concerned paper for repeated consultation even after warning by Invigilator/Superintendent/and other person deputed on examination duty.
(v)	Mass Copying in a paper duly reported by Invigilators and Superintendent(s) or by any other person deputed on examination duty.	Cancellation of the examination of the concerned paper of all examinee. Closing the examination centre concerned in the event of repetition of mass copying, or such other action as may be recommended by a committee to be nominated by the Examination Board.
(vi)	(a) Use of abusive Language (b) Assault/Manhandling (c) Creating rowdy condition (d) Tearing of answer-books	Necessary disciplinary action in addition to cancellation of entire examination.

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(vii)	Attempt to influence an examiner if reported by the examiner concerned.	Cancellation of examination in the concerned paper and suitable disciplinary action, after enquiry.
(viii)	Conspiracy for Impersonation	Cancellation of entire examination and rustication for one Academic Session of the candidate as well as the person who is found impersonating if he/she is University student. In case the person impersonating is not University student he/she may be handed over to the Proctor for further appropriate action.
(ix)	(i) Walk-out	Deemed absent, except for cogent reasons to be decided by the Examination Board/Grievance Board..
	(ii) Boycott	Deemed absent
(x)	Disruption in Examination	Cancellation of Examination and rustication for two Academic sessions. Action to be taken on the basis of report of Invigilator/Superintendent, Member of the Flying Squad after enquiry.

5.33.9 All the matter of Unfair Means shall be scrutinized by the Unfair means Committee. UMC will be constituted by the Vice-Chancellor, comprising the following members

i. A Senior Professor of the University - Chairman
ii. One Professor/Associate Prof. of Law/ any other faculty - Member
iii. The Controller of Examinations - Member
iv. The Dy. Registrar/Asstt. Registrar (Exams) - Member Secretary
v. The Dean/Principal/HOD of concerned Faculties - By invitation
vi. The Subject expert - By invitation.

The Committee shall be constituted for each Academic Session and its recommendations would be implemented after approval of the Vice-Chancellor.

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5.34. Discipline of University Examination

5.34.1 The candidates during examinations shall be under the disciplinary control of the Examinations Centre Superintendent/Invigilators, who will issue necessary instruction.

5.34.2 The students shall maintain proper discipline and orderly conduct during the examinations. They shall not make use of any unfair or dishonest means or indulge in disorderly conduct in the examination.

5.34.3 All powers relating to discipline in relation to the students shall vest/vested in the Vice Chancellor

5.35 Student Grievance Redressal System

5.35.1 A robust and transparent grievance redressal system will be put in place for resolution of examination related issues concerning students in a time bound manner through Setting up an appellate authority- "Student Grievance Redressal Committee (Examination)" following provisions in the University Grants Commission (Redressal of Grievances of Students) Regulations, 2023 (F.1-13/2022 (CPP-II) published in the "Gazette of India" in April, 2023.

5.35.2 An exclusive online mechanism may be made available in the BDSU portal.

5.35.3 If an examinee or examinees has/have any genuine grievance regarding the question paper, he/she or they can make a representation, in writing to the Controller of Examinations individually or jointly or through online on BDSU portal, after the examination is over but within 48 hours. The Student Grievance Redressal Committee (SGRC) (Examination)/ SGRC shall meet within 48 hours of receipt of the representation from the Controller of Examinations office to solve the problem.

5.35.4 In any case hearing of complaints must be addressed within 15 days from the date of complaint.

5.35.5 "Student grievance redressal Committee (Examination)/SGRC" will have the following composition:

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i. A Dean/Professor – Chairperson

ii. Four Professors/Deans/Senior Faculty Members of the Institution - Members.

iii. A representative from among students - Special Invitee.

5.35.6 At least one member or the Chairperson shall be a woman and at least one member or the Chairperson shall be from SC/ST/OBC category.

5.35.7 The Vice Chancellor, BDSU will be the final appellate authority on all matters concerning examination if grievance redressal is not achieved through the Committee.

5.36 Examination System (Evaluation of Answer Sheet/Script)

5.36.1 The evaluation of Answer Sheet/Script will be as per the guidelines of Regulatory Body/Statutory Body/Apex Body or as per the ordinance/regulations of the specific course or as per the UGC guidelines.

5.36.2 The question papers shall be set and the answer sheet/script shall be evaluated by the teacher of the concerned courses. If more than one teacher, teach the course, the question paper shall ordinarily be set by the Paper-setter in consultation with other associated teachers of the group, appointed by the Controller of Examinations.

5.37 Grace Rules

The following rules for grace marks will be uniformly applied to all examinations including Certificate, Diploma, Under-graduate and Post-graduate degrees under all the Faculty/Colleges/Departments/School of the University:

5.37.1 Maximum 5 marks will be awarded in each end semester/year to the students. This marks will be given maximum to three subjects (papers) of theory paper of each end semester/year examinations.

5.37.2 All grace marks awarded be shown as "+G" at the places where the grace marks were awarded. Further, grace mark awarded at a place, will not be carried forward at any other place.

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5.37.3 If the student has already availed grace marks in the end semester/year examinations, the grace marks shall not be given for subsequent supplementary or special examinations and if the student has not availed grace marks in the end semester/year examination then student is entitled for grace mark in the supplementary or special examination.

5.37.4 No grace mark shall be awarded for making up shortfall in the SGPA/CGPA.

5.38 Declaration of Results and issuance of Grade Card/Mark sheet

5.38.1 All Results should be declared within minimum 30 days to maximum 60 days or as notified in examination calendar in order to ensure timely commencement of the next academic session.

5.38.2 The classification of results as PASS, PROMOTED or FAIL and the assignment of division to passed candidates will be as defined in the individual course ordinance/regulations or as per guideline of regulatory body/apex body/statutory body.

5.38.3 The ranking of the student shall be given to only those candidates who pass all the courses of the programme in one attempt.

5.38.4 Notwithstanding any provision in the ordinance to the contrary, a student, who having been duly admitted to a regular examination of the course, was unable to take that examination in full or in part due to some disruption of examination, and took the next following examination of that course and passed, shall also be eligible for ranking.

5.38.5 A Provisional Certificate of having passed examination shall be issued by the office of the Controller of Examinations, if so requested by the candidate.

5.38.6 The Grade Card/Mark sheet for courses following credit system must necessarily indicate on its back the formula of conversion of CGPA to Percentage.

5.39 Re-Totaling/Re-Evaluation

5.39.1 Re-totaling - In case of any objection made by student referring evaluation, the same shall be looked after by Controller of Examinations/Dean of Faculty after approval of Vice Chancellor. A fee,

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as decided by the university, shall be levied for the same (Re-totaling).

5.39.2 Re-Evaluation is only possible if ordinance/regulations of regulatory body/apex body/statutory body tells to do it. In any other special case re-evaluation of answer books (sheets) is only permissible, if Vice Chancellor/Chancellor allow to do it. A fee, as decided by the university, shall be levied for the same.

5.40 Malpractices by any persons connected with the conduct of Exams

The Examination Board shall be competent authority to take appropriate disciplinary action against the paper setter, examiners, moderators, referees, teachers or any other person connected with the conduct of examination committing lapses or using, attempting to use aiding, abetting, instigating or allowing to use malpractice/s at the examination conducted by the University.

5.41 Academic Bank of Credit (ABC)/ NAD provision

5.41.1 Every student has to open the ABC account and they are supposed to submit it to office of the controller of Examinations through concerned Dean/Principal/HoD. In other case students are supposed to provide all detailed which is required to open an ABC account through Dean/Principal/HoDs to Controller of Examinations.

5.41.2 The Controller of Examinations will be the custodian of the Academic Bank of Credit and National Academic Depository with access point in the digital platform.

5.41.3 A nodal officer may be appointed not below the rank of Dy. CoE/Assistant Registrar to maintain the ABC under overall jurisdiction of Controller of Examinations.

5.41.4 The Controller of Examinations will notify the students to submit the ABC details.

5.41.5 The Controller of Examinations will ensure credit mapping of all the courses in ABC/ NAD platform.

5.42 Provision of credit transfer

5.42.1 In order to facilitated mobility provision for credit transfer to and from BDSU will be made through the NAD/ABC/ Authorized agency and as

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per the guideline of NEP-2020.

5.43 Credit transfer from MOOC, SWAYAM or other digital platforms

5.43.1 Students at BDSU and its constituent colleges/Department/Faculty/ School can opt for Massive Open Online Courses (MOOC) courses from Study Webs of Active - Learning for Yong Aspiring Minds (SWAYAM)/ National Programme Technology Enhanced Learning (NPTEL) platform or any other digital platform adopted by the university from time to time.

5.43.2 Students can register for a maximum of one MOOC course in a semester from online platforms. A student may register for more than one courses. However, these will not be considered for credit transfer and computation of CGPA/SGPA

5.43.3 MOOC courses shall be allowed only under the IDC, VAC, AEC and SEC category.

5.43.4 The competent authority will consider the online courses offered through SWAYYAM or any other digital platforms conforming to the academic requirement of BDSU and decide on the courses which are permissible for credit transfer.

5.43.5 Credits from only those courses will be admissible to be included in the University Transcript and ABC which are approved by the Academic Council and for which credit mapping is completed by the Controller of Examinations

5.43.6 The MOOC Courses will be notified with other conventional courses in the beginning of each semester by the Controller of Examinations. The Academic departments/faculty/colleges/school through a Faculty Coordinator, will maintain the record of the courses opted by the students and will inform the Controller of Examinations prior to the end semester examination.

5.43.7 All the academic departments of BDSU and the constituent colleges/department/faculty/school will notify a Faculty Coordinator who will be responsible for liaising with the Controller of Examinations, approval of the courses to be taken by the students and for sending the MOOC results to Controller of Examinations.

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5.43.8 BDSU will ensure award of equivalent credits against the notified MOOC courses provided the relevant course is approved by the MOOC coordinator of the academic department of BDSU/College and the student indicates requirement of credit transfer at the time of filling up of examination forms.

5.43.9 Once registered for an online course, the student will have to complete the entire cycle of the course including examination only through the digital platform. In no case separate examination will be conducted for the MOOC course contents.

5.43.10 Credit transfer will be allowed only for those MOOC courses for which proctored examination is conducted

5.43.11 If a student fails in an online course, she/he may be allowed to appear for an equivalent course available at BDSU. In such cases the onus will be on the student to fulfill all the requirements of the course to sit for examination.

5.43.12 A student can register for MOOC courses irrespective of semester schedule.

5.43.13 No MOOC course will be allowed in the last semester of the three year/four year UG programme

or

5.43.14 Transfer of credit though MOOC in SWAYAM or any other recognized/ notified digital platform will be as per NEP-2020 or ordinances/regulations of the specific course.

5.44 National Education Policy (NEP) - 2020

5.44.1 Ordinance applicable for all the certificate, Diploma, Undergraduate and Postgraduate programme except for those governed/regulated/ approved by regulatory bodies like BCI, PCI, MCI, NMC, AICTE, NCH, NCTE, DCI,NDC, INRC, JNRC, ICAR, INC UGC etc.

5.44.2 We follow the "Guidelines for Multiple Entry and Exit in Academic programme in Higher Education Institutions" issued by UGC, New Delhi under National Education Policy 2020.

5.44.3 The provisions of this Ordinance shall apply to the three-year/six-semester Bachelor's Degree or four-year/eight-semester Bachelor's degree (Honours/Research) undergraduate programme, One year/two year/three

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year Master's Degree programme approved under all the faculties mentioned in first statutes of BDSU.

5.44.4 Rules and guidelines for admission to these programme will be framed by the University according to the guidelines issued by NEP-2020 and the ordinance of the university from time to time.

5.44.5 The admission shall be made on the basis of merit calculated based on the respective qualifying examination.

5.44.6 Student enrolment in a programme shall be restricted to the seats allotted by the University/ concerned apex/regulatory bodies.

5.45 Payment of Remuneration

5.45.1 Rates of remunerations to be paid to teachers for invigilation duty, working as Centre Superintendent, as paper setter and/or evaluator, flying squad, moderators shall be decided by the University from time to time and notified accordingly.

5.45.2 Non-teaching staff engaged in the examination work will also be remunerated as per the notifications applicable to them.

5.46 **Name and other information correction on documents**

Procedure for Correction of Name in Grade Card/ Mark sheet/ other documents

5.46.1 **Procedure**: For correction /change in the name of Student/Father/ Mother/other information in the Grade Card /Mark sheet/other documents issued from BDSU, a candidate has to write an application addressed to the Controller of Examinations, BDSU duly forwarded by the concerned College/Department/Faculty/School heads.

5.46.2 The following documents should be enclosed to the application for correction in name:-

i. All Grade Cards (if issued to him/her by BDSU) in ORIGINAL.

ii. A self-attested photocopy of 10th/12th Class Mark sheet / Certificate.

iii. Payment Receipt / Online /Offline Receipt for a sum of rupees per document as notified by university time to time.

iv. The Corrected documents will be issued to the Candidate within two weeks from the date of receipt of the complete application form in all respect.

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5.47 Disposal of Answer Books / Sheets of candidates / students

After the Semester results are declared, the Answer-books/sheets of the students shall be preserved for a period of one year only or as per the guideline of regulatory/ apex body/ statutory body.

5.48 Preparation of Degree

All Degrees shall be prepared within one year of declaration of results of the examinations. The Year of the award of a degree shall be the year of the date on which a candidate has successfully earned all the required Credits/passed all examinations of the course as prescribed in the ordinances/regulations of the concerned course. The degrees which could not be distributed during the Convocation will be sent to the home address of the candidate by Registered/Speed-Post, charges for which shall be paid by the University.

5.49 Conferment of Degrees, Diplomas and other Distinctions

5.49.1 The Degrees shall be conferred in an annual Convocation or in a separately organized convocation for the purpose of conferring degrees for specific reason. In the special case or in the delay or due to unavoidable circumstance for annual convocation, the Vice Chancellor with the approval of the Chancellor for conferring degree, shall order to Controller of Examinations, for issue the degree of concerned students/applicants for urgent requirement.

5.49.2 The Academic Council/ Vice Chancellor shall approve the text and the format of the degrees,diploma and the citations.

5.49.3 The Visitor or in his absence; the Chancellor; or in the absence the Chancellor, the Pro Chancellor/Vice-Chancellor shall preside over the convocation or the special convocation.

5.49.4 The Statement of Mark /Grade Card /Transcript of Credits shall be signed/ digitally signed by the Controller of Examinations and/or Registrar of the University.

5.49.5 The Passing Certificate, wherever necessary, shall be issued to the candidates and the same shall be signed/digitally signed by the Controller of Examinations and/or Registrar of the University.

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5.49.6 The Degree Certificates shall be signed by the Vice Chancellor of the University.

5.50 Withdrawals from the programme

5.50.1. Temporary Withdrawal

i. A student who has been admitted to a course of studies of the University may be permitted to withdraw temporarily, for a period of one semester or more, on the grounds of prolonged illness or otherwise;

ii. He applies to the Head of the Department stating fully the reasons for withdrawal;

iii. There are no outstanding dues with the Faculty/College /Department / School or University or Hostels or Library etc.;

iv. The decision of the Head of the Faculty/College/Department/ School of the University regarding withdrawal of a student is final and binding.

5.51. Permanent Withdrawal:

i. Any student who withdraws admission before the closing date of admission for the Academic Year is eligible for refund of the fees and deposits (if any), after deduction of the processing fees as notified by the university time to time, will be processed by the Registrar/ Dy. Registrar (Admission) with approval of Vice-Chancellor or as per the UGC refund policy.

ii. Once the admission for the year is closed, the refund will be as per the UGC refund policy.

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Section-6

Fees to be charged for the various courses examinations, degrees or diploma of the University.

i The fee and other charges payable by the students of the university shall be notified on the recommendation of the university fee committee.

ii Details of fees and other charges payable by an applicants and students admitted to different programme of studies shall be specified in the Admission Brochure/Prospectus issued by the university, time to time.

iii A student shall be deemed to have been admitted to a programme of studies only after he/she pays the fees as notified.

6.1 Due Date and Penalty for Delay & Default.

6.1.1 Fees and other charges, for a Semester shall be payable at the time of the commencement of the Semester and shall be required to be paid by students on or before the date fixed by the University.

6.1.2 All fees, as prescribed by the University shall be payable in lump sum at the time of admission and part payment shall not be allowed.

6.1.3 In case a student does not pay fees on time, he/she shall be liable to pay a fine, as notified by the university time to time

6.1.4 In case a student fails to pay his/her fees within 30 days from the last date prescribed for payment of the fees he/she shall may be considered as defaulter and his/her name shall be removed from the rolls of the University.

6.1.5 The Vice Chancellor/Chancellor/Registrar or on his/her behalf any other officer to whom this power is delegated may, on the recommendations of the Dean/Principal/HoD of the concerned college/department /faculty/school, relax any of the conditions for payment of fees in special cases provided the student concerned submits a written application well in advance explaining the reasons for delay in payment of fees.

6.1.6 A student whose name has been struck off from rolls of the University, due to non-payment of fees in time/unavoidable circumstances /maternity leave/medical emergency/family reasons/ natural calamity

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/situation pandemic like COVID-19 etc., may be re-admitted on the recommendations of the Dean/Principal/HoD of the college/ department concerned and on payment of arrears of fees in full and other dues along with relevant Documents, together with a re-admission fees as fixed by the University. Provided further the request for re-admission shall be within the same semester and subject to the students full filling the requirements of minimum attendance as prescribed by the university.

6.1.7 In case a student proposes to withdraw from the University, he/she shall be required to submit a written application in advance to the Dean/Principal /HoD intimating the date of his/her withdrawal, failing which he/she shall continue to be on, the rolls of the university for the whole semester. In case of withdrawal from the course, a students would be required to pay the balance of the fee for the whole programme. This is keeping in mind that the withdrawal in middle of the programme denies another student an opportunity to undertake the programme and causes a financial loss to the university.

6.1.8 In case a student, after completing all admission formalities changes his/her programme of Studies, he/she shall be required to pay the differential fees, if any by the stipulated date.

6.1.9 Refund of Fees in case of cancellation/Withdrawal of Admission: In case a student, after having paid the fees, desires his/her admission to be cancelled, he/she shall be entitled to refund of fees as per the fee refund policy of UGC.

6.2 Refund of Security Deposit/Caution Money etc.

Security Deposit/ Caution Money are refundable, on an application from the student on his/her leaving the University, after deducting all dues, fines and other claims against him. In case a student does not claim the refund of any amount lying to his/her credit within one calendar year of his/her leaving the University, it shall be considered to have been donated by him/her to the VEWT/university for welfare of the society.

6.3 Examination Fees and Other Charges.

6.3.1 Examination fees, including the fees for the statement of marks/ Grade

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Cards shall be collected as per the notification of examination department.

6.3.2 No student shall be permitted to appear in examination unless he/she has paid all fees and cleared all other dues.

6.3.3 Request for addition/alteration in personal details of students as recorded in the Enrolment Register of the University may be considered only after the student has fulfilled the necessary formalities in accordance with rules. No change in the date of birth shall be made unless approved by the competent authority.



Section-7

The conditions of residence of the students of the University

The University premises has Hostel facility for students.The condition for providing residence facility are as under-

7.1 General

7.1.1 These rules may be called the rules for Hostels of the Babu Dinesh Singh University, Garhwa, Jharkhand.

7.1.2 These rules shall be applicable to all the Hostels of the university.

7.2 Admission

7.2.1 Application for admission to hostel shall be made on the prescribed form to be obtained form admission cell/ hostel office of the university on payment of fees as prescribed. The application form duly filled should reach admission cell/Hostel office before the prescribed date.

7.2.2 Incomplete or wrongly filled application forms shall not be considered.

7.2.3 Each application for admission shall furnish a character certificate from the head of the institution last attended, along with application.

7.2.4 After an application has been admitted or readmitted he/she may be allotted bed in a room by the warden/admission cell.

7.2.5 Old hostelers seeking readmission must also apply for admission ensuring clearance of "NO Dues" of previous years (if any) and then deposit their re-admission dues.

7.2.6 No student, who has failed or dropped out in the examination or warned for any disciplinary action shall be readmitted to the hostel except with explicit permission by the Vice Chancellor.

7.2.7 The parents of the students shall submit three pass-port size colored photographs of the local guardian, duly singed 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 at home.

7.2.8 No student shall be allowed to reside in any hostel after completion of

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his/her degree for which he/she was admitted. In the event of taking admission in a different course in the university his/her admission in the hostel shall be considered a fresh.

7.2.9 Initially a bonafide student may be considered for admission for one year only and in case of unsatisfactory conduct, re-admission in the university shall not be considered.

7.2.10 Hostel rooms may be vacated during vacations for maintenance. In exceptional cases students may be permitted to stay on payment of special charges which will be decided by the competent authority.

7.2.11 Students shall not be allowed to keep any furniture/electronic/electric gadgets other than that provided by the hostel in their rooms without prior permission of the warden/ competent authority.

7.2.12 Music systems/Radio/T.V. are not allowed in the rooms, however it may be permitted with written permission of the competent authority with earphone attachment.

7.2.13 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.

7.2.14 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.

7.2.15 In case of any emergency during the night, the hostellers shall contact the hostel warden for help. Girls may contact the warden through, the Security Personnel/Guard/ Chowkidar of the hostel. Local guardians/ parents of girl hosteller may contact the hostel warden and not the girls directly after 7: 00 pm in case of emergency.

7.3 Fees, Rents & Other Charges

7.3.1 Hostellers shall pay yearly rent or as decided by the University. Late fees shall be charged after the date fixed to deposit the fees notified by the University. A student, if admitted after beginning the session, shall pay the admission fee and University dues and hostel fee from the

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commencement of academic year up to and including the fee for the month in which he has been admitted (not less than one year).

7.3.2 Every students admitted or readmitted to the hostel shall pay caution (as notified) money refundable at the time of leaving the hostel on completion of the course/programme.

7.3.3 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 recommendations of the course coordinator/Dean/ Principal/ HoD or concerned warden with payment of hostel fee in multiples of a semester. This facility however may not be provided to the students who are required to prolong their stay on account of repeat examination.

7.4 Canteen Facilities

7.4.1 The facility of mess /canteen shall be provided by the University on payment basis.

7.4.2 Cooking is strictly prohibited in the hostel rooms.

7.4.3 Every hosteller shall be required to pay monthly mess charges in advance at the time of admission as notified by the competent authority/Hostel Committee.

7.5 Hostel Rooms and Allotment

7.5.1 The following priority is fixed for providing accommodation in the University Hostel:

i. The students will be admitted to the university hostel, subject of availability of seats.

ii. Any 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.

iii. Physically Handicapped Students.

iv. SCs/STs/OBCs/EWSs Students

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

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vi. Local students (staying within 15 kilometers from the campus), research scholars and married students would be allowed if seats are available in the hostel.

vii. All Hostel students residing in the hostel shall be required to submit an undertaking as per proforma as per University Regulations.

7.6 Attendance

7.6.1 Attendance shall be taken in hostel every evening at fixed time. Absence without prior information to warden, at the time of attendance is an offence. The warden shall strictly deal with any attempt of proxy or wrong entry in the attendance register. The roll call hours may be as follows-

i. Attendance time for girls 19:30 hours.

ii. Attendance time for boys 19:30 hours.

7.7 Misconduct & Indiscipline

7.7.1 Gambling of any kind and use of liquor, tobacco and smoking etc. is prohibited in the hostel and campus.

7.7.2 Guests of the opposite gender shall not be entertained in the hostel. The hostellers however may be permitted to meet their relatives at a pre designated place during timings as per rules.

7.7.3 Pornographic literature and exotic posters/displays etc. are not permitted in the hostels.

7.7.4 No hosteller shall be allowed to change the room allotted in the hostel without prior written permission of the warden/competent authority. The warden may order at any time change of rooms or mutual exchange of rooms without assigning any reasons.

7.7.5 Use of electric instruments like heater, blower, iron etc. are not allowed in the hostel. Heavy fine may be imposed for violation of this rule.

7.7.6 Hostellers are strictly prohibited to keep fire arms with them. No pets such as dogs/cat/parrots/ rabbits etc. are permitted to be kept in the hostel by the hostellers.

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7.7.7 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 locked room. The University shall accept no responsibility for the private property of the concerned students found in the rooms.

7.7.8 Hostellers shall not give shelter to any outsider. Anyone found guilty on this account shall be severely punished including removal from the hostel.

7.7.9 No meeting shall be held in the hostel premises without the prior permission of the warden/competent authority.

7.7.10 No notice is allowed to be exhibited on a Notice Board or circulated to the hostellers unless it has been signed by the competent authority.

7.7.11 Hostellers shall not cause any damage or interfere in any manner with the Notice Board of the hostel. A breach of this rule shall be severely dealt with.

7.7.12 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 instruction given from time to time. For matters common to all, the hostellers and other students, the display shall be on the notice board of the university. No separate notice would be sent to the hostellers.

7.8 Disciplinary Action

7.8.1 Every hosteller shall maintain a high standard of discipline, have respect for the traditions 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.

7.8.2 The warden shall keep a conduct register exclusively for recording the misconduct of the students along with details of punishment, warnings etc. While the register will have one page for one student for noting misconduct, it should have another page to note down good conducts/

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acts of students.

7.8.3 Resorting to any form of strike by the hostellers without following the provided channels and procedures shall be deemed as a serious breach of discipline and the student shall by the fact or act itself stand expelled from the hostel/University.

7.8.4 Any indiscipline or misconduct committed by the hosteller or group of hostellers shall be brought to the notice of warden/Proctor for taking appropriate action.

7.8.5 Depending upon the gravity of the misconduct committed by the hosteller, matter can be brought to the notice of the Proctor or Registrar or Vice-Chancellor who may pass an order in writing for taking appropriate action.

7.8.6 In case the situation in the hostel deteriorates to a level that requires protection, the 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/ Vice-Chancellor in writing.

7.8.7 Any hosteller found guilty of indiscipline, defiance of orders, rowdy behavior or any other misconduct is liable to be fined as decided by the competent authority of the university and/or instant removal or expulsion or rustication from the hostel/University.

7.8.8 Student shall be permitted to appeal against the decision of the warden to the Vice- Chancellor of the university.

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Section-8

Provision regarding disciplinary action against the students

8.1 Every student in the University shall at all times be of good behavior, show diligence in studies, maintain decorum and dignity, take proper interest in co-curricular activities, observe a code of conduct both within and outside the campus and observe all rules of discipline of the university.

8.2 When a student has been found guilty of breach of discipline within or outside the premises of University or an Institution, or persistent idleness or has been found guilty of misconduct, the Head of the Institution, at which such student is studying, should inform the Proctor/DSW/Registrar/Vice Chancellor. Depending upon the nature/gravity of the offence the Dean/Principal/HoD may :

8.2.1 suspend such a student from attending classes for not more than two weeks at a time, or

8.2.2 expel such a student from his institution, or

8.2.3 disqualify such a student from appearing at the next ensuing examination, or

8.2.4 rusticate such a student

8.3 Before Inflicting any punishment as aforesaid, the Proctor/DSW/Registrar /Vice Chancellor shall give the student concerned an opportunity of personal hearing and record the reasons of inflicting the punishment in writing.

8.4 The Proctor/DSW/Registrar/Vice Chancellor shall have the power to suspend a students temporarily, if feel necessary till the final outcome of an enquiry.

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

8.5.1 The rustication of a student from an institution shall entail the removal of his name from the register of enrolled students.

8.5.2 All students pursuing a course of studies at the Departments/ Faculties /Schools/Colleges/ Institutes shall observe a code of conduct as may be laid down by the rules and regulations of the University framed and

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notified from time to time.

8.5.3 Any violation of the code of conduct or breach of any rule or regulation of the Institutions/University by any student shall constitute an act of indiscipline and shall make him /her liable for disciplinary action against him/her.

8.5.4 The following acts, in particular, shall constitute acts of gross indiscipline and any student indulging in any of them shall render himself liable for disciplinary action against him/her:

i. Disobeying the teacher or misbehaving in the class;

ii. Quarrelling or fighting in any University building or in the campus among themselves;

iii. Quarrelling or fighting with a University employee or any employee of the University canteen, mess or any other public utility functioning in the campus;

iv. Writing of slogans or any material, making of skeletons or figures on any wall or portions of any building within the campus.

v. Behaving in the University campus or outside in a manner which is indecent or which is meant to annoy or hurt the teachers; officers or employees of the University.

vi. Any other act which the Proctor/DSW may determine and Vice-Chancellor may accept as an act of gross indiscipline.

vii. However, all cases of indiscipline within hostel premises shall initially be dealt by the warden concerned. To deal with such incidents the warden shall have all the powers like Proctor/DSW in this Ordinance. Any act of indiscipline should invariably be reported to the Proctor/Proctorial Board.

viii. Proctorial Board will consist of Chief Proctor as Chairperson, Proctor, Joint/Assistant Proctor and faculty members as members of the Board and shall be duly constituted by the Vice-Chancellor.

ix. The Chief Proctor, Proctor, Joint/Assistant Proctor and Members. shall be appointed by Vice-Chancellor with the approval of the

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Chancellor from amongst the faculties of the University ordinarily for a period not exceeding two years at a time.

8.6 Power and Duties of Chief Proctor /Proctor

The Chief Proctor/Proctor shall take action in all matters which are referred to him by the Proctor/ competent authority for disciplinary action, or by any responsible person or constituted authority of the University. He may also take action in matters which come to his knowledge and which in his opinion call for disciplinary action.

8.6.1 The Chief Proctor may delegate any of his powers to Proctors/Associate Proctor/Assistant Proctor. In the absence of Chief Proctor the Proctor/Senior most Associate Proctor/Assistant Proctor shall act as Chief Proctor.

8.6.2 If in the opinion of Chief Proctor, the act of indiscipline requiring action is not of a serious nature, he may hold a summary inquiry and shall have powers to impose the penalties.

8.6.3 If in the opinion of Chief Proctor, the breach of discipline is of a serious nature he may refer the case for investigation to the Proctorial Board. Chief Proctor, Proctor and Associate Proctor/Assistant Proctor or Proctor and Associate Proctor/Assistant Proctor shall constitute the quorum for sittings of such investigations.

8.6.4 There shall be a Disciplinary Committee consisting of the following:

i. Chief Proctor - Chairman

ii. Proctor - Member Secretary

iii. Dean Student Welfare

iv. A Professor

v. Associate Proctor/Assistant Proctor

vi. Chief Warden and/or Wardens of the Hostels

8.6.5 The Disciplinary Committee shall ordinarily hold meeting once in each semester/year of the academic year and it shall review general situation regarding discipline in the University and make suggestions in this regard. Any specific cases of indiscipline may also be referred to the

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Disciplinary committee for giving its opinion regarding the action to be taken.

8.6.6 All punishments and awarded to the students shall be recorded in a register to be maintained by the Chief Proctor/Proctor. The Register shall be a permanent record of the University and shall contain all such details.

8.6.7 If the Proctorial Board finds that in any incident of disturbance or breach of peace, certain persons who are not in the rolls of the University are involved or are likely to be involved, the board may send recommendations to the Vice-Chancellor that the University campus be declared out of bounds for such persons. If the recommendation is accepted by the Vice-Chancellor a notification shall be sent to the District administrative authorities as the Vice-Chancellor may deem fit. After such a notification has been issued, any person(s) trying to force their entry into the campus, will be treated as criminal trespass and shall be dealt accordingly.

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Section-9

The creation, composition and functions of any other body which is considered necessary for improving the academic life of the University

If the Competent authorities of the university feels the need of any other body/committee/board/council/cell/sports club/ sports academy/cricket academy etc., the University may create such type of body/committee /board /council/cell/sports club/ sports academy/cricket academy etc. and make a by-laws/ prescribe its composition, power and functions for improving the Academic life of the University. The university may associate with the concerned sports and cultural authorities of the state, national and international repute and make MoUs accordingly, specially for the development & promotions of the cricket among the university students and the students/player apart from the university of the local/rural area, university will prepare/sign MoUs with Jharkhand State Cricket Association (JSCA)/ Board of Control for Cricket in India (BCCI) and other association within the country and abroad. The university may constitute the following committee:

9.1 Deans' Committee/Board/Council

9.1.1 The university shall constitute a committee of Deans of the University to be known as the Deans' Committee.

9.1.2 The Dean's Committee shall comprise the following

i. Vice-Chancellor - Chairperson (Ex- Officio)

ii. Dean Academics - Member (Ex- Officio)

iii. All the Deans of Faculties - Member (Ex- Officio)

iv. Controller of Examinations - Member

v. Registrar - Member Secretary

vi. Any other member nominated by the Vice Chancellor/Chancellor

9.2 The functions of this committee will be as follows:

9.2.1 To Consider such matters as may be necessary arising from the conduct of examinations, standard of results, etc.

9.2.2 To consider academic matters relating to the functioning of

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Faculty/College/ Schools and Department.

9.2.3 To consider training and placement matters. and

9.2.4 To consider such other matters as may be assigned to it by the Board of Management or may be referred to by the Vice Chancellor.

9.2.5 The meetings of the committee shall be convened by the chairperson.

9.2.6 The quorum of the committee shall be one third of the total number.

9.3 Departmental Committee/Council

9.3.1 There shall be Departmental Committee/Council for each department consisting of members:

i. Head of the department

ii. all teachers of the department

iii. two students - one nominated by the Vice Chancellor and an-other by the head of the department for each academic year.

9.3.2 The Committee/Council shall meet thrice a year to review the activities of the department and suggest its ways of improvement if any.

9.4 Research Committee/Council

9.4.1 There shall be a separate Research Committee in each Faculty/College/ Department/School for the registration and proper guidance of research work which shall work under general control of Academic Council/Vice Chancellor.

9.4.2 Research Committee/Council shall be chaired by the Vice Chancellor.

9.5 Sports/ Yoga Committee/Academy/Club/Board/Council

9.5.1 The composition of the committee/Academy/Club/Board/Council shall comprise the following:

i. Director/sports Incharge/Head sports/Yoga/ Physical Education- Chairperson

ii. One senior faculty member as a coordinator.

iii. One faculty from each department with equal gender as a Member.

iv. Any two students (from 1st to final Year) from each department/college/faculty/ with equal gender and those who are

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interested / participated in Sports and Games events as a Student Member.

9.6 Function of the Sport/Yoga/Academy/Club/ Committee/Board/Council

9.6.1 Prepare Action Plan/Calender for the year.

9.6.2 Indicate requirement of sports/Yoga/academy/club items and maintain all types of sporting inventory.

9.6.3 Organize intra - college /university competitions at the college /university level.

9.6.4 Assist and encourage the students to participate actively in organizing and conducting various sports/yoga/academy/club and games both indoor and outdoor in the university/college.

9.6.5 Maintain records of sports/yoga/academy/club and games events attended by students within the college/university/state and outside the region/state /national/international level.

9.6.6 Submit annual report on the sports/yoga/academy/club events and budget allocations & spent during the year.

9.6.7 Coordinate with the Dean/ Principal/HoD for sports/yoga/academy/club and others event.

9.6.8 Obtaining permission to hold sports events in the university/other college/ university campus.

9.6.9 Recommending students to participate in the intra or inter-college/university events.

9.6.10 Recommending for Entry/Registration Fees to participate in various sports/yoga/academy/club events.

9.6.11 Submitting the information to the Vice Chancellor/Registrar office regarding students who have taken part in sports/yoga/academy/club events regularly.



Section-10

The manner of co-operation and collaboration with other universities and institutions of higher education.

10.1 Babu Dinesh Singh University, Garhwa, Jharkhand shall be signing MoU with National and International level institutes, organizations and universities for co-operation/collaboration for exchange of the knowledge (Theory and Practical) for Higher Education/Research.

10.2 The objective of such MoU/Collaboration shall be to further teaching, research, extension, consultancy aimed at providing opportunities of enhanced learning, hands on experience, cross-cultural dialogue and exchange of ideas for its faculty, research scholars and students

10.3 In view of these points, the University may enter into Memorandum of Understanding (MOU) with other institutions of national and international repute. Any proposal received and/or initiated by the University to enter into an MOU with other institutions shall be examined by Vice- Chancellor/ Dean/Principal/HoD of the concerned college/department/faculty/school.

10.4 MOU shall be placed for the consideration and approval of the Academic Council/Vice Chancellor/Chancellor of the University.

10.5 All MOUs are to be for a specified time-period and shall be reviewed periodically by the Academic Council/Vice Chancellor/Chancellor of the University.



Directives

All the provisions laid down in the first ordinance of Babu Dinesh Singh University require any approval due to urgency or in absence of concerned Committee/Board of Management/Governing Body for smooth functioning of the University, The Chancellor of the university is empowered on behalf of the concerned Committee/Board of Management /Governing Body to approve any proposal(s)/matter(s) on the recommendation of the Vice Chancellor. Where any question relating to the interpretation of the Ordinance or any rule framed therein arises, shall be referred to the Chancellor through Vice Chancellor for final decision. Further, the Chancellor shall also have the power to add/ modify/remove any provisions for smooth functioning of the First Ordinance as per the recommendation of Vice Chancellor.

By order of the Meeting of 1st Board of Management of the Babu Dinesh Singh University, Farathiya, Garhwa, Jharkhand.

04/06/2025

Registrar

Registrar
Babu Dinesh Singh University
Farathiya, Garhwa, Jharkhand

Babu Dinesh Singh University
Jharkhand
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Farathiya, Garhwa