स्वामी राम हिमालयन विश्वविद्यालय

Swami Rama Himalayan University

(A Uttarakhand State Private University established in the year 2013 as per Section 2 (f) of UGC Act, 1956)

विनियमों

REGULATIONS

Swami Rama Himalayan University

Swami Ram Nagar, Jolly Grant, Dehradun 248016

https://srhu.edu.in

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Academic Regulations

for

Bachelor of Technology (B.Tech.) Programme

(Effective from the Academic Year 2022-23)

Himalayan School of Science & Technology

SWAMI RAMA HIMALAYAN UNIVERSITY

Swami Ram Nagar, Jolly Grant, Doiwala,Dehradun

Registrar
Swami Rama Himalayan University

1. Short Title and Commencement:

1.1 These regulations shall be called ***"Academic Regulations for B. Tech. Programme of Swami Rama Himalayan University."***

1.2 These regulations shall be deemed to have come into force from the date as approved by the Board of Management of the Swami Rama Himalayan University.

2. Definitions:

2.1 **Academic Programme** shall mean a combination of courses and/or any other component leading to a Bachelor's degree.

2.2 **Academic Year** shall mean a period of twelve months divided in to 02 (two) ***Semesters*** of 20 weeks each (inclusive of 90 instructional days) for course work. The Odd Semester may be scheduled from first week of August to January and Even Semester from first week of February to July.

2.3 **CBCS** shall mean ***Choice Based Credit System***; means a system that provides choice to students to select from the prescribed courses (core, elective, minor or soft skill courses).

2.4 **Course** shall mean a component of a programme (referred to, as 'papers'). All courses need not carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed to comprise interactive lectures/ tutorials/seminars/ presentations/project work/ laboratory work/field work/ outreach activities/ vocational training/viva/ term papers/ assignments/ self-directed learning etc. or a combination of some of these.

2.5 **Credit Based Semester System (CBSS)** shall mean a system where the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be completed by the students.

2.6 **Continuous Internal Assessment (CIA)** is a form of educational evaluation that assess the student's progress throughout a prescribed course. It tracks the learning process throughout the semester allowing for identification of weak points/poor performance and self-amelioration.

2.7 **Sessional Examination** shall mean Internal Test(s) to be conducted at fixed intervals as announced through the Academic calendar on commencement of Academic Year.

2.8 **Day to Day Assessment** shall mean all the assessments that re normally conducted by a Course Instructor and includes assignments, group discussion, seminar, presentation, quizzes & viva-voce throughout the Semester.

2.9 **Cumulative Grade Point Average (CGPA)** is a measure of overall cumulative performance of a student in all semesters taken together.

2.10 **Course Coordinator** shall mean a faculty member, who shall be responsible for coordinating the work of all faculty member(s) involved in teaching and evaluation of a course.

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2.11 **Course Instructor** shall mean a faculty member involved in teaching and evaluation of a course.

2.12 **Credit** is a unit by which the course work is measured. It determines the number of hours of instructions required per week.

2.13 **Credit Point** is the product of grade point and number of credits for a course.

2.14 **Course Load** every student shall be required to register for a set of Courses in each *Semester*, with a total number of course *Credits* being limited by considering the permissible *weekly Contact Hours* (30-40 hrs. per Week, to enable the students to engage in homework assignments, self-learning outside the Class rooms/Laboratories, Extra/Co-Curricular activities and add-on Courses, if any, for their overall development). Thus, an average Course Load of 21-30 *Credits/Semester* (e.g.,6-8 *Courses*) shall be offered/given in normal case.

2.15 **Course Registration** shall mean that every student shall formally register himself for prescribed set of *Courses (Credits)*, offered, in each Semester.

2.16 **Course Flexibility** shall mean flexibility provided to the students in selecting the courses, based on their learning capacities.

2.17 **Credit Courses** shall mean courses registered by a student in a *Semester* to earn *credits*, where he will earn *one Credit* by registering and passing, viz.:

- One hour/week/Semester for *Theory/Lecture(L)Courses* or *Tutorials;* and,
- Two hours/week/Semester for *Laboratory/Practical (P)Courses*

2.18 **Credit Representation** shall mean *Credit* values, as defined below, for different academic activities:

Contact Hours/Week/Semester			***Credits***	***Total Credits***
Lectures (hrs/wk/Sem)	**Tutorials** (hrs/wk/Sem)	**Practical/Practices** (hrs/wk/Sem)	(L: T: P)	(C)
3	0	0	3:0:0	3
3	1	0	3:1:0	4
2	1	0	2:1:0	3
0	0	2	0:0:1	1

2.19 **Credits required for the Award of Degree** shall mean minimum prescribed number of *Credits* to be earned by a student for award of *B. Tech. Degree.*

2.20 **End Semester Examination (ESE)** shall mean an examination conducted by the University at the end of the semester.

2.21 **Enrolment to the University** shall mean the enrolment of a student to Swami Rama Himalayan University after completion of admission related requirements.

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2.22 **Grade** shall mean a prescribed alphabet awarded to a student based on his performance in the examinations.

2.23 **Grade Point** shall mean a numerical weight on a 10-point scale, allotted to each letter grade awarded to a student based on his performance in the examinations.

2.24 **Letter Grade** shall mean an index of the performance of students in the said course. Grades are denoted by letters O, A+, A, B+, B, C, P and F.

2.25 **Grade Card** shall mean a printed record reflecting student's performance.

2.26 **Registration to the Programme** shall mean registration of a student to the B. Tech. Programme after completion of admission related requirements.

2.27 **Report(s)** shall mean prescribed alphabet(s) citing the reason for not being awarded the grades.

2.28 **Semester Grade Point Average (SGPA)** shall mean a measure of performance of work done in a semester. It is a ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

2.29 **University** shall mean Swami Rama Himalayan University (SRHU).

3. Admissions:

Admission to B. Tech. Programme shall be made by the University. Eligibility criteria and procedure for admission to B. Tech. Programme shall be as prescribed by the University from time to time.

4. Duration of the Programme:

The normal duration of B. Tech. programme is 04 (four) years for regular student. However, a student admitted to the programme shall be required to complete the B. Tech. degree within the duration of 06 (six) years from the date of registration; failing which his registration to the programme shall stand cancelled.

5. Programme Structure:

Broad categories of courses to be studied over the entire duration of the B. Tech. Programme areas follows:

(a) Core Courses
(b) Elective Courses
  (i) Discipline Specific Elective Courses
  (ii) Generic Elective Courses
(c) Project Work/Dissertation
(d) Ability Enhancement Courses
  (i) Ability Enhancement Compulsory Courses
  (ii) Skill Enhancement Courses

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(e) Audit/ Value Added Courses

6. Registration:

6.1 **Registration to the Programme:**

The candidate shall be eligible for registration to the programme subject to verification and submission of all the required documents and deposit of prescribed fee.

6.2 **Course Registration:**

(i) A student shall be required to register every semester, as per the schedule defined in Academic Calendar, for the prescribed set of courses offered.

(ii) A student while registering for the course(s) at Semester V and beyond, shall be given the option of registering for 02(two) additional courses in advance viz., one elective and the other as core course of the higher semester.

(iii) ***Withdrawal:*** A student shall have an option to withdraw from course(s), not exceeding 02 (two), in a semester as per the schedule defined in Academic Calendar.

(iv) ***Substitution:*** A final year student shall have an option to substitute the already registered elective course, not exceeding 01(one), with other elective course offered in relevant semester as per the schedule defined in Academic Calendar.

7. University Enrolment:

All the students admitted shall be enrolled with the university. Enrolment Number once allotted by the University shall be unique and will have to be quoted by the students for all the correspondence with the University and also wherever necessary.

8. Temporary Discontinuation from the Programme:

8.1 Temporary discontinuation from the programme shall be allowed in exceptional cases for 02 (two) consecutive semesters but not more than 01 (one) year with prior approval of the Head of constituent academic unit. However, the student shall be allowed to rejoin the programme from next Academic Semester/Year.

8.2 Any student who temporarily discontinues the programme on medical ground shall be allowed rejoining the programme from the next Academic Semester/Year provided that he is found medically fit by the medical board constituted by the University from time to time.

8.3 Any student who temporarily discontinues the programme due to any other reasons shall be allowed to rejoin the programme only after approval is granted by the competent authority of the University.

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9. Attendance:

9.1 A student is required to maintain a minimum 75% attendance in theory classes before the conduct of any evaluation component/ Examination.

9.2 Requirement of attendance in the practical classes shall be 100%. In case, any of the experiment is missed-out due to absence of the student, it shall be the responsibility of the student to carry out the same with due permission of the concerned course coordinator.

9.3 Head of constituent college shall review the cases of short attendance before commencement of any of the evaluation component in every semester and thereafter a list of students 'not eligible' shall be notified.

Name of the Assessment Component	Attendance Criteria for Appearance
Sessional Examination I	75% attendance up to start of component from commencement of the Semester.
Sessional Examination II	
End Semester Examination	
End Semester Practical Examination	100% attendance up to start of the component from the commencement of the Semester.

10. Remedial Classes:

A student having short attendance till the last day of class work will be entitled to improve his attendance by joining remedial classes before the commencement of End Semester Examinations. Such a student shall be required to attend the College/Department during the period of preparatory leave and also to complete the work assigned by the Course Coordinator(s)/Instructor(s) of the respective course(s). The attendance so obtained by the student shall be added to his regular attendance of the respective courses of the semester. Student who is thus able to achieve 75% of attendance will be eligible to appear for the End Semester Examination.

11. Assessment:

There shall be comprehensive continuous assessment for all the students registered for B.Tech. programme. Procedure for assessment shall be as follows:

11.1 **Continuous Internal Assessment**

11.1.1**Theory**

The Continuous Internal Assessment of theory course(s) shall comprise of:

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(i) The Sessional Examination I, shall be based on the syllabus covered in first 05 (five) instructional weeks from the commencement of the semester.

(ii) The Sessional Examination II, shall be based on the syllabus covered in next 05 (five) instructional weeks after Sessional Examination I.

(iii) Day to Day Assignment: A teacher shall conduct Day to Day assessment on regular basis continuously throughout the semester. It shall comprise of Assessment/Group Discussion/Seminar/Presentation/Quiz/Viva Voce etc. in a semester.

S. No.	Continuous Internal Assessment	Weightage (%)
1.	Sessional Examination I	25%
2.	Sessional Examination II	25%
3.	Day to Day Assignment	50%

11.1.2 Practical:

The Continuous Internal Assessment for a course with laboratory session, shall be done on regular basis as per the course plan.

S.No.	Continuous Internal Assessment	Weightage (%)
1.	File record	20%
2.	Execution/demonstration	60%
3.	Viva-Voce	20%

A student must obtain minimum 40% marks in the Continuous Internal Assessment (CIA) of a course, to appear in the end semester examinations.

30% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the Continuous Internal Assessment of a course will be added to the final composite score of that course for the evaluation of the grade.

11.2 Make-up Examination for Sessional Examination:

i) Make- up examination for Sessional(s) is an opportunity given to the students who missed any or both the Sessional(s) either due to shortage of attendance, or not being able to appear for the components(s) due to some unforeseen circumstances.

ii) Make-up Examination for Sessional(s) shall be held after completion of Sessional II and before the commencement of End Semester Examination.

iii) A student shall be eligible to appear for the make-up examination for Sessional Exam, provided he fulfills the required attendance by the time of holding of make-up examination for the Sessional(s).

11.3 Eligibility Criteria for Appearing in the University End Semester Examination:

A student must obtain minimum 40% marks in the Continuous Internal Assessment (CIA) of a course, to be eligible to appear in the end semester examinations.

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11.4 End Semester Examinations:

i) End Semester Examination of 03(three) hours duration shall be held after 15(fifteen) instructional weeks from commencement of the semester and will cover entire syllabus of a course.

ii) For a course with laboratory session, the End Semester Practical Examination shall be based on Lab records, performance, experiments conducted/demonstration and viva-voce.

iii) 70% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the End Semester Examination of a course will contribute towards the final composite score of that course.

11.5 Evaluation of Answer Sheets:

11.5.1 Evaluation for Sessional Examination:

i) Examination-In-Charge designated by the constituent college shall be responsible for distributing all the answer sheets amongst the respective Course Coordinators for evaluation and award of scores.

ii) The respective Course Coordinators shall then uniformly distribute the answer sheets to the course instructor(s) for evaluation within the stipulated time frame.

iii) Evaluated answer sheets shall then be handed over to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

iv) The course coordinators shall be responsible to submit the consolidated award list for the respective component to the designated Examination-In-Charge.

11.5.2 Evaluation for End Semester Examination:

i) Centralized Evaluation process shall be adopted for the End Semester Examination.

ii) Once the answer booklets are received by the Examination Cell of the University, for fair evaluation to conceal the identity of an examinee coding of answer booklet shall be done by the Examination Cell before distribution to the Dean/ Head of the constituent college for evaluation.

iii) Evaluation of answer booklets shall be done at such place as decided by the University.

iv) Examination In-charge of the constituent college shall distribute the encoded answer sheets to the concerned Course Coordinators. The respective Course Coordinators shall then uniformly distribute the answer sheets to the evaluators designated by the University for Evaluation within the stipulated time frame.

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v) Subsequent to evaluation, it shall be the responsibility of the concerned course coordinators to hand over the evaluated answer sheets to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

vi) All the evaluated answer sheets, along with award list of End Semester Examination and composite scores of all the components i.e. Sessional, Day to Day assessment and ESE, shall be submitted separately by the respective course coordinator to the Dean/ Head of the constituent college for further forwarding to the University Examination Cell.

12 Criteria for passing a course:

In order to be declared pass, student must obtain minimum 40% marks of total composite score (30% marks of Continuous Internal Assessment (CIA) and 70% marks of End Semester Exams (ESE) taken together) in a course.

13 Course-wise Grading:

The letter-grades and their equivalent grade points are indicated below:

Composite Score	Letter Grades	Grade Points	Description	Performance
90 to 100	O	10	Outstanding	*Pass/Satisfactory**
80 to < 90	A^+	9	Excellent	
70 to < 80	A	8	Very Good	
60 to < 70	B^+	7	Good	
50 to < 60	B	6	Above Average	
45 to < 50	C	5	Average	
40 to < 45	P	4	Pass	
< 40	F	0	Fail	*Fail/Unsatisfactory**

* *Performance of a student in Audit/Compulsory Audit Course shall be reported as Satisfactory / Unsatisfactory.*

A student who cannot be awarded any of the above grades on account of any of the reasons mentioned herein shall be given the corresponding report in the grade card.

Status of Student	Report**
Withdrawal from the Course	W
Detained in End Semester Examination due to Shortage of Attendance	SA
Abstaining from the End Semester Examination	AB
Incomplete Term work/ Evaluation Component	I
Result withheld due to administrative reasons	WH
Cancellation of Registration in a course(s) due to Disciplinary action	RC

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** Report obtained by a student in any of the course shall not be used for the purpose of SGPA/CGPA calculation. Wherever this applied, SGPA and CGPA are not calculated and are marked as NC.

14 Method of Awarding the Grades:

Grading of the students shall be carried-out course-wise for theory and practical courses, separately. Marks obtained by the students in each assessment component shall be normalized on the scale of 100 (hundred) marks. The final composite score in a course shall be calculated by adding the normalized marks in the following proportion of weightages so that the total percentage of the components taken together is 100 (hundred):

Theory Components

Name of the Assessment Component	Weightages (in %age)
Continuous Internal Assessment	30%
End Semester Examination	70%

Practical Components

Name of the Assessment Component	Weightages(in %age)
Continuous Internal Assessment	30%
End Semester Examination	70%

Subsequently, the absolute grading method, based on composite score (as defined in course-wise grading) shall be used on normalized marks obtained by all the registered students in a course and grades shall be awarded.

15 Declaration of Results:

15.1 The respective course coordinators shall prepare and submit a list of normalized marks, as per the standardized format prescribed by the university, to the Dean/ Head of the constituent college who shall forward the same to the University Examination Cell.

15.2 The University Examination Cell after getting the final normalized marks checked and verified will award the grades.

15.3 Subsequent to award of grades, University Examination Cell shall prepare the result and declare the same as per the procedure laid down.

16 Compensatory Course(s):

16.1 Compensatory course(s) for theory component shall be offered, on payment of prescribed fee, to a student who has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s); failing which the student shall be required to register for the same/equivalent course(s) in a semester whenever it is offered as regular course.

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16.2 Compensatory course(s) shall also be available to a student who has either failed in earlier examination or abstained (AB) from the end semester examination.

16.3 Compensatory course(s) will be offered during a semester along with regular courses.

16.4 On completion of the compensatory course(s), inclusive of appearance in Sessional I or Sessional II or their make-up examination, a student will be eligible to appear for the university supplementary examination.

16.5 A student can register for not more than 02(two) compensatory courses at a time.

16.6 Withdrawal from a compensatory course is not permissible.

16.7 There shall be no compensatory course for laboratory courses. However, University Practical Examinations will be conducted only during regular End Semester Examinations.

17 Supplementary Examinations:

17.1 Supplementary Examinations shall be conducted for a student who has either failed in earlier examination or abstained (***AB***) from the End Semester Examination or has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s).

17.2 Supplementary Examination for End Semester Examinations shall be held with regular End Semester Examinations.

17.3 Supplementary Examinations for ODD Semesters shall be held along with the End Semester Examinations of ODD Semesters and Supplementary Examinations for EVEN Semesters shall be held along with the End Semester Examinations of EVEN Semesters.

17.4 Examination fee for Supplementary Examination shall be charged as prescribed by the university.

18 Use of Unfair Means:

All reported cases of use of Unfair Means shall be dealt with as per the ordinance made by the University in this regard.

19 Eligibility for Promotion& Registration to Higher Semesters:

19.1 A student having a maximum backlogs in 4 courses or 50% courses (including all category of courses), whichever is lower, of Academic year 1 (Semester-I & Semester-II) shall be promoted to Academic year 2 (Semester-III & Semester-IV).

19.2 A student having a maximum backlogs in 4 courses or 50% courses (including all category of courses), whichever is lower, of Academic year 2 (Semester- III & Semester-IV) shall be promoted to Academic year 3 (Semester-V & Semester- VI); subject to the condition that a student must have passed all the courses of Academic year 1 (Semester-1 & semester-II).

19.3 A student having a maximum backlogs in 4 courses or 50% courses (including all category of courses), whichever is lower, of Academic year 3 (Semester- V & Semester-VI) shall be promoted to Academic year 4 (Semester-VII & Semester- VIII); subject to the condition that a student must have passed all the courses of Academic year 2 (Semester-III & semester-IV).

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19.4 A special exam shall be conducted after the End Semester Exam of semester-VIII only for those final semester students, who are unable to pass a maximum of four courses or 50% courses, whichever is lower, of their Academic year 4 (Semester-VII & Semester- VIII) only.

19.5 The examination fee, as decided by the University, will be charged for the special examination.

20 Course Repetition:

20.1 A student who has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s) shall have to repeat and pass the course(s):

i) By registering a course(s) whenever it is offered as a compensatory course(s).

Or

ii) By registering a course(s) whenever it is offered as a regular course(s).

20.2 If the course (with same code/title/credit) is not offered due to the change in the curriculum, then student shall have to register and pass for the approved equivalent course (s) (with same credits) of the new curriculum.

20.3 A student who has once obtained the pass grade (***O-P***) shall not be allowed to repeat the course.

21 Grade Card:

At the end of each semester a student shall be issued a Grade Card which includes the following details:

i) Credits of each course registered in the Semester.
ii) Letter Grades/Reports obtained in each Course.
iii) The total number of credits earned by a student up to the end of that semester.
iv) Calculation of ***SGPA*** for each semester.
v) ***CGPA*** for all the 08 (eight) semesters for regular students, who have successfully completed the programme.

21.1 **Semester Grade Performance Average (SGPA):**

The performance of a student in a semester shall be indicated by a number called Semester Grade Performance Average (SGPA), which is the weighted average of the grade points obtained in all the courses in a semester by a student.

$$SGPA = \frac{\sum_{i=1}^{n} C_i (GP)_i}{\sum_{i=1}^{n} C_i},$$

where, C_i: *indicates the Credit for the* i^{th}*course,*
$(GP)_i$: *indicates the Grade point obtained for the* i^{th}*course,*
n: *indicates the total number of Courses.*

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21.2 **Cumulative Grade Point Average (CGPA):**

An assessment of the overall performance of a student shall be indicated by Cumulative Grade Point Average (CGPA).

$$CGPA = \frac{\sum_{i=1}^{m} S_i (SGPA)_i}{\sum_{i=1}^{m} S_i},$$

Where, *Si:Sum of credits in the i^{th}Semester,*
$(SGPA)_i$: Semester Grade Point average obtained by the student in the i^{th}Semester,
m: indicates the number of Semesters.

21.3 **Classification of Results:**

Based on the CGPA obtained and successful completion of B. Tech Program, the result of a student shall be declared as follows:

CGPA	Result
7.50 and above	Passed with Distinction (Passed all the courses in First Attempt)
6.00 and above but less than 7.50	Passed with First Class
4.50 and above but less than 6.00	Passed with Second Class
4.00 and above but less than 4.50	Pass
Below 4.00	Failed

21.4 **Equivalence between Grade Points and Percentage:**

Equivalence between grade points and percentage of marks can be obtained by directly multiplying the grade points by a factor of 10.00.

22 Grade Improvement:

A student who has passed in all the examinations, starting Semester-I to Semester-VIII for B. Tech. programme shall qualify for the award of degree. Nevertheless, if student feels that his CGPA is not satisfactory; such a student, for the purpose of improving the CGPA, can reappear for any of the 04 (four) core courses from Semester-V to Semester VIII, in the Supplementary Examination to be conducted after the End Semester Examination of the Semester-VIII and take a chance to improve the CGPA. No further chance shall be given to improve the CGPA.

23 Award of Degree:

A student shall be declared to be eligible for award of the B. Tech. Degree if he has:

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(i) Successfully registered and acquired the minimum credits as prescribed by the University from time to time and as specified in the Scheme of Study and Evaluation of B. Tech. programme corresponding to the discipline of his study within the stipulated time.

(ii) Completed the normal duration of programme of study.

(iii) Earned a CGPA of 4.00 or above.

24 Notwithstanding anything stated in these Regulations, for any unforeseen issues arising, and not covered by these Regulations, or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining the opinion/advice of a Committee constituted by the Vice Chancellor. The decision of the Vice-Chancellor shall be final.

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Academic Regulations

for

Bachelor of Computer Applications (BCA) Programme

(Effective from the Academic Year 2022-23)

Himalayan School of Science& Technology

SWAMI RAMA HIMALAYAN UNIVERSITY

Swami Ram Nagar, Jolly Grant, Doiwala,Dehradun

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2.11 **Course Instructor** shall mean a faculty member involved in teaching and evaluation of a course.

2.12 **Credit** is a unit by which the course work is measured. It determines the number of hours of instructions required per week.

2.13 **Credit Point** is the product of grade point and number of credits for a course.

2.14 **Course Load** every student shall be required to register for a set of Courses in each *Semester*, with a total number of course *Credits* being limited by considering the permissible *weekly Contact Hours* (30-40 hrs. per Week, to enable the students to engage in homework assignments, self-learning outside the Class rooms/Laboratories, Extra/Co-Curricular activities and add-on Courses, if any, for their overall development). Thus, an average Course Load of 21-30 *Credits/Semester* (e.g.,6-8 *Courses*) shall be offered/given in normal case.

2.15 **Course Registration** shall mean that every student shall formally register himself for prescribed set of *Courses (Credits)*, offered, in each Semester.

2.16 **Course Flexibility** shall mean flexibility provided to the students in selecting the courses, based on their learning capacities.

2.17 **Credit Courses** shall mean courses registered by a student in a *Semester* to earn *credits*, where he will earn *one Credit* by registering and passing, viz.:

- One hour/week/Semester for *Theory/Lecture(L)Courses* or *Tutorials;* and,
- Two hours/week/Semester for *Laboratory/Practical (P)Courses*

2.18 **Credit Representation** shall mean *Credit* values, as defined below, for different academic activities:

Contact Hours/Week/Semester			***Credits***	***Total Credits***
Lectures (hrs/wk/Sem)	**Tutorials** (hrs/wk/Sem)	**Practical/Practices** (hrs/wk/Sem)	(L: T: P)	(C)
3	0	0	3:0:0	3
3	1	0	3:1:0	4
2	1	0	2:1:0	3
0	0	2	0:0:1	1

2.19 **Credits required for the Award of Degree** shall mean minimum prescribed number of *Credits* to be earned by a student for award of *BCA Degree.*

2.20 **End Semester Examination (ESE)** shall mean an examination conducted by the University at the end of the semester.

2.21 **Enrolment to the University** shall mean the enrolment of a student to Swami Rama Himalayan University after completion of admission related requirements.

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2.22 **Grade** shall mean a prescribed alphabet awarded to a student based on his performance in the examinations.

2.23 **Grade Point** shall mean a numerical weight on a 10-point scale, allotted to each letter grade awarded to a student based on his performance in the examinations.

2.24 **Letter Grade** shall mean an index of the performance of students in the said course. Grades are denoted by letters O, A+, A, B+, B, C, P and F.

2.25 **Grade Card** shall mean a printed record reflecting student'sperformance.

2.26 **Registration to the Programme** shall mean registration of a student to the BCA Programme after completion of admission related requirements.

2.27 **Report(s)** shall mean prescribed alphabet(s) citing the reason for not being awarded the grades.

2.28 **Semester Grade Point Average (SGPA)** shall mean a measure of performance of work done in a semester. It is a ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

2.29 **University** shall mean Swami Rama Himalayan University (SRHU).

3. Admissions:

Admission to BCA Programme shall be made by the University. Eligibility criteria and procedure for admission to BCA Programme shall be as prescribed by the University from time to time.

4. Duration of the Programme:

The normal duration of BCA programme is 03 (three) years for regular student. However, a student admitted to the programme shall be required to complete the BCA degree within the duration of 05 (five) years from the date of registration; failing which his registration to the programme shall stand cancelled.

5. Programme Structure:

Broad categories of courses to be studied over the entire duration of the BCA Programme areas follows:

(a) Core Courses
(b) Elective Courses
  (i) Discipline Specific Elective Courses
  (ii) Generic Elective Courses
(c) Project Work/Dissertation
(d) Ability Enhancement Courses
  (i) Ability Enhancement Compulsory Courses
  (ii) Skill Enhancement Courses

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(e) Audit/ Value Added Courses

6. Registration:

6.1**Registration to the Programme:**

The candidate shall be eligible for registration to the programme subject to verification and submission of all the required documents and deposit of prescribed fee.

6.2 **Course Registration:**

(i) A student shall be required to register every semester, as per the schedule defined in Academic Calendar, for the prescribed set of courses offered.

(ii) A student while registering for the course(s) at Semester V and beyond, shall be given the option of registering for 02(two) additional courses in advance viz., one elective and the other as core course of the higher semester.

(iii) ***Withdrawal:*** A student shall have an option to withdraw from course(s), not exceeding 02 (two), in a semester as per the schedule defined in Academic Calendar.

(iv) ***Substitution:*** A final year student shall have an option to substitute the already registered elective course, not exceeding 01(one), with other elective course offered in relevant semester as per the schedule defined in Academic Calendar.

7. University Enrolment:

All the students admitted shall be enrolled with the university. Enrolment Number once allotted by the University shall be unique and will have to be quoted by the students for all the correspondence with the University and also wherever necessary.

8. Temporary Discontinuation from the Programme:

8.1 Temporary discontinuation from the programme shall be allowed in exceptional cases for 02 (two) consecutive semesters but not more than 01 (one) year with prior approval of the Head of constituent academic unit. However, the student shall be allowed to rejoin the programme from next Academic Semester/Year.

8.2 Any student who temporarily discontinues the programme on medical ground shall be allowed rejoining the programme from the next Academic Semester/Yearprovided that he is found medically fit by the medical board constituted by the University from time to time.

8.3 Any student who temporarily discontinues the programme due to any other reasons shall be allowed to rejoin the programme only after approval is granted by the competent authority of the University.

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9. Attendance:

9.1 A student is required to maintain a minimum 75% attendance in theory classes before the conduct of any evaluation component/ Examination.

9.2 Requirement of attendance in the practical classes shall be 100%. In case, any of the experiment is missed-out due to absence of the student, it shall be the responsibility of the student to carry out the same with due permission of the concerned course coordinator.

9.3 Head of constituent college shall review the cases of short attendance before commencement of any of the evaluation component in every semester and thereafter a list of students 'not eligible' shall be notified.

Name of the Assessment Component	Attendance Criteria for Appearance
Sessional Examination I	75% attendance up to start of component from commencement of the Semester.
Sessional ExaminationII	
End Semester Examination	
End Semester Practical Examination	100% attendance up to start of the component from the commencement of the Semester.

10. Remedial Classes:

A student having short attendance till the last day of class work will be entitled to improve his attendance by joining remedial classes before the commencement of End Semester Examinations. Such a student shall be required to attend the College/Department during the period of preparatory leave and also to complete the work assigned by the Course Coordinator(s)/Instructor(s) of the respective course(s). The attendance so obtained by the student shall be added to his regular attendance of the respective courses of the semester. Student who is thus able to achieve 75% of attendance will be eligible to appear for the End Semester Examination.

11. Assessment:

There shall be comprehensive continuous assessment for all the students registered for BCA programme. Procedure for assessment shall be as follows:

11.1 **Continuous Internal Assessment**

11.1.1 **Theory**

The Continuous Internal Assessment of theory course(s) shall comprise of:

(i) The Sessional Examination I, shall be based on the syllabus covered in first 05 (five) instructional weeks from the commencement of the semester.

(ii) The Sessional Examination II, shall be based on the syllabus covered in next 05 (five) instructional weeks after Sessional Examination I.

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(iii) Day to Day Assignment: A teacher shall conduct Day to Day assessment on regular basis continuously throughout the semester. It shall comprise of Assessment/Group Discussion/Seminar/Presentation/Quiz/Viva Voce etc. in a semester.

S. No.	Continuous Internal Assessment	Weightage (%)
1.	Sessional Examination I	25%
2.	Sessional ExaminationII	25%
3.	Day to Day Assignment	50%

11.1.2 Practical:

The Continuous Internal Assessment for a course with laboratory session, shall be done on regular basis as per the course plan.

S.No.	CotinuousInternal Assessment	Weightage (%)
1.	File record	20%
2.	Execution/demonstration	60%
3.	Viva-Voce	20%

A student must obtain minimum 40% marks in the Continuous Internal Assessment (CIA) of a course, to appear in the end semester examinations.

30% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the Continuous Internal Assessment of a course will be added to the final composite score of that course for the evaluation of the grade.

11.2 Make-up Examination for Sessional Examination:

i) Make- up examination for Sessional(s) is an opportunity given to the students who missed any or both the Sessional(s) either due to shortage of attendance, or not being able to appear for the components(s) due to some unforeseen circumstances.

ii) Make-up Examination for Sessional(s) shall be held after completion of Sessional II and before the commencement of End Semester Examination.

iii) A student shall be eligible to appear for the make-up examination for Sessional Exam, provided he fulfills the required attendance by the time of holding of make-up examination for the Sessional(s).

11.3 Eligibility Criteria for Appearing in the University End Semester Examination:

A student must obtain minimum 40% marks in the Continuous Internal Assessment (CIA) of a course, to be eligible to appear in the end semester examinations.

11.4 End Semester Examinations:

i) End Semester Examination of 03(three) hours duration shall be held after 15(fifteen) instructional weeks from commencement of the semester and will cover entire syllabus of a course.

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ii) For a course with laboratory session, the End Semester Practical Examination shall be based on Lab records, performance, experiments conducted/demonstration and viva-voce.

iii) 70% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the End Semester Examination of a course will contribute towards the final composite score of that course.

11.5 Evaluation of Answer Sheets:

11.5.1 Evaluation for Sessional Examination:

i) Examination-In-Charge designated by the constituent college shall be responsible for distributing all the answer sheets amongst the respective Course Coordinators for evaluation and award of scores.

ii) The respective Course Coordinators shall then uniformly distribute the answer sheets to the course instructor(s) for evaluation within the stipulated time frame.

iii) Evaluated answer sheets shall then be handed over to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

iv) The course coordinators shall be responsible to submit the consolidated award list for the respective component to the designated Examination-In-Charge.

11.5.2 Evaluation for End Semester Examination:

i) Centralized Evaluation process shall be adopted for the End Semester Examination.

ii) Once the answer booklets are received by the Examination Cell of the University, for fair evaluation to conceal the identity of an examinee coding of answer booklet shall be done by the Examination Cell before distribution to the Dean/ Head of the constituent college for evaluation.

iii) Evaluation of answer booklets shall be done at such place as decided by the University.

iv) Examination In-charge of the constituent college shall distribute the encoded answer sheets to the concerned Course Coordinators. The respective Course Coordinators shall then uniformly distribute the answer sheets to the evaluators designated by the University for Evaluation within the stipulated time frame.

v) Subsequent to evaluation, it shall be the responsibility of the concerned course coordinators to hand over the evaluated answer sheets to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

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vi) All the evaluated answer sheets, along with award list of End Semester Examination and composite scores of all the components i.e. Sessional, Day to Day assessment and ESE, shall be submitted separately by the respective course coordinator to the Dean/ Head of the constituent college for further forwarding to the University Examination Cell.

12 Criteria for passing a course:

In order to be declared pass, student must obtain minimum 40% marks of total composite score (30% marks of Continuous Internal Assessment (CIA) and 70% marks of End Semester Exams (ESE) taken together) in a course.

13 Course-wise Grading:

The letter-grades and their equivalent grade points are indicated below:

Composite Score	Letter Grades	Grade Points	Description	Performance
90 to 100	**O**	**10**	Outstanding	***Pass/Satisfactory****
80 to < 90	**A^+**	**9**	Excellent	
70 to < 80	**A**	**8**	Very Good	
60 to < 70	**B^+**	**7**	Good	
50 to < 60	**B**	**6**	Above Average	
45 to < 50	**C**	**5**	Average	
40 to < 45	**P**	**4**	Pass	
< 40	**F**	**0**	Fail	***Fail/Unsatisfactory****

* *Performance of a student in Audit/Compulsory Audit Course shall be reported as Satisfactory / Unsatisfactory.*

A student who cannot be awarded any of the above grades on account of any of the reasons mentioned herein shall be given the corresponding report in the grade card.

Status of Student	Report**
Withdrawal from the Course	W
Detained in End Semester Examination due to Shortage of Attendance	SA
Abstaining from the End Semester Examination	AB
Incomplete Term work/ Evaluation Component	I
Result withheld due to administrative reasons	WH
Cancellation of Registration in a course(s) due to Disciplinary action	RC

** Report obtained by a student in any of the course shall not be used for the purpose of SGPA/CGPA calculation. Wherever this applied, SGPA and CGPA are not calculated and are marked as NC.

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14 Method of Awarding the Grades:

Grading of the students shall be carried-out course-wise for theory and practical courses, separately. Marks obtained by the students in each assessment component shall be normalized on the scale of 100 (hundred) marks. The final composite score in a course shall be calculated by adding the normalized marks in the following proportion of weightages so that the total percentage of the components taken together is 100 (hundred):

Theory Components

Name of the Assessment Component	Weightages (in %age)
Continuous Internal Assessment	30%
End Semester Examination	70%

Practical Components

Name of the Assessment Component	Weightages(in %age)
Continuous Internal Assessment	30%
End Semester Examination	70%

Subsequently, the absolute grading method, based on composite score (as defined in course-wise grading) shall be used on normalized marks obtained by all the registered students in a course and grades shall be awarded.

15 Declaration of Results:

15.1 The respective course coordinators shall prepare and submit a list of normalized marks, as per the standardized format prescribed by the university, to the Dean/ Head of the constituent college who shall forward the same to the University Examination Cell.

15.2 The University Examination Cell after getting the final normalized marks checked and verified will award the grades.

15.3 Subsequent to award of grades, University Examination Cell shall prepare the result and declare the same as per the procedure laid down.

16 Compensatory Course(s):

16.1 Compensatory course(s) for theory component shall be offered, on payment of prescribed fee, to a student who has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s); failing which the student shall be required to register for the same/equivalent course(s) in a semester whenever it is offered as regular course.

16.2 Compensatory course(s) shall also be available to a student who has either failed in earlier examination or abstained (AB) from the end semester examination.

16.3 Compensatory course(s) will be offered during a semester along with regular courses.

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16.4 On completion of the compensatory course(s), inclusive of appearance in Sessional I or Sessional II or their make-up examination, a student will be eligible to appear for the university supplementary examination.

16.5 A student can register for not more than 02(two) compensatory courses at a time.

16.6 Withdrawal from a compensatory course is not permissible.

16.7 There shall be no compensatory course for laboratory courses. However, University Practical Examinations will be conducted only during regular End Semester Examinations.

17 Supplementary Examinations:

17.1 Supplementary Examinations shall be conducted for a student who has either failed in earlier examination or abstained (***AB***) from the End Semester Examination or has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s).

17.2 Supplementary Examination for End Semester Examinations shall be held with regular End Semester Examinations.

17.3 Supplementary Examinations for ODD Semesters shall be held along with the End Semester Examinations of ODD Semesters and Supplementary Examinations for EVEN Semesters shall be held along with the End Semester Examinations of EVEN Semesters.

17.4 Examination fee for Supplementary Examination shall be charged as prescribed by the university.

18 Use of Unfair Means:

All reported cases of use of Unfair Means shall be dealt with as per the ordinance made by the University in this regard.

19 Eligibility for Promotion& Registration to Higher Semesters:

19.1 A student having a maximum backlogs in 4 courses or 50% courses (including all category of courses), whichever is lower, of Academic year 1 (Semester-I & Semester-II) shall be promoted to Academic year 2 (Semester-III & Semester-IV).

19.2 A student having a maximum backlogs in 4 courses or 50% courses (including all category of courses), whichever is lower, of Academic year 2 (Semester- III & Semester-IV) shall be promoted to Academic year 3 (Semester-V & Semester- VI); subject to the condition that a student must have passed all the courses of Academic year 1 (Semester-1 & semester-II).

19.3 A special exam shall be conducted after the End Semester Exam of semester-VI only for those final semester students, who are unable to pass a maximum of four courses or 50% courses, whichever is lower, of their Academic year 3 (Semester-V & Semester- VI) only.

19.4 The examination fee, as decided by the University, will be charged for the special examination.

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20 Course Repetition:

20.1 A student who has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s) shall have to repeat and pass the course(s):

i) By registering a course(s) whenever it is offered as a compensatory course(s).

Or

ii) By registering a course(s) whenever it is offered as a regular course(s).

20.2 If the course (with same code/title/credit) is not offered due to the change in the curriculum, then student shall have to register and pass for the approved equivalent course (s) (with same credits) of the new curriculum.

20.3 A student who has once obtained the pass grade (***O-P***) shall not be allowed to repeat the course.

21 Grade Card:

At the end of each semester a student shall be issued a Grade Card which includes the following details:

i) Credits of each course registered in the Semester.
ii) Letter Grades/Reports obtained in each Course.
iii) The total number of credits earned by a student up to the end of that semester.
iv) Calculation of ***SGPA*** for each semester.
v) ***CGPA*** for all the 06(six) semesters for regular students, who have successfully completed the programme.

21.1 Semester Grade Performance Average (SGPA):

The performance of a student in a semester shall be indicated by a number called Semester Grade Performance Average (SGPA), which is the weighted average of the grade points obtained in all the courses in a semester by a student.

$$SGPA = \frac{\sum_{i=1}^{n} C_i (GP)_i}{\sum_{i=1}^{n} C_i},$$

where, C_i: *indicates the Credit for the* i^{th}*course,*
$(GP)_i$: *indicates the Grade point obtained for the* i^{th}*course,*
n: *indicates the total number of Courses.*

21.2 Cumulative Grade Point Average (CGPA):

An assessment of the overall performance of a student shall be indicated by Cumulative Grade Point Average (CGPA).

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$$CGPA = \frac{\sum_{i=1}^{m} S_i (SGPA)_i}{\sum_{i=1}^{m} S_i},$$

Where, *Si:Sum of credits in the i^{th}Semester,*
$(SGPA)_i$: Semester Grade Point average obtained by the student in the i^{th}Semester,
m: indicates the number of Semesters.

21.3 **Classification of Results:**

Based on the CGPA obtained and successful completion of BCA Program, the result of a student shall be declared as follows:

CGPA	Result
7.50 and above	Passed with Distinction (Passed all the courses in First Attempt)
6.00 and above but less than 7.50	Passed with First Class
4.50 and above but less than 6.00	Passed with Second Class
4.00 and above but less than 4.50	Pass
Below 4.00	Failed

21.4 **Equivalence between Grade Points and Percentage:**

Equivalence between grade points and percentage of marks can be obtained by directly multiplying the grade points by a factor of 10.00.

22 Grade Improvement:

A student who has passed in all the examinations, starting Semester-I to Semester-VI for BCA programme shall qualify for the award of degree. Nevertheless, if student feels that his CGPA is not satisfactory; such a student, for the purpose of improving the CGPA, can reappear for any of the 04 (four) core courses from Semester-III to Semester VI, in the Supplementary Examination to be conducted after the End Semester Examination of the Semester-VI and take a chance to improve the CGPA. No further chance shall be given to improve the CGPA.

23 Award of Degree:

A student shall be declared to be eligible for award of the BCA Degree if he has:

(i) Successfully registered and acquired the minimum credits as prescribed by the University from time to time and as specified in the Scheme of Study and Evaluation of BCA programme corresponding to the discipline of his study within the stipulated time.
(ii) Completed the normal duration of programme of study.
(iii) Earned a CGPA of 4.00 or above.

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24 Notwithstanding anything stated in these Regulations, for any unforeseen issues arising, and not covered by these Regulations, or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining the opinion/advice of a Committee constituted by the Vice Chancellor. The decision of the Vice-Chancellor shall be final.

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Academic Regulations

for

Master of Computer Applications (MCA) Programme

(Effective from the Academic Year 2022-23)

Himalayan School of Science & Technology

SWAMI RAMA HIMALAYAN UNIVERSITY

Swami Ram Nagar, Jolly Grant, Doiwala,Dehradun

Registrar
Swami Rama Himalayan University

1. Short Title and Commencement:

1.1 These regulations shall be called ***"Academic Regulations for the MCA Programme of Swami Rama Himalayan University."***

1.2 These regulations shall be deemed to have come into force from the date as approved by the Board of Management of the Swami Rama Himalayan University.

2. Definitions:

2.1 **Academic Programme** shall mean a combination of courses and/or any other component leading to a Bachelor's degree.

2.2 **Academic Year** shall mean a period of twelve months divided in to 02(two) ***Semesters*** of ~ 20 weeks each (inclusive of 90 instructional days) for course work. The Odd Semester may be scheduled from first week of August to January and Even Semester from first week of February to July.

2.3 **CBCS** shall mean ***Choice Based Credit System***; means a system that provides choice to students to select from the prescribed courses (core, elective, minor or soft skill courses).

2.4 **Course** shall mean a component of a programme (referred to, as 'papers'). All courses need not carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed to comprise interactive lectures/ tutorials/seminars/ presentations/project work/ laboratory work/field work/ outreach activities/ vocational training/viva/ term papers/ assignments/ self-directed learning etc. or a combination of some of these.

2.5 **Credit Based Semester System (CBSS)** shall mean a system where the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be completed by the students.

2.6 **Continuous Internal Assessment (CIA)** is a form of educational evaluation that assess the student's progress throughout a prescribed course. It tracks the learning process throughout the semester allowing for identification of weak points/poor performance and self-amelioration.

2.7 **Sessional Examination** shall mean Internal Test(s) to be conducted at fixed intervals as announced through the Academic calendar on commencement of Academic Year.

2.8 **Day to Day Assessment** shall mean all the assessments that re normally conducted by a Course Instructor and includes assignments, group discussion, seminar, presentation, quizzes & viva-voce throughout the Semester.

2.9 **Cumulative Grade Point Average (CGPA)** is a measure of overall cumulative performance of a student in all semesters taken together.

2.10 **Course Coordinator** shall mean a faculty member, who shall be responsible for coordinating the work of all faculty member(s) involved in teaching and evaluation of a course.

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2.11 **Course Instructor** shall mean a faculty member involved in teaching and evaluation of a course.

2.12 **Credit** is a unit by which the course work is measured. It determines the number of hours of instructions required per week.

2.13 **Credit Point** is the product of grade point and number of credits for a course.

2.14 **Course Load** every student shall be required to register for a set of Courses in each *Semester*, with a total number of course *Credits* being limited by considering the permissible *weekly Contact Hours* (30-40 hrs. per Week, to enable the students to engage in homework assignments, self-learning outside the Class rooms/Laboratories, Extra/Co-Curricular activities and add-on Courses, if any, for their overall development). Thus, an average Course Load of 21-30 *Credits/Semester* (e.g., 6-8 *Courses*) shall be offered/given in normal case.

2.15 **Course Registration** shall mean that every student shall formally register himself for prescribed set of *Courses (Credits)*, offered, in each Semester.

2.16 **Course Flexibility** shall mean flexibility provided to the students in selecting the courses, based on their learning capacities.

2.17 **Credit Courses** shall mean courses registered by a student in a *Semester* to earn *credits*, where he will earn *one Credit* by registering and passing, viz.:

- One hour/week/Semester for *Theory/Lecture(L)Courses* or *Tutorials;* and,
- Two hours/week/Semester for *Laboratory/Practical (P)Courses*

2.18 **Credit Representation** shall mean *Credit* values, as defined below, for different academic activities:

Contact Hours/Week/Semester			***Credits***	***Total Credits***
Lectures (hrs/wk/Sem)	**Tutorials** (hrs/wk/Sem)	**Practical/Practices** (hrs/wk/Sem)	(L: T: P)	(C)
3	0	0	3:0:0	3
3	1	0	3:1:0	4
2	1	0	2:1:0	3
0	0	2	0:0:1	1

2.19 **Credits required for the Award of Degree** shall mean minimum prescribed number of *Credits* to be earned by a student for award of *MCA Degree*.

2.20 **End Semester Examination (ESE)** shall mean an examination conducted by the University at the end of the semester.

2.21 **Enrolment to the University** shall mean the enrolment of a student to Swami Rama Himalayan University after completion of admission related requirements.

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2.22 **Grade** shall mean a prescribed alphabet awarded to a student based on his performance in the examinations.

2.23 **Grade Point** shall mean a numerical weight on a 10-point scale, allotted to each letter grade awarded to a student based on his performance in the examinations.

2.24 **Letter Grade** shall mean an index of the performance of students in the said course. Grades are denoted by letters O, A+, A, B+, B, C and F.

2.25 **Grade Card** shall mean a printed record reflecting student's performance.

2.26 **Registration to the Programme** shall mean registration of a student to the MCA Programme after completion of admission related requirements.

2.27 **Report(s)** shall mean prescribed alphabet(s) citing the reason for not being awarded the grades.

2.28 **Semester Grade Point Average (SGPA)** shall mean a measure of performance of work done in a semester. It is a ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

2.29 **University** shall mean Swami Rama Himalayan University (SRHU).

3. Admissions:

Admission to MCA Programme shall be made by the University. Eligibility criteria and procedure for admission to MCA Programme shall be as prescribed by the University from time to time.

4. Duration of the Programme:

The normal duration of MCA programme is 02 (two) years for regular student. However, a student admitted to the programme shall be required to complete the MCA degree within the duration of 04 (four) years from the date of registration; failing which his registration to the programme shall stand cancelled.

5. Programme Structure:

Broad categories of courses to be studied over the entire duration of the MCA Programme areas follows:

(a) Core Courses
(b) Elective Courses
  (i) Discipline Specific Elective Courses
  (ii) Generic Elective Courses

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(c) Project Work/Dissertation
(d) Ability Enhancement Courses
  (i) Ability Enhancement Compulsory Courses
  (ii) Skill Enhancement Courses
(e) Audit/ Value Added Courses

6. Registration:

6.1 **Registration to the Programme:**

The candidate shall be eligible for registration to the programme subject to verification and submission of all the required documents and deposit of prescribed fee.

6.2 **Course Registration:**

(i) A student shall be required to register every semester, as per the schedule defined in Academic Calendar, for the prescribed set of courses offered.
(ii) A student while registering for the course(s) at Semester V and beyond, shall be given the option of registering for 02(two) additional courses in advance viz., one elective and the other as core course of the higher semester.
(iii) ***Withdrawal:*** A student shall have an option to withdraw from course(s), not exceeding 02 (two), in a semester as per the schedule defined in Academic Calendar.
(iv) ***Substitution:*** A final year student shall have an option to substitute the already registered elective course, not exceeding 01(one), with other elective course offered in relevant semester as per the schedule defined in Academic Calendar.

7. University Enrolment:

All the students admitted shall be enrolled with the university. Enrolment Number once allotted by the University shall be unique and will have to be quoted by the students for all the correspondence with the University and also wherever necessary.

8. Temporary Discontinuation from the Programme:

8.1 Temporary discontinuation from the programme shall be allowed in exceptional cases for 02 (two) consecutive semesters but not more than 01 (one) year with prior approval of the Head of constituent academic unit. However, the student shall be allowed to rejoin the programme from next Academic Semester/Year.

8.2 Any student who temporarily discontinues the programme on medical ground shall be allowed rejoining the programme from the next Academic Semester/Year provided that he is found medically fit by the medical board constituted by the University from time to time.

8.3 Any student who temporarily discontinues the programme due to any other reasons shall be allowed to rejoin the programme only after approval is granted by the competent authority of the University.

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9. Attendance:

9.1 A student is required to maintain a minimum 75% attendance in theory classes before the conduct of any evaluation component/ Examination.

9.2 Requirement of attendance in the practical classes shall be 100%. In case, any of the experiment is missed-out due to absence of the student, it shall be the responsibility of the student to carry out the same with due permission of the concerned course coordinator.

9.3 Head of constituent college shall review the cases of short attendance before commencement of any of the evaluation component in every semester and thereafter a list of students 'not eligible' shall be notified.

Name of the Assessment Component	Attendance Criteria for Appearance
Sessional Examination I	75% attendance up to start of component from commencement of the Semester.
Sessional Examination II	
End Semester Examination	
End Semester Practical Examination	100% attendance up to start of the component from the commencement of the Semester.

10. Remedial Classes:

A student having short attendance till the last day of class work will be entitled to improve his attendance by joining remedial classes before the commencement of End Semester Examinations. Such a student shall be required to attend the College/Department during the period of preparatory leave and also to complete the work assigned by the Course Coordinator(s)/Instructor(s) of the respective course(s). The attendance so obtained by the student shall be added to his regular attendance of the respective courses of the semester. Student who is thus able to achieve 75% of attendance will be eligible to appear for the End Semester Examination.

11. Assessment:

There shall be comprehensive continuous assessment for all the students registered for MCA programme. Procedure for assessment shall be as follows:

11.1 **Continuous Internal Assessment**

11.1.1**Theory**

The Continuous Internal Assessment of theory course(s) shall comprise of:

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(i) The Sessional Examination I, shall be based on the syllabus covered in first 05 (five) instructional weeks from the commencement of the semester.

(ii) The Sessional Examination II, shall be based on the syllabus covered in next 05 (five) instructional weeks.

(iii) Day to Day Assignment: A teacher shall conduct Day to Day Assessment on regular basis continuously throughout the semester. It shall comprise of Assessment/Group Discussion/Seminar/Presentation/Quiz/Viva Voce etc. in a semester.

S. No.	Continuous Internal Assessment	Weightage (%)
1.	Sessional Examination I	25%
2.	Sessional Examination II	25%
3.	Day to Day Assignment	50%

11.1.2 Practical:

The Continuous Internal Assessment for a course with laboratory session, shall be done on regular basis as per the course plan.

S.No.	Continuous Internal Assessment	Weightage (%)
1.	File record	20%
2.	Execution/demonstration	60%
3.	Viva-Voce	20%

A student must obtain minimum 50% marks in the Continuous Internal Assessment (CIA) of a course, to appear in the End Semester Examinations.

40% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the Continuous Internal Assessment of a course will be added to the final composite score of that course for the evaluation of the grade.

11.2 Make-up Examination for Sessional Examination:

i) Make- up examination for Sessional(s) is an opportunity given to the students who missed any or both the Sessional(s) either due to shortage of attendance, or not being able to appear for the components(s) due to some unforeseen circumstances.

ii) Make-up Examination for Sessional(s) shall be held after completion of Sessional II and before the commencement of End Semester Examination.

iii) A student shall be eligible to appear for the make-up examination for Sessional Exam, provided he fulfills the required attendance by the time of holding of make-up examination for the Sessional(s).

11.3 Eligibility Criteria for Appearing in the University End Semester Examination:

A student must obtain minimum 50% marks in the Continuous Internal Assessment (CIA) of a course, to be eligible to appear in the End Semester Examinations.

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11.4 End Semester Examinations:

i) End Semester Examination of 03(three) hours duration shall be held after 15(fifteen) instructional weeks from commencement of the semester and will cover entire syllabus of a course.

ii) For a course with laboratory session, the End Semester Practical Examination shall be based on File record, performance, experiments conducted/demonstration and viva-voce.

60% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the End Semester Examination of a course will contribute towards the final composite score of that course.

11.5 Evaluation of Answer Sheets:

11.5.1 Evaluation for Sessional Examination:

i) Examination-In-Charge designated by the constituent college shall be responsible for distributing all the answer sheets amongst the respective Course Coordinators for evaluation and award of scores.

ii) The respective Course Coordinators shall then uniformly distribute the answer sheets to the course instructor(s) for evaluation within the stipulated time frame.

iii) Evaluated answer sheets shall then be handed over to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

iv) The course coordinators shall be responsible to submit the consolidated award list for the respective component to the designated Examination-In-Charge.

11.5.2 Evaluation for End Semester Examination:

i) Centralized Evaluation process shall be adopted for the End Semester Examination.

ii) Once the answer booklets are received by the Examination Cell of the University, for fair evaluation to conceal the identity of an examinee coding of answer booklet shall be done by the Examination Cell before distribution to the Dean/ Head of the constituent college for evaluation.

iii) Evaluation of answer booklets shall be done at such place as decided by the University.

iv) Examination In-charge of the constituent college shall distribute the encoded answer sheets to the concerned Course Coordinators. The respective Course Coordinators shall then uniformly distribute the answer sheets to the evaluators designated by the University for Evaluation within the stipulated time frame.

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v) Subsequent to evaluation, it shall be the responsibility of the concerned course coordinators to hand over the evaluated answer sheets to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

vi) All the evaluated answer sheets, along with award list of End Semester Examination and composite scores of all the components i.e. Sessional, Day to Day assessment and ESE, shall be submitted separately by the respective course coordinator to the Dean/ Head of the constituent college for further forwarding to the University Examination Cell.

12 Criteria for passing a course:

In order to be declared pass, student must obtain minimum 50% marks of total composite score (40% marks of Continuous Internal Assessment (CIA) and 60% marks of End Semester Exams (ESE) taken together) in a course.

13 Course-wise Grading:

The letter-grades and their equivalent grade points are indicated below:

Composite Score	Letter Grades	Grade Points	Description	Performance
90 to 100	**O**	**10**	Outstanding	***Pass/Satisfactory****
80 to < 90	**A^+**	**9**	Excellent	
70 to < 80	**A**	**8**	Very Good	
60 to < 70	**B^+**	**7**	Good	
55 to < 60	**B**	**6**	Above Average	
50 to < 55	**C**	**5**	Average	
< 50	**F**	**0**	Fail	***Fail/Unsatisfactory****

* *Performance of a student in Audit/Compulsory Audit Course shall be reported as Satisfactory / Unsatisfactory.*

A student who cannot be awarded any of the above grades on account of any of the reasons mentioned herein shall be given the corresponding report in the grade card.

Status of Student	Report**
Withdrawal from the Course	W
Detained in End Semester Examination due to Shortage of Attendance	SA
Abstaining from the End Semester Examination	AB
Incomplete Term work/ Evaluation Component	I
Result withheld due to administrative reasons	WH
Cancellation of Registration in a course(s) due to Disciplinary action	RC

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** Report obtained by a student in any of the course shall not be used for the purpose of SGPA/CGPA calculation. Wherever this applied, SGPA and CGPA are not calculated and are marked as NC.

14 Method of Awarding the Grades:

Grading of the students shall be carried-out course-wise for theory and practical courses, separately. Marks obtained by the students in each assessment component shall be normalized on the scale of 100 (hundred) marks. The final composite score in a course shall be calculated by adding the normalized marks in the following proportion of weightages so that the total percentage of the components taken together is 100 (hundred):

Theory Components

Name of the Assessment Component	Weightages (in %age)
Continuous Internal Assessment	40%
End Semester Examination	60%

Practical Components

Name of the Assessment Component	Weightages(in %age)
Continuous Internal Assessment	40%
End Semester Examination	60%

Subsequently, the absolute grading method, based on composite score (as defined in course-wise grading) shall be used on normalized marks obtained by all the registered students in a course and grades shall be awarded.

15 Declaration of Results:

15.1 The respective course coordinators shall prepare and submit a list of normalized marks, as per the standardized format prescribed by the university, to the Dean/ Head of the constituent college who shall forward the same to the University Examination Cell.

15.2 The University Examination Cell after getting the final normalized marks checked and verified will award the grades.

15.3 Subsequent to award of grades, University Examination Cell shall prepare the result and declare the same as per the procedure laid down.

16 Compensatory Course(s):

16.1 Compensatory course(s) for theory component shall be offered, on payment of prescribed fee, to a student who has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s); failing which the student shall be required to register for the same/equivalent course(s) in a semester whenever it is offered as regular course.

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16.2 Compensatory course(s) shall also be available to a student who has either failed in earlier examination or abstained (AB) from the end semester examination.
16.3 Compensatory course(s) will be offered during a semester along with regular courses.
16.4 On completion of the compensatory course(s), inclusive of appearance in Sessional I or Sessional II or their make-up examination, a student will be eligible to appear for the university supplementary examination.
16.5 A student can register for not more than 02(two) compensatory courses at a time.
16.6 Withdrawal from a compensatory course is not permissible.
16.7 There shall be no compensatory course for laboratory courses. However, University Practical Examinations will be conducted only during regular End Semester Examinations.

17 Supplementary Examinations:

17.1 Supplementary Examinations shall be conducted for a student who has either failed in earlier examination or abstained (***AB***) from the End Semester Examination or has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s).
17.2 Supplementary Examination for End Semester Examinations shall be held with regular End Semester Examinations.
17.3 Supplementary Examinations for ODD Semesters shall be held along with the End Semester Examinations of ODD Semesters and Supplementary Examinations for EVEN Semesters shall be held along with the End Semester Examinations of EVEN Semesters.
17.4 Examination fee for Supplementary Examination shall be charged as prescribed by the university.

18 Use of Unfair Means:

All reported cases of use of Unfair Means shall be dealt with as per the ordinance made by the University in this regard.

19 Eligibility for Promotion& Registration to Higher Semesters:

19.1 A student having a maximum backlogs in 4 courses or 50% courses (including all category of courses), whichever is lower, of Academic year 1 (Semester-I & Semester-II) shall be promoted to Academic year 2 (Semester-III & Semester-IV).
19.2 A special exam shall be conducted after the End Semester Exam of semester-IV only for those final semester students, who are unable to pass a maximum of four courses or 50% courses, whichever is lower, of their Academic year 2 (Semester-III & Semester- IV) only.
19.3 The examination fee, as decided by the University, will be charged for the special examination.

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20 Course Repetition:

20.1 A student who has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s) shall have to repeat and pass the course(s):

i) By registering a course(s) whenever it is offered as a compensatory course(s).

Or

ii) By registering a course(s) whenever it is offered as a regular course(s).

20.2 If the course (with same code/title/credit) is not offered due to the change in the curriculum, then student shall have to register and pass for the approved equivalent course (s) (with same credits) of the new curriculum.

20.3 A student who has once obtained the pass grade (***O-C***) shall not be allowed to repeat the course.

21 Grade Card:

At the end of each semester a student shall be issued a Grade Card which includes the following details:

i) Credits of each course registered in the Semester.
ii) Letter Grades/Reports obtained in each Course.
iii) The total number of credits earned by a student up to the end of that semester.
iv) Calculation of ***SGPA*** for each semester.
v) ***CGPA*** for all the 04 (four) semesters for regular students, who have successfully completed the programme.

21.1 Semester Grade Performance Average (SGPA):

The performance of a student in a semester shall be indicated by a number called Semester Grade Performance Average (SGPA), which is the weighted average of the grade points obtained in all the courses in a semester by a student.

$$SGPA = \frac{\sum_{i=1}^{n} C_i (GP)_i}{\sum_{i=1}^{n} C_i},$$

where, C_i: *indicates the Credit for the* i^{th}*course,*
$(GP)_i$: *indicates the Grade point obtained for the* i^{th}*course,*
n: indicates the total number of Courses.

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21.2 **Cumulative Grade Point Average (CGPA):**

An assessment of the overall performance of a student shall be indicated by Cumulative Grade Point Average (CGPA).

$$CGPA = \frac{\sum_{i=1}^{m} S_i (SGPA)_i}{\sum_{i=1}^{m} S_i},$$

Where, *Si:Sum of credits in the i^{th}Semester,*
$(SGPA)_i$*: Semester Grade Point average obtained by the student in the i^{th}Semester,*
m: indicates the number of Semesters.

21.3 **Classification of Results:**

Based on the CGPA obtained and successful completion of MCA Program, the result of a student shall be declared as follows:

CGPA	Result
7.50 and above	Passed with Distinction (Passed all the courses in First Attempt)
6.00 and above but less than 7.50	Passed with First Class
5.00 and above but less than 6.00	Passed with Second Class
Below 5.00	Failed

21.4 **Equivalence between Grade Points and Percentage:**

Equivalence between grade points and percentage of marks can be obtained by directly multiplying the grade points by a factor of 10.00.

22 Grade Improvement:

A student who has passed in all the examinations, starting Semester-I to Semester-IV for MCA programme shall qualify for the award of degree. Nevertheless, if student feels that his CGPA is not satisfactory; such a student, for the purpose of improving the CGPA, can reappear for any of the 04 (four) core courses from Semester-II to Semester IV, in the Supplementary Examination to be conducted after the End Semester Examination of the Semester-IV and take a chance to improve the CGPA. No further chance shall be given to improve the CGPA.

23 Award of Degree:

A student shall be declared to be eligible for award of the MCA Degree if he has:

(i) Successfully registered and acquired the minimum credits as prescribed by the University from time to time and as specified in the Scheme of Study and Evaluation of MCA programme corresponding to the discipline of his study within the stipulated time.

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(ii) Completed the normal duration of programme of study.
(iii) Earned a CGPA of 5.00 or above.

24 Notwithstanding anything stated in these Regulations, for any unforeseen issues arising, and not covered by these Regulations, or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining the opinion/advice of a Committee constituted by the Vice Chancellor. The decision of the Vice-Chancellor shall be final.

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Academic Regulations

for

BBA Programme

(Effective from the Academic Year 2022-23)

Himalayan School of Management Studies

SWAMI RAMA HIMALAYAN UNIVERSITY

Swami Ram Nagar, Jolly Grant, Doiwala, Dehradun

Registrar
Swami Rama Himalayan University

1. Short Title and Commencement:

1.1 These regulations shall be called ***"Academic Regulations for the BBA Programme of Swami Rama Himalayan University."***

1.2 These regulations shall be deemed to have come into force from the date as approved by the Board of Management of the Swami Rama Himalayan University.

2. Definitions:

2.1 **Academic Programme** shall mean a combination of courses and/or any other component leading to a Bachelor's degree.

2.2 **Academic Year** shall mean a period of twelve months divided in to 02(two) ***Semesters*** of ~ 20 weeks each (inclusive of 90 instructional days) for course work. The Odd Semester may be scheduled from first week of August to January and Even Semester from first week of February to July.

2.3 **CBCS** shall mean ***Choice Based Credit System***; means a system that provides choice to students to select from the prescribed courses (core, elective, minor or soft skill courses).

2.4 **Course** shall mean a component of a programme (referred to, as 'papers'). All courses need not carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed to comprise interactive lectures/ tutorials/seminars/ presentations/project work/ laboratory work/field work/ outreach activities/ vocational training/viva/ term papers/ assignments/ self-directed learning etc. or a combination of some of these.

2.5 **Credit Based Semester System (CBSS)** shall mean a system where the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be completed by the students.

2.6 **Continuous Internal Assessment (CIA)** is a form of educational evaluation that assess the student's progress throughout a prescribed course. It tracks the learning process throughout the semester allowing for identification of weak points/poor performance and self-amelioration.

2.7 **Sessional Examination** shall mean Internal Test(s) to be conducted at fixed intervals as announced through the Academic calendar on commencement of Academic Year.

2.8 **Day to Day Assessment** shall mean all the assessments that re normally conducted by a Course Instructor and includes assignments, group discussion, seminar, presentation, quizzes & viva-voce throughout the Semester.

2.9 **Cumulative Grade Point Average (CGPA) is** a measure of overall cumulative performance of a student in all semesters taken together.

2.10 **Course Coordinator** shall mean a faculty member, who shall be responsible for coordinating the work of all faculty member(s) involved in teaching and evaluation of a course.

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2.11 **Course Instructor** shall mean a faculty member involved in teaching and evaluation of a course.

2.12 **Credit** is a unit by which the course work is measured. It determines the number of hours of instructions required per week.

2.13 **Credit Point** is the product of grade point and number of credits for a course.

2.14 **Course Load** every student shall be required to register for a set of Courses in each *Semester*, with a total number of course *Credits* being limited by considering the permissible *weekly Contact Hours* (30-40 hrs. per Week, to enable the students to engage in homework assignments, self-learning outside the Class rooms/Laboratories, Extra/Co-Curricular activities and add-on Courses, if any, for their overall development). Thus, an average Course Load of 21-30 *Credits/Semester* (e.g.,6-8 *Courses*) shall be offered/given in normal case.

2.15 **Course Registration** shall mean that every student shall formally register himself for prescribed set of *Courses (Credits)*, offered, in each Semester.

2.16 **Course Flexibility** shall mean flexibility provided to the students in selecting the courses, based on their learning capacities.

2.17 **Credit Courses** shall mean courses registered by a student in a *Semester* to earn *credits*, where he will earn *one Credit* by registering and passing, viz.:

- One hour/week/Semester for *Theory/Lecture(L)Courses* or *Tutorials;* and,
- Two hours/week/Semester for *Laboratory/Practical (P)Courses*

2.18 **Credit Representation** shall mean *Credit* values, as defined below, for different academic activities:

Contact Hours/Week/Semester			***Credits***	***Total Credits***
Lectures (hrs/wk/Sem)	**Tutorials** (hrs/wk/Sem)	**Practical/Practices** (hrs/wk/Sem)	(L: T: P)	(C)
3	0	0	3:0:0	3
3	1	0	3:1:0	4
3	0	1	3:0:1	4
2	0	1	2:1:0	3
0	0	2	0:0:1	1
2	0	2	2:0:1	3

2.19 **Credits required for the Award of Degree** shall mean minimum prescribed number of *Credits* to be earned by a student for award of *BBA Degree*.

2.20 **End Semester Examination (ESE)** shall mean an examination conducted by the University at the end of the semester.

2.21 **Enrolment to the University** shall mean the enrolment of a student to Swami Rama Himalayan University after completion of admission related requirements.

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2.22 **Grade** shall mean a prescribed alphabet awarded to a student based on his performance in the examinations.

2.23 **Grade Point** shall mean a numerical weight on a 10-point scale, allotted to each letter grade awarded to a student based on his performance in the examinations.

2.24 **Letter Grade** shall mean an index of the performance of students in the said course. Grades are denoted by letters O, A+, A, B+, B, C, P and F.

2.25 **Grade Card** shall mean a printed record reflecting student's performance.

2.26 **Registration to the Programme** shall mean registration of a student to the BBA Programme after completion of admission related requirements.

2.27 **Report(s)** shall mean prescribed alphabet(s) citing the reason for not being awarded the grades.

2.28 **Semester Grade Point Average (SGPA)** shall mean a measure of performance of work done in a semester. It is a ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

2.29 **University** shall mean Swami Rama Himalayan University (SRHU).

3. Admissions:

Admission to BBA Programme shall be made by the University. Eligibility criteria and procedure for admission to BBA Programme shall be as prescribed by the University from time to time.

4. Duration of the Programme:

The normal duration of BBA programme is 03 (three) years for regular student. However, a student admitted to the programme shall be required to complete the BBA degree within the duration of 05 (five) years from the date of registration; failing which his registration to the programme shall stand cancelled.

5. Programme Structure:

Broad categories of courses to be studied over the entire duration of the BBA Programme are as follows:

(a) Core Courses
(b) Elective Courses
  (i) Discipline Specific Elective Courses
  (ii) Generic Elective Courses
(c) Project Work/Dissertation
(d) Ability Enhancement Courses
  (i) Ability Enhancement Compulsory Courses
  (ii) Skill Enhancement Courses
(e) Audit/ Value Added Courses

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6. Registration:

6.1 **Registration to the Programme:**

The candidate shall be eligible for registration to the programme subject to verification and submission of all the required documents and deposit of prescribed fee.

6.2 **Course Registration:**

(i) A student shall be required to register every semester, as per the schedule defined in Academic Calendar, for the prescribed set of courses offered.

(ii) A student while registering for the course(s) at Semester V and beyond, shall be given the option of registering for 02 (two) additional courses in advance viz., one elective and the other as core course of the higher semester.

(iii) ***Withdrawal:*** A student shall have an option to withdraw from course(s), not exceeding 02 (two), in a semester as per the schedule defined in Academic Calendar.

(iv) ***Substitution:*** A final year student shall have an option to substitute the already registered elective course, not exceeding 01(one), with other elective course offered in relevant semester as per the schedule defined in Academic Calendar.

7. University Enrolment:

All the students admitted shall be enrolled with the university. Enrolment Number once allotted by the University shall be unique and will have to be quoted by the students for all the correspondence with the University and also wherever necessary.

8. Temporary Discontinuation from the Programme:

8.1 Temporary discontinuation from the programme shall be allowed in exceptional cases for 02 (two) consecutive semesters but not more than 01 (one) year with prior approval of the Head of constituent academic unit. However, the student shall be allowed to rejoin the programme from next Academic Semester/Year.

8.2 Any student who temporarily discontinues the programme on medical ground shall be allowed rejoining the programme from the next Academic Semester/Year provided that he is found medically fit by the medical board constituted by the University from time to time.

8.3 Any student who temporarily discontinues the programme due to any other reasons shall be allowed to rejoin the programme only after approval is granted by the competent authority of the University.

9. Attendance:

9.1 A student is required to maintain a minimum 75% attendance in theory classes before the conduct of any evaluation component/ Examination.

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9.2 Requirement of attendance in the practical classes shall be 100%. In case, any of the experiment is missed-out due to absence of the student, it shall be the responsibility of the student to carry out the same with due permission of the concerned course coordinator.

9.3 Head of constituent college shall review the cases of short attendance before commencement of any of the evaluation component in every semester and thereafter a list of students 'not eligible' shall be notified.

Name of the Assessment Component	Attendance Criteria for Appearance
Sessional Examination I	75% attendance up to start of component from commencement of the Semester.
Sessional Examination II	
End Semester Examination	
End Semester Practical Examination	100% attendance up to start of the component from the commencement of the Semester.

10. Remedial Classes:

A student having short attendance till the last day of class work will be entitled to improve his attendance by joining remedial classes before the commencement of End Semester Examinations. Such a student shall be required to attend the College/Department during the period of preparatory leave and also to complete the work assigned by the Course Coordinator(s)/Instructor(s) of the respective course(s). The attendance so obtained by the student shall be added to his regular attendance of the respective courses of the semester. Student who is thus able to achieve 75% of attendance will be eligible to appear for the End Semester Examination.

11. Assessment:

There shall be comprehensive continuous assessment for all the students registered for BBA programme. Procedure for assessment shall be as follows:

11.1 **Continuous Internal Assessment**

11.1.1**Theory**

The Continuous Internal Assessment of theory course(s) shall comprise of:

(i) The Sessional Examination I, shall be based on the syllabus covered in first 05 (five) instructional weeks from the commencement of the semester.

(ii) The Sessional Examination II, shall be based on the syllabus covered in next 05 (five) instructional weeks after Sessional Examination I.

(iii) Day to Day Assignment: A teacher shall conduct Day to Day assessment on regular basis continuously throughout the semester. It shall comprise of Assessment/Group Discussion/Seminar/Presentation/Quiz/Viva Voce etc. in a semester.

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S. No.	Continuous Internal Assessment	Weightage (%)
1.	Sessional Examination I	25%
2.	Sessional Examination II	25%
3.	Day to Day Assignment	50%

11.1.2 Practical:

The Continuous Internal Assessment for a course with laboratory session, shall be done on regular basis as per the course plan.

S. No.	Continuous Internal Assessment	Weightage (%)
1.	File record	20%
2.	Execution/demonstration	60%
3.	Viva-Voce	20%

A student must obtain minimum 40% marks in the Continuous Internal Assessment (CIA) of a course, to appear in the end semester examinations.

30% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the Continuous Internal Assessment of a course will be added to the final composite score of that course for the evaluation of the grade.

11.2 Make-up Examination for Sessional Examination:

i) Make- up examination for Sessional(s) is an opportunity given to the students who missed any or both the Sessional(s) either due to shortage of attendance, or not being able to appear for the components(s) due to some unforeseen circumstances.

ii) Make-up Examination for Sessional(s) shall be held after completion of Sessional II and before the commencement of End Semester Examination.

iii) A student shall be eligible to appear for the make-up examination for Sessional Exam, provided he fulfills the required attendance by the time of holding of make-up examination for the Sessional(s).

11.3 Eligibility Criteria for Appearing in the University End Semester Examination:

A student must obtain minimum 40% marks in the Continuous Internal Assessment (CIA) of a course, to be eligible to appear in the end semester examinations.

11.4 End Semester Examinations:

i) End Semester Examination of 03(three) hours duration shall be held after 15(fifteen) instructional weeks from commencement of the semester and will cover entire syllabus of a course.

ii) For a course with laboratory session, the End Semester Practical Examination shall be based on Lab records, performance, experiments conducted/demonstration and viva-voce.

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iii) 70% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the End Semester Examination of a course will contribute towards the final composite score of that course.

11.5 Evaluation of Answer Sheets:

11.5.1 Evaluation for Sessional Examination:

i) Examination-In-Charge designated by the constituent college shall be responsible for distributing all the answer sheets amongst the respective Course Coordinators for evaluation and award of scores.

ii) The respective Course Coordinators shall then uniformly distribute the answer sheets to the course instructor(s) for evaluation within the stipulated time frame.

iii) Evaluated answer sheets shall then be handed over to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

iv) The course coordinators shall be responsible to submit the consolidated award list for the respective component to the designated Examination-In-Charge.

11.5.2 Evaluation for End Semester Examination:

i) Centralized Evaluation process shall be adopted for the End Semester Examination.

ii) Once the answer booklets are received by the Examination Cell of the University, for fair evaluation to conceal the identity of an examinee coding of answer booklet shall be done by the Examination Cell before distribution to the Dean/ Head of the constituent college for evaluation.

iii) Evaluation of answer booklets shall be done at such place as decided by the University.

iv) Examination In-charge of the constituent college shall distribute the encoded answer sheets to the concerned Course Coordinators. The respective Course Coordinators shall then uniformly distribute the answer sheets to the evaluators designated by the University for Evaluation within the stipulated time frame.

v) Subsequent to evaluation, it shall be the responsibility of the concerned course coordinators to hand over the evaluated answer sheets to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

vi) All the evaluated answer sheets, along with award list of End Semester Examination and composite scores of all the components i.e. Sessional, Day to Day assessment and ESE, shall be submitted separately by the respective course coordinator to the Dean/ Head of the constituent college for further forwarding to the University Examination Cell.

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12 Criteria for passing a course:

In order to be declared pass, student must obtain minimum 40% marks of total composite score (30% marks of Continuous Internal Assessment (CIA) and 70% marks of End Semester Exams (ESE) taken together) in a course.

13 Course-wise Grading:

The letter-grades and their equivalent grade points are indicated below:

Composite Score	Letter Grades	Grade Points	Description	Performance
90 to 100	**O**	**10**	Outstanding	***Pass/Satisfactory****
80 to < 90	**A^+**	**9**	Excellent	
70 to < 80	**A**	**8**	Very Good	
60 to < 70	**B^+**	**7**	Good	
50 to < 60	**B**	**6**	Above Average	
45 to < 50	**C**	**5**	Average	
40 to < 45	**P**	**4**	Pass	
< 40	**F**	**0**	Fail	***Fail/Unsatisfactory****

** Performance of a student in Audit/Compulsory Audit Course shall be reported as Satisfactory / Unsatisfactory.*

A student who cannot be awarded any of the above grades on account of any of the reasons mentioned herein shall be given the corresponding report in the grade card.

Status of Student	Report**
Withdrawal from the Course	W
Detained in End Semester Examination due to Shortage of Attendance	SA
Abstaining from the End Semester Examination	AB
Incomplete Term work/ Evaluation Component	I
Result withheld due to administrative reasons	WH
Cancellation of Registration in a course(s) due to Disciplinary action	RC

** Report obtained by a student in any of the course shall not be used for the purpose of SGPA/CGPA calculation. Wherever this applied, SGPA and CGPA are not calculated and are marked as NC.

14 Method of Awarding the Grades:

Grading of the students shall be carried-out course-wise for theory and practical courses, separately. Marks obtained by the students in each assessment component shall be normalized on the scale of 100 (hundred) marks.

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The final composite score in a course shall be calculated by adding the normalized marks in the following proportion of weightages so that the total percentage of the components taken together is 100 (hundred):

Theory Components

Name of the Assessment Component	Weightages (in %age)
Continuous Internal Assessment	30%
End Semester Examination	70%

Practical Components

Name of the Assessment Component	Weightages(in %age)
Continuous Internal Assessment	30%
End Semester Examination	70%

Subsequently, the absolute grading method, based on composite score (as defined in course-wise grading) shall be used on normalized marks obtained by all the registered students in a course and grades shall be awarded.

15 Declaration of Results:

15.1 The respective course coordinators shall prepare and submit a list of normalized marks, as per the standardized format prescribed by the university, to the Dean/ Head of the constituent college who shall forward the same to the University Examination Cell.

15.2 The University Examination Cell after getting the final normalized marks checked and verified will award the grades.

15.3 Subsequent to award of grades, University Examination Cell shall prepare the result and declare the same as per the procedure laid down.

16 Compensatory Course(s):

16.1 Compensatory course(s) for theory component shall be offered, on payment of prescribed fee, to a student who has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s); failing which the student shall be required to register for the same/equivalent course(s) in a semester whenever it is offered as regular course.

16.2 Compensatory course(s) shall also be available to a student who has either failed in earlier examination or abstained (AB) from the end semester examination.

16.3 Compensatory course(s) will be offered during a semester along with regular courses.

16.4 On completion of the compensatory course(s), inclusive of appearance in Sessional I or Sessional II or their make-up examination, a student will be eligible to appear for the university supplementary examination.

16.5 A student can register for not more than 02(two) compensatory courses at a time.

16.6 Withdrawal from a compensatory course is not permissible.

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16.7 There shall be no compensatory course for laboratory courses. However, University Practical Examinations will be conducted only during regular End Semester Examinations.

17 Supplementary Examinations:

17.1 Supplementary Examinations shall be conducted for a student who has either failed in earlier examination or abstained (***AB***) from the End Semester Examination or has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s).

17.2 Supplementary Examination for End Semester Examinations shall be held with regular End Semester Examinations.

17.3 Supplementary Examinations for ODD Semesters shall be held along with the End Semester Examinations of ODD Semesters and Supplementary Examinations for EVEN Semesters shall be held along with the End Semester Examinations of EVEN Semesters.

17.4 Examination fee for Supplementary Examination shall be charged as prescribed by the university.

18 Use of Unfair Means:

All reported cases of use of Unfair Means shall be dealt with as per the ordinance made by the University in this regard.

19 Eligibility for Promotion& Registration to Higher Semesters:

19.1 A student having a maximum backlog in 4 courses or 50% courses (including all category of courses), whichever is lower, of Academic year 1 (Semester-I & Semester-II) shall be promoted to Academic year 2 (Semester-III & Semester-IV).

19.2 A student having a maximum backlogs in 4 courses or 50% courses (including all category of courses), whichever is lower, of Academic year 2 (Semester- III & Semester-IV) shall be promoted to Academic year 3 (Semester-V & Semester- VI); subject to the condition that a student must have passed all the courses of Academic year 1 (Semester-1 & semester-II).

19.3 A special exam shall be conducted after the End Semester Exam of semester-VI only for those final semester students, who are unable to pass a maximum of four courses or 50% courses, whichever is lower, of their Academic year 3 (Semester-V & Semester- VI) only.

19.4 The examination fee, as decided by the University, will be charged for the special examination.

20 Course Repetition:

20.1 A student who has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s) shall have to repeat and pass the course(s):

i) By registering a course(s) whenever it is offered as a compensatory course(s).

Or

ii) By registering a course(s) whenever it is offered as a regular course(s).

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20.2 If the course (with same code/title/credit) is not offered due to the change in the curriculum, then student shall have to register and pass for the approved equivalent course (s) (with same credits) of the new curriculum.

20.3 A student who has once obtained the pass grade (***O-P***) shall not be allowed to repeat the course.

21 Grade Card:

At the end of each semester a student shall be issued a Grade Card which includes the following details:

i) Credits of each course registered in the Semester.
ii) Letter Grades/Reports obtained in each Course.
iii) The total number of credits earned by a student up to the end of that semester.
iv) Calculation of ***SGPA*** for each semester.
v) ***CGPA*** for all the 06(six) semesters for regular students, who have successfully completed the programme.

21.1 **Semester Grade Performance Average (SGPA):**

The performance of a student in a semester shall be indicated by a number called Semester Grade Performance Average (SGPA), which is the weighted average of the grade points obtained in all the courses in a semester by a student.

$$SGPA = \frac{\sum_{i=1}^{n} C_i(GP)_i}{\sum_{i=1}^{n} C_i},$$

where, C_i: *indicates the Credit for the* i^{th} *course,*
$(GP)_i$: *indicates the Grade point obtained for the* i^{th} *course,*
n: *indicates the total number of Courses.*

21.2 **Cumulative Grade Point Average (CGPA):**

An assessment of the overall performance of a student shall be indicated by Cumulative Grade Point Average (CGPA).

$$CGPA = \frac{\sum_{i=1}^{m} S_i(SGPA)_i}{\sum_{i=1}^{m} S_i},$$

Where, *Si: Sum of credits in the* i^{th} *Semester,*
$(SGPA)_i$: *Semester Grade Point average obtained by the student in the* i^{th} *Semester,*
m: *indicates the number of Semesters.*

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21.3 **Classification of Results:**

Based on the CGPA obtained and successful completion of BBA Program, the result of a student shall be declared as follows:

CGPA	Result
7.50 and above	Passed with Distinction (Passed all the courses in First Attempt)
6.00 and above but less than 7.50	Passed with First Class
4.50 and above but less than 6.00	Passed with Second Class
4.00 and above but less than 4.50	Pass
Below 4.00	Failed

21.4 **Equivalence between Grade Points and Percentage:**

Equivalence between grade points and percentage of marks can be obtained by directly multiplying the grade points by a factor of 10.00.

22 Grade Improvement:

A student who has passed in all the examinations, starting Semester-I to Semester-VI for BBAprogramme shall qualify for the award of degree. Nevertheless, if student feels that his CGPA is not satisfactory; such a student, for the purpose of improving the CGPA, can reappear for any of the 04 (four) core courses from Semester-III to Semester VI, in the Supplementary Examination to be conducted after the End Semester Examination of the Semester-VI and take a chance to improve the CGPA. No further chance shall be given to improve the CGPA.

23 Award of Degree:

A student shall be declared to be eligible for award of the BBA Degree if he has:

(i) Successfully registered and acquired the minimum credits as prescribed by the University from time to time and as specified in the Scheme of Study and Evaluation of BBA programme corresponding to the discipline of his study within the stipulated time.
(ii) Completed the normal duration of programme of study.
(iii) Earned a CGPA of 4.00 or above.

24 Notwithstanding anything stated in these Regulations, for any unforeseen issues arising, and not covered by these Regulations, or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining the opinion/advice of a Committee constituted by the Vice Chancellor. The decision of the Vice-Chancellor shall be final.

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Swami Rama Himalayan University

Academic Regulations

for

MBA Programme

(Effective from the Academic Year 2022-23)

Himalayan School Management Studies

SWAMI RAMA HIMALAYAN UNIVERSITY

Swami Ram Nagar, Jolly Grant, Doiwala, Dehradun

Registrar
Swami Rama Himalayan University

1. Short Title and Commencement:

1.1 These regulations shall be called ***"Academic Regulations for the MBA Programme of Swami Rama Himalayan University."***

1.2 These regulations shall be deemed to have come into force from the date as approved by the Board of Management of the Swami Rama Himalayan University.

2. Definitions:

2.1 **Academic Programme** shall mean a combination of courses and/or any other component leading to a Bachelor's degree.

2.2 **Academic Year** shall mean a period of twelve months divided in to 02 (two) ***Semesters*** of ~ 20 weeks each (inclusive of 90 instructional days) for course work. The Odd Semester may be scheduled from first week of August to January and Even Semester from first week of February to July.

2.3 **CBCS** shall mean ***Choice Based Credit System***; means a system that provides choice to students to select from the prescribed courses (core, elective, minor or soft skill courses).

2.4 **Course** shall mean a component of a programme (referred to, as 'papers'). All courses need not carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed to comprise interactive lectures/ tutorials/seminars/ presentations/project work/ laboratory work/field work/ outreach activities/ vocational training/viva/ term papers/ assignments/ self-directed learning etc. or a combination of some of these.

2.5 **Credit Based Semester System (CBSS)** shall mean a system where the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be completed by the students.

2.6 **Continuous Internal Assessment (CIA)** is a form of educational evaluation that assess the student's progress throughout a prescribed course. It tracks the learning process throughout the semester allowing for identification of weak points/poor performance and self-amelioration.

2.7 **Sessional Examination** shall mean Internal Test(s) to be conducted at fixed intervals as announced through the Academic calendar on commencement of Academic Year.

2.8 **Day to Day Assessment** shall mean all the assessments that re normally conducted by a Course Instructor and includes assignments, group discussion, seminar, presentation, quizzes & viva-voce throughout the Semester.

2.9 **Cumulative Grade Point Average (CGPA) is** a measure of overall cumulative performance of a student in all semesters taken together.

2.10 **Course Coordinator** shall mean a faculty member, who shall be responsible for coordinating the work of all faculty member(s) involved in teaching and evaluation of a course.

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2.11 **Course Instructor** shall mean a faculty member involved in teaching and evaluation of a course.

2.12 **Credit** is a unit by which the course work is measured. It determines the number of hours of instructions required per week.

2.13 **Credit Point** is the product of grade point and number of credits for a course.

2.14 **Course Load** every student shall be required to register for a set of Courses in each *Semester*, with a total number of course *Credits* being limited by considering the permissible *weekly Contact Hours* (30-40 hrs. per Week, to enable the students to engage in homework assignments, self-learning outside the Class rooms/Laboratories, Extra/Co-Curricular activities and add-on Courses, if any, for their overall development). Thus, an average Course Load of 21-30 *Credits/Semester* (e.g., 6-8 *Courses*) shall be offered/given in normal case.

2.15 **Course Registration** shall mean that every student shall formally register himself for prescribed set of *Courses (Credits)*, offered, in each Semester.

2.16 **Course Flexibility** shall mean flexibility provided to the students in selecting the courses, based on their learning capacities.

2.17 **Credit Courses** shall mean courses registered by a student in a *Semester* to earn *credits*, where he will earn *one Credit* by registering and passing, viz.:

- One hour/week/Semester for *Theory/Lecture(L)Courses* or *Tutorials;* and,
- Two hours/week/Semester for *Laboratory/Practical (P)Courses*

2.18 **Credit Representation** shall mean *Credit* values, as defined below, for different academic activities:

Contact Hours/Week/Semester			***Credits***	***Total Credits***
Lectures (hrs/wk/Sem)	**Tutorials** (hrs/wk/Sem)	**Practical/Practices** (hrs/wk/Sem)	(L: T: P)	(C)
3	0	0	3:0:0	3
3	1	0	3:1:0	4
3	0	1	3:0:1	4
2	0	1	2:1:0	3
0	0	2	0:0:1	1
2	0	2	2:0:1	3

2.19 **Credits required for the Award of Degree** shall mean minimum prescribed number of *Credits* to be earned by a student for award of *MBA Degree*.

2.20 **End Semester Examination (ESE)** shall mean an examination conducted by the University at the end of the semester.

2.21 **Enrolment to the University** shall mean the enrolment of a student to Swami Rama Himalayan University after completion of admission related requirements.

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2.22 **Grade** shall mean a prescribed alphabet awarded to a student based on his performance in the examinations.

2.23 **Grade Point** shall mean a numerical weight on a 10-point scale, allotted to each letter grade awarded to a student based on his performance in the examinations.

2.24 **Letter Grade** shall mean an index of the performance of students in the said course. Grades are denoted by letters O, A+, A, B+, B, C and F.

2.25 **Grade Card** shall mean a printed record reflecting student's performance.

2.26 **Registration to the Programme** shall mean registration of a student to the MBA Programme after completion of admission related requirements.

2.27 **Report(s)** shall mean prescribed alphabet(s) citing the reason for not being awarded the grades.

2.28 **Semester Grade Point Average (SGPA)** shall mean a measure of performance of work done in a semester. It is a ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

2.29 **University** shall mean Swami Rama Himalayan University (SRHU).

3. Admissions:

Admission to MBA Programme shall be made by the University. Eligibility criteria and procedure for admission to MBA Programme shall be as prescribed by the University from time to time.

4. Duration of the Programme:

The normal duration of MBA programme is 02 (two) years for regular student. However, a student admitted to the programme shall be required to complete the MBA degree within the duration of 04 (four) years from the date of registration; failing which his registration to the programme shall stand cancelled.

5. Programme Structure:

Broad categories of courses to be studied over the entire duration of the MBA Programme are as follows:

(a) Core Courses
(b) Elective Courses
  (i) Discipline Specific Elective Courses
  (ii) Generic Elective Courses
(c) Project Work/Dissertation
(d) Ability Enhancement Courses
  (i) Ability Enhancement Compulsory Courses
  (ii) Skill Enhancement Courses
(e) Audit/ Value Added Courses

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6. Registration:

6.1 **Registration to the Programme:**

The candidate shall be eligible for registration to the programme subject to verification and submission of all the required documents and deposit of prescribed fee.

6.2 **Course Registration:**

(i) A student shall be required to register every semester, as per the schedule defined in Academic Calendar, for the prescribed set of courses offered.

(ii) A student while registering for the course(s) at Semester V and beyond, shall be given the option of registering for 02(two) additional courses in advance viz., one elective and the other as core course of the higher semester.

(iii) ***Withdrawal:*** A student shall have an option to withdraw from course(s), not exceeding 02 (two), in a semester as per the schedule defined in Academic Calendar.

(iv) ***Substitution:*** A final year student shall have an option to substitute the already registered elective course, not exceeding 01(one), with other elective course offered in relevant semester as per the schedule defined in Academic Calendar.

7. University Enrolment:

All the students admitted shall be enrolled with the university. Enrolment Number once allotted by the University shall be unique and will have to be quoted by the students for all the correspondence with the University and also wherever necessary.

8. Temporary Discontinuation from the Programme:

8.1 Temporary discontinuation from the programme shall be allowed in exceptional cases for 02 (two) consecutive semesters but not more than 01 (one) year with prior approval of the Head of constituent academic unit. However, the student shall be allowed to rejoin the programme from next Academic Semester/Year.

8.2 Any student who temporarily discontinues the programme on medical ground shall be allowed rejoining the programme from the next Academic Semester/Year provided that he is found medically fit by the medical board constituted by the University from time to time.

8.3 Any student who temporarily discontinues the programme due to any other reasons shall be allowed to rejoin the programme only after approval is granted by the competent authority of the University.

9. Attendance:

9.1 A student is required to maintain a minimum 75% attendance in theory classes before the conduct of any evaluation component/ Examination.

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9.2 Requirement of attendance in the practical classes shall be 100%. In case, any of the experiment is missed-out due to absence of the student, it shall be the responsibility of the student to carry out the same with due permission of the concerned course coordinator.

9.3 Head of constituent college shall review the cases of short attendance before commencement of any of the evaluation component in every semester and thereafter a list of students 'not eligible' shall be notified.

Name of the Assessment Component	Attendance Criteria for Appearance
Sessional Examination I	75% attendance up to start of component from commencement of the Semester.
Sessional Examination II	
End Semester Examination	
End Semester Practical Examination	100% attendance up to start of the component from the commencement of the Semester.

10. Remedial Classes:

A student having short attendance till the last day of class work will be entitled to improve his attendance by joining remedial classes before the commencement of End Semester Examinations. Such a student shall be required to attend the College/Department during the period of preparatory leave and also to complete the work assigned by the Course Coordinator(s)/Instructor(s) of the respective course(s). The attendance so obtained by the student shall be added to his regular attendance of the respective courses of the semester. Student who is thus able to achieve 75% of attendance will be eligible to appear for the End Semester Examination.

11. Assessment:

There shall be comprehensive continuous assessment for all the students registered for MBA programme. Procedure for assessment shall be as follows:

11.1 **Continuous Internal Assessment**

11.1.1**Theory**

The Continuous Internal Assessment of theory course(s) shall comprise of:

(i) The Sessional Examination I, shall be based on the syllabus covered in first 05 (five) instructional weeks from the commencement of the semester.

(ii) The Sessional Examination II, shall be based on the syllabus covered in next 05 (five) instructional weeks.

(iii) Day to Day Assignment: A teacher shall conduct Day to Day Assessment on regular basis continuously throughout the semester. It shall comprise of Assessment/Group Discussion/Seminar/Presentation/Quiz/Viva Voce etc. in a semester.

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S. No.	Continuous Internal Assessment	Weightage (%)
1.	Sessional Examination I	25%
2.	Sessional Examination II	25%
3.	Day to Day Assignment	50%

11.1.2 Practical:

The Continuous Internal Assessment for a course with laboratory session, shall be done on regular basis as per the course plan.

S. No.	Continuous Internal Assessment	Weightage (%)
1.	File record	20%
2.	Execution/demonstration	60%
3.	Viva-Voce	20%

A student must obtain minimum 50% marks in the Continuous Internal Assessment (CIA) of a course, to appear in the End Semester Examinations.

40% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the Continuous Internal Assessment of a course will be added to the final composite score of that course for the evaluation of the grade.

11.2 Make-up Examination for Sessional Examination:

i) Make- up examination for Sessional(s) is an opportunity given to the students who missed any or both the Sessional(s) either due to shortage of attendance, or not being able to appear for the components(s) due to some unforeseen circumstances.

ii) Make-up Examination for Sessional(s) shall be held after completion of Sessional II and before the commencement of End Semester Examination.

iii) A student shall be eligible to appear for the make-up examination for Sessional Exam, provided he fulfills the required attendance by the time of holding of make-up examination for the Sessional(s).

11.3 Eligibility Criteria for Appearing in the University End Semester Examination:

A student must obtain minimum 50% marks in the Continuous Internal Assessment (CIA) of a course, to be eligible to appear in the End Semester Examinations.

11.4 End Semester Examinations:

i) End Semester Examination of 03(three) hours duration shall be held after 15(fifteen) instructional weeks from commencement of the semester and will cover entire syllabus of a course.

ii) For a course with laboratory session, the End Semester Practical Examination shall be based on File record, performance, experiments conducted/demonstration and viva-voce.

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60% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the End Semester Examination of a course will contribute towards the final composite score of that course.

11.5 Evaluation of Answer Sheets:

11.5.1 Evaluation for Sessional Examination:

i) Examination-In-Charge designated by the constituent college shall be responsible for distributing all the answer sheets amongst the respective Course Coordinators for evaluation and award of scores.

ii) The respective Course Coordinators shall then uniformly distribute the answer sheets to the course instructor(s) for evaluation within the stipulated time frame.

iii) Evaluated answer sheets shall then be handed over to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

iv) The course coordinators shall be responsible to submit the consolidated award list for the respective component to the designated Examination-In-Charge.

11.5.2 Evaluation for End Semester Examination:

i) Centralized Evaluation process shall be adopted for the End Semester Examination.

ii) Once the answer booklets are received by the Examination Cell of the University, for fair evaluation to conceal the identity of an examinee coding of answer booklet shall be done by the Examination Cell before distribution to the Dean/ Head of the constituent college for evaluation.

iii) Evaluation of answer booklets shall be done at such place as decided by the University.

iv) Examination In-charge of the constituent college shall distribute the encoded answer sheets to the concerned Course Coordinators. The respective Course Coordinators shall then uniformly distribute the answer sheets to the evaluators designated by the University for Evaluation within the stipulated time frame.

v) Subsequent to evaluation, it shall be the responsibility of the concerned course coordinators to hand over the evaluated answer sheets to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

vi) All the evaluated answer sheets, along with award list of End Semester Examination and composite scores of all the components i.e. Sessional, Day to Day assessment and ESE, shall be submitted separately by the respective course coordinator to the Dean/ Head of the constituent college for further forwarding to the University Examination Cell.

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12 Criteria for passing a course:

In order to be declared pass, student must obtain minimum 50% marks of total composite score (40% marks of Continuous Internal Assessment (CIA) and 60% marks of End Semester Exams (ESE) taken together) in a course.

13 Course-wise Grading:

The letter-grades and their equivalent grade points are indicated below:

Composite Score	Letter Grades	Grade Points	Description	Performance
90 to 100	O	10	Outstanding	*Pass/Satisfactory**
80 to < 90	A^+	9	Excellent	
70 to < 80	A	8	Very Good	
60 to < 70	B^+	7	Good	
55 to < 60	B	6	Above Average	
50 to < 55	C	5	Average	
< 50	F	0	Fail	*Fail/Unsatisfactory**

* *Performance of a student in Audit/Compulsory Audit Course shall be reported as Satisfactory / Unsatisfactory.*

A student who cannot be awarded any of the above grades on account of any of the reasons mentioned herein shall be given the corresponding report in the grade card.

Status of Student	Report**
Withdrawal from the Course	W
Detained in End Semester Examination due to Shortage of Attendance	SA
Abstaining from the End Semester Examination	AB
Incomplete Term work/ Evaluation Component	I
Result withheld due to administrative reasons	WH
Cancellation of Registration in a course(s) due to Disciplinary action	RC

** Report obtained by a student in any of the course shall not be used for the purpose of SGPA/CGPA calculation. Wherever this applied, SGPA and CGPA are not calculated and are marked as NC.

14 Method of Awarding the Grades:

Grading of the students shall be carried-out course-wise for theory and practical courses, separately. Marks obtained by the students in each assessment component shall be normalized on the scale of 100 (hundred) marks. The final composite score in a course shall be calculated by adding the normalized marks in the following proportion of weightages so that the total percentage of the components taken together is 100 (hundred):

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Theory Components

Name of the Assessment Component	Weightages (in %age)
Continuous Internal Assessment	40%
End Semester Examination	60%

Practical Components

Name of the Assessment Component	Weightages(in %age)
Continuous Internal Assessment	40%
End Semester Examination	60%

Subsequently, the absolute grading method, based on composite score (as defined in course-wise grading) shall be used on normalized marks obtained by all the registered students in a course and grades shall be awarded.

15 Declaration of Results:

15.1 The respective course coordinators shall prepare and submit a list of normalized marks, as per the standardized format prescribed by the university, to the Dean/ Head of the constituent college who shall forward the same to the University Examination Cell.

15.2 The University Examination Cell after getting the final normalized marks checked and verified will award the grades.

15.3 Subsequent to award of grades, University Examination Cell shall prepare the result and declare the same as per the procedure laid down.

16 Compensatory Course(s):

16.1 Compensatory course(s) for theory component shall be offered, on payment of prescribed fee, to a student who has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s); failing which the student shall be required to register for the same/equivalent course(s) in a semester whenever it is offered as regular course.

16.2 Compensatory course(s) shall also be available to a student who has either failed in earlier examination or abstained (AB) from the end semester examination.

16.3 Compensatory course(s) will be offered during a semester along with regular courses.

16.4 On completion of the compensatory course(s), inclusive of appearance in Sessional I or Sessional II or their make-up examination, a student will be eligible to appear for the university supplementary examination.

16.5 A student can register for not more than 02(two) compensatory courses at a time.

16.6 Withdrawal from a compensatory course is not permissible.

16.7 There shall be no compensatory course for laboratory courses. However, University Practical Examinations will be conducted only during regular End Semester Examinations.

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17 Supplementary Examinations:

17.1 Supplementary Examinations shall be conducted for a student who has either failed in earlier examination or abstained (***AB***) from the End Semester Examination or has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s).

17.2 Supplementary Examination for End Semester Examinations shall be held with regular End Semester Examinations.

17.3 Supplementary Examinations for ODD Semesters shall be held along with the End Semester Examinations of ODD Semesters and Supplementary Examinations for EVEN Semesters shall be held along with the End Semester Examinations of EVEN Semesters.

17.4 Examination fee for Supplementary Examination shall be charged as prescribed by the university.

18 Use of Unfair Means:

All reported cases of use of Unfair Means shall be dealt with as per the ordinance made by the University in this regard.

19 Eligibility for Promotion& Registration to Higher Semesters:

19.1 A student having a maximum backlog in 4 courses or 50% courses (including all category of courses), whichever is lower, of Academic year 1 (Semester-I & Semester-II) shall be promoted to Academic year 2 (Semester-III & Semester-IV).

19.2 A special exam shall be conducted after the End Semester Exam of semester-IV only for those final semester students, who are unable to pass a maximum of four courses or 50% courses, whichever is lower, of their Academic year 2 (Semester-III & Semester- IV) only.

19.3 The examination fee, as decided by the University, will be charged for the special examination.

20 Course Repetition:

20.1 A student who has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s) shall have to repeat and pass the course(s):

i) By registering a course(s) whenever it is offered as a compensatory course(s).

Or

ii) By registering a course(s) whenever it is offered as a regular course(s).

20.2 If the course (with same code/title/credit) is not offered due to the change in the curriculum, then student shall have to register and pass for the approved equivalent course (s) (with same credits) of the new curriculum.

20.3 A student who has once obtained the pass grade (***O-C***) shall not be allowed to repeat the course.

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21 Grade Card:

At the end of each semester a student shall be issued a Grade Card which includes the following details:

i) Credits of each course registered in the Semester.
ii) Letter Grades/Reports obtained in each Course.
iii) The total number of credits earned by a student up to the end of that semester.
iv) Calculation of ***SGPA*** for each semester.
v) ***CGPA*** for all the 04 (four) semesters for regular students, who have successfully completed the programme.

21.1 Semester Grade Performance Average (SGPA):

The performance of a student in a semester shall be indicated by a number called Semester Grade Performance Average (SGPA), which is the weighted average of the grade points obtained in all the courses in a semester by a student.

$$SGPA = \frac{\sum_{i=1}^{n} C_i (GP)_i}{\sum_{i=1}^{n} C_i},$$

where, C_i: *indicates the Credit for the* i^{th} *course,*
$(GP)_i$: *indicates the Grade point obtained for the* i^{th} *course,*
n: indicates the total number of Courses.

21.2 Cumulative Grade Point Average (CGPA):

An assessment of the overall performance of a student shall be indicated by Cumulative Grade Point Average (CGPA).

$$CGPA = \frac{\sum_{i=1}^{m} S_i (SGPA)_i}{\sum_{i=1}^{m} S_i},$$

Where, *Si: Sum of credits in the* i^{th} *Semester,*
$(SGPA)_i$: *Semester Grade Point average obtained by the student in the* i^{th} *Semester,*
m: indicates the number of Semesters.

21.3 Classification of Results:

Based on the CGPA obtained and successful completion of MBA Program, the result of a student shall be declared as follows:

CGPA	Result
7.50 and above	Passed with Distinction (Passed all the courses in First Attempt)
6.00 and above but less than 7.50	Passed with First Class
5.00 and above but less than 6.00	Passed with Second Class
Below 5.00	Failed

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21.4 **Equivalence between Grade Points and Percentage:**

Equivalence between grade points and percentage of marks can be obtained by directly multiplying the grade points by a factor of 10.00.

22 Grade Improvement:

A student who has passed in all the examinations, starting Semester-I to Semester-IV for MBA programme shall qualify for the award of degree. Nevertheless, if student feels that his CGPA is not satisfactory; such a student, for the purpose of improving the CGPA, can reappear for any of the 04 (four) core courses from Semester-II to Semester IV, in the Supplementary Examination to be conducted after the End Semester Examination of the Semester-IV and take a chance to improve the CGPA. No further chance shall be given to improve the CGPA.

23 Award of Degree:

A student shall be declared to be eligible for award of the MBA Degree if he has:

(i) Successfully registered and acquired the minimum credits as prescribed by the University from time to time and as specified in the Scheme of Study and Evaluation of MBA programme corresponding to the discipline of his study within the stipulated time.
(ii) Completed the normal duration of programme of study.
(iii) Earned a CGPA of 5.00 or above.

24 Notwithstanding anything stated in these Regulations, for any unforeseen issues arising, and not covered by these Regulations, or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining the opinion/advice of a Committee constituted by the Vice Chancellor. The decision of the Vice-Chancellor shall be final.

Registrar
Swami Rama Himalayan University

Academic Regulations for B.Sc. Nursing & Post Basic B.Sc. Nursing Programme.

Regulations
for
B.Sc. Nursing
&
Post Basic B.Sc. Nursing
Programmes

(Effective from the Academic Year 2013-14)

Faculty of Nursing

SWAMI RAMA HIMALAYAN UNIVERSITY

Swami Ram Nagar, Jolly Grant, Doiwala,
Dehradun

REGISTRAR
SWAMI RAMA HIMALAYAN UNIVERSITY
Swami Ram Nagar, Jolly Grant, Doiwala
Dehradun-248140,Uttarakhand,India

1. SHORT TITLE AND COMMENCEMENT:

(a) These regulations shall be called "***Regulations for B.Sc. Nursing & Post Basic B.Sc. Nursing Programmes of Swami Rama Himalayan University.***"

(b) These Regulations shall be deemed to have come into force from the date as approved by the Board of Management of Swami Rama Himalayan University.

2. DEFINITIONS:

(a) **Academic Programme** shall mean a programme of courses and/or any other component leading to a Bachelor's degree.

(b) **Academic Year** is a period of nearly twelve months devoted to completion of requirements specified in the Scheme of Teaching including period of vacations and examinations.

(c) **Board of Studies** (BOS) shall mean Board of Studies of Faculty concerned.

(d) **Candidate** means a person who is seeking admission to the Academic Programme.

(e) **Course** means a component of academic programme, carrying a distinctive code number.

(f) **Entrance Examination** means an Examination conducted by the University for admission in to the Academic Programme.

(g) **External Examiner** shall mean an examiner who is not in employment of the same Constituent College of the University.

(h) **Student** shall mean a person admitted to the Constituent College of the University for Academic Programme, to which these Regulations are applicable.

(i) **University** shall mean Swami Rama Himalayan University (SRHU).

3. ADMISSION

(a) Eligibility criteria for admission into B.Sc. Nursing and Post Basic B.Sc. Nursing shall be as per norms prescribed by Indian Nursing Council.

(b) Admission shall be based on the merit obtained by a Candidate in the Entrance Examination conducted by the University.

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Dehradun-248140,Uttarakhand,India

4. PROGRAMME STRUCTURE :

(a) BASIC B.SC. NURSING:

First year

S. No.	Course Code	Course Title	Instruction Hours		
			Theory	Practical	Total
1.	BSN101	Anatomy	60	--	60
		Physiology	60	--	60
2	BSN102	English*	60	--	60
3	BSN103	Introduction to Computer	45	--	45
4	BSN104	Microbiology	60	--	60
5	BSN105	Nursing Foundation	265+200	--	465
		Nursing Foundation -Practical	--	450	450
6	BSN106	Nutrition	60	--	60
		Biochemistry	30	--	30
7	BSN107	Psychology	60	--	60
8	--	Hindi	30	--	30
9	--	Library	--	--	50
10	--	Co-curricular Activities/Self Studies	--	--	50
		Total	**930**	**450**	**1480**

*Qualifying course

Second year

S. No.	Course Code	Course Title	Instruction Hours		
			Theory	Practical	Total
1	BSN201	Communication & Education Technology	60+30	--	90
2	BSN202	Community Health Nursing-I	90	--	90
		Community Health Nursing-I Practical	--	135	135
3	BSN203	Medical Surgical Nursing-I	210	--	210
		Medical Surgical Nursing –I Practical	--	720	720
4	BSN204	Pharmacology	45	--	45
		Pathology	30	--	30
		Genetics	15	--	15
5	BSN205	Sociology	60	--	60
6	BSN206	Environmental Science	60	--	60
7	--	Library	--	--	50
8	--	Co-curricular Activities/Self Studies	--	--	35
		Total	**600**	**855**	**1540**

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Third year

S. No.	Course Code	Course Title	Instruction Hours		
			Theory	Practical	Total
1	BSN301	Child Health Nursing	90	--	90
		Child Health Nursing- Practical	--	270	270
2	BSN302	Medical Surgical Nursing-II	120	--	120
		Medical Surgical Nursing-II Practical	--	270	270
3	BSN303	Mental Health Nursing	90	--	90
		Mental Health Nursing- Practical	--	270	270
4	BSN304*	Midwifery & Obstetrical Nursing	90	--	90
		Midwifery & Obstetrical Nursing-Practical	--	180	180
5	--	Library	--	--	50
6	--	Co-curricular Activities/Self Studies	--	--	50
		Total	**390**	**990**	**1480**

*BSN304 course examination will be held in fourth year of the programme.

Fourth year

S. No.	Course Code	Course Title	Instruction Hours		
			Theory	Practical	Total
1	BSN304	Midwifery & Obstetrical Nursing Practical	--	180	180
2	BSN401	Community Health Nursing –II	90	--	90
		Community Health Nursing –II Practical	--	135	135
3	BSN402	Management of Nursing Services & Education	60	30	90
4	BSN403	Nursing Research & Statistics	45	--	45
		Total	**195**	**345**	**540**

Note: Duration of University Theory Examination is 03(Three) hours.

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Placement: Fourth Year Internship (Integrated Practice)				
S. No.	Course Title	Contact Hours		In Weeks
		Theory	Practical	
1	Child Health Nursing-Practical	--	145	3
2	Community Health Nursing-II	--	195	4
3	Midwifery & Obstetrical Nursing-Practical	--	240	5
4	Medical Surgical Nursing-Practical	--	430	9
5	Mental Health Nursing -Practical	--	95	2
6	Research Project	--	45	1
	Total Hrs.	--	**1150**	**2**

Note:-

1. Internship means 8 hours of integrated clinical duties in which two weeks of evening and night shift duties are included.
2. Internship should be carried out as 8 hours per day @ 48 hours/week.
3. Students during internship will be supervised by nursing teachers.
4. Fourth year final examination will be held only after completing Internship.

(b) Post Basic B.Sc. Nursing:

First year

S. No.	Course Code	Course Title	Instruction Hours		
			Theory	Practical	Total
1	PBN101	Biochemistry & Biophysics	60	--	60
2	PBN102	Child Health Nursing	60	--	60
		Child Health Nursing – Practical	--	240	240
3	PBN103	English*	60	--	60
4	PBN104	Maternal Nursing	60	--	60
		Maternal Nursing – Practical	--	240	240
5	PBN105	Medical & Surgical Nursing	90	--	90
		Medical & Surgical Nursing-Practical	--	270	270
6	PBN106	Microbiology	60	30	90
7	PBN 107	Nursing Foundation	45	--	45
8	PBN108	Nutrition & Dietetics	30	15	45
9	PBN109	Psychology	60	15	75
		Total	**525**	**810**	**1335**

*Qualifying Course

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Second year

S. No.	Course Code	Course Title	Instruction Hours		
			Theory	Practical	Total
1	PBN201	Community Health Nursing	60	--	60
		Community Health Nursing-Practical	--	240	240
3	PBN202	Introduction to Nursing Administration	60	180	240
4	PBN203	Introduction to Nursing Education	60	75	135
5	PBN204	Introduction to Nursing Research & Statistics	45	120	165
6	PBN205	Mental Health Nursing	60	--	60
		Mental Health Nursing -Practical	--	240	240
7	PBN206	Sociology	60	--	60
8	PBN207	Environmental Science	60	--	60
		Total	**405**	**855**	**1260**

5. DURATION OF THE PROGRAMME

(a) B.Sc. Nursing Programme: The duration of B.Sc. Nursing programme is 04 (four) year. There is no limit in number of attempts for each course. However, to appear for final year examination, a student should have passed all the courses of previous years. A student should pass all the courses within 08(eight) years from commencement of the programme to be eligible for award of B.Sc. Nursing Degree.

(b) Post Basic B.Sc. Nursing Programme: The duration of Post Basic B.Sc. N ursing Programme is 02(two) year. There is no limit in number of attempts for each course. However, to appear for final year examination, a student should have passed all the courses of first year. A student should pass all the courses within 04(four) years from commencement of the programme to be eligible for award of Post Basic B.Sc. Nursing Degree.

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6. TEMPORARY DISCONTINUATION FROM THE PROGRAMME

Temporary discontinuation from the programme shall be allowed in exceptional cases with prior approval of Dean, Faculty of Nursing only once for a maximum period of one year. However, a student shall be allowed to rejoin the programme from next academic year.

(a) Any student who temporarily discontinues the programme on medical ground shall be allowed to rejoin the programme from next academic year provided that he is found medically fit by the medical board specified by the University from time to time.

(b) Any student who temporarily discontinues the programme due to any other reasons shall be allowed to rejoin the programme only after approval is granted by the competent authority of the University.

7. ATTENDANCE

A candidate must have a minimum of 80% attendance (irrespective of the kind of absence) in theory and practical in each course for appearing for university examination. A candidate must have 100% attendance in practical/clinical hours before award of Degree.

8. ASSESSMENT PROCEDURE: INTERNAL & FINAL UNIVERSITY EXAMINATION

(a) Internal Assessment (As per INC norms):

(i) Internal assessment marks comprise of 25% of the final theory examination and 50% of final practical examination.

(ii) Internal evaluation is done through regular sessional examinations, class tests and written assignments. The results of evaluation are considered for internal assessment marks of final examination.

(iii) Average internal marks of the total students should not exceed 75% i.e. if 40 students are admitted in a course the average score of the 40 students shall not exceed 75% of total internal marks.

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(b) Final University Examination Assessment Scheme (As per INC norms):

(i) B.Sc. Nursing Programme: First Year

S. No	Course Code	Course Title	Theory		Practical	
			Internal Assessment	University Examination	Internal Assessment	University Examination
1	BSN101	Anatomy & Physiology	25	75	--	--
2	BSN102	English	25	75	--	--
3	BSN103	Introduction to Computer	25	75	--	--
4	BSN104	Microbiology	25	75	--	--
5	BSN105	Nursing Foundation	25	75	100	100
6	BSN106	Nutrition & Biochemistry	25	75	--	--
7	BSN107	Psychology	25	75	--	--
Total			**175**	**525**	**100**	**100**

Second year

S. No	Course Code	Course Title	Theory		Practical	
			Internal Assessment	University Examination	Internal Assessment	University Examination
1	BSN201	Communication & Education Technology	25	75	--	--
2	BSN202	Community Health Nursing-I	25	75	--	--
3	BSN203	Medical Surgical Nursing-I	25	75	100	100
4	BSN204	Pharmacology Pathology Genetics	25	75	--	--
5	BSN205	Sociology	25	75	--	--
6	BSN206	Environmental Sciences*	--	100	--	--
Total			**125**	**375**	**100**	**100**

*Qualifying Examination: A candidate has to secure minimum of 33% in qualifying

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(ii) Post Basic B.Sc. Nursing Programme:

First year

S. No.	Course Code	Course Title	Theory		Practical	
			Internal Assessment	University Examination	Internal Assessment	University Examination
1	PBN101	Biochemistry & Biophysics	25	75	--	--
2	PBN102	Child Health Nursing	25	75	50	50
3	PBN103	English*	25	75	--	--
4	PBN104	Maternal Nursing	25	75	50	50
5	PBN105	Medical & Surgical Nursing	25	75	50	50
6	PBN106	Microbiology	25	75	--	--
7	PBN107	Nursing Foundation	15	35	--	--
8	PBN108	Nutrition & Dietetics	15	35	--	--
9	PBN109	Psychology	25	75	--	--
Total			**205**	**595**	**150**	**150**

Second year

S. No.	Course Code	Courses Title	Theory		Practical	
			Internal Assessment	University Examination	Internal Assessment	University Examination
1	PBN201	Community Health Nursing	25	75	50	50
2	PBN202	Introduction to Nursing Administration	25	75	--	--
3	PBN203	Introduction to Nursing Education	25	75	--	--
4	PBN204	Introduction to Nursing Research & Statistics**	15	35	50	50
5	PBN205	Mental Health Nursing	25	75	50	50
6	PBN206	Sociology	25	75	--	--
7	PBN207	Environmental Science*	--	100	--	--
Total			**140**	**410**	**150**	**150**

***Qualifying Course:** A student has to secure minimum of 33% in qualifying courses for passing.

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9. ELIGIBILITY FOR APPEARING IN THE UNIVERSITY EXAMINATIONS:

To be eligible for appearing in University Examinations a student must obtain 50% marks in internal assessment of each course separately.

10. EVALUATION PROCEDURE:

(a) Appointment of an Examiner:

The Examiner for both theory and practical examination shall be appointed with prior approval of the Vice Chancellor of the University. An Examiner must have M.Sc. Nursing in concerned speciality to be eligible for becoming an Examiner. However, for practical examination an Examiner should have minimum 03 (three) years of teaching experience.

(b) Declare 'Pass' in Particular Course:

(i) To be declared 'Pass' in a particular course, a student must obtain 50% marks in theory and practical separately in University Examination. If he fails in either theory or practical of a course, he shall reappear in the University examination for both theory and practical examination of that course.

(ii) To be declared 'Pass' in the Qualifying courses (English and Environmental Sciences), a student must obtain 33% marks in University Examinations.

(c) Evaluation of Answer Booklets:

i. Once the examination answer booklets are received by the University Examination Cell, coding shall be done and proper record of coding of answer booklet shall be preserved under lock and key.

ii. There shall be provision of double evaluation of answer booklets.

iii. During evaluation following instructions shall be given to the examiners regarding evaluation of answer booklets:

a) No marks to be given inside the answer booklets. Marks shall only be entered on the front page of the answer booklets, in the chart provided, against each question number and sub-section.

b) Marks awarded and entered should be totalled both in figures and words.

c) Total marks should be entered in OMR sheet against the column by darkening the appropriate numbers.

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d) Total marks should also be written in words, in the space provided.

e) Answer booklets is to be signed by the examiner with name spelt in the space provided.

iv. After the I[st] evaluation, portion of answer booklets containing I[st] evaluation marks shall be removed and preserved by the University Examination Cell. Thereafter, the answer booklets shall be given for second evaluation to the second evaluator.

v. As far as practicable evaluation of answer booklets shall be done centrally, at a particular place in the University, for which a supervisor shall be appointed by the Registrar on approval from Vice Chancellor.

vi. Once evaluation is over, marks of both evaluations (Ist & IInd) shall be entered in the tabulation chart.

vii. If difference of marks awarded by both the evaluators is less than 20%, average of marks awarded by both the evaluators shall be awarded to a student.

viii. If difference of marks between evaluation one and two is more than 20% of total marks, of a paper, then the answer booklets shall be evaluated by a third evaluator nominated by the University Examination Cell on the basis of seniority, and marks awarded by third evaluator shall be final. Process to be followed for third evaluation shall be the same as per I[st] & II[nd] evaluation.

ix. Evaluator of answer booklets shall be provided with marks sheet foil containing a list of answer booklets, with code numbers only, where evaluator is required to fill the marks obtained by student and record his signature with name in the space provided.

(d) Conduct of Practical and Oral Examination:

i. All practical examinations must be held in the respective clinical areas.

ii. Maximum number of candidates for all practical and oral examination should not exceed 20 per day.

iii. One internal and one external examiners should jointly conduct practical and oral examination for each student.

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(e) Grace Marks:

A student who is appearing in the University examinations for all the courses may be awarded a maximum of 5(five) in one course provided that he is passing in the remaining courses. No grace marks shall be awarded in supplementary examinations if he is not appearing in all the courses.

(f) Course Wise Grading of Students

- 75% and above is Distinction
- 60-74.99% First Division
- 50-59.99% Second Division

(g) Declaration of Results

University Examination Cell shall cross check the marks entered in the tabulation chart and grace marks given as per the provisions and shall declare the results after taking the approval of the Vice Chancellor of the University or his representative.

(h) Supplementary Examination

Supplementary examination will be conducted within 3 months after declaration of the results.

(i) Re-evaluation of Answer Booklet

There will be no provision for re-evaluation of answer booklet.

(j) Re-totalling of Marks:

After declaration of the results and before issue of mark sheet, the evaluated answer booklets shall be given to the students who may approach the University Examination Cell through the examination in charge of the college in case of any discrepancy in totalling of marks.

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11. USE OF UNFAIR MEANS

All cases regarding reported use of Unfair Means in the examination shall be placed before the Board of Examinations for decision in individual cases, and recommending penalties, if any. The actions deemed as "Use of Unfair Means" and also the procedure for dealing with cases of suspected/alleged/reported use of unfair means shall be as per the policy of the University ordinance made in this regard.

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

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Dehradun-248140,Uttarakhand,India

20171123 Amendment in Academic Regulation UG & PG Medical, Nursing and Pramedical Programme ('Attempt' head incorporated)

Swami Rama Himalayan University
Office of the Registrar

SRHU/Reg/OO/2017-184 Date: 23rd November, 2017

OFFICE ORDER

I am directed to inform that the Academic Council in its 12th Meeting under Item no. 56 of the agenda has approved incorporating the head 'Attempt' in Academic Regulations for UG & PG Medical, Nursing and Paramedical Programmes as given hereunder:

Attempt : Attempt will be counted as the number of examinations conducted by the University, of a particular program (semester/year/professional/triennial wise), irrespective of the chances availed by the students to pass a particular examination. It would also include the following:

- Detainment in any or all subjects
- Student Not Registered (NR) for the University examination
- Student absent in any or all subjects

Further, Academic Council has approved amendments under the heads 'Grading of Students' and 'Grace Marks' in the said Academic Regulations as given hereunder:

Heads	Amendment
Grading of Students	Distinction at 75% or more marks would be granted subject wise, regardless of attempt, provided that the student has appeared in all the subjects of that examination and secured at least pass marks in other subjects of that examination.
Grace Marks	Grace marks upto a maximum of five marks in theory segment only would be granted if the examinee after having appeared in all subjects together, fails in a single subject, irrespective of number of attempts, in a particular University Examination. Grace Marks will not be granted in practical/clinical/viva-voce examination.

By Order,

Registrar

Copy to: Hon'ble Chancellor, Hon'ble Vice Chancellor } for kind information please
Dean, Faculty of Nursing
Dean, Faculty of Medicine
Principal, Himalayan College of Nursing
Principal, Himalayan Institute of Medical Sciences
Controller of Examinations
Vice-Principal (Paramedical Programmes)

Amendment in Academic Regulations for UG Nursing Programmes (Method of Evaluation of Answer Booklets)

Swami Rama Himalayan University
Office of the Registrar

SRHU/Reg/OO/2018-106 Date: 20th October, 2018

OFFICE ORDER

I am directed to inform you that in accordance with the decision taken by the Board of Management in its 21st meeting under Agenda Item No. 21/3(h), sub-clause (viii) of clause 10.2 'Method of Evaluation of Answer Booklets' under Academic Regulations for UG and PG Nursing programmes is partially amended/modified with immediate effect as follows:

"If difference of marks between evaluation I^st & II^nd is more than 20% in UG Nursing programmes (B.Sc. Nursing & Post Basic B.Sc. Nursing) or more than 10% in PG Nursing (M.Sc. Nursing & M.Sc. Nursing Nurse Practitioner in Critical Care) of total marks of a particular paper, then the answer booklets shall be evaluated by a third evaluator appointed by the University. The Controller of Examinations shall then obtain average out of the marks awarded by third evaluator and the marks of the first or second evaluator whichever is nearer to the score of third evaluator. The average marks thus obtained after the third evaluation shall be final. Process to be followed for III^rd evaluation shall be the same as per I^st & II^nd evaluation".

By Order,

Registrar

Copy to: Hon'ble Chancellor
Hon'ble Vice Chancellor
Pro Vice Chancellor
} for kind information please
Dean, Faculty of Nursing
Principal - HCN
Controller of Examinations

Academic Regulations for M.Sc. Nursing Programme.

SWAMI RAMA HIMALAYAN UNIVERSITY

In exercise to the powers conferred by Statute 4.05 (2) (b) of the First Statutes of Swami Rama Himalayan University, the Board of Management has framed the following Ordinance for smooth functioning of the University:

Ordinance SRHU/ORD/10: Academic Regulations for M.Sc. Nursing Programme.

1. SHORT TITLE AND COMMENCEMENT

1.1 These regulations shall be called ***"Regulations for the M.Sc. Nursing Programmes of Swami Rama Himalayan University."***

1.2 These Regulations shall be deemed to have come into force from the date as approved by the Board of Management of Swami Rama Himalayan University.

2. DEFINITIONS

2.1 **Academic Programme** shall mean a programme of subjects and/or any other component leading to a Master's degree.
2.2 **Academic Year** is a period of nearly 12(twelve) months devoted to completion of requirements specified in the Scheme of Teaching including period of vacations and examinations.
2.3 **Candidate** means a person who is seeking admission to the Academic Programme.
2.4 **Subject** means a component of the academic programme, carrying a distinctive code number.
2.5 **Entrance Examination** means an Examination conducted by the University for admission in to the Academic Programme.
2.6 **External Examiner** shall mean an examiner who is not in employment of the same Constituent College of the University.
2.7 **Student** shall mean a person admitted to the Constituent College of the University for the Academic Programme, to which these Regulations are applicable.
2.8 **University** shall mean Swami Rama Himalayan University (SRHU).

3. ADMISSION

Admission to M.Sc. Nursing programme shall be made by the University. Eligibility criteria and procedure for admission to M.Sc. Nursing programme shall be as prescribed by the University from time to time.

4. PROGRAMME STRUCTURE

The Program Structure of M.Sc. Nursing shall be as prescribed by the Statutory Council and the University from time to time.

5. DURATION OF THE PROGRAMME

Duration of M.Sc. Nursing programme shall be 02 (two) years as prescribed by the Statutory Council.

Registrar
Himalayan University

SWAMI RAMA HIMALAYAN UNIVERSITY

6. TEMPORARY DISCONTINUATION FROM THE PROGRAMME

Temporary discontinuation from the programme shall be allowed in exceptional cases with prior approval of Head of Constituent Academic Unit, only once for a maximum period of one year. However, such a student shall be allowed to rejoin the programme from next academic year.

6.1 Any student who temporarily discontinues the programme on medical ground shall be allowed to rejoin the programme from the next academic year; provided that he is found medically fit by the medical board constituted by the University from time to time.

6.2 Any student who temporarily discontinues the programme due to any other reasons shall be allowed to rejoin the programme only after approval is granted by the competent authority of the University.

7. ATTENDANCE

A candidate must have 80% attendance in theory segment & 100% attendence in the Clinical/Practical segment of a particular subject.

8. ASSESSMENT PROCEDURE: INTERNAL & UNIVERSITY EXAMINATION

8.1 **Internal Assessment (As per the norms of INC norms):**

(i) Internal evaluation is done through regular sessional examinations, class tests and written assignments. The results of internal evaluation are considered for internal assessment marks of final examination.

(ii) Internal assessment marks in theory shall have a weightage of 25% in final University theory examination.

(iii) Internal assessment marks in practical shall have a weightage of 50% in final University practical examination.

(iv) Average internal marks of the total students should not exceed 75% i.e. if 40 students are admitted in a subject the average score of the 40 students shall not exceed 75% of total internal marks.

8.2 **University Examination:**

University Examination Assessment Scheme shall be as per statutory council norms from time to time.

9. ELIGIBILITY FOR APPEARING IN UNIVERSITY EXAMINATIONS

A candidate must have 80% attendance in theory segment & 100% attendance in the Clinical/Practical segment of a particular subject. However, a candidate shall be permitted to appear in the University Examination even if he has secured a minimum of 80% attendance (irrespective of the kind of absence) in theory & practical in each subject. But he has to complete the deficit if any, in the practical segment to make it 100% before the award of the degree.

Registrar
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10. EVALUATION PROCEDURE

10.1 Appointment of an Examiner:

To be qualified as an examiner for M.Sc. Nursing programme in a given subject the examiner must fulfil the eligibility criteria as laid down by statutory council and approved by the University.

10.2 Method of Evaluation of Answer Booklets:

(i) Once the answer booklets are received by the Examination Cell of the University, for fair evaluation to conceal the identity of an examinee coding of answer booklet shall be done by the Examination Cell.

(ii) There shall be provision of double evaluation of answer booklets.

(iii) As far as possible evaluator for answer booklets shall not be the evaluator for practical/clinical/viva-voce examination. Evaluation-I shall be done by the internal examiner & Evaluation-II shall be done by the external examiner appointed by the University.

(iv) Evaluation of answer booklets shall be done at such place as decided by the University.

(v) Once Evaluation is over, marks of both Evaluation-I & II shall be entered in the tabulation chart.

(vi) If any question paper is having M.C.Q. these shall be evaluated by first evaluator, as per the answer key provided.

(vii) Average of two Evaluation plus marks obtained in M.C.Q. comprises the total marks obtained by the examinee in a particular subject/ paper.

(viii) If difference of marks between Evaluation-I & II is more than 20% of total marks, of that particular paper, then the answer booklets shall be evaluated by a third evaluator appointed by the University and marks awarded by the third evaluator shall be final. Process to be followed for Evaluation-III shall be the same as per I & II Evaluation.

10.3 Conduct of Practical and Oral Examination:

(i) All practical examinations must be held in the respective clinical areas.

(ii) Maximum number of candidates for all practical and oral examination should not exceed 20 per day.

(iii) One internal and one external examiner should jointly conduct practical and oral examination for each student.

(iv) Evaluation of dissertation should be done by the examiner prior to viva. The dissertation must be submitted by a student on or before completion of ninth month of second year of the programme.

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(v) For Dissertation Internal examiner should be the guide and external examiner should be Nursing faculty / nursing expert from the same clinical speciality holding Ph.D./M.Phil. /M.Sc. Nursing with a minimum of 03(three) years' experience in guiding the research projects for Post Graduate students of Nursing. One internal and one external examiner (outside the university) should evaluate dissertation and jointly conduct viva-voce for each student.

10.4 Declare 'Pass' in Particular Subject:

To be declared 'Pass' in a particular subject, a student must obtain 50% marks in theory and practical separately in University Examination. If he fails in either theory or practical of a subject, he shall reappear in the University examination for both theory and practical examination of that subject.

10.5 Grace Marks:

(i) Grace marks up to a maximum of five marks in theory segment will be granted, if the examinee after having appeared in all subjects together fails in a single subject. No grace marks will be granted, if the examination is taken in parts.

(ii) Only such examinees, who appear for the entire examination in the first attempt are eligible for awarding grace marks in one subject.

(iii) Grace marks will not be granted in Practical/ Clinical/ Viva-Voce examination.

10.6 Grading of student:

Students scoring 75% or above marks in a particular subject shall be awarded distinction in that subject provided he has passed that subject in first attempt.

10.7 Declaration of Results:

University Examination Cell shall cross check the marks entered in the tabulation chart and grace marks given as per the provisions and shall declare the results as per the procedure laid down.

10.8 Supplementary Examination:

(i) Supplementary examination will be conducted twice in an Academic year, first one within 06 (six) months of declaration of result and second one along with regular University Examination.

(ii) In case student fails in any of the subject of Final Year Examination, a Special University Supplementary Examination shall be conducted within 03 (three) months of declaration of results. If a student fails in this Special Supplementary Examination he shall re-appear in the main Final Year Examination to pass the particular subject.

10.9 Re-evaluation of Answer Booklet:

(i) There shall be no provision for re-evaluation of answer booklet. However a student shall be entitled to apply for retotaling of the marks in a particular subject

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(ii) A student if so desires can see his evaluated answer booklets after submitting his request to the University Examination Cell as per the norms prescribed by the University within 15 (fifteen) days of declaration of result. However the student shall not have any right to challenge the marks evaluated by the University. The identity of the evaluator shall not be disclosed to the student concerned.

(iii) The answer booklets shall be maintained for a period of three months and shall thereafter be disposed of in the manner as per the procedure laid down.

11. PROMOTION TO HIGHER CLASS

There is no limit in number of attempts for each subject. However, to appear for final year examination, a student should have passed all the subjects of previous years.

12. AWARD OF DEGREE

On successful completion of all the examination and 100% attendance in Practical/Clinical hours, a student shall be eligible for the award of the degree of Master of Science in Nursing (M.Sc. Nursing).

13. USE OF UNFAIR MEANS

All reported cases of use of Unfair Means shall be dealt with as per the ordinance made by the University in this regard.

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

15. The University reserves the right to amend this ordinance as and when required.

Registrar
Swami Rama Himalayan University

Amendment in Academic Regulation UG & PG Medical, Nursing and Paramedical Programme ('Attempt' head incorporated)

Swami Rama Himalayan University
Office of the Registrar

SRHU/Reg/OO/2017-184 Date: 23rd November, 2017

OFFICE ORDER

I am directed to inform that the Academic Council in its 12th Meeting under Item no. 56 of the agenda has approved incorporating the head 'Attempt' in Academic Regulations for UG & PG Medical, Nursing and Paramedical Programmes as given hereunder:

Attempt : Attempt will be counted as the number of examinations conducted by the University, of a particular program (semester/year/professional/triennial wise), irrespective of the chances availed by the students to pass a particular examination. It would also include the following:

- Detainment in any or all subjects
- Student Not Registered (NR) for the University examination
- Student absent in any or all subjects

Further, Academic Council has approved amendments under the heads 'Grading of Students' and 'Grace Marks' in the said Academic Regulations as given hereunder:

Heads	Amendment
Grading of Students	Distinction at 75% or more marks would be granted subject wise, regardless of attempt, provided that the student has appeared in all the subjects of that examination and secured at least pass marks in other subjects of that examination.
Grace Marks	Grace marks upto a maximum of five marks in theory segment only would be granted if the examinee after having appeared in all subjects together, fails in a single subject, irrespective of number of attempts, in a particular University Examination. Grace Marks will not be granted in practical/clinical/viva-voce examination.

By Order,

Registrar

Copy to: Hon'ble Chancellor, Hon'ble Vice Chancellor } for kind information please
Dean, Faculty of Nursing
Dean, Faculty of Medicine
Principal, Himalayan College of Nursing
Principal, Himalayan Institute of Medical Sciences
Controller of Examinations
Vice-Principal (Paramedical Programmes)

Amendment in Academic Regulations for UG Nursing Programmes (Method of Evaluation of Answer Booklets)

Swami Rama Himalayan University
Office of the Registrar

SRHU/Reg/OO/2018-106 Date: 20th October, 2018

OFFICE ORDER

I am directed to inform you that in accordance with the decision taken by the Board of Management in its 21st meeting under Agenda Item No. 21/3(h), sub-clause (viii) of clause 10.2 'Method of Evaluation of Answer Booklets' under Academic Regulations for UG and PG Nursing programmes is partially amended/modified with immediate effect as follows:

"If difference of marks between evaluation I^st & II^nd is more than 20% in UG Nursing programmes (B.Sc. Nursing & Post Basic B.Sc. Nursing) or more than 10% in PG Nursing (M.Sc. Nursing & M.Sc. Nursing Nurse Practitioner in Critical Care) of total marks of a particular paper, then the answer booklets shall be evaluated by a third evaluator appointed by the University. The Controller of Examinations shall then obtain average out of the marks awarded by third evaluator and the marks of the first or second evaluator whichever is nearer to the score of third evaluator. The average marks thus obtained after the third evaluation shall be final. Process to be followed for III^rd evaluation shall be the same as per I^st & II^nd evaluation".

By Order,

Registrar

Copy to: Hon'ble Chancellor, Hon'ble Vice Chancellor, Pro Vice Chancellor } for kind information please
Dean, Faculty of Nursing
Principal - HCN
Controller of Examinations

Revised Academic Regulations
for
Bachelor of Medicine
and
Bachelor of Surgery (M.B.B.S) Programme

From 2023 Batch Onwards

Himalayan Institute of Medical Sciences

SWAMI RAMA HIMALAYAN UNIVERSITY

Swami Ram Nagar, Jolly Grant, Doiwala,

Dehradun

Registrar
Swami Rama Himalayan University

1. SHORT TITLE AND COMMENCEMENT

1.1 These Regulations shall be called "***Academic Regulations for Bachelor of Medicine and Bachelor of Surgery (M.B.B.S.) of the Swami Rama Himalayan University***."

1.2 These Regulations shall be deemed to have come into force from the date of approval by the Board of Management of the University.

2. DEFINITIONS

2.1 **Academic Programme** shall mean a programme of courses/subjects and/or any other component lead in to a Bachelor's degree.

2.2 **Academic Year** is a period of nearly twelve months devoted to completion of requirements specified in the Scheme of Teaching including period of vacations and examinations.

2.3 **Candidate** means a person who is seeking admission to the Academic Programme.

2.4 **Subject** means a component of Academic Programme, carrying a distinctive code number.

2.5 **Entrance Examination** means an Examination conducted by the competent authority for admission into the Academic Programme.

2.6 **External Examiner** shall mean an examiner who is not in employment of the any Constituent College of the University.

2.7 **Student/learner** shall mean a person admitted to the Constituent College of the University for Academic Programme, to which these Regulations are applicable.

2.8 **University** shall mean Swami Rama Himalayan University (SRHU).

3. ADMISSION

Admission to Bachelor of Medicine and Bachelor of Surgery (M.B.B.S.) Programme shall be made by the University. Eligibility criteria and procedure for admission to Bachelor of Medicine and Bachelor of Surgery (M.B.B.S.) Programme shall be as prescribed by the University & Statutory Council (National Medical Commission) from time to time.

4. PROGRAMME STRUCTURE

The Program Structure shall be as prescribed by the Statutory Council (National Medical Commission) and the University from time to time.

Registrar
Swami Rama Himalayan University

Objectives of the Indian Graduate Medical Training Programme

The undergraduate medical education program is designed with a goal to create an " Indian Medical Graduate" (IMG) possessing requisite knowledge, skills, attitudes, values and responsiveness, so that she or he may function appropriately and effectively as a Physician of first contact of the community while being globally relevant. To achieve this, the following national and institutional goals for the learner of the Indian Medical Graduate training program are hereby prescribed.

4.1. National Goals

At the end of undergraduate program, the Indian Medical Graduate should be able to:

(a) Recognize "health for all" as a national goal and health right of all citizens and by undergoing training for
medical profession to fulfill his/her social obligations towards realization of this goal.

(b) Learn every aspect of National policies on health and devote her/him to its practical implementation.

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

(d) Develop scientific temper, acquire educational experience for proficiency in profession and promote healthy living.

(e) Become exemplary citizen by observance of medical ethics and fulfilling social and professional
obligations, so as to respond to national aspirations.

4.2. Institutional Goals

The Indian Medical Graduates of Himalayan Institute of Medical Sciences / SRHU Should (be):

(a) Competent in diagnosis and management of common health problems of the individual and the Community, commensurate with his/her position as a member of the health team at the primary, Secondary or tertiary levels, using his/her clinical skills based on history, physical examination and relevant investigations.

(b) Competent to practice preventive, promotive, curative, palliative and rehabilitative medicine in respect to the commonly encountered health problems.

(c) Able to appreciate the rationale for different therapeutic modalities; be familiar with the administration of "essential medicines" and their common adverse effects.

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(d) Able to appreciate the socio-psychological, cultural, economic and environmental factors affecting health and develop humane attitude towards the patients in discharging one's professional responsibilities.

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

(f) Familiar with the basic factors which are essential for the implementation of the National Health Programmes including practical aspects of the following:

(i) Family Welfare and Maternal and Child Health (MCH)
(ii) Sanitation and water supply
(iii) Prevention and control of communicable and non-communicable diseases
(iv) Immunization
(v) Health Education
(vi) Indian Public Health Standards (IPHS), at various levels of service delivery
(vii) Bio-medical waste disposal
(viii) Organizational and/or institutional arrangements.

(g) Acquire basic management skills in the area of human resources, materials and resource management related to health care delivery, hospital management, inventory skills and counseling.

(h) Able to identify community health problems and learn to work to resolve these by designing, instituting corrective steps and evaluating outcome of such measures.

(i) Able to work as a leading partner in health care teams and acquire proficiency in communication skills.

(j) Competent to work in a variety of health care settings.

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

4.3. Goals and Roles for the Learner

In order to fulfil the goal of the IMG training programme, the medical graduate must be able to function in the following roles appropriately and effectively:-

1. Clinician who understands and provides preventive, promotive, curative, palliative and holistic care with compassion
2. Leader and member of the health care team and system with capabilities to collect analyze, synthesize and communicate health data appropriately.
3. Communicator with patients, families, colleagues and community.
4. Lifelong learner committed to continuous improvement of skills and knowledge.
5. Professional, who is committed to excellence, is ethical, responsive and accountable to patients, community and profession.

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4.4. Competency Based Training Programme of the Indian Medical Graduate

Competency based learning would include designing and implementing medical education curriculum that focuses on the desired and observable ability in real life situations. In order to effectively fulfill the roles, the Indian Medical Graduate would have obtained the following set of competencies at the time of graduation:

Clinician, who understands and provides preventive, promotive, curative, palliative and holistic care with compassion

- Demonstrate knowledge of normal human structure, function and development from a molecular, cellular, biologic, clinical, behavioral and social perspective.
- Demonstrate knowledge of abnormal human structure, function and development from a molecular, cellular, biological, clinical, behavioral and social perspective.
- Demonstrate knowledge of medico-legal, societal, ethical and humanitarian principles that influence healthcare.
- Demonstrate knowledge of national and regional health care policies including the National Health Mission that incorporates National Rural Health Mission (NRHM) and National Urban Health Mission (NUHM), frameworks, economics and systems that influence health promotion, health care delivery, disease prevention, effectiveness, responsiveness, quality and patient safety.
- Demonstrate ability to elicit and record from the patient, and other relevant sources including relatives and caregivers, a history that is complete and relevant to disease identification, disease prevention and health promotion.
- Demonstrate ability to elicit and record from the patient, and other relevant sources including relatives and caregivers, a history that is contextual to gender, age, vulnerability, social and economic status, patient preferences, beliefs and values.
- Demonstrate ability to perform a physical **examination that is complete and relevant to disease identification, disease prevention and health promotion.**
- Demonstrate ability to perform **a physical** examination **that is contextual to gender, social and economic status, patient preferences and values.**
- **Demonstrate effective clinical problem solving, judgment and ability to interpret and integrate** available data in order to address patient problems, generate differential diagnoses and develop individualized management plans that include preventive, promotive and therapeutic goals.

Maintain accurate, clear and appropriate record of the patient in conformation with legal and administrative frameworks.

- Demonstrate ability to choose the appropriate diagnostic tests and interpret these tests based on scientific validity, cost effectiveness and clinical context.

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- Demonstrate ability to prescribe and safely administer appropriate therapies including nutritional interventions, pharmacotherapy and interventions based on the principles of rational drug therapy, scientific validity, evidence and cost that conform to established national and regional health programmers and policies for the following:

    - Disease prevention,
    - Health promotion and cure,
    - Pain and distress alleviation, and
    - Rehabilitation and palliation.

- Demonstrate ability to provide a continuum of care at the primary (including home care) and/or secondary level that addresses chronicity, mental and physical disability.
- Demonstrate ability to appropriately identify and refer patients who may require specialized or advanced tertiary care.
- Demonstrate familiarity with basic, clinical and translational research as it applies to the care of the patient.

Leader and member of the health care team and system

- Work effectively and appropriately with colleagues in an inter-professional health care team respecting diversity of roles, responsibilities and competencies of other professionals,
- Recognize and function effectively, responsibly and appropriately as a health care team leader in primary and secondary health care settings.
- Educate and motivate other members of the team and work in a collaborative and collegial fashion that will help maximize the health care delivery potential of the team.
- Access and utilize components of the health care system and health delivery in a manner that is appropriate, cost effective, fair and in compliance with the national health care priorities and policies, as well as be able to collect, analyze and utilize health data.
- Participate appropriately and effectively in measures that will advance quality of health care and patient safety within the health care system.
- Recognize and advocate health promotion, disease prevention and health care quality improvement through prevention and early recognition: in a) life style diseases and **b)** cancer, in collaboration with other members of the health care team.

Communicator with patients, families, colleagues and community

- Demonstrate ability to communicate adequately, sensitively, effectively and respectfully with patients in a language that the patient understands and in a manner that will improve patient satisfaction and health care outcomes.
- Demonstrate ability to establish professional relationships with patients and families that are positive, understanding, humane, ethical, empathetic, and trustworthy.
- Demonstrate ability to communicate with patients in a manner respectful of patient's preferences, values, prior experience, beliefs, confidentiality and privacy.

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- Demonstrate ability to communicate with patients, colleagues and families in a manner that encourages participation and shared decision- making

Lifelong learner committed to continuous improvement of skills and knowledge

- Demonstrate ability to perform an objective self-assessment of knowledge and skills, continue learning, refine existing skills and acquire new skills.
- Demonstrate ability to apply newly gained knowledge or skills to the care of the patient,
- Demonstrate ability to introspect and utilize experiences, to enhance personal and professional growth and learning.
- Demonstrate ability to search (including through electronic means), and critically reevaluate the medical literature and apply **the information** in the care of the patient.
- Be able to identify and select an **appropriate career pathway that is** professionally rewarding and personally fulfilling.

Professional who is committed to excellence, is ethical, responsive and accountable to patients, community and the profession

- Practice selflessness, integrity, responsibility, accountability and respect.
- Respect and maintain professional boundaries between patients, colleagues and society.
- Demonstrate ability to recognize and manage ethical and professional conflicts.
- Abide by prescribed ethical and legal codes of conduct and practice.
- Demonstrate a commitment to the growth of the medical profession as awhile

4.5 Broad Outline on training format

In order to ensure that training is in alignment with the goals and competencies listed in sub-clause 4.2, 4.3 and 4.4 above:

a. There shall be a "Foundation Course" to orient medical learners to MBBS programme, and provide them with requisite knowledge, communication (including electronic), technical and language skills.

b. The curricular contents shall be vertically and horizontally aligned and integrated to the maximum extent possible in order to enhance learner's interest and eliminate redundancy and overlap.

c. Teaching-learning methods shall be learner centric and shall predominantly include small group learning, interactive teaching methods and case based learning.

d. Clinical training shall emphasize early clinical exposure, skill acquisition, certification in essential skills; community/primary/secondary care-based learning experiences and emergencies.

e. Training shall primarily focus on preventive and community based approaches to health and disease, with specific emphasis on national health priorities such as family welfare, communicable and non-communicable diseases including cancer, epidemics and disaster management.

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f. Acquisition and certification of skills shall be through experiences in patient care, diagnostic and skill laboratories.

g. The development of ethical values and overall professional growth as integral part of curriculum shall be emphasized through a structured longitudinal and dedicated programme on professional development including attitude, ethics and communication.

h. Progress of the medical learner shall be documented through structured periodic assessment that includes formative and summative assessments. Logs of skill-based training shall be also maintained.

5. DURATION OF THE PROGRAMME

5.1 Duration of the Programme is four and half (4½) years followed by one year compulsory Rotatory Internship. A learner shall not be entitled to graduate after 10 years of his/her joining of the First MBBS course. Training of 4 1/2 academic years, is divided into four professional years from the date of commencement of course to the date of completion of examination which shall be followed by one year of compulsory rotating internship

Table -1: Distribution of subjects in each Professional Phase

Phase & year of MBBS training	Subjects & Teaching Elements	Duration (months)	University Exam
First Professional MBBS	(i) Foundation course -1 week, remaining spread over 6 months. (ii) Anatomy, Physiology & Biochemistry, Introduction to Community Medicine, Family adoption program (FAP) through village outreach (iii) Early Clinical Exposure. (iv) Attitude, Ethics, and communication Module (AETCOM) including Humanities	12 months	1st Professional
Second Professional MBB	(i) Pathology, Microbiology, Pharmacology (ii) Introduction to clinical subjects (iii) Clinical postings, Family visits for FAP (iv) AETCOM	12 months	2nd Professional
Third Professional part 1, MBBS, including Electives 1 month	(i) Community Medicine, Forensic Medicine and Toxicology, Medicine &allied, Surgery & allied, Pediatrics and Obstetrics & Gynecology. (ii) Family visits for FAP (iii) Clinical postings (iv) AETCOM (v) Electives- 1 month, 2 blocks, 15 days each	12 months	Final Professional Part 1

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Phase & year of MBBS training	Subjects & Teaching Elements	Duration (months)	University Exam
Third Professional part 2, MBBS	(i) General Medicine, Dermatology, Psychiatry, Pediatrics, General Surgery, Orthopedics, Oto-rhinolaryngology, Ophthalmology, Radiodiagnosis, Anesthesiology, Obstetrics & Gynecology (ii) Clinical postings (iii) AETCOM	18 months	Final Professional Part II

5.2 Each academic year comprise of minimum 39 teaching weeks with eight hours of working on each day including one hour as lunch break.

5.3 In order to ensure that training is in alignment with the goals and competencies required for a medical graduate. **Foundation Course** is organized - **Table 2** to orient medical learners to MBBS programme, and provide them with requisite knowledge, communication (including electronic), technical and language skills.

Table 2: Foundation Course

(one week + spread over 6 months)

Subjects/Contents	Teaching hours
Orientation	30
Skills Module	34
Field visit to Community Health Center	08
Introduction to Professional Development & AETCOM module	40
Sports, Yoga and extra-curricular activities	16
Enhancement of language/computer skills	32
Total	**160**

5.4 The period of 4[1]/2 years is divided as follows:

Phase - I: Total 12 months

i) First Professional phase of 12 months including Foundation Course of one week **and University exams. Table No. 3**

It shall consist of preclinical subjects - Anatomy, Physiology, Biochemistry and Introduction to Community Medicine. Humanities. Professional development including Attitude. Ethics & Communication (AETCOM) module, family adoption programme through village outreach. Pandemic module and early clinical exposure. ensuring alignment & all types of integration and simulation-based learning.

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Table No. 3 - Distribution of Subject Wise Teaching Hours for I[st] Phase MBBS

Subject	Lectures	SGL	SDL	Total
Foundation Course #	-	-	-	160
Anatomy	210	400	10	620
Physiology	130	300	10	440
Biochemistry*	78	144	10	232
Early Clinical Exposure**	27	-	-	27
Community Medicine	20	20	-	40
FAP			27	27
(AETCOM)***	-	26	-	26
Sports and extra-curricular activities	-	-	-	10
Formative Assessment and Term examinations	-	-	-	60
Total	465	890	57	1642 #

* **Including Molecular Biology**

** **Early Clinical exposure hours to be divided equally in all** three subjects.

***AETCOM module shall be a longitudinal programme.**

\# **Includes hours for Foundation course also**

ii. Phase II- Second Professional (12 months) including University exam. Table -4

It consists of Pathology, Pharmacology. Microbiology, family visit under Community Medicine, Professional development including AETCOM module, simulation-based learning and introduction to clinical subjects ensuring both alignment & all types of integration.

The clinical exposure to learners shall be in the form of learner-doctor method of clinical training in all phases. The emphasis is on primary, preventive and comprehensive health care. A part of training during clinical postings also take place at the *primary level* of health care. Also learning experiences in secondary health care, is provided. This includes :

- Experience in recognizing and managing common problems seen in outpatient, inpatient and emergency settings,
- Involvement in patient care as a team member.
- Involvement in patient management and performance of basic procedures.

Table- No. 4 Distribution of Subject Wise Teaching Hours for **II MBBS**

Registrar
Shri Rama Himalayan University

Subjects	Lectures	SGL	Clinical Postings*	SDL	Total
Pathology	80	165		10	255
Pharmacology	80	165	-	10	255
Microbiology	70	135	-	10	215
Community Medicine	15	0	0	10	25
FAP	0	0	30	-	30
Forensic Medicine and Toxicology	12	22	-	08	42
Clinical Subjects	59	-	540	-	599
AETCOM	-	29	-	8	37
Sports and extra- curricular activities	-	-	-	20	35
Pandemic module				28	28
Final total	**316**	**516**	**570**	**104**	**1521**

Note : Clinical postings shall be for 3 hours per day, Monday to Friday.

iii. Third Professional Part 1 (12 months, including University exams)

Forensic Medicine and Toxicology, Community Medicine. Medicine & allied, Surgery & allied, Pediatrics and Obstetric & Gynecology including AETCOM, Pandemic module, Clinical teaching in General Medicine, General Surgery, Obstetrics & Gynecology. Pediatrics, Orthopedics. Dermatology. Community Medicine. Psychiatry, Radio-diagnosis and Anesthesiology & Professional development.

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Table No. 5 - Distribution of Subject Wise Teaching Hours for Final MBBS part I

Subject	Lectures	SGL	SDL	Total
Electives	0	156	0	156
General Medicine	30	50	10	90
General Surgery	30	50	10	90
Obst. & Gynaecology	30	50	10	90
Pediatrics	25	30	10	65
Orthopaedics	15	20	10	45
Forensic Medicine & Toxicology	40	70	20	130
Community Medicine	55	70	20	145
FAP (Visits +log book submission)	-	21	10	31
Otorhinolaryngology (ENT)	15	20	10	45
Ophthalmology	15	20	10	45
Clinical Posting	-	-	540	540
AETCOM	0	19	12	31
Pandemic module	18	0	0	18
Total	**273**	**576**	**672**	**1521**

Electives (One month) shall be conducted after final prof part 1 university examinations. These will be in 2 blocks of 15 days each.

iv. Third Professional Part II (18 months, including **University exam) Table No. 6**

Subjects include:

- Medicine and allied specialties (General Medicine, Psychiatry. Dermatology (including Venereology and Leprosy.
- Surgery and allied specialties (General Surgery, Otorhinolaryngology, Ophthalmology, Orthopedics, Dentistry, Anesthesiology and Radiodiagnosis)
- Obstetrics and Gynecology (including Family Welfare)
- Pediatrics
- AETCOM module

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Table No. 6 Distribution of Subject Wise Teaching Hours for Final MBBS part II

Subjects	Lectures	SGL	SDL	Total
General Medicine	95	155	55	**305**
General Surgery	80	140	40	**260**
Obstetrics and Gynecology	80	140	40	**260**
Pediatrics	30	60	30	**120**
Orthopedics	25	35	25	**85**
AETCOM	30	0	22	**52**
Dermatology	15	10	15	**40**
Psychiatry	15	15	15	**45**
Otorhinolaryngology (ENT)	15	25	15	**55**
Ophthalmology	15	25	15	**55**
Radiodiagnosis	8	15	15	**38**
Anesthesiology	8	15	15	**38**
Pandemic module	28	-	-	**28**
Clinical Posting		930		**930**
TOTAL	**444**	**650**	**1217**	**2311**

Table No. 7: Clinical Posting Schedules in weeks

Subjects	Period of training in weeks			Total Weeks
	II MBBS	III MBBS Part I	III MBBS Part II	
Electives	**0**	**4**	**0**	**4**
General Medicine	9	**4**	**14**	**27**
General Surgery	7	**4**	**10**	**21**
Obstetrics & Gynaecology	7	**4**	**10**	**21**
Pediatrics	**4**	**4**	**5**	**13**
Community Medicine	**4**	**4**	**0**	**8**
Orthopaedics	**2**	**2**	**4**	**8**
Otorhinolaryngology	**0**	**3**	**4**	**7**
Ophthalmology	**0**	**3**	**4**	**7**
Psychiatry	**0**	**2**	**4**	**6**
Radio-diagnosis	**0**	**0**	**2**	**2**
Dermatology	**2**	**2**	**2**	**6**
Dentistry	**1**	**0**	**0**	**1**
Anaesthesiology	**0**	**0**	**3**	**3**
Total	**36**	**36**	**62**	**134**

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Table 8: Learner- Doctor programme (Clinical Clerkship)

Year of Curriculum	Focus of Learner-Doctor programme
Year 1	Introduction to hospital environment, early clinical exposure, understanding perspectives of illness, Family Adoption Program (FAP)
Year 2	History taking, physical examination, assessment of change in clinical status, communication and patient education, FAP
Year 3	All of the above and choice of investigations, basic procedures and continuity of care
Year 4	All of the above (except FAP) and decision making, management and outcomes

5.5 New teaching /learning elements

1. Foundation Course

Goal: The goal of the Foundation Course is to prepare a learner to study medicine effectively.

Objectives:

Orient the learner to:

- **The medical profession and the Physician's role in society**
- **The MBBS programme**
- **Alternate health systems i.e. AYUSH in India and history of Medicine**
- **Medical ethics, attitudes and professionalism**
- **Health care system and its delivery**
- **National health programmes and policies**
- **Universal precautions and vaccinations**
- **Patient safety and biohazard safety**
- **Principles of primary care (general and community based care)**
- **The academic ambience**

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Enable the learner to acquire enhanced skills in:

- **Language**
- **Interpersonal relationships**
- **Communication**
- **Learning including self-directed learning**
- **Time management**
- **Stress management**
- **Use of information technology, and artificial intelligence**

Train the learner to provide:

- First-aid
  Basic life support

- In addition to the above. learners maybe enrolled in one of the following programmes which will be run concurrently:
- Local language programme
- English language programme
- Computer skills

The time committed for the Foundation Course may not be used for any other curricular activity. The Foundation Course shall have a minimum of 75% attendance of all students mandatorily.

The Foundation Course shall be organized by the Coordinator and shall be under supervision of the Heads of MBBS phase 1 departments.

2) Early Clinical Exposure

Objectives: The objectives of early clinical exposure of the first-year medical learners are to enable the learner to:

- Recognize the relevance of basic sciences in diagnosis. patient care and management,
- Provide a context that will enhance basic science learning.
- Relate to experience of patients as a motivation to learn.
- Recognize attitude. ethics and professionalism as integral to doctor-Patient relationship.
- Understand the socio-cultural context of disease through the studyof humanities.
- Elements
- Basic science correlation: i.e. apply and correlate principles of basic sciences as they relate to patient care (this shall be part of integrated modules).
- Clinical skills: to include basic skills in interviewing patients. doctor-patient communication, ethics and professionalism, critical thinking and analysis and self-learning (this training shall be imparted in the time allotted for early clinical exposure).
- Humanities: To introduce learners to a broader understanding of the socio-economic framework and cultural context within which health is delivered through the study of humanities and social sciences.

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3) Electives

Objectives: To provide the learner with opportunities:

- For diverse learning experiences,
- It is mandatory for learners to do an elective. The elective time shall not be used to make up for missed clinical postings, shortage of attendance or other purposes.
- Institutions will pre-determine the number and nature of electives, names of the supervisors, and the number of learners in each elective based on the local conditions. available resources and faculty.
- Electives on topics in areas such as Research methodology, Use of Artificial intelligence and computers in Health and Medical Education. Health Management. Health economics. Indian system of medicine. Medical photography /clinical photography, Global health. Evidence based medicine. Art and music in medicine. Literary activities. etc. shall be included in either of the blocks.
- The learner must submit a learning log book based on both blocks of the electives.
- 75% attendance in the electives and submission of log book maintained during electives is required for eligibility to appear in the final MBBS examination/ NExT.

4) Professional Development including Attitude, Ethics and Communication Module (AETCOM)

Objectives of the programme : At the end of the programme the learner must demonstrate ability to:

- Understand and apply principles of bioethics and law as they apply to medical practice and research. understand and apply the principles of clinical reasoning as they apply to the care of the patients.
- Understand and apply the principles of system-based care as they relate to the care of the patient.
- Understand and apply empathy and other human values to the care of the patient.
- Communicate effectively with patients. families, colleagues and other health care professionals.
- Understand the strengths and limitations of alternative systems of medicine,
- Respond to events and issues in a professional, considerate and humane fashion,
- Translate learning from the humanities in order to further his professional and personal growth.

Learning experiences:

- This will be a longitudinal programme spread across the continuum of the MBBS programme including internship,
- Learning experiences shall include small group discussions, patient care scenarios, workshops, seminars, role plays, lectures etc.
- Attitude, Ethics & Communication Module (AETCOM module) developed by the erstwhile Medical Council of India should be used longitudinally for purposes of instruction.
- 75% attendance in Professional Development Programme (AETCOM Module) shall be mandatory for eligibility to appear for final examination in each \professional year.
  AETCOM modules to be taught as a longitudinal program and competencies and modules to be covered as provided by statutory council

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5) Learner-doctor method of clinical training (Clinical Clerkship)

a. Goal: To provide learners with experience in:

- Longitudinal patient care.
- Being part of the health care team.
- Hands-on care of patients in outpatient and in-patient setting.

b. Structure:

- The first clinical posting in second professional shall orient learners to the patient, their roles and the specialty.
- The learner shall function as a part of the health care team with the following responsibilities:
  - Be a part of the units' out-patient services on admission days.
  - Remain with the admission unit until at least 6 PM except during designated class hours.
  - Be assigned patients admitted during each admission day for whom he will undertake responsibility, under the supervision of a senior resident or faculty member,
  - Participate in the unit rounds on its admission day and will present the assigned patients to the supervising Physician,
- Follow the patient's progress throughout the hospital stay until discharge.
- Participate. under supervision, in procedures. surgeries, deliveries etc. of assigned patients.
- Participate in unit rounds on at least one other day of the week excluding the admission day,
- Discuss ethical and other humanitarian issues during unit rounds.
- Attend all scheduled classes and educational activities.
- Document his observations in a prescribed log book /case record.

5.6 Eligibility to appear for Professional examinations

The performance in essential components of training are to be assessed, based on:

(a) Attendance

- There shall be a minimum of 75% attendance in theory and 80% in practical /clinical for eligibility to appear for the examinations in that subject. In subjects that are taught in more than one phase — the learner must have 75% attendance in theory and 80% in practical in each phase of instruction in that subject. There shall be minimum of 80% attendance in family visits under Family adoption programme.
- If an examination comprises more than one subject (for e.g., General Surgery and allied branches), the candidate must have a minimum of 75% attendance in each subject including its allied branches and 80% attendance in each clinical posting.

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- Learners who do not have at least 75% attendance in the electives will not be eligible for the Third Professional - Part II examination/ NExT.

(b) Log Book : Submission of the log book that includes all academic records / Case records/ case details to the department as a requirement for eligibility to appear for the final examination of the subject.

(c) Internal Assessment: Internal assessment shall be based on day-to-day assessment. It shall relate to different ways in which learners participate in learning process including assignments. preparation for seminar, clinical case presentation. preparation of clinical case for discussion. clinical case study/ problem solving exercise, participation in project for health care in the community. Internal assessment shall not be added to summative assessment. However, internal assessment should be displayed under a separate column in detailed marks card.

- Learners must have completed the required certifiable competencies for that phase of training and completed the log book appropriate for that phase of training to be eligible for appearing at the final University examination of that subject.

(d) Regular periodic examinations shall be conducted throughout the course. There shall be no less than three internal assessment examinations in each subject of first and second professional year. and no less than two examinations in each subject of final professional year. An end of posting clinical assessment shall be conducted for each clinical posting in each professional year.

(e) When subjects are taught in more than one phase, the internal assessment must be done in each phase and must contribute proportionately to final assessment. For example, General Medicine must be assessed in second Professional. third Professional Part I and third Professional Part II. independently.

(f) Day to day records and log book (including required skill certifications) should be given importance in internal assessment. Internal assessment should be based on competencies and skills.

(g) The final internal assessment in a broad clinical specialty (e.g. Surgery and allied specialties etc.) shall comprise of marks from all the constituent specialties. The proportion of the marks for each constituent specialty shall be determined by the time of instruction allotted to each.

(h) Internal Assessment :

Internal Assessment marks (Theory & Practical) as defined by Statutory Council.
Internal Assessment shall be based on:

a. Day to Day assessment : Seminars/ Class Test/ Assignments etc.
b. Sessional Examinations
c. Pre University Examination

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Subject	Internal Assessment Marks	
	Theory	Practical
Anatomy	500	500
Physiology	500	500
Biochemistry	500	500
Pathology	500	500
Pharmacology	500	500
Microbiology	500	500
Community Medicine	500	500
Forensic Medicine and Toxicology	375	500
Pediatrics	375	500
Otorhinolaryngology	375	500
Ophthalmology	375	500
General Medicine	500	650
General Surgery	500	650
Obs. And Gynaecology	500	650

(i) Learners must secure at least 50% marks of the total marks (combined in theory and practical / clinical; not less than 40% marks in theory and practical separately) for internal assessment in a particular subject in order to be eligible for appearing at the final University examination of that subject. Internal assessment marks will reflect as separate head of passing at the summative examination.

5.7 University Examinations:

University examinations will ascertain whether the candidate has acquired the necessary knowledge, minimal level of skills, ethical and professional values with clear concepts of the fundamentals which are necessary for him to function effectively and appropriately as a Physician of the first contact. Assessment shall be carried out on an objective basis to the extent possible.

- Nature of questions shall include different types such as structured assays (Long-Answer Questions -LAQ). Short-Answer Questions (SAQ) and objective type questions (e.g. Multiple Choice Questions - MCQ). Marks for each part shall be indicated separately. MCQs shall be accorded a weightage of not more than 20% of the total theory marks. In subjects that have two papers, the learner must secure minimum 50% of marks in aggregate (both papers together) to pass. At least one question in each paper of each PHASE shall test the knowledge. and competencies acquired during the professional development programme (AETCOM module). **Table No. 9**

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- Practical /clinical examinations shall be conducted in the laboratories and for hospital wards with the objective to assess proficiency and skills to conduct experiments, interpret data and form logical conclusion. Clinical cases kept in the examination must be common conditions that the learner may encounter as a Physician of first contact in the community. Selection of rare syndromes and disorders as examination cases is discouraged. Emphasis shall be on candidate's capability to elicit history. demonstrate physical signs, write a case record, analyze the case and develop a management plan. Skills competencies acquired during the Professional Development Programme (AETCOM module) shall be tested during clinical, practical and viva.
- Viva/oral examination shall assess approach to patient management. emergencies. and attitudinal, ethical and professional values. Candidate's skill in interpretation of common investigative data, X-rays. identification of specimens. ECG, etc. is to be also assessed.

Table 9 : Marks distribution for various subjects for University Examinations

Phase of Course	Theory	Practicals	Passing criteria
1" MBBS			
Anatomy- 2 papers	Paper 1- 100	100	In subjects that have two papers, the learner must secure minimum 40% of marks in aggregate (both papers together) to pass in the said subject. A candidate shall obtain 50% marks in aggregate and 60:40 (minimum) or 40:60 (minimum) in University conducted examination separately in Theory and in Practical (Practical includes : Practical / clinical and viva voce) in order to be declared as passed in that subject.
	Paper 2 -100		
Physiology- 2 papers	Paper 1- 100	100	
	Paper 2 -100		
Biochemistry- 2 papers	Paper 1- 100	100	
	Paper 2- 100		
2nd MBBS			
Pathology - 2 papers	Paper 1- 100	100	
	Paper 2 -100		
Microbiology- 2 papers	Paper 1- 100	100	
	Paper 2 -100		
Pharmacology- 2 papers	Paper 1 -100	100	
	Paper 2- 100		
Final MBBS Part 1			
Forensic Med. Toxicology - 1 paper	Paper 1 -100	50	
Community Medicine - 2 papers	Paper 1 -100	100	
	Paper 2 -100		

For NExT, as per NExT regulations.

University Examinations shall be held as under :

(a) First Professional :

The first Professional examination shall be held at the end of first Professional training (in the 12th month of that training), in the subjects of Anatomy. Physiology and Biochemistry.

(b) Second Professional :

The second Professional examination shall be held at the end of second professional training (12th month of that training), in the subjects of Pathology. Microbiology, and Pharmacology.

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(c) Third Professional :

- Third Professional Part I examination shall be held at end of third Professional part I of training (12th month of that training) in the subjects of Community Medicine and Forensic Medicine including Toxicology.
- Third Professional Part II / National Exit Test (NExT) as per NExT regulations-(Final Professional) examination shall be at the end of 17th / 18th month of that training, in the subjects of General Medicine, General Surgery. Ophthalmology. Otorhinolaryngology. Obstetrics & Gynecology, and Pediatrics, and allied subjects as per NExT Regulations.

- **Criteria for passing in a subject:** A candidate shall obtain 50% marks in aggregate and 60:40 (minimum) or 40:60 (minimum) in University examination separately in Theory and in Practical (Practical includes : Practical / clinical and viva voce) in order to be declared as passed in that subject.

At the end of each professional year University examination will be conducted. If any student fails to clear University examination, he will appear in supplementary examination.

Supplementary examinations and declaration of results shall be processed within 3-6 weeks from the date of declaration of the results of the main examination for every professional year, so that the candidates, who pass, can join the main batch for progression.

If the candidate fails in the supplementary examination of first MBBS, he shall join the batch of next academic /subsequent year. There shall be no supplementary batches. Partial attendance of examination in any subject shall be counted as an attempt.

a. A candidate, who fails in the First Professional examination, shall not be allowed to join the Second Professional.
b. A candidate, who fails in the second Professional examination, shall be allowed to join the third Professional Part I training, however he shall not be allowed to appear for the examination unless he has passed second professional examination.
c. A candidate who fails in the third Professional (Part - I) examination shall be allowed to join third Professional part II training, however he shall not be allowed to appear for the examination unless he has passed Final professional part – I examination.

6 APPOINTMENTS OF EXAMINERS

- Person appointed as an examiner in the particular subject must have at least four years of total teaching experience as Assistant Professor after obtaining postgraduate degree following MBBS in the subject in a college affiliated to a recognized medical college (by UGMEB of NMC).

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- For Practical /Clinical examinations, there shall be at least four examiners for every learner, out of whom not less than 50% must be external examiners. Of the four examiners, the senior-most internal examiner shall act as the Chairman and coordinator of the whole examination programme so that uniformity in the matter of assessment of candidates is maintained.
- There shall be a Chairman of the Board of paper-setters who shall be an internal examiner and shall moderate the questions.
- Internal examiners shall be appointed from the same institution and all eligible examiners with requisite qualifications and experience shall be appointed internal examiners by rotation in their subjects.
- All theory paper assessment shall be done as central assessment program (CAP) of the University.

6.1 Method of Evaluation of Answer Booklets

(i) Once the answer booklets are received by the Examination Cell of the University, for fair evaluation to conceal the identity of an examinee coding of answer booklet shall be done by the Examination Cell.
(ii) There shall be provision of double evaluation of answer booklets for MBBS course.
(iii) Evaluation of answer booklets shall be done at such place as decided by the University.
(iv) Once evaluation is over, marks of both evaluations (I^{st} & II^{nd}) shall be entered in the tabulation chart by the Examination Cell and average of two shall be calculated.
(v) If any question paper is having M.C.Q. these shall be evaluated by I^{st} evaluator, as per the answer key provided.
(vi) Average of two evaluation plus marks obtained in M.C.Q. comprises the total marks obtained by the examinee in a particular subject/ paper.
(vii) If difference of marks between evaluation Ist & IInd is more than 20% (excluding M.C.Q.) of total marks of a particular paper, then the answer booklets shall be evaluated by a third evaluator appointed by the University. The Controller of examinations shall then obtain average out of the marks awarded by the third evaluator and the marks of the first & second evaluator whichever is nearer to the score of the third evaluator. The average marks thus obtained shall be final.

6.2 Conduct of Practical & Oral Examination:
Practical and oral examination shall be conducted in the concerned department.

6.3 Grading of Students:
Distinction at 75% or more marks would be granted subject wise, regardless of attempt, provided that the student has appeared in all the subjects of that professional year examination and secured at least pass marks in other subjects of that professional year examination.

6.4 Declaration of Result:
University Examination Cell shall cross check the marks entered in the tabulation chart and shall declare the results as per the procedure laid down.

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6.5 Supplementary Examination

Supplementary examinations shall not be conducted later than 3-6 weeks from the date of declaration of the results of the main examination, so that the learners who pass can join the main batch for progression and the remainder would appear for the examination in the subsequent year.

6.6 Number of Examination

The university shall conduct not more than two examinations in a year.

6.7 Re-evaluation of Answer Booklet

(i) There shall be no provision for re-evaluation of answer booklet. However, a student shall be entitled to apply for re-totaling of the marks in a particular subject as per the norms prescribed by the University.

(ii) A student if so, desires can see his evaluated answer booklets after submitting his request to the University Examination Cell as per the norms prescribed by the University within 15 (fifteen) days of declaration of result. However, the student shall not have any right to challenge the marks evaluated by the University. The identity of the evaluator shall not be disclosed to the student concerned.

(iii) The answer booklets shall be maintained for a period of three months and shall thereafter be disposed of in the manner as per the procedure laid down.

7. PROMOTION TO HIGHER CLASS

7.1 Passing in First Professional Examination is compulsory before proceeding to Second Professional Training. No more than four attempts shall be allowed for a student/learner to pass the First Professional Examination. The total period for successful completion of First Professional Course shall not exceed four (04) years. Partial attendance of examination in any subject shall be counted as an attempt.

7.2 A student/learner, who fails in the Second Professional Examination, shall not be allowed to appear in Third Professional Part I Examination unless she/he passes all subjects of Second Professional Examination.

7.3 Passing in Third Professional (Part I) Examination is not compulsory before starting Part II training; however, passing of Third Professional (Part I) is compulsory for being eligible for Third Professional (Part II) Examination.

8. PROVISIONAL REGISTRATION

8.1 The State Medical Council will grant Provisional Registration to the student who pass in each of the six Theory papers of NExT Step I & passed in MBBS Final prof part II practical / clinical examination as regulated by the University.

8.2 The Provisional Registration will be for a period of one year. In the event of the shortage or unsatisfactory work, the period of Provisional Registration and the Compulsory Rotating Internship may be suitably extended by the appropriate authorities.

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9. COMPULSORY ROTATING INTERNSHIP PROGRAMME

9.1.1 Internship is a phase of training wherein a graduate will acquire the skills and competencies for practice of medical and health care under supervision so that he/she can be certified for independent medical practice as an Indian Medical Graduate.

9.1.2 Every candidate shall be required to undergo a compulsory rotating medical internship (CRMI) for a minimum period of twelve months, to the satisfaction of the college authorities and the University concerned after passing National Exit Exam Step I (Before internship) & Step II (after internship) so as to be eligible for the award of the MBBS degree by the University as per the shown table below:

10. TIME DISTRIBUTION FOR INTERNSHIP IN DIFFERENT SPECIALTIES

S.No.	Nature of Posting	Department / Specialty	Duration	Remarks
(1)	(2)	(3)	(4)	(5)
1.	Mandatory Exclusive	Community Medicine	12 weeks	(a) Postings should be in Community Health Centres (CHC)/ Rural Health Centre (RHC) with rotation of: 3 weeks- General Surgery (ii) 3 weeks- General Medicine (iii) 3 weeks- Obstetrics and Gynaecology (iv) 3 weeks- Community Medicine (b) Not more than 15 interns at any given time in one centre.
2.	Mandatory Exclusive	General Medicine	6 Weeks	Includes postings in out- patient, in-patient wards and admission day emergency and exposure to High Dependency Units (HDU) and Intensive Care Units (ICU)
3.	Mandatory Exclusive	Psychiatry	2 weeks	Predominantly Out-patient postings with exposure to handling emergencies
4.	Mandatory Exclusive	Pediatrics	3 weeks	Includes postings in Out- patient, In-patient wards and Admission Day Emergency postings and exposure to Neonatal or Pediatric High Dependency and Intensive Care Units (HDU/NICU/PICU)
5.	Mandatory Exclusive	General Surgery	6 Weeks	Includes postings in Out- patient, In-patient wards, Admission Day Emergency and both Minor and Major Operation Theatres and exposure to High Dependency Units (HDUs) and Intensive Care Units (ICUs)
6.	Mandatory Exclusive	Anesthesiology and Critical Care	2 weeks	Includes postings in Operation Theatre, Intensive Care Units, Basic Life Support (BSL) training and additionally Pain Clinic and Palliative Care, if available
7.	Mandatory Exclusive	Obstetrics and Gynaecology including Family Welfare and Planning	7 Weeks	Includes postings in Out- patient, In-patient wards, Admission Day Emergency, Labour Room and Operation Theatres and exposure to High Dependency Units (HDU), Intensive Care Units (ICU) and

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				Family Planning methods
8.	Mandatory Exclusive and Concurrent PMR with Orthopedics	Orthopaedics including Physical Medicine and Rehabilitation (PM&R)	2 weeks	Includes postings in Out- patient, In-patient, Admission Day Emergency, Plaster Room and Operation Theatres Postings in Physical Medicine and Rehabilitation (PM&R) may run concurrent in afternoons/mornings equivalent to 4 half-days (14% of total postings)
9.	Mandatory Exclusive	Emergency/ Trauma/ Casualty	2 weeks	Includes postings related to Resuscitation areas, Triage, In-patient wards and Operation Theatre, Basic Life Support as well as exposure to medico-legal procedures
10.	Mandatory Exclusive	Forensic Medicine and Toxicology	1 week	Includes Autopsy postings
11.	Mandatory Exclusive	Dermatology, Venereology and Leprology	1 week	Predominantly Out-patient postings with exposure to handling emergencies
12.	Mandatory Exclusive	Otorhinolaryngology	2 weeks	Predominantly Out-patient postings with exposure to handling emergencies, Minor as well as Major Operation Theatres
13.	Mandatory Exclusive	Ophthalmology	2 weeks	Predominantly Out-patient postings with exposure to handling emergencies, Minor as well as Major Operation Theatres
14. *	Electives Exclusive*	Broad Specialties Group	4 weeks total; 2 weeks minimum,	• Respiratory Medicine and Directly Observed Treatment Short Course in Tuberculosis (DOTS-TB) Center • Radio diagnosis • Lab Medicine • Geriatric Medicine
15. *	Electives Exclusive	Indian Systems of Medicine	1 week	May choose any: • Ayurveda • Yoga • Unani • Siddha • Homeopathy • Sowa Rigpa

Distribution for electives:

- Major broad specialty: One minimum for 1 week
- Remaining 3 weeks- Any broad specialty or 2 weeks for broad specialty and 1 week for AYUSH

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11. CERTIFIABLE PROCEDURAL SKILLS

Specialty	Procedure
General Medicine	• Venipuncture (I) • Intramuscular injection (I) • Intradermal injection (D) • Subcutaneous injection (I) • Intra Venous (IV) injection(I) • Setting up IV infusion and calculating drip rate (I) • Blood transfusion (O) • Urinary catheterization (D) • Basic life support (D) • Oxygen therapy (I) • Aerosol therapy / nebulization (I) • Ryle's tube insertion (D) • Lumbar puncture (O) • Pleural and ascitic fluid aspiration (O) • Cardiac resuscitation (D) • Peripheral blood smear interpretation (I) • Bedside urine analysis (D)
General Surgery	• Basic suturing (I) • Basic wound care (I) • Basic bandaging(I) • Incision and drainage of superficial abscess(I) • Early management of trauma (I) and trauma life support(D)
Orthopedics	• Application of basic splints and slings(I) • Basic fracture and dislocation management (O) • Compression bandage (I)
Obstetrics	• Obstetric examination(I) • Episiotomy(I) • Normal labor and delivery (including portogram) (I)
Gynecology	• Per Speculum (PS) and Per Vaginal (PV) examination(I) • Visual Inspection of Cervix with Acetic Acid (VIA) (O) • Pap Smear sample collection & interpretation (I) • Intra- Uterine Contraceptive Device (IUCD) insertion & removal(I)
Pediatrics	• Neonatal resuscitation (D) • Setting up Pediatric IV infusion and calculating drip rate (I) • Setting up Pediatric Intraosseous line (O)
Forensic Medicine	• Documentation and certification of trauma (I) • Diagnosis and certification of death (D) • Legal documentation related to emergency cases (D) • Certification of medical-legal cases e.g. Age estimation, sexual assault etc. (D) • Establishing communication in medico-legal cases with police, public healthauthorities, other concerned departments, etc (D
Otorhinolaryngology	• Anterior nasal packing (D) • Otoscopy (I)

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Ophthalmology	• Visual acuity testing (I) • Digital tonometry (O) • Indirect ophthalmoscopy (O) • Epilation (O) • Eye irrigation (I) • Instillation of eye medication (I) • Ocular bandaging (I)
Dermatology	• Slit skin smear for leprosy (O) • Skin biopsy (O) • Gram's stained smear interpretation (I) • KOH examination of scrapings for fungus (D) • Dark ground illumination (O) • Tissue smear (O) • Cautery - Chemical and electrical (O)
Pathology and Blood Banking	• Peripheral blood smear preparation, staining and interpretation (I) • Urine routine and microscopy examination (I) • Manual blood sugar estimation (I) • CSF examination (I) • Blood grouping (I) • Saline cross match method (I)
Microbiology	• Gram's stained smear interpretation (I) • KOH examination of scrapings for fungus (I) • Dark ground illumination (O) • ZN stained smear interpretation (I) • Wet mount examination of stool for ova and cysts (I) • Identification of blood parasites on PBS (I)
Pharmacology	• Writing a prescription (D) • Audit of a given prescription (D) • Recognize an adverse drug reaction (I) • Be able to prepare a list of essential drugs for a healthcare facility
Applied Anatomy	• Identification of structures on X-rays/ ultrasound
Applied Physiology	• Perform, analyze, and interpret pulmonary function (e.g. FVC, MVV) (O) • Perform, analyze, and interpret measurements of cardiac and vascular function(e.g. HR, BP, ECG) (D) • Interpret blood parameters (e.g. hematocrit / red blood cell count, lactate,glucose) (I) • Perform, analyze, and interpret CNS function (e.g. nerve conduction velocity,EMG, cranial nerve examination) (D)
Applied Biochemistry	• Estimate glucose, creatinine, urea and total proteins, A:G ratio in serum (D) • Estimate serum total cholesterol, HDL cholesterol, triglycerides(D) • Estimate serum bilirubin, SGOT/SGPT/alkaline phosphatase (D) • Estimate calcium and phosphorous(D)

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Biomedical waste management	• Segregation and disposal of sharps, plastics, OT material, HIV/ HBsAg/ HCV/corona virus infected material (O)

Exposure of interns is mandatory in the following areas during posting for training in clinical Departments:

(i) Laboratory Medicine and Clinical Biochemistry;

(ii) Histopathology and Cytopathology;

(iii) Hematology, and Transfusion Medicine / Blood Bank;

(iv) Microbiology (including Virology);

(v) Hospital Infection Control, Biomedical Waste Management, Central Sterile Supply Units;

(vi) Medical Record Keeping;

(vii) Hospital Information Services

2. ASSESSMENT

(i) The intern shall maintain a record of work in a log book, which shall be verified and certified by the medical officer under whom he/she works.

(ii) Assessment and evaluation of training shall be undertaken by an objective approach using situation tests in knowledge, skills and attitude during and at the end of the training;

(a) The assessments shall predominantly test clinical/ practical skills.

(b) Feed-back mechanisms shall be in place so that progress and deficiencies can be monitored and measures for correction and improvement can be instituted early and effectively.

(c) Based on the record of work and objective assessment at the end of each posting, the respective Head of the Unit and Head of the Department shall certify satisfactory completion of the posting.

(d) The Dean/Principal shall issue cumulative certificate of satisfactory completion of training at the end of internship.

(e) Interns shall have to undergo an eligibility licentiate test/NExT step-2 for grant of Permanent Registration/ license to practice.

3. STIPEND

(a) All interns shall be paid stipend as fixed by the appropriate authority applicable to the institution/ University or State.

(b) Stipend may not be paid during any period of extension except in the case of maternity or paternity leave or medical leave, as may be recommended and approved by the Medical Board. Total stipend paid for the entire internship may be for fifty-two weeks (Twelve months) only.

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4. TRAINING

(i) Internship training shall be supervised:

(a) The intern shall be entrusted with clinical responsibilities under direct supervision of a designated supervising physician or mentor in each department or supervisor who shall be a Faculty member. A mentor for intern shall possess postgraduate qualification in the subject concerned and shall be duly certified as a mentor for interns by Professor and Head of the Department concerned.

(b) The supervisor shall be responsible for any ethical and legal issues related to interns being supervised by them.

(ii) Interns shall be given adequate opportunities to acquire competencies to become confident primary care physicians:

(a) The emphasis during internship shall be hands-on training applying the scientific and theoretical background gained during the undergraduate course.

(b) Based on the progress of knowledge, skill acquisition, graded responsibility for patient care should be given.

(c) Interns shall be trained to independently handle common acute emergencies and be aware of individual

limitations and necessity of proper and timely referral of such cases to appropriate centers.

(iv) Interns shall be mentored to acquire effective communication and other skills that are necessary for Empathetic and compassionate clinical care.

(v) University ensures that the intern gets learning experience in the community:

(a) These shall include community and outreach activities, collaboration with rural and urban community health centers, participation in Government health programmes etc.

(b) Internship should be increasingly scheduled to utilize clinical facilities available in District Hospital, Taluka Hospital, Community Health Centre and Primary Health Centre, in addition to Teaching Hospital.

I: Independently performed on patients **O**: Observed in patients or on simulations

D: Demonstration on patients or simulations and performance under supervision in Patients

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12. AWARD OF DEGREE

12.1 On successful completion of all the professional examination (1st Prof., 2nd Prof., 3rd Prof. Part I & Next step I, University Final Prof part II practical/clinical examination) and one year compulsory rotatory internship followed by passing Next Step II examination, a student shall be eligible for the award of the degree of Bachelor of Medicine and Bachelor of Surgery (MBBS).

12.2 Full registration shall only be given by the State Medical Council/National Medical Commission on the award of the MBBS degree by the University or its declaration that the candidate is eligible for it.

13. USE OF UNFAIR MEANS

All reported cases of use of Unfair Means shall be dealt with as per the ordinance made by the University in this regard.

14. Notwithstanding anything stated in these Regulations, for any unforeseen issues arising, and not covered by these Regulations, or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining the opinion/advice of a Committee constituted by the Vice Chancellor. The decision of the Vice-Chancellor shall be final.

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Annexure – I

Name of Institute:

DEPARTMENT OF Anatomy/Physiology/Biochemistry

Faculty : MBBS	Year/Phase- I		Date : dd/mm/yyyy

		Formative Assessment Theory			Continuous Internal assessment Theory						
Roll No.	Name of Student	1st PCT Theory	2nd PCT Theory	Prelims Theory (Paper I & II)	Home Assignment	Continuous Class Test (LMS)	Seminar	Museum study	Library assignments	Attendance Theory	Total
							Self Directed Learning				
		100	100	200	15	30	15	15	15	10	500

Professor & Head
Department of _____
Name of Institute

Name of Institute :

Department of Anatomy/Physiology/Biochemistry

Faculty : MBBS	Year/Phase- I		Date : dd/mm/yyyy

			Formative Assessment			Continuous Internal Assessment (Practical)						
S.No.	Roll No.	Name of Student	1st PCT Practical/First Ward Leaving Examination	2nd PCT Practical /Second Ward Leaving Examination	Prelims Practical	Log book (150)				Journal *(Record book/ Portfolio)*	Attendance (Practical)	Total
						Certifiable skill based competencies (Through OSPE/OSCE/Spots/Exercise/Other)	AETCOM competencies	SVL Lab activity	Research			
			100	100	100	60	30	40	20	40	10	500

Professor & Head
Department of _____
Name of Institute

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Annexure – II

Name of Institute :

DEPARTMENT OF Pathology/Pharmacology/Microbiology

Faculty : MBBS | Year/Phase- II

			Formative Assessment Theory			Continuous Internal assessment Theory						
S.No.	Roll No.	Name of Student	1st PCT Theory	2nd PCT Theory	Prelims Theory (Paper I & II)	Home Assignment	Continuous Class Test (LMS)	Seminar	Museum study	Library assignments	Attendance Theory	Total
								Self Directed Learning				
			100	100	200	15	30	15	15	15	10	500

Professor & Head
Department of _____
Name of Institute

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Name of Institute :												
Department of Pathology/Pharmacology/Microbiology												
Faculty : MBBS	Year/Phase- II										Date : dd/mm/yyyy	
			Formative Assessment			Continuous Internal Assessment (Practical)						
S.No.	Roll No.	Name of Student	1st PCT Practical/First Ward Leaving Examination	2nd PCT Practical /Second Ward Leaving Examination	Prelims Practical	Log book (150)				Journal (Record book/ Portfolio)	Attendance (Practical)	Total
						Certifiable skill based competencies (Through OSPE/OSCE/Spots/Exercise/ Others	AETCOM competencies	SVL Lab activity	Research			
			100	100	100	60	30	40	20	40	10	500

Professor & Head
Department of _____
Name of Institute

Annexure – III

DEPARTMENT OF FMT

Faculty: MBBS,
Year/ Phase 3, part
1

S.No.	Roll No.	Name of Student	Formative Assessment Theory			Continuous Internal assessment Theory						Total	Percentage Theory (Minimum cut off 40%)	Cumulative percent of Theory & Practical
			1st PCT Theory	2nd PCT Theory	Prelims Theory (Paper I &	Home Assignment	Seminar	Continuous Class Test (LMS)	Museum study	Library assignments	Attendance Theory			Theory+ Practical = 375+500= 875 (Minimum cut off 50%)
									Self Directed Learning					
			100	100	100	10	10	25	10	10	10	375	%	
1														
2														
3														

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Annexure – IV

DEPARTMENT OF Community Medicine

Faculty : MBBS Year/Phase 3, part 1

			Formative Assessment_Theory			Continuous Internal assessment_Theory									Cumulative percent of Theory & Practical
S.No.	Roll No.	Name of Student	1st PCT Theory	2nd PCT Theory	Prelims Theory (Paper I & II)	Home Assignment	Seminar	Continuous Class Test (LMS)	Museum study	Library assignments	Attendance Theory	Total	Percentage Theory (Minimum cut off 40%)		Theory+ Practical : 500+500= 1000 (Minimum cut off 50%)
									Self Directed Learning						Note: Minimum 40% separately for theory and practical and 50% cumulative in all for eligibility in Summative examination
			100	100	200	15	15	30	15	15	10	500	%		
1															
2															
3															

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Annexure – V

DEPARTMENT OF Medicine, Surgery, OBGY

Final MBBS Year-3, Part II

S.No.	Roll No.	Name of Student	Formative Assessment Theory			Continuous Internal assessment Theory						
			1st PCT Theory	2nd PCT Theory	Prelims Theory (Paper I & II)	Home Assignment	Continuous Class Test (LMS)	Seminar	Museum study	Library assignments	Attendance Theory	Total
								Self Directed Learning				
			100	100	200	15	30	15	15	15	10	500

Professor & Head
Department of _____
Name of Institute

DEPARTMENT OF Medicine, Surgery, OBGY

Faculty : Final MBBS			Year/Phase- Part - II								Date : dd/mm/yyyy
			Formative Assessment			Continuous Internal Assessment (Practical)					
S.No.	Roll No.	Name of Student	1st PCT Practical/First Ward Leaving Examination	2nd PCT Practical /Second Ward Leaving Examination	Prelims Practical	Log book (200)				Journal (Record book/Portfolio)	Attendance (Practical)	Total
						Certifiable skill based competencies (Through OSPE/OSCE/Spots/Exercise/Other)	AETCOM competencies	SVL Lab activity	Research			
			100	100	200	100	40	40	20	40	10	650

Professor & Head
Department of _____
Name of Institute

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Annexure – VI

Name of Institute :

Faculty : Final MBBS | Year/Phase- Part - II | Date : dd/mm/yyyy

DEPARTMENT OF Paediatrics/ENT/Ophthalmology

S.No.	Roll No.	Name of Student	Formative Assessment_Theory			Continuous Internal assessment_Theory						Total
			1st PCT Theory	2nd PCT Theory	Prelims Theory (Paper I & II)	Home Assignment	Continuous Class Test (LMS)	Seminar	Museum study	Library assignments	Attendance Theory	
								Self Directed Learning				
			100	100	100	10	25	10	10	10	10	375

Name of Institute :

Department of Paediatrics/ENT/Ophthalmology

Faculty : Final MBBS | Year/Phase- Part -II | Date : dd/mm/yyyy

S.No.	Roll No.	Name of Student	Formative Assessment			Continuous Internal Assessment (Practical)						Total
			1st PCT Practical/First Ward Leaving Examination	2nd PCT Practical /Second Ward Leaving Examination	Prelims Practical	Log book (150)				Journal (Record book Part of it)	Attendance (Practical)	
						Certifiable skill based competencies (Through OSPE/OSCE/Spots/Viva/Case/Other)	AETCOM competencies	SVL Lab activity	Research			
			100	100	100	60	30	50	20	40	10	500

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Academic Regulations for PG Medical programme -MD/MS

Academic Regulations
for
Post Graduate Broad Speciality (MD/MS) Programmes

SWAMI RAMA HIMALAYAN UNIVERSITY

Swami Ram Nagar, Jolly Grant,
Doiwala, Dehradun

In accordance with National Medical Commission Notification dated 29th December 2023
"POST GRADUATE MEDICAL EDUATION REGULATIONS, 2023"

19/2/25

19/2/25

25/02/2025

Registrar
Swami Rama Himalayan University

1. SHORT TITLE AND COMMENCEMENT

1.1 These Regulations shall be called ***"Academic Regulations for Postgraduate Broad Speciality Programmes (MD/MS) of the Swami Rama Himalayan University."***

1.2 These Regulations shall be deemed to have come into force from the date of approval by the Board of Management of the University.

2. DEFINITIONS

2.1 **Academic Programme** shall mean a programme of courses/subjects and/or any other component lead in to a Post Graduate degree.

2.2 **Academic Year** is a period of nearly twelve months devoted to completion of requirements specified in the Scheme of Teaching including teaching learning & training period & examinations.

2.3 **Candidate** means a person who is seeking admission to the Academic Programme.

2.4 **Subject** means a component of Academic Programme, carrying a distinctive code number.

2.5 **Entrance Examination** means an Examination conducted by the competent authority for admission into the Academic Programme.

2.6 **External Examiner** shall mean an examiner who is not in employment of the any Constituent College of the University.

2.7 **Student/learner** shall mean a person admitted to the Constituent College of the University for Academic Programme, to which these Regulations are applicable.

2.8 **University** shall mean Swami Rama Himalayan University (SRHU).

3. ADMISSION

The admission to all Postgraduate Broad Speciality Programmes shall be based on merit obtained by a candidate in the Entrance Examination conducted by the competent authority as prescribed by the statutory body from time to time. The eligibility criteria for admission into Postgraduate Broad Speciality Programmes ***(MD/MS)*** shall be as prescribed by the University & statutory body (National Medical Commission) from time to time.

4. PROGRAMME STRUCTURE

The Postgraduate Broad Speciality (MD/MS) Programme is a fully training based program. The Program Structure shall be as prescribed by the statutory body and the University from time to time.

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(i) Post-graduate training shall consist of training of the students through lectures, seminars, journal clubs, group discussions, participation in laboratory and experimental work, involvement in research, clinical meetings, grand rounds, clinicopathological conferences, practical training in the diagnosis and medical and surgical treatment, training in the basic medical sciences as well as in allied clinical specialties, etc. as per the requirement of Speciality training.

Specialities where patient treatment is involved the teaching and training of the students, shall include graded responsibility in the management and treatment of patients entrusted to their care.

(ii) All post-graduate students will work as full-time resident doctors.

(iii) The post-graduate students shall essentially be required to participate in the teaching and training programme of undergraduate students and interns.

(iv) The MD/MS curriculum may include training in any other courses like awareness in medical audit, medical law, exposure to human behaviour studies, finance, accounts, etc, which are beneficial to the postgraduate students.

5. DURATION OF THE PROGRAMME

Postgraduate Medical Education in Broad Specialties shall be of three years duration in the case of degree (MD/MS). However, if a student already has, a recognized two year postgraduate diploma in a subject, the period of training for degree programme, shall be two years for that subject.

6. TEMPORARY DISCONTINUATION FROM THE PROGRAMME

Temporary discontinuation from the programme shall be allowed in exceptional cases with prior approval of Head of Institution.

6.1 Any student who temporarily discontinues the programme on medical ground shall be allowed to rejoin the programme provided that he is found medically fit by the medical board constituted by the University from time to time.

6.2 Any student who temporarily discontinues the programme due to any other reasons shall be allowed to rejoin the programme only after approval is granted by the competent authority of the University.

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7. Leave Rules for Post-graduate Students

Leave rules for Post graduate students shall be as prescribed by the statutory body PGMER 2023:

a. Every post-graduate student will be given minimum 20 days of paid leave (casual leave) per year.

b. Subject to exigencies of work, post-graduate students will be allowed one weekly holiday.

c. Female post-graduate students shall be allowed maternity leave as per existing Government rules and regulations.

d. Male post-graduate students shall be allowed paternity leave as per existing Government rules and regulations.

e. In addition to 20 days' paid leave, the candidates will be allowed academic paid leave of 5 days per year

If candidate avails leave in excess of the permitted number of days, his/her term of course shall be extended by the same number of days to complete the training period. However, one shall be able to appear in the examination if one has 80% (eighty per cent) of the attendance

8. ATTENDANCE

A student must have a minimum of 80% attendance of total actual academic/working days for appearing in the university examination. However, he/she has to complete the mandatory working days of 3 years residency training program.

9. E-LOG BOOK

Post-graduate students of Broad Specialty degree programmes shall maintain a dynamic e-log book which shall be updated as prescribed by the statutory body.

Record of e-log book shall be periodically assessed by the statutory body & University from time to time.

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10. ELIGIBILITY FOR APPEARING IN THE UNIVERSITY EXAMINATION

10.1 A student must have a minimum of 80% attendance of total actual academic/working days for appearing in the university examination.

10.2 **For PG (MD/MS) degree examinations, a student must have**:

(i) a minimum of 40% marks in each best of three out of five sessional examinations held in each year of training. 40% marks in Pre-university examination held just before the University Examination. Every second & fourth quarterly assessment each year shall be considered as sessional examinations.

(ii) completed course in research methodology in 1st year of training itself.

(iii) completed course in Ethics & Good Clinical Practices (GCP) / Good Lab Practices (GLP) in 1st year of training.

(iv) completed course in Basic Cardiac Life Support (BCLS) **&** Advanced Cardiac Life Support (ACLS)

(v) completed a District Residency Programme (DRP) in second year or in early third year of training as prescribed by the statutory body. In the case of those students who have taken admission after completion of the Diploma in the relevant Speciality, the District Residency Programme shall take place in the early second year only. Similarly, the post-graduate diploma students shall undergo the District Residency Programme in the early second year only.

(vi) completed **at least one** of the following:

a. Poster presentation at a National/Zonal/State conference of his/her specialty.

b. Podium presentation at a National/Zonal/State conference of his/her specialty.

c. Have one research paper published/accepted for publication in journal of his/her specialty as first author.

(vii) All Broad Specialties students will do thesis related research and submit thesis, six months prior to the University examinations.

(viii) Submission of e-Log book with all academic records during the training period.

(ix) A certificate from the respective head of the department stating therein that the student has satisfactorily completed the training along with a certificate of good conduct for being eligible to appear in the University Examination.

Any student who fails to fulfill above defined requirements shall be debarred from appearing in the University examinations.

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11. ASSESSMENT PROCEDURE: INTERNAL & UNIVERSITY EXAMINATION

11.1 Internal Assessment (Formative Assessment):

There would be formative assessment all through the period of training, as per **Competency-Based Curriculum** defined by the statutory body. It is mandatory for students to complete all the core competencies.

Component of Internal Assessment includes

a) Day to Day Assessment (Academic and procedural skills, Journal clubs, Seminars, Case presentation etc.)

b) There shall be Quarterly Assessment:

- Every 2nd & 4th Quarterly Assessment in each academic year shall be considered as Sessional Examinations.

c) Pre-University Examinations:

- Last Quarterly Assessment just before the University Examinations shall be a Pre-University Examination. The pre-university examination shall be a replica of the university examination.

The theory examination (both formative and summative) may be of descriptive answer of a question type, Multiple Choice Question (MCQ) type or mix of both types. Theory examination for summative examination shall be of four theory papers. The first and the fourth paper shall be on basic medical science and recent advances, respectively.

A student must secure minimum 40% (forty) marks in **each** best of three out of five sessional examinations and 40% marks in Pre-University Examination.

11.2 Summative Assessment

PG Degree (MD/MS): PG Degree examinations, in any subject shall consist of Theory Papers, and clinical/Practical including Thesis and Viva. The examination shall be held at the end of 3rd academic year.

(i) **Theory**

(a) There shall be four theory papers of 100 marks each, i.e. a total of 400 marks. Out of these, one paper shall be of Basic Medical Sciences and one paper shall be of Recent Advances.

(b) An examinee should obtain minimum 40% marks in each theory paper and not less than 50% marks cumulatively in all the four papers.

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(ii) **Clinical / Practical and Viva**

(a) Clinical examination for the subjects in Clinical Sciences shall be conducted to test the knowledge and competency of the students for undertaking independent work as a specialist/Teacher, for which students shall examine a minimum one long case and two short cases.

(b) Practical examination for the subjects in Basic Medical Sciences shall be conducted to test the knowledge and competence of the students for making valid and relevant observations based on the experimental/Laboratory studies and his ability to perform such studies as are relevant to his subject and undertaken independent work as a specialist/Teacher.

(c) The Viva shall be thorough and shall aim at assessing the student knowledge and competence about the subject, investigative procedures, therapeutic technique and other aspects of the speciality, which form a part of the examination.

(d) Clinical/practical examination shall include Objective Structured Clinical Examination (OSCE).

(e) There shall be practical / clinical examination of 300 marks and grand viva of 100 marks.

(iii) **Thesis**

(a) Every student shall carry out work on an assigned thesis project under the guidance of a recognized postgraduate teacher as per the norms of Statutory Body & University. The thesis project should ordinarily be carried out during the second academic year of PG degree programme.

(b) Thesis shall be submitted at least six months before the University theoretical and clinical / practical examination.

(c) Five per cent of mark of total marks of Clinical/Practical and Viva Voce marks (20 marks) will be of dissertation/thesis and it will be part of clinical/practical examination marks.

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Evaluation & passing criteria for Broad Specialties (MD/MS) programmes		
S. No.	**Description**	**M.S./M.D. Programme**
1	**THEORY**	
	No. of Theory Papers	4
	Marks for each Theory Paper	100
	Total marks for Theory Paper	400
	Passing Minimum for Theory	200/400 (40% minimum in each paper)
2	**PRACTICAL/CLINICAL**	300
3	**VIVA VOCE**	100
	Passing minimum for Practical/Clinical including Viva voce	200/400
	The candidate shall secure not less than 50% marks in each head of passing which shall include (1) Theory – aggregate 50% (In addition, in each Theory paper a candidate has to secure minimum of 40%) (2) Practical/Clinical and Viva voce - aggregate 50% (3) If any candidate fails even under one head, he/she has to re-appear for both Theory and Practical/Clinical and Viva voce examination. (4) Five per cent of mark of total marks of Clinical/Practical and Viva Voce marks (20 marks) will be of dissertation/thesis and it will be part of clinical/practical examination marks. External examiner outside the state will evaluate dissertation/ thesis and take viva voce on it and marks will be given on quality of dissertation/thesis and performance on its viva voce. (5) No grace mark is permitted in post-graduate examination either for theory or for practical.	

11.3 Grace Marks

No grace marks permitted in Postgraduate examination either to theory or practical/clinical.

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12. EVALUATION PROCEDURE

12.1 Appointment of Examiners:

a. The examiner (both internal and external) for the post-graduate examination in shall have three years' experience as recognized Post-graduate Guide in the concerned subject.

b. The minimum number of examiners for post-graduate examination shall be four. Out of which, at least two shall be external examiners and least one of them shall be from different university outside the state.

c. An examiner shall not be appointed for more than two consecutive regular examinations for the same institution.

12.2 Evaluation of Components:

1. PG Degree (MD/MS):

(i) Thesis

External examiner at the time of University practical/clinical examination will evaluate thesis and take viva voce on it and marks will be given on quality of thesis and performance on its viva voce as prescribed by the Statutory body.

(ii) Theory

All the answer scripts shall be subjected for two valuations by the concerned University. The average of the total marks awarded by the two valuators for the paper, which is rounded off to the nearest integer (whole number), shall be considered for computation of the results. All the answer scripts, where the difference between two valuations is 15% and more of the total marks prescribed for the paper, shall be subjected to third valuation. The average of the best two total marks, awarded by the three evaluators for the paper, rounded off to the nearest integer (whole number), shall be considered for final computation of the results.

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(iii) Practical /Clinical & Oral examination

In the departments of Anatomy, Physiology, Biochemistry, Pathology, Pharmacology, Community Medicine, practical / viva examinations shall be conducted over a period of two days, whereas in Microbiology it should be over in three days. In other departments it shall be conducted in a day or as provided in the concerned NMC curricula of broad specialities. However, if the number of students exceed 8 in a concerned broad speciality, where the examination is for a day, then the examination shall be spread over 2 days.

2. Grading of Students:

A student will be awarded distinction, if he secures more than or equal to 75% marks in the subject concerned provided he has successfully cleared the subject in first attempt.

(i) **Declaration of Result:**

University Examination Cell shall cross check the marks entered in the tabulation chart and shall declare the results as per the procedure laid down.

(ii) **Supplementary Examination:**

Scheme for Supplementary Examination shall be as per the norms of the Statutory body i.e. National Medical Commission.

(iii) **Number of Examination:**

University shall conduct not more than two examinations in a year with an interval of not less than 04 (four) & not more than 08 months.

(iv) **Failed/Detained Student:**

a) A detained student must complete all the pre-requisite criteria for appearing in the next University Examination.

b) A failed student if so desire, can continue to attend the clinical and teaching sessions in the respective department.

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(v) **Re-evaluation of Answer Booklet:**

After the computation and declaration of the results, under no circumstances, revaluation is permitted.

13 AWARD OF DEGREE

On successful passing of the University examination student is eligible for the award of the post graduate Degree.

14. USE OF UNFAIR MEANS

All reported cases of use of Unfair Means shall be dealt with as per the ordinance made by the University in this regard.

15. Notwithstanding anything stated in this Regulation, for any unforeseen issues arising, and not covered by this Regulation, or in the event of differences of interpretation, the Hon'ble Vice-Chancellor may take a decision, after obtaining the opinion/advice of a committee formed by the Hon'ble Vice Chancellor. The decision of the Hon'ble Vice-Chancellor shall be final.

Registrar
Swami Rama Himalayan University

Academic Regulations – BASLP

Academic Regulations

for

Under graduate Allied Health Program (Bachelor in Audiology and Speech Language Pathology)

(Effective from the Academic Year 2024-25)

Himalayan Institute of Medical Sciences

SWAMI RAMA HIMALAYAN UNIVERSITY

Swami Ram Nagar, Jolly Grant, Doiwala, Dehradun

Registrar
Swami Rama Himalayan University

1. Short Title and Commencement:

1.1 These regulations shall be called ***"Academic Regulations for the Under graduate Allied Health Program Bachelor in Audiology and Speech Language Pathology (BASLP) of Swami Rama Himalayan University."***

1.2 These regulations shall be deemed to have come into force from the date as approved by the Board of Management of the Swami Rama Himalayan University.

2. Definitions:

2.1 **Academic Bank of Credits (ABC)** is a virtual/digital storehouse that contains the information of credits earned by individual students throughout their learning journey. It will enable students to open their accounts and give multiple options for entering and leaving colleges or Universities

2.2 **Academic Program** shall mean a combination of courses and/or any other component leading to a Bachelor's degree.

2.3 **Academic Year** shall mean a period of twelve months divided in to 02(two) ***Semesters*** of ~ 26 weeks each (inclusive of 18 weeks of instructional days) for course work including study holidays and examination. The Odd Semester may be scheduled from first week of August to January and Even Semester from first week of February to July.

2.4 ***Choice Based Credit System*** **(CBCS)** shall mean a system that provides choice to students to select from the prescribed courses (core, elective, minor or soft skill courses).

2.5 **Course** shall mean a component of a Program (referred to, as 'papers'). All courses need not carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed to comprise interactive lectures/ tutorials/seminars/ presentations/project work/ laboratory work/field work/ outreach activities/ vocational training/viva/ term papers/ assignments/ self-directed learning etc. or a combination of some of these.

2.6 **Credit Based Semester System (CBSS)** shall mean a system where the requirement for awarding a degree certificate is prescribed in terms of number of credits to be completed by the students.

2.7 **Continuous Internal assessment (CIA)** is a form of educational evaluation that assess the student's progress throughout a prescribed course. It tracks the learning process throughout the semester allowing for identification of weak points/poor performance and self-amelioration.

2.8 **Sessional Examination** shall mean Internal Test(s) to be conducted at fixed intervals as announced through the Academic calendar on commencement of Academic Year.

2.9 **Day to Day Assessment** shall mean all the assessments that are normally conducted by a Course Instructor and include assignments, group discussion, seminar, presentation, quizzes & viva-voce etc. throughout the Semester.

2.10 **Cumulative Grade Point Average (CGPA)** is a measure of overall cumulative performance of a student in all semesters taken together.

2.11 **Program Coordinator** shall mean a senior faculty member who shall be responsible for programme-level leadership in the accomplishment of programme educational objectives. Program coordinator shall facilitate seamless communication and coordination between the students, faculty members, support staff, and academic and administrative leadership.

2.12 **Course Coordinator** shall mean a faculty member, who shall be responsible for coordinating the work of all faculty member(s) involved in teaching and evaluation of a course.

2.13 **Course Instructor** shall mean a faculty member involved in teaching and evaluation of a course.

2.14 **Credit** is a unit by which the course work is measured. It determines the number of hours of instructions required per week.

2.15 **Credit Point** is the product of grade point and number of credits for a course.

2.16 **Course Load** every student shall be required to register for a set of Courses in each *Semester,* with a total number of course *Credits* being limited by considering the permissible *weekly Contact Hours*(30-40 hrs. per Week, to enable the students to engage in homework assignments, self-learning outside the Class rooms/Laboratories, Extra/Co-Curricular activities and add-on Courses, if any, for their overall development). Thus, an average Course Load of 20-25*Credits/Semester*shall be offered/given in normal case.

2.17 **Course Registration** shall mean that every student shall formally register himself for prescribed set of *Courses (Credits),* offered, in an each Semester.

2.18 **Course Flexibility** shall mean flexibility provided to the students in selecting the courses, based on their learning capacities.

2.19 **Credit Courses** shall mean courses registered by a student in a *Semester* to earn *credits*. where he will earn *one Credit* by registering and passing, viz.:

- One hour/week/Semester for Theory/Lecture(L)Courses or Tutorials;
- Two hours/week/Semester for Laboratory/Practical (P) Courses based on the requirements of the course.
- Three hours/week/Semester for Clinical Rotation/Supervised Practical Training/Posting
- Two hours/week/Semester for Research Project/Dissertations/Thesis

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2.20 **Credit Representation** shall mean *Credit* values, as defined below, for different academic activities:

Contact Hours/Week/Semester						
Lectures (hrs/wk/Sem)	**Tutorials** (hrs/wk/Sem)	**Practical/ Practices** (hrs/wk/Sem)	**Experiential learning** (CR/SPT/PT/TR)	**Research project** (RP/DS/TH)	*Credits* (L: T: P:E:R)	*Total Credits* (C)
3	1	0	0	0	3:1:0:0:0	4
0	0	8	3	2	0:0:4:1:1	6
0	0	16	0	0	0:0:8:0:0	8

2.21 **Credits required for the Award of Degree** shall mean minimum prescribed number
Of *Credits* to be earned by a student for award of *Under graduate Paramedical Program(BASLP) Degree.*

2.22 **End Semester Examination (ESE)** shall mean an examination conducted by the University at the end of the semester.

2.23 **Enrolment to the University** shall mean the enrolment of a student to Swami Rama Himalayan University after completion of admission related requirements.

2.24 **Grade** shall mean a prescribed alphabet awarded to a student based on his performance in the examinations.

2.25 **Grade Point** shall mean a numerical weight on a 10-point scale, allotted to each letter grade awarded to a student based on his performance in the examinations.

2.26 **Letter Grade** shall mean an index of the performance of students in the said course. Grades are denoted by letters O, A+, A, B+, B, C and F.

2.27 **Grade Card** shall mean a printed record reflecting student's performance.

2.28 **Registration to the Program** shall mean registration of a student to the *Under graduate Allied Health Program (BASLP)* after completion of admission related requirements.

2.29 **Report(s)** shall mean prescribed alphabet(s) citing the reason for not being awarded the grades.

2.30 **Semester Grade Point Average (SGPA)** shall mean a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

2.31 **RCI** Shall mean Rehabilitation Council of India.

2.32 **The National Education Policy (NEP) 2020**, introduced by the Government of India, represents a revolutionary shift in the educational framework of the country. Aimed at meeting the demands of the 21st century, NEP 2020 envisions an inclusive, holistic,

and flexible education system that adapts to the dynamic needs of society and the economy. This policy is designed to foster critical thinking, creativity, and innovation among students, preparing them for the challenges and opportunities of the future.

2.33 **University** shall mean Swami Rama Himalayan University (SRHU).

3. Admissions:

Admission to *Under graduate Allied Health Program (BASLP)*shall be made by the University. Eligibility criteria and procedure for admission to *Under graduate Allied Health Program (BASLP)* shall be as prescribed by the Rehabilitation Council of India and University from time to time.

4. Duration of the Program:

The normal duration of *Under graduate Allied Health Program (BASLP)* is 04 (four) years (eight semesters). However, a student admitted to the Program shall be required to complete the Under graduate degree within the duration of 07 (seven) years from the date of registration; failing which his registration to the Program shall stand cancelled.

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5. Program Structure (Annexure I):

Broad categories of courses to be studied over the entire duration of the *Under graduate Allied Health Program (BASLP)*are as follows:

(a) Core Courses
(b) Elective Courses
  (i) Discipline Specific Elective Courses
  (ii) Generic Elective Courses
(c) Dissertation/ Project Work
(d) Ability Enhancement Courses
  (i) Ability Enhancement Compulsory Courses.
  (ii) Skill Enhancement Courses.
(e) Audit/ Value Added Courses

6. Registration:

6.1 **Registration to the Program:**

The candidate shall be eligible for registration to the Program subject to verification and submission of all the required documents and deposit of prescribed fee.

6.2 **Course Registration:**

A student shall be required to register every semester, as per the schedule defined in Academic Calendar, for the prescribed set of courses offered.

7. University Enrolment:

All the students admitted shall be enrolled with the university. Enrolment Number once allotted by the University shall be unique and will have to be quoted by the students for all the correspondence with the University and also wherever necessary.

8. Temporary Discontinuation from the Program:

8.1 Temporary discontinuation from the Program shall be allowed in exceptional cases for 02 (two) consecutive semesters but not more than 01 (one) year with prior approval of the Head of constituent academic unit. However, the student shall be allowed to rejoin the Program from next Academic Semester/Year.

8.2 Any student who temporarily discontinues the Program on medical ground shall be allowed rejoining the Program from the next Academic Semester/Year provided that he is found medically fit by the medical board constituted by the University from time to time.

8.3 Any student who temporarily discontinues the Program due to any other reasons shall be allowed to rejoin the Program only after approval is granted by the competent

authority of the University.

9. Attendance:

9.1 A student is required to maintain a minimum 80% attendance in theory classes before conduct of any evaluation component/ Examination.

9.2 Requirement of attendance in the practical classes shall be 90%. In case, any of the practical is missed-out due to absence of the student, it shall be the responsibility of the student to carry out the same with due permission of the concerned course coordinator.

9.3 Head of constituent college shall review the cases of short attendance before commencement of any of the evaluation component in every semester and thereafter a list of students 'not eligible' shall be notified.

Name of the Assessment Component	Attendance Criteria for Appearance
Sessional Examination I	80% attendance up to start of component from commencement of the Semester.
Sessional Examination II	
End Semester Examination Theory	
End Semester Practical Examination	90% attendance up to start of the component from the commencement of the Semester.

10. Remedial Classes:

A student having short attendance till the last day of class work will be entitled to improve his attendance by joining remedial classes before the commencement of End Semester Examinations. Such a student shall be required to attend the College/Department during the period of preparatory leave and also to complete the work assigned by the Course Coordinator(s)/Instructor(s) of the respective course(s). The attendance so obtained by the student shall be added to his regular attendance of the respective courses of the semester. Student who is thus able to achieve 80% of attendance will be eligible to appear for the End Semester Examination.

11. Assessment:

There shall be comprehensive continuous assessment for all the students registered for *Under graduate Allied Health Program (BASLP)*. Procedure for assessment shall be as follows:

11.1 **Continuous Internal Assessment**

11.1.1 **Theory**

The Continuous Internal Assessment of theory course(s) shall comprise of:

(i) The Sessional Examination I, shall be based on the syllabus covered in first 05 (five) instructional weeks from the commencement of the semester.

(ii) The Sessional Examination II, shall be based on the syllabus covered in next 05 (five) instructional weeks from the commencement of the semester.

(iii) Day to Day Assessment: A teacher shall conduct Day to Day Assessment on regular basis continuously throughout the semester. It shall comprise of Assignment/Group Discussion/Seminar/Presentation/Quiz/Viva Voce etc. in a semester.

S. No.	Continuous Internal Assessment	Weightage (%)
1.	Sessional Examination I	25%
2.	Sessional Examination II	25%
3.	Day to Day Assessment	50%

11.1.2 Practical:

The continuous Internal Assessment for a course with laboratory session, shall be done on regular basis as per the course plan:

S. No.	Continuous Internal Assessment	Weightage (%)
1.	Sessional Examination I	25%
2.	Sessional Examination II	25%
3.	Day to Day Assessment	50%

A student must obtain a minimum 50% marks in the Continuous Internal Assessment (CIA) of a course, to appear in the End Semester Examinations.

25% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the Continuous Internal Assessment of a course will be added to the final composite score of that course for the evaluation of the grade.

11.2 Make-up Examination for Sessional Examination:

i) Make- up examination for Sessional(s) is an opportunity given to the students who missed any or both the Sessional(s) either due to shortage of

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attendance, or not being able to appear for the components(s) due to some unforeseen circumstances.

ii) Make-up Examination for Sessional(s) shall be held after completion of Sessional II and before the commencement of End Semester Examination.

iii) A student shall be eligible to appear for the make-up examination for Sessional Exam, provided he fulfills the required attendance by the time of holding of make-up examination for the Sessional(s).

11.3 Eligibility Criteria for Appearing in the End Semester Examination:

Attendance shall not be less than 80% in theory and 90% in Clinical/ Practical in each semester to be eligible to appear for examination at the end of each semester.

The student is required to obtain a minimum of 50% in each of the theory papers, internal assessment, practical and clinical exams for a pass. Students will not be able to appear for University theory exam if they do not pass in their practical or internal assessment or clinical component

11.4 End Semester Examinations:

i) End Semester Examination of shall be held after 18 (Eighteen) instructional weeks from commencement of the semester and will cover entire syllabus of a course.

ii) All clinical examinations shall be with clinical population and with audio / video records of clinical samples. The examiners shall also evaluate records of clinical and practical work of the students.

11.5 Evaluation of answer sheets

11.5.1 Appointment of an Examiner:

To be qualified as an examiner for all undergraduate Allied Health Programme in a given subject the examiner shall fulfil the eligibility criteria as laid down by statutory council, RCI (wherever applicable) and approved by the University from time to time.

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11.5.2 Evaluation Procedure for Sessional Examination

i) Examination In-Charge shall be appointed by the Head of the Academic Unit/Principal for smooth conduction of sessional examinations.

ii) The Head of the Department in consultation with Head of the Academic Unit/Principal shall designate a senior faculty member as a Programme coordinator. The Programme coordinator shall be responsible for coordinating with the course coordinators for the preparation of the question papers of the sessional examinations.

iii) The Programme coordinator shall handover the sealed question papers to the examination In-charge for the conduction of the theory sessional examination as per common schedule defined in academic calendar.

iv) After the conduction of the sessional examination of each course the examination In-charge will ensure that the sealed answer sheets shall be handed over to the respective Programme coordinators, who shall then handover the sealed answer sheets to the respective course coordinators.

v) The respective Course Coordinators shall then uniformly distribute the answer booklet to the course instructor(s) for evaluation within the stipulated time frame.

vi) The evaluators for each course shall handover the evaluated answer sheets to the course coordinators who shall then show the answer booklet to the students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

vii) The course coordinators shall be responsible to submit the consolidated award list of the respective courses to the Programme coordinator.

viii) The Programme coordinator shall be responsible for timely submission of award list of all the courses assessed in the semester to the office of the Controller of Examinations.

11.5.3 Method of Evaluation of Answer Booklets:

i. Centralized evaluation procedure should adopted for End Semester Examination

ii. Once the answer booklets are received by the Examination Cell of the University, for fair evaluation and to conceal the identity of an examinee, coding of answer booklet shall be done by the Examination Cell before distribution to the respective examiner for evaluation & award of scores.

iii. Evaluation of answer booklets shall be done at such place as decided by the University.

iv. Subsequent to evaluation, it shall be the responsibility of the concerned examiner to hand over the evaluated answer sheets to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

v. Counter foils of statement of marks shall be submitted to the Controller of Examination in sealed envelopes.

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11.6 Conduct of Practical / Clinical & Oral Examination:

i. Oral and Practical examination shall be conducted in the respective departments.
ii. There shall be 02 (two) examiners, at least 50% of which shall be external examiners.
iii. The Internal examiner shall head the Board of Practical/Clinical examiners and shall be fully responsible for fair and smooth conduction of oral and practical/clinical examination.
iv. The marks of oral and practical/clinical shall be sent in sealed envelope to the controller of examinations by heads of the respective Board of examiners.

12. Grading and evaluation of Interns

All internees will be assessed based on their attendance, performance in the postings and presentation of log books. The mode of assessment and frequency of assessment will be prescribed by the institute. The student is required to repeat those postings in which his/her performance is below 40%.

13.Criteria for passing a course:

In order to be declared pass, student is required to obtain a minimum of 50% marks in each of the theory papers, internal assessment, practical and clinical exams for a pass. Students will bot be able to appear for University exams if they do not pass in their practical or internal assessment component or clinical examinations in End semester examination.

14. Course-wise Grading:

The letter-grades and their equivalent grade points are indicated below:

Composite Score	Letter Grades	Grade Points	Description	Performance
90 to 100	**O**	**10**	Outstanding	***Pass/Satisfactory****
80 to < 90	**A^+**	**9**	Excellent	
70 to < 80	**A**	**8**	Very Good	
60 to < 70	**B^+**	**7**	Good	
55 to < 60	**B**	**6**	Above Average	
50 to < 55	**C**	**5**	Average	
<50	**F**	**0**	Fail	***Fail/Unsatisfactory****

** Performance of a student in Audit/Compulsory Audit Course shall be reported as Satisfactory / Unsatisfactory.*

A student who cannot be awarded any of the above grades on account of any of the reasons mentioned herein shall be given the corresponding report in the grade card.

Status of Student	Report**
Withdrawal from the Course	W
Detained in End Semester Examination due to Shortage of Attendance	SA
Abstaining from the End Semester Examination	AB
Incomplete Term work/ Evaluation Component	I
Result withheld due to administrative reasons	WH
Cancellation of Registration in a course(s) due to Disciplinary action	RC

** Report obtained by a student in any of the course shall not be used for the purpose of SGPA/CGPA calculation. Wherever this applied, SGPA and CGPA are not calculated and are marked as NC.

15. Method of Awarding the Grades:

Grading of the students shall be carried-out course-wise for theory and practical courses, separately. Marks obtained by the students in each assessment component shall be normalized on the scale of 100 (hundred) marks. The final composite score in a course shall be calculated by adding the normalized marks in the following proportion of weightages so that the total percentage of the components taken together is 100 (hundred):

Theory Components

Name of the Assessment Component	Weightages (in %age)
Continuous Internal Assessment	25%
End Semester Examination	75%

Practical Components

Name of the Assessment Component	Weightages(in %age)
Continuous Internal Assessment	25%
End Semester Examination	75%

Subsequently, the absolute grading method, based on composite score (as defined in course-wise grading) shall be used on normalized marks obtained by all the registered students in a course and grades shall be awarded.

16. Declaration of Results:

University Examination Cell shall cross check the marks entered in the tabulation chart and grace marks given as per the provisions and shall declare the results as per the procedure laid down.

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17. Supplementary Examinations:

Supplementary Examinations shall be conducted for a student who has either failed in earlier examination or abstained (***AB***) from the End Semester Examination or has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s).

Supplementary Examination for End Semester Examinations shall be held with regular End Semester Examinations.

Supplementary Examinations for ODD Semesters shall be held along with the End Semester Examinations of ODD Semesters and Supplementary Examinations for EVEN Semesters shall be held along with the End Semester Examinations of EVEN Semesters.

Examination fee for Supplementary Examination shall be charged as prescribed by the university.

18. Use of Unfair Means:

All reported cases of use of Unfair Means shall be dealt with as per the ordinance made by the University in this regard.

19. Clinical Internship

i. All candidates shall complete a clinical internship of one academic year (10 months) after the 6th semester provided they have passed in all the examinations up to and including 5th semester.

ii. Such of those students who have started their clinical internship, but later are found to have failed in some examination of the 6th semester shall discontinue clinical internship. They can continue their internship only after they pass all the courses in which they have failed. However, the duration of clinical internship completed before they discontinue shall be considered and counted when they resume their clinical internship.

20. Eligibility for Promotion& Registration to Higher Semesters:

a) Carryover of papers shall be as per the policy of the University.

b) Students shall pass the clinical examination of the given semester to proceed to the next semester

21. Course Repetition:

21.1 A student who has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s) shall have to repeat and pass the course(s) by registering a course(s) whenever it is offered as a regular course(s).

21.2 If the course (with same code/title/credit) is not offered due to the change in the curriculum, then student shall have to register and pass for the approved equivalent course (s) (with same credits) of the new curriculum.

21.3 A student who has once obtained the pass grade (***O-P***) shall not be allowed to repeat the course.

22. Grade Card:

At the end of each semester a student shall be issued a Grade Card which includes the following details:

i) Credits of each course registered in the Semester.
ii) Letter Grades/Reports obtained in each Course.
iii) The total number of credits earned by a student up to the end of that semester.
iv) Calculation of ***SGPA*** for each semester.
v) ***CGPA*** for all the 06 (six) semesters for regular students, who have successfully completed the Program.

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22.1 Semester Grade Performance Average (SGPA):

The performance of a student in a semester shall be indicated by a number called Semester Grade Performance Average (SGPA), which is the weighted average of the grade points obtained in all the courses in a semester by a student.

$$SGPA = \frac{\sum_{i=1}^{n} C_i(GP)_i}{\sum_{i=1}^{n} C_i},$$

Where, C_i: *indicates the Credit for the* i^{th}*course,*
$(GP)_i$: *indicates the Grade point obtained for the* i^{th}*course,*
n: indicates the total number of Courses.

22.2 Cumulative Grade Point Average (CGPA):

An assessment of the overall performance of a student shall be indicated by Cumulative Grade Point Average (CGPA).

$$CGPA = \frac{\sum_{i=1}^{m} S_i(SGPA)_i}{\sum_{i=1}^{m} S_i},$$

Where, *Si:Sum of credits in the* i^{th}*Semester,*
$(SGPA)_i$: *Semester Grade Point average obtained by the student in the* i^{th}*Semester,*
m: indicates the number of Semesters.

22.3 Classification of Results:

Based on the CGPA obtained and successful completion of *Under graduate Allied Health Program (BASLP)*, the result of a student shall be declared as follows:

CGPA	Result
7.50 and above	Passed with Distinction (Passed all the courses in First Attempt)
6.00 and above but less than 7.50	Passed with First Class
5.00 and above but less than 6.00	Passed with Second Class
Below 5.00	Failed

22.4 Equivalence between Grade Points and Percentage:

Equivalence between grade points and percentage of marks can be obtained by directly multiplying the grade points by a factor of 10.00.

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23 Grade Improvement:

A student who has passed in all the examinations, starting Semester-I to Semester-VI for *Under graduate Allied Health Program (BASLP)*shall qualify for the award of degree. Nevertheless, if student feels that his CGPA is not satisfactory; such a student, for the purpose of improving the CGPA, can reappear for any of the 04 (four) core courses from Semester-III to Semester VI, in the Supplementary Examination to be conducted after the End Semester Examination of the Semester-VI and take a chance to improve the CGPA. No further chance shall be given to improve the CGPA.

24 Certification

The parent institute will award a certificate after successful completion of the internship and clinical examination (7.1 and 7.2 in the Scheme of examination). Supervised clinical hours spent during internship shall be included in the clinical competence certificate issued to students. The University shall award the degree only after the successful completion of clinical internship.

25 Award of Degree:

A student shall be declared to be eligible for award of the *Under graduate Allied Health Program (BASLP)*Degree if he has:

(i) Successfully registered and acquired the minimum credits as prescribed by the University from time to time and as specified in the Scheme of Study and Evaluation of *Under graduate Allied Health Program (BASLP)*corresponding to the discipline of his study within the stipulated time.

(ii) Completed the normal duration of Program of study including Compulsory Rotatory Internship.

(iii) Earned a CGPA of 5.00 or above.

26 Notwithstanding anything stated in these Regulations, for any unforeseen issues arising, and not covered by these Regulations, or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining the opinion/advice of a Committee constituted by the Vice Chancellor. The decision of the Vice-Chancellor shall be final.

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Annexure I

Program Structure- B.ASLP 2024

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Rehabilitation Unit of Speech & Hearing , Department of ENT

Program Structure : Bachelor of Audiology & Speech Language pathology (B.ASLP)-Batch 2024

Study and Evaluation Scheme as per RCI

1 YEAR SEM-I

COURSE CODE	Level of Course as per NEP	COURSE TITLE	Course Category	Contact Hours/Week					Total Contact Hours/Week	CREDITS					Total Credits	EVALUATION SCHEME							GRAND TOTAL
				L	T	P	E (CR/SPT/PT...)	R (RP/DS/TH)	(L+T+P+E+R)	L	T	P	CR/SPT/PT/TR	RP/DS	(L+T+P+E+R)	THEORY			PRACTICAL/PRACTICES				
																IA	ESE	TOTAL	PP	IA	ESE	TOTAL	
B1.1M	FC	Introduction to Speech language Pathology	CC	3	0	0	0	0	3	3	0	0	0	0	3	25	50	75	0	0	0	0	75
B1.2M	FC	Introduction to Audiology	CC	3	0	0	0	0	3	3	0	0	0	0	3	25	50	75	0	0	0	0	75
B1.3MC	IC	Anatomy and Physiology of Speech & Swallowing	AECC	2	0	0	0	0	2	2	0	0	0	0	2	25	50	75	0	0	0	0	75
B1.4MC	IC	Anatomy and Physiology of Hearing	AECC	2	0	0	0	0	2	2	0	0	0	0	2	25	50	75	0	0	0	0	75
B1.5M	FC	Practicals Speech-language Pathology	CC	0	0	0	3	0	3	0	0	0	1	0	1	0	0	0	0	0	50	50	50
B1.6M	FC	Practicals Audiology	CC	0	0	0	3	0	3	0	0	0	1	0	1	0	0	0	0	0	50	50	50
Grand Total				10	0	0	6	0	16	10	0	0	2	0	12	100	200	300	0	0	100	100	400

1 YEAR SEM-II

COURSE CODE	Level of Course as per NEP	COURSE TITLE	Course Category	Contact Hours/Week					Total Contact Hours/Week	CREDITS					Total Credits	EVALUATION SCHEME							GRAND TOTAL
				L	T	P	CR	RD	(L+T+P+E+R)	L	T	P	CR	RD	(L+T+P+E+R)	THEORY			PRACTICAL/PRACTICES				
																IA	ESE	TOTAL	PP	IA	ESE	TOTAL	
B 2.1M	HC	Fluency and its Disorders	CC	3	1	0	0	0	4	3	1	0	0	0	4	25	50	75	25	0	0	25	100
B2.2M	HC	Diagnostic Audiology- Basic	CC	3	1	0	0	0	4	3	1	0	0	0	4	25	50	75	25	0	0	25	100
B2.3MC	IC	Linguistics and Phonetics	AECC	3	0	0	0	0	3	3	0	0	0	0	3	25	50	75	0	0	0	0	75
B2.4MC	IC	Otolaryngology	AECC	3	0	0	0	0	3	3	0	0	0	0	3	25	50	75	0	0	0	0	75
B2.5MO	FC	Optional Minor - 1	SEC	1	0	0	0	0	1	1	0	0	0	0	1	10	40	50	0	0	0	0	50
B2.6M	IC	Clinicals in Speech Language Pathology	CC	0	0	0	3	0	3	0	0	0	1	0	1	0	0	0	0	25	50	75	75
B2.7M	IC	Clinicals in Audiology	CC	0	0	0	3	0	3	0	0	0	1	0	1	0	0	0	0	25	50	75	75
YST201	FC	Introduction to Yoga- Basic theory, science and techniques	AECC	0	0	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	100 (DDA)	100	100
Grand Total				13	2	2	6	0	23	13	2	0	2	0	17	110	440	300	50	50	200	300	650

2 YEAR SEM III

COURSE CODE	Level of Course as per NEP	COURSE TITLE	Course Category	Contact Hours/Week					Total Contact Hours/Week	CREDITS					Total Credits	EVALUATION SCHEME							GRAND TOTAL
				L	T	P	CR	RD	(L+T+P+E+R)	L	T	P	CR	RD	(L+T+P+E+R)	THEORY			PRACTICAL/PRACTICES				
																IA	ESE	TOTAL	PP	IA	ESE	TOTAL	
B 3.1M	HC	Child Language Disorders	CC	3	1	0	0	0	4	3	1	0	0	0	4	25	50	75	25	0	0	25	100
B 3.2M	HC	Amplification Devices	CC	3	1	0	0	0	4	3	1	0	0	0	4	25	50	75	25	0	0	25	100
B3.3MC	FC	Electronics and Acoustics	AECC	3	0	0	0	0	3	3	0	0	0	0	3	25	50	75	0	0	0	0	75
B 3.4MC	FC	Psychology for Speech and Hearing	AECC	3	0	0	0	0	3	3	0	0	0	0	3	25	50	75	0	0	0	0	75
B5.5MO	PC	Optional Minor - 2	SEC	1	0	0	0	0	1	1	0	0	0	0	1	10	40	50	0	0	0	0	50
B3.6M	HC	Clinicals in SpeechLanguage Pathology	CC	0	0	0	9	0	9	0	0	0	3	0	3	0	0	0	0	25	50	75	75
B3.7M	HC	Clinicals in Audiology	CC	0	0	0	9	0	9	0	0	0	3	0	3	0	0	0	0	25	50	75	75
Grand Total				13	2	0	18	0	33	13	2	0	6	0	21	110	240	350	50	50	100	200	550

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2 YEAR SEM IV																						
COURSE CODE	Level of Course as per NEP	COURSE TITLE	Course Category	Contact Hours/Week					Total Contact Hours/Week (L+T+P+E+R)	CREDITS					Total Credits (L+T+P+E+R)	EVALUATION SCHEME							GRAND TOTAL
				L	T	P	CR	RD		L	T	P	CR	RD		THEORY			PRACTICAL/PRACTICES				
																IA	ESE	TOTAL	PP	IA	ESE	TOTAL	
B4.1M	HC	Structural Anomalies and Speech Sound Disorders	CC	3	1	0	0	0	4	3	1	0	0	0	4	25	50	75	25	0	0	25	100
B4.2M	HC	Diagnostic Audiology – Advanced	CC	3	1	0	0	0	4	3	1	0	0	0	4	25	50	75	25	0	0	25	100
B4.3MC	FC	Neurology	AECC	3	0	0	0	0	4	3	0	0	0	0	3	25	50	75	0	0	0	0	75
B4.4MC	FC	Research Metheds & Statistics	AECC	3	0	0	0	0	4	3	0	0	0	0	3	25	50	75	0	0	0	0	75
B4.5MO	FC	Optional Minor - 3	SEC	1	0	0	0	0	1	0	0	0	1	0	1	10	40	50	0	0	0	0	50
B4.6M	HC	Clinicals in SpeechLanguage	CC	0	0	0	9	0	9	0	0	0	3	0	3	0	0	0	0	25	50	75	75
B4.7M	HC	Clinicals in Audiology	CC	2	0	0	9	0	9	2	0	0	3	0	3	0	0	0	0	25	50	75	75
EVS 301	PC	Environmental Sciences	GEC	2	0	0	0	0	2	2	0	0	0	0	0	0	100	100	0	0	0	0	100
Grand Total				16	2	0	18	0	35	14	2	0	7	0	21	110	340	450	150	50	100	200	650

3 YEAR SEM V																						
COURSE CODE	Level of Course as per NEP	COURSE TITLE	Course Category	Contact Hours/Week					Total Contact Hours/Week (L+T+P+E+R)	CREDITS					Total Credits (L+T+P+E+R)	EVALUATION SCHEME							GRAND TOTAL
				L	T	P	CR	RD		L	T	P	CR	RD		THEORY			PRACTICAL/PRACTICES				
																IA	ESE	TOTAL	PP	IA	ESE	TOTAL	
B5.1M	HC	Voice Disorders and Laryngectomy	CC	3	1	0	0	0	4	3	1	0	0	0	4	25	50	75	25	0	0	25	100
B5.2M	HC	Motor Speech Disorders Childre	CC	3	1	0	0	0	4	3	1	0	0	0	4	25	50	75	25	0	0	25	100
B5.3M	HC	Pediatric Audiology	CC	3	1	0	0	0	4	3	1	0	0	0	4	25	50	75	25	0	0	25	100
B5.4M	HC	Aural Habilitation	CC	3	1	0	0	0	4	3	1	0	0	0	4	25	50	75	25	0	0	25	100
B5.5MO	FC	Optional Minor - 4	SEC	1	0	0	0	0	1	1	0	0	0	0	1	10	40	50	0	0	0	0	50
B5.6M	HC	Clinicals in SpeechLanguagePathology	CC	0	0	0	9	0	9	0	0	0	3	0	3	0	0	0	0	25	50	75	75
B5.7M	HC	Clinicals in Audiology	CC	0	0	0	9	0	9	0	0	0	3	0	3	0	0	0	0	25	50	75	75
Grand Total				13	4	0	18		35	13	4	0	6	0	23	110	240	380	100	50	100	250	600

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3 YEAR SEM VI

COURSE CODE	Level of Course as per NEP	COURSE TITLE	Course Category	Contact Hours/Week					Total Contact Hours/Week	CREDITS					Total Credits	EVALUATION SCHEME							GRAND TOTAL
				L	T	P	CR	RD	(L+T+P+E+R)	L	T	P	CR	RD	(L+T+P+E+R)	THEORY			PRACTICAL/PRACTICES				
																IA	ESE	TOTAL	PP	IA	ESE	TOTAL	
B6.1M	HC	Adult Language Disorders	CC	3	1	0	0	0	4	3	1	0	0	0	4	25	50	75	25	0	0	25	100
B6.2M	HC	Motor Speech Disorders - Adults	CC	3	1	0	0	0	4	3	1	0	0	0	4	25	50	75	25	0	0	25	100
B6.3M	HC	Implantable Devices	CC	3	1	0	0	0	4	3	1	0	0	0	4	25	50	75	25	0	0	25	100
B6.4M	HC	Audiology in Practice	CC	3	1	0	0	0	4	3	1	0	0	0	4	25	50	75	25	0	0	25	100
86.5MC	IC	RCI Course	AECC	4	0	0	0	0	4	4	0	0	0	0	4	25	75	100	0	0	0	0	100
B6.6M	HC	Clinicals in Speech LanguagePathology	CC	0	0	0	9	0	9	0	0	0	3	0	3	0	0	0	0	25	50	75	75
B6.7M	HC	Clinicals in Audiology	CC	0	0	0	9	0	9	0	0	0	3	0	3	0	0	0	0	25	50	75	75
		Grand Total		16	4	0	18	0	38	16	4	0	6	0	26	125	275	400	100	50	100	250	650

4 YEAR SEM VII-VIII

COURSE CODE	Level of Course as per NEP	COURSE TITLE	Course Category	Contact Hours/Week					Total Contact Hours/Week	CREDITS					Total Credits	EVALUATION SCHEME							GRAND TOTAL
				L	T	P	CR	RD	(L+T+P+E+R)	L	T	P	CR	RD	(L+T+P+E+R)	THEORY			PRACTICAL/PRACTICES				
																IA	ESE	TOTAL	PP	IA	ESE	TOTAL	
B 7.1M	HC	Clinicals in Speech language pathology	CC	0	0	40	0	0	40	0	0	20	0	0	20	0	0	0	0	0	100	100	100
B 7.2M	HC	Clinicals in Audiology	CC	0	0	40	0	0	40	0	0	20	0	0	20	0	0	0	0	0	100	100	100
		Grand Total		0	0	80	0	0	80	0	0	40	0	0	40	0	0	0	0	0	200	200	200

Legends	L	Lecture
	T	Tutorial
	P	Practical/Professional Practices (Project Work/Internship/Field Work/Seminar/Presentation)
	E: (CR/CT/SPT/PT/TR)	Experiential Learning & Training : (CR-Clinical Rotation/ CT-Clinical Training/ SPT-Supervised
	R: (RP/DS/Th)	Research Project & Academic Writing: (RP-Research Project/ DS-Dissertation Th-Thesis)

Total Credits to be earned for the Award of Degree : 160									
Semester	I	II	III	IV	V	VI	VII		Total Credits
Credits	12	17	21	21	23	26	40		160

Course Category							
FC		Foundation Courses	CC	Core Course	DSEC	Discipline Specific Elective Course	GEC	Generic Elective Course
PP		Professional Practices	AU	Audit Course	AECC	Ability Enhancement Compulsory Course	SEC	Skill Enhancement Course

1 Credit = 1 hour of direct teaching in a lecture session per week (L)
1 Credit = 1 hour of participatory work in tutorial sessions per week (T)
1 Credit = 2 hours of Practical Practices per week (P)
1 Credit = 3 hours of Clinical Rotation/ Clinical Training Supervised Practical Training Posting per week (E)
1 Credit = 2 hours of Research Project Dissertations Thesis per week (R)

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Academic Regulations

for

Under Graduate Paramedical Programs

(BMLT, BRIT, BRT, BOT & B.OPTOM)

(Effective from the Academic Year 2022-23)

Himalayan Institute of Medical Sciences

SWAMI RAMA HIMALAYAN UNIVERSITY

Swami Ram Nagar, Jolly Grant, Doiwala, Dehradun

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Swami Rama Himalayan University

1. Short Title and Commencement:

1.1 These regulations shall be called ***"Academic Regulations for the Under graduate Paramedical Programs of Swami Rama Himalayan University."***

1.2 These regulations shall be deemed to have come into force from the date as approved by the Board of Management of the Swami Rama Himalayan University.

2. Definitions:

2.1 **Academic Program** shall mean a combination of courses and/or any other component leading to a Bachelor's degree.

2.2 **Academic Year** shall mean a period of twelve months divided in to 02(two) ***Semesters*** of ~ 20 weeks each (inclusive of 90 instructional days) for course work. The Odd Semester may be scheduled from first week of October to March and Even Semester from first week of April to September.

2.3 **CBCS** shall mean ***Choice Based Credit System***; means a system that provides choice to students to select from the prescribed courses (core, elective, minor or soft skill courses).

2.4 **Course** shall mean a component of a Program (referred to, as 'papers'). All courses need not carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed to comprise interactive lectures/ tutorials/seminars/ presentations/project work/ laboratory work/field work/ outreach activities/ vocational training/viva/ term papers/ assignments/ self-directed learning etc. or a combination of some of these.

2.5 **Credit Based Semester System (CBSS)** shall mean a system where the requirement for awarding a degree certificate is prescribed in terms of number of credits to be completed by the students.

2.6 **Continuous Internal assessment (CIA)** is a form of educational evaluation that assess the student's progress throughout a prescribed course. It tracks the learning process throughout the semester allowing for identification of weak points/poor performance and self-amelioration.

2.7 **Sessional Examination** shall mean Internal Test(s) to be conducted at fixed intervals as announced through the Academic calendar on commencement of Academic Year.

2.8 **Day to Day Assessment** shall mean all the assessments that are normally conducted by a Course Instructor and include assignments, group discussion, seminar, presentation, quizzes & viva-voce etc. throughout the Semester.

2.9 **Cumulative Grade Point Average (CGPA)** is a measure of overall cumulative performance of a student in all semesters taken together.

2.10 **Course Coordinator** shall mean a faculty member, who shall be responsible for coordinating the work of all faculty member(s) involved in teaching and evaluation of a course.

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2.11 **Course Instructor** shall mean a faculty member involved in teaching and evaluation of a course.

2.12 **Credit** is a unit by which the course work is measured. It determines the number of hours of instructions required per week.

2.13 **Credit Point** is the product of grade point and number of credits for a course.

2.14 **Course Load** every student shall be required to register for a set of Courses in each *Semester*, with a total number of course *Credits* being limited by considering the permissible *weekly Contact Hours* (30-40 hrs. per Week, to enable the students to engage in homework assignments, self-learning outside the Class rooms/Laboratories, Extra/Co-Curricular activities and add-on Courses, if any, for their overall development). Thus, an average Course Load of 20-25 *Credits/Semester* shall be offered/given in normal case.

2.15 **Course Registration** shall mean that every student shall formally register himself for prescribed set of *Courses (Credits)*, offered, in an each Semester.

2.16 **Course Flexibility** shall mean flexibility provided to the students in selecting the courses, based on their learning capacities.

2.17 **Credit Courses** shall mean courses registered by a student in a *Semester* to earn *credits*, where he will earn *one Credit* by registering and passing, viz.:

- One hour/week/Semester for Theory/Lecture(L) Courses or Tutorials;
- Two hours/week/Semester for Laboratory/Practical (P) Courses based on the requirements of the course.
- Three hours/week/Semester for Clinical Rotation/Supervised Practical Training/Posting
- Two hours/week/Semester for Research Project/Dissertations/Thesis

2.18 **Credit Representation** shall mean *Credit* values, as defined below, for different academic activities:

Contact Hours/Week/Semester						
Lectures (hrs/wk/Sem)	**Tutorials** (hrs/wk/Sem)	**Practical/ Practices** (hrs/wk/Sem)	**E** **(CR/SPT/PT/TR)**	**R** **(RP/DS/TH)**	***Credits*** **(L: T: P:E:R)**	***Total Credits*** **(C)**
3	1	0	0	0	3:1:0:0:0	4
0	0	8	3	2	0:0:4:1:1	6
0	0	16	0	0	0:0:8:0:0	8

2.19 **Credits required for the Award of Degree** shall mean minimum prescribed number of *Credits* to be earned by a student for award of *Under graduate Paramedical Programs* Degree.

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2.20 **End Semester Examination (ESE)** shall mean an examination conducted by the University at the end of the semester.

2.21 **Enrolment to the University** shall mean the enrolment of a student to Swami Rama Himalayan University after completion of admission related requirements.

2.22 **Grade** shall mean a prescribed alphabet awarded to a student based on his performance in the examinations.

2.23 **Grade Point** shall mean a numerical weight on a 10-point scale, allotted to each letter grade awarded to a student based on his performance in the examinations.

2.24 **Letter Grade** shall mean an index of the performance of students in the said course. Grades are denoted by letters O, A+, A, B+, B, C, P and F.

2.25 **Grade Card** shall mean a printed record reflecting student's performance.

2.26 **Registration to the Program** shall mean registration of a student to the *Paramedical Under graduate Programs* after completion of admission related requirements.

2.27 **Report(s)** shall mean prescribed alphabet(s) citing the reason for not being awarded the grades.

2.28 **Semester Grade Point Average (SGPA)** shall mean a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

2.29 **University** shall mean Swami Rama Himalayan University (SRHU).

3. Admissions:

Admission to *Under graduate Paramedical Programs* shall be made by the University. Eligibility criteria and procedure for admission to *Under graduate Paramedical Programs* shall be as prescribed by the University from time to time.

4. Duration of the Program:

The normal duration of *Under graduate Paramedical Programs* is 03 (three) years (six semesters). However, a student admitted to the Program shall be required to complete the Under graduate degree within the duration of 05(five) years from the date of registration; failing which his registration to the Program shall stand cancelled.

5. Program Structure:

Broad categories of courses to be studied over the entire duration of the *Under graduate Paramedical Programs* are as follows:

(a) Core Courses
(b) Elective Courses
  (i) Discipline Specific Elective Courses
  (ii) Generic Elective Courses

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(c) Dissertation/ Project Work
(d) Ability Enhancement Courses
(i) Ability Enhancement Compulsory Courses.
(ii) Skill Enhancement Courses.
(e) Audit/ Value Added Courses

6. Registration:

6.1 **Registration to the Program:**

The candidate shall be eligible for registration to the Program subject to verification and submission of all the required documents and deposit of prescribed fee.

6.2 **Course Registration:**

A student shall be required to register every semester, as per the schedule defined in Academic Calendar, for the prescribed set of courses offered.

7. University Enrolment:

All the students admitted shall be enrolled with the university. Enrolment Number once allotted by the University shall be unique and will have to be quoted by the students for all the correspondence with the University and also wherever necessary.

8. Temporary Discontinuation from the Program:

8.1 Temporary discontinuation from the Program shall be allowed in exceptional cases for 02 (two) consecutive semesters but not more than 01 (one) year with prior approval of the Head of constituent academic unit. However, the student shall be allowed to rejoin the Program from next Academic Semester/Year.

8.2 Any student who temporarily discontinues the Program on medical ground shall be allowed rejoining the Program from the next Academic Semester/Year provided that he is found medically fit by the medical board constituted by the University from time to time.

8.3 Any student who temporarily discontinues the Program due to any other reasons shall be allowed to rejoin the Program only after approval is granted by the competent authority of the University.

9. Attendance:

9.1 A student is required to maintain a minimum 75% attendance in theory classes before conduct of any evaluation component/ Examination.

9.2 Requirement of attendance in the practical classes shall be 75%. In case, any of the practical is missed-out due to absence of the student, it shall be the responsibility of the student to carry out the same with due permission of the concerned course coordinator.

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9.3 Head of constituent college shall review the cases of short attendance before commencement of any of the evaluation component in every semester and thereafter a list of students 'not eligible' shall be notified.

Name of the Assessment Component	Attendance Criteria for Appearance
Sessional Examination I	75% attendance up to start of component from commencement of the Semester.
Sessional Examination II	
End Semester Examination	
End Semester Practical Examination	75% attendance up to start of the component from the commencement of the Semester.

10. Remedial Classes:

A student having short attendance till the last day of class work will be entitled to improve his attendance by joining remedial classes before the commencement of End Semester Examinations. Such a student shall be required to attend the College/Department during the period of preparatory leave and also to complete the work assigned by the Course Coordinator(s)/Instructor(s) of the respective course(s). The attendance so obtained by the student shall be added to his regular attendance of the respective courses of the semester. Student who is thus able to achieve 75% of attendance will be eligible to appear for the End Semester Examination.

11. Assessment:

There shall be comprehensive continuous assessment for all the students registered for *Under graduate Paramedical Programs*. Procedure for assessment shall be as follows:

11.1 **Continuous Internal Assessment**

11.1.1 **Theory**

The Continuous Internal Assessment of theory course(s) shall comprise of:

(i) The Sessional Examination I, shall be based on the syllabus covered in first 05 (five) instructional weeks from the commencement of the semester.

(ii) The Sessional Examination II, shall be based on the syllabus covered in next 05 (five) instructional weeks from the commencement of the semester.

(iii) Day to Day Assessment: A teacher shall conduct Day to Day Assessment on regular basis continuously throughout the semester. It shall comprise of Assignment/Group Discussion/Seminar/Presentation/Quiz/Viva Voce etc. in a semester.

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S. No.	Continuous Internal Assessment	Weightage (%)
1.	Sessional Examination I	25%
2.	Sessional Examination II	25%
3.	Day to Day Assessment	50%

11.1.2 Practical:

The continuous Internal Assessment for a course with laboratory session, shall be done on regular basis as per the course plan:

S. No.	Continuous Internal Assessment	Weightage (%)
1.	File record	20%
2.	Execution/demonstration	60%
3.	Viva-Voce	20%

A student must obtain a minimum 40% marks in the Continuous Internal Assessment (CIA) of a course, to appear in the End Semester Examinations.

30% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the Continuous Internal Assessment of a course will be added to the final composite score of that course for the evaluation of the grade.

11.2Make-up Examination for Sessional Examination:

i) Make- up examination for Sessional(s) is an opportunity given to the students who missed any or both the Sessional(s) either due to shortage of attendance, or not being able to appear for the components(s) due to some unforeseen circumstances.

ii) Make-up Examination for Sessional(s) shall be held after completion of Sessional II and before the commencement of End Semester Examination.

iii) A student shall be eligible to appear for the make-up examination for Sessional Exam, provided he fulfills the required attendance by the time of holding of make-up examination for the Sessional(s).

11.3 Eligibility Criteria for Appearing in the End Semester Examination:

A student must obtain a minimum 40% marks in the Continuous Internal Assessment (CIA) of a course, to be eligible to appear in the End Semester Examinations.

11.4 End Semester Examinations:

i) End Semester Examination of shall be held after 15(fifteen) instructional weeks from commencement of the semester and will cover entire syllabus of a course.

ii) For a course with laboratory session, the End Semester Practical Examination shall be based on Lab records, performance, experiments conducted/demonstration and viva-voce.

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70% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the End Semester Examination of a course will contribute towards the final composite score of that course.

12. Evaluation Procedure For End Semester Examination

12.1 Appointment of an Examiner:

To be qualified as an examiner for all undergraduate paramedical programme in a given subject the examiner shall fulfil the eligibility criteria as laid down by statutory council (wherever applicable) and approved by the University from time to time.

12.2 Method of Evaluation of Answer Booklets:

12.2.1 Once the answer booklets are received by the Examination Cell of the University, for fair evaluation and to conceal the identity of an examinee, coding of answer booklet shall be done by the Examination Cell before distribution to the respective examiner for evaluation & award of scores.

12.2.2 Evaluation of answer booklets shall be done at such place as decided by the University.

12.2.3 Subsequent to evaluation, it shall be the responsibility of the concerned examiner to hand over the evaluated answer sheets to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

12.2.4 Counter foils of statement of marks shall be submitted to the Controller of Examination in sealed envelopes.

12.3 Conduct of Practical / Clinical & Oral Examination:

12.3.1 Oral and Practical examination shall be conducted in the respective departments.

12.3.2 There shall be 02 (two) examiners, at least 50% of which shall be external examiners.

12.3.3 The Internal examiner shall head the Board of Practical/Clinical examiners and shall be fully responsible for fair and smooth conduction of oral and practical/clinical examination.

12.3.4 The marks of oral and practical/clinical shall be sent in sealed envelope to the controller of examinations by heads of the respective Board of examiners.

13 Criteria for passing a course:

In order to be declared pass, student must obtain minimum 40% marks in Theory & Practical separately and total composite 40% together score (30% marks of Continuous Internal Assessment (CIA) and 70% marks of End Semester Exams (ESE) taken together) in a course. In case of course with only Theory or Practical, student must obtain 40% of total composite score.

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14. Course-wise Grading:

The letter-grades and their equivalent grade points are indicated below:

Composite Score	Letter Grades	Grade Points	Description	Performance
90 to 100	**O**	**10**	Outstanding	
80 to < 90	**A^+**	**9**	Excellent	
70 to < 80	**A**	**8**	Very Good	
60 to < 70	**B^+**	**7**	Good	***Pass/Satisfactory****
50 to < 60	**B**	**6**	Above Average	
45 to < 50	**C**	**5**	Average	
40 to < 45	**P**	**4**	Pass	
<40	**F**	**0**	Fail	***Fail/Unsatisfactory****

* *Performance of a student in Audit/Compulsory Audit Course shall be reported as Satisfactory / Unsatisfactory.*

A student who cannot be awarded any of the above grades on account of any of the reasons mentioned herein shall be given the corresponding report in the grade card.

Status of Student	Report**
Withdrawal from the Course	W
Detained in End Semester Examination due to Shortage of Attendance	SA
Abstaining from the End Semester Examination	AB
Incomplete Term work/ Evaluation Component	I
Result withheld due to administrative reasons	WH
Cancellation of Registration in a course(s) due to Disciplinary action	RC

** Report obtained by a student in any of the course shall not be used for the purpose of SGPA/CGPA calculation. Wherever this applied, SGPA and CGPA are not calculated and are marked as NC.

15. Method of Awarding the Grades:

Grading of the students shall be carried-out course-wise. Marks obtained by the students in each assessment component shall be normalized on the scale of 100 (hundred) marks. The final composite score in a course shall be calculated by adding the normalized marks in the following proportion of weightages so that the total percentage of the components taken together is 100 (hundred):

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Theory Components

Name of the Assessment Component	Weightages (in %age)
Continuous Internal Assessment	30%
End Semester Examination	70%

Practical Components

Name of the Assessment Component	Weightages(in %age)
Continuous Internal Assessment	30%
End Semester Examination	70%

Subsequently, the absolute grading method, based on composite score (as defined in course-wise grading) shall be used on normalized marks obtained by all the registered students in a course and grades shall be awarded.

16. Declaration of Results:

University Examination Cell shall cross check the marks entered in the tabulation chart and grace marks given as per the provisions and shall declare the results as per the procedure laid down.

17. Supplementary Examinations:

i) Supplementary Examinations shall be conducted for a student who has either failed in earlier examination or abstained (***AB***) from the End Semester Examination or has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s).

ii) Supplementary Examination for End Semester Examinations shall be held with regular End Semester Examinations.

iii) Supplementary Examinations for ODD Semesters shall be held along with the End Semester Examinations of ODD Semesters and Supplementary Examinations for EVEN Semesters shall be held along with the End Semester Examinations of EVEN Semesters.

iv) Examination fee for Supplementary Examination shall be charged as prescribed by the university.

18 Use of Unfair Means:

All reported cases of use of Unfair Means shall be dealt with as per the ordinance made by the University in this regard.

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19 Eligibility for Promotion & Registration to Higher Semesters:

i) A student having a maximum backlogs in 4 courses or 50% courses (including all category of courses), whichever is lower, of Academic year 1 (Semester-I & Semester-II) shall be promoted to Academic year 2 (Semester-III & Semester-IV).

ii) A student having a maximum backlogs in 4 courses or 50% courses (including all category of courses), whichever is lower, of Academic year 2 (Semester- III & Semester-IV) shall be promoted to Academic year 3 (Semester-V & Semester- VI); subject to the condition that a student must have passed all the courses of Academic year 1 (Semester-1 & semester-II).

iii) A special exam shall be conducted after the End Semester Exam of semester-VI only for those final semester students, who are unable to pass a maximum of four courses or 50% courses, whichever is lower, of their Academic year 3 (Semester-V & Semester- VI) only.

iv) The examination fee, as decided by the University, will be charged for the special examination.

20 Course Repetition:

i) A student who has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s) shall have to repeat and pass the course(s) by registering a course(s) whenever it is offered as a regular course(s).

ii) If the course (with same code/title/credit) is not offered due to the change in the curriculum, then student shall have to register and pass for the approved equivalent course(s) (with same credits) of the new curriculum.

20.3 A student who has once obtained the pass grade (***O-P***) shall not be allowed to repeat the course.

21 Grade Card:

At the end of each semester a student shall be issued a Grade Card which includes the following details:

i) Credits of each course registered in the Semester.
ii) Letter Grades/Reports obtained in each Course.
iii) The total number of credits earned by a student up to the end of that semester.
iv) Calculation of ***SGPA*** for each semester.
v) ***CGPA*** for all the 06 (six) semesters for regular students, who have successfully completed the Program.

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21.1 Semester Grade Performance Average (SGPA):

The performance of a student in a semester shall be indicated by a number called Semester Grade Performance Average (SGPA), which is the weighted average of the grade points obtained in all the courses in a semester by a student.

$$SGPA = \frac{\sum_{i=1}^{n} C_i (GP)_i}{\sum_{i=1}^{n} C_i},$$

Where, C_i: *indicates the Credit for the* i^{th} *course,*
$(GP)_i$: *indicates the Grade point obtained for the* i^{th}*course,*
n: *indicates the total number of Courses.*

21.2 Cumulative Grade Point Average (CGPA):

An assessment of the overall performance of a student shall be indicated by Cumulative Grade Point Average (CGPA).

$$CGPA = \frac{\sum_{i=1}^{m} S_i (SGPA)_i}{\sum_{i=1}^{m} S_i},$$

Where, *Si:Sum of credits in the* i^{th} *Semester,*
$(SGPA)_i$: *Semester Grade Point average obtained by the student in the* i^{th}*Semester,*
m: *indicates the number of Semesters.*

21.3 Classification of Results:

Based on the CGPA obtained and successful completion of *Under graduate Paramedical Programs*, the result of a student shall be declared as follows:

CGPA	Result
7.50 and above	Passed with Distinction (Passed all the courses in First Attempt)
6.00 and above but less than 7.50	Passed with First Class
4.50 and above but less than 6.00	Passed with Second Class
4.00 and above but less than 4.50	Passed
Below 4.00	Failed

21.4 Equivalence between Grade Points and Percentage:

Equivalence between grade points and percentage of marks can be obtained by directly multiplying the grade points by a factor of 10.00.

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22 Grade Improvement:

A student who has passed in all the examinations, starting Semester-I to Semester-VI for *Under graduate Paramedical Programs* shall qualify for the award of degree. Nevertheless, if student feels that his CGPA is not satisfactory; such a student, for the purpose of improving the CGPA, can reappear for any of the 04 (four) core courses from Semester-III to Semester VI, in the Supplementary Examination to be conducted after the End Semester Examination of the Semester-VI and take a chance to improve the CGPA. No further chance shall be given to improve the CGPA.

23 Compulsory Rotatory Internship Program

Every student will be required to undergo compulsory rotational internship to the satisfaction of the college authorities and University concerned from Parent Institute.

24 Award of Degree:

A student shall be declared to be eligible for award of the *Under graduate Paramedical Programs* Degree if he has:

(i) Successfully registered and acquired the minimum credits as prescribed by the University from time to time and as specified in the Scheme of Study and Evaluation of *Under graduate Paramedical Programs* corresponding to the discipline of his study within the stipulated time.

(ii) Completed the normal duration of Program of study including Compulsory Rotatory Internship.

(iii) Earned a CGPA of 4.00 or above.

25 Notwithstanding anything stated in these Regulations, for any unforeseen issues arising, and not covered by these Regulations, or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining the opinion/advice of a Committee constituted by the Vice Chancellor. The decision of the Vice-Chancellor shall be final.

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Registrar
Swami Rama Himalayan University

Academic Regulations

for

Under Graduate Paramedical Program - Bachelor of Physiotherapy (BPT)

(Effective from the Academic Year 2022-23)

Himalayan Institute of Medical Sciences

SWAMI RAMA HIMALAYAN UNIVERSITY

Swami Ram Nagar, Jolly Grant, Doiwala, Dehradun

Registrar
Swami Rama Himalayan University

1. Short Title and Commencement:

1.1 These regulations shall be called ***"Academic Regulations for the Under Graduate Paramedical Program - Bachelor of Physiotherapy (BPT) of Swami Rama Himalayan University."***

1.2 These regulations shall be deemed to have come into force from the date as approved by the Board of Management of the Swami Rama Himalayan University.

2. Definitions:

2.1 **Academic Program** shall mean a combination of courses and/or any other component leading to a Bachelor's degree.

2.2 **Academic Year** shall mean a period of twelve months divided in to 02(two) ***Semesters*** of ~ 20 weeks each (inclusive of 90 instructional days) for course work. The Odd Semester may be scheduled from first week of October to March and Even Semester from first week of April to September.

2.3 **CBCS** shall mean ***Choice Based Credit System***; means a system that provides choice to students to select from the prescribed courses (core, elective, minor or soft skill courses).

2.4 **Course** shall mean a component of a Program (referred to, as 'papers'). All courses need not carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed to comprise interactive lectures/ tutorials/seminars/ presentations/project work/ laboratory work/field work/ outreach activities/ vocational training/viva/ term papers/ assignments/ self-directed learning etc. or a combination of some of these.

2.5 **Credit Based Semester System (CBSS)** shall mean a system where the requirement for awarding a degree certificate is prescribed in terms of number of credits to be completed by the students.

2.6 **Continuous Internal assessment (CIA)** is a form of educational evaluation that assess the student's progress throughout a prescribed course. It tracks the learning process throughout the semester allowing for identification of weak points/poor performance and self-amelioration.

2.7 **Sessional Examination** shall mean Internal Test(s) to be conducted at fixed intervals as announced through the Academic calendar on commencement of Academic Year.

2.8 **Day to Day Assessment** shall mean all the assessments that are normally conducted by a Course Instructor and include assignments, group discussion, seminar, presentation, quizzes & viva-voce etc. throughout the Semester.

2.9 **Cumulative Grade Point Average (CGPA)** is a measure of overall cumulative performance of a student in all semesters taken together.

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2.10 **Course Coordinator** shall mean a faculty member, who shall be responsible for coordinating the work of all faculty member(s) involved in teaching and evaluation of a course.

2.11 **Course Instructor** shall mean a faculty member involved in teaching and evaluation of a course.

2.12 **Credit** is a unit by which the course work is measured. It determines the number of hours of instructions required per week.

2.13 **Credit Point** is the product of grade point and number of credits for a course.

2.14 **Course Load** every student shall be required to register for a set of Courses in each *Semester*, with a total number of course *Credits* being limited by considering the permissible *weekly Contact Hours* (30-40 hrs. per Week, to enable the students to engage in homework assignments, self-learning outside the Class rooms/Laboratories, Extra/Co-Curricular activities and add-on Courses, if any, for their overall development). Thus, an average Course Load of 20-25 *Credits/Semester* shall be offered/given in normal case.

2.15 **Course Registration** shall mean that every student shall formally register himself for prescribed set of *Courses (Credits)*, offered, in an each Semester.

2.16 **Course Flexibility** shall mean flexibility provided to the students in selecting the courses, based on their learning capacities.

2.17 **Credit Courses** shall mean courses registered by a student in a *Semester* to earn *credits*, where he will earn *one Credit* by registering and passing, viz.:

- One hour/week/Semester for Theory/Lecture(L) Courses or Tutorials;
- Two hours/week/Semester for Laboratory/Practical (P) Courses based on the requirements of the course.
- Three hours/week/Semester for Clinical Rotation/Supervised Practical Training/Posting
- Two hours/week/Semester for Research Project/Dissertations/Thesis

2.18 **Credit Representation** shall mean *Credit* values, as defined below, for different academic activities:

Contact Hours/Week/Semester						
Lectures (hrs/wk/Sem)	**Tutorials** (hrs/wk/Sem)	**Practical/ Practices** (hrs/wk/Sem)	**E** **(CR/SPT/PT/TR)**	**R** **(RP/DS/TH)**	***Credits*** **(L: T: P:E:R)**	***Total Credits*** **(C)**
3	1	0	0	0	3:1:0:0:0	4
0	0	8	3	2	0:0:4:1:1	6
0	0	16	0	0	0:0:8:0:0	8

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2.19 **Credits required for the Award of Degree** shall mean minimum prescribed number of *Credits* to be earned by a student for award of ***Under graduate Paramedical Program (Bachelor of Physiotherapy)*** Degree.

2.20 **End Semester Examination (ESE)** shall mean an examination conducted by the University at the end of the semester.

2.21 **Enrolment to the University** shall mean the enrolment of a student to Swami Rama Himalayan University after completion of admission related requirements.

2.22 **Grade** shall mean a prescribed alphabet awarded to a student based on his performance in the examinations.

2.23 **Grade Point** shall mean a numerical weight on a 10-point scale, allotted to each letter grade awarded to a student based on his performance in the examinations.

2.24 **Letter Grade** shall mean an index of the performance of students in the said course. Grades are denoted by letters O, A+, A, B+, B, C and F.

2.25 **Grade Card** shall mean a printed record reflecting student's performance.

2.26 **Registration to the Program** shall mean registration of a student to the *Under graduate Paramedical Program (Bachelor of Physiotherapy)* after completion of admission related requirements.

2.27 **Report(s)** shall mean prescribed alphabet(s) citing the reason for not being awarded the grades.

2.28 **Semester Grade Point Average (SGPA)** shall mean a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

2.29 **University** shall mean Swami Rama Himalayan University (SRHU).

3. Admissions:

Admission to *Under graduate Paramedical Program (Bachelor of Physiotherapy)* shall be made by the University. Eligibility criteria and procedure for admission to *Under graduate Paramedical Program (Bachelor of Physiotherapy)* shall be as prescribed by the University from time to time.

4. Duration of the Program:

The normal duration of *Under graduate Paramedical Program (Bachelor of Physiotherapy)* is 04 (four) years (eight semesters). However, a student admitted to the Program shall be required to complete the Under graduate degree within the duration of 06 (six) years from the date of registration; failing which his registration to the Program shall stand cancelled.

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5. Program Structure:

Broad categories of courses to be studied over the entire duration of the *Under graduate Paramedical Program (Bachelor of Physiotherapy)*are as follows:

(a) Core Courses
(b) Elective Courses
  (i) Discipline Specific Elective Courses
  (ii) Generic Elective Courses
(c) Dissertation/ Project Work
(d) Ability Enhancement Courses
  (i) Ability Enhancement Compulsory Courses
  (ii) Skill Enhancement Courses
(e) Audit/ Value Added Courses

6. Registration:

6.1 **Registration to the Program:**

The candidate shall be eligible for registration to the Program subject to verification and submission of all the required documents and deposit of prescribed fee.

6.2 **Course Registration:**

A student shall be required to register every semester, as per the schedule defined in Academic Calendar, for the prescribed set of courses offered.

7. University Enrolment:

All the students admitted shall be enrolled with the university. Enrolment Number once allotted by the University shall be unique and will have to be quoted by the students for all the correspondence with the University and also wherever necessary.

8. Temporary Discontinuation from the Program:

8.1 Temporary discontinuation from the Program shall be allowed in exceptional cases for 02 (two) consecutive semesters but not more than 01 (one) year with prior approval of the Head of constituent academic unit. However, the student shall be allowed to rejoin the Program from next Academic Semester/Year.

8.2 Any student who temporarily discontinues the Program on medical ground shall be allowed rejoining the Program from the next Academic Semester/Year provided that he is found medically fit by the medical board constituted by the University from time to time.

8.3 Any student who temporarily discontinues the Program due to any other reasons shall be allowed to rejoin the Program only after approval is granted by the competent authority of the University.

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9. Attendance:

9.1 A student is required to maintain a minimum 75% attendance in theory classes before conduct of any evaluation component/ Examination.

9.2 Requirement of attendance in the practical classes shall be 75%. In case, any of the practical is missed-out due to absence of the student, it shall be the responsibility of the student to carry out the same with due permission of the concerned course coordinator.

9.3 Head of constituent college shall review the cases of short attendance before commencement of any of the evaluation component in every semester and thereafter a list of students 'not eligible' shall be notified.

Name of the Assessment Component	Attendance Criteria for Appearance
Sessional Examination I	75% attendance up to start of component from commencement of the Semester.
Sessional Examination II	
End Semester Examination	
End Semester Practical Examination	75% attendance up to start of the component from the commencement of the Semester.

10. Remedial Classes:

A student having short attendance till the last day of class work will be entitled to improve his attendance by joining remedial classes before the commencement of End Semester Examinations. Such a student shall be required to attend the College/Department during the period of preparatory leave and also to complete the work assigned by the Course Coordinator(s)/Instructor(s) of the respective course(s). The attendance so obtained by the student shall be added to his regular attendance of the respective courses of the semester. Student who is thus able to achieve 75% of attendance will be eligible to appear for the End Semester Examination.

11. Assessment:

There shall be comprehensive continuous assessment for all the students registered for *Under graduate Paramedical Program (BPT)*. Procedure for assessment shall be as follows:

11.1 **Continuous Internal Assessment**

11.1.1 **Theory**

The Continuous Internal Assessment of theory course(s) shall comprise of:

(i) The Sessional Examination I, shall be based on the syllabus covered in first 05 (five) instructional weeks from the commencement of the semester.

(ii) The Sessional Examination II, shall be based on the syllabus covered in next 05 (five) instructional weeks from the commencement of the semester.

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(iii) Day to Day Assessment: A teacher shall conduct Day to Day Assessment on regular basis continuously throughout the semester. It shall comprise of Assignment/Group Discussion/Seminar/Presentation/Quiz/Viva Voce etc. in a semester.

S. No.	Continuous Internal Assessment	Weightage (%)
1.	Sessional Examination I	25%
2.	Sessional Examination II	25%
3.	Day to Day Assessment	50%

11.1.2 Practical:

The continuous Internal Assessment for a course with laboratory session, shall be done on regular basis as per the course plan:

S. No.	Continuous Internal Assessment	Weightage (%)
1.	File record	20%
2.	Execution/demonstration	60%
3.	Viva-Voce	20%

A student must obtain a minimum 50% marks in the Continuous Internal Assessment (CIA) of a course, to appear in the End Semester Examinations.

30% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the Continuous Internal Assessment of a course will be added to the final composite score of that course for the evaluation of the grade.

11.2 Make-up Examination for Sessional Examination:

11.2.1 Make- up examination for Sessional(s) is an opportunity given to the students who missed any or both the Sessional(s) either due to shortage of attendance, or not being able to appear for the components(s) due to some unforeseen circumstances.

11.2.2 Make-up Examination for Sessional(s) shall be held after completion of Sessional II and before the commencement of End Semester Examination.

11.2.3 A student shall be eligible to appear for the make-up examination for Sessional Exam, provided he fulfills the required attendance by the time of holding of make-up examination for the Sessional(s).

11.3 Eligibility Criteria for Appearing in the End Semester Examination:

A student must obtain a minimum 50% marks in the Continuous Internal Assessment (CIA) of a course, to be eligible to appear in the End Semester Examinations.

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11.4 End Semester Examinations:

11.4.1 End Semester Examination of shall be held after 15(fifteen) instructional weeks from commencement of the semester and will cover entire syllabus of a course.

11.4.2 For a course with laboratory session, the End Semester Practical Examination shall be based on Lab records, performance, experiments conducted/demonstration and viva-voce.

70% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the End Semester Examination of a course will contribute towards the final composite score of that course.

12. Evaluation Procedure For End Semester Examination

12.1 Appointment of an Examiner:

To be qualified as an examiner for all undergraduate paramedical programme in a given subject the examiner shall fulfil the eligibility criteria as laid down by statutory council (wherever applicable) and approved by the University from time to time.

12.2 Method of Evaluation of Answer Booklets:

12.2.1 Once the answer booklets are received by the Examination Cell of the University, for fair evaluation and to conceal the identity of an examinee, coding of answer booklet shall be done by the Examination Cell before distribution to the respective examiner for evaluation & award of scores.

12.2.2 Evaluation of answer booklets shall be done at such place as decided by the University.

12.2.3 Subsequent to evaluation, it shall be the responsibility of the concerned examiner to hand over the evaluated answer sheets to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

12.2.4 Counter foils of statement of marks shall be submitted to the Controller of Examination in sealed envelopes.

12.3 Conduct of Practical / Clinical & Oral Examination:

12.3.1 Oral and Practical examination shall be conducted in the respective departments.

12.3.2 There shall be 02 (two) examiners, at least 50% of which shall be external examiners.

12.3.3 The Internal examiner shall head the Board of Practical/Clinical examiners and shall be fully responsible for fair and smooth conduction of oral and practical/clinical examination.

12.3.4 The marks of oral and practical/clinical shall be sent in sealed envelope to the controller of examinations by heads of the respective Board of examiners.

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13 Criteria for passing a course:

In order to be declared pass, student must obtain minimum 50% marks in Theory & Practical separately and total composite 50% together score (30% marks of Continuous Internal Assessment (CIA) and 70% marks of End Semester Exams (ESE) taken together) in a course. In case of course with only Theory or Practical, student must obtain 50% of total composite score.

14 Course-wise Grading:

The letter-grades and their equivalent grade points are indicated below:

Composite Score	Letter Grades	Grade Points	Description	Performance
90 to 100	O	10	Outstanding	*Pass/Satisfactory**
80 to < 90	A^+	9	Excellent	
70 to < 80	A	8	Very Good	
60 to < 70	B^+	7	Good	
55 to < 60	B	6	Above Average	
50 to < 55	C	5	Average	
<50	F	0	Fail	*Fail/Unsatisfactory**

* *Performance of a student in Audit/Compulsory Audit Course shall be reported as Satisfactory / Unsatisfactory.*

A student who cannot be awarded any of the above grades on account of any of the reasons mentioned herein shall be given the corresponding report in the grade card.

Status of Student	Report**
Withdrawal from the Course	W
Detained in End Semester Examination due to Shortage of Attendance	SA
Abstaining from the End Semester Examination	AB
Incomplete Term work/ Evaluation Component	I
Result withheld due to administrative reasons	WH
Cancellation of Registration in a course(s) due to Disciplinary action	RC

** Report obtained by a student in any of the course shall not be used for the purpose of SGPA/CGPA calculation. Wherever this applied, SGPA and CGPA are not calculated and are marked as NC.

15 Method of Awarding the Grades:

Grading of the students shall be carried-out course-wise. Marks obtained by the students in each assessment component shall be normalized on the scale of 100 (hundred) marks. The final composite score in a course shall be calculated by adding the normalized marks in the following proportion of weightages so that the total percentage of the components taken together is 100 (hundred):

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Theory Components

Name of the Assessment Component	Weightages (in %age)
Continuous Internal Assessment	30%
End Semester Examination	70%

Practical Components

Name of the Assessment Component	Weightages(in %age)
Continuous Internal Assessment	30%
End Semester Examination	70%

Subsequently, the absolute grading method, based on composite score (as defined in course-wise grading) shall be used on normalized marks obtained by all the registered students in a course and grades shall be awarded.

16 Declaration of Results:

University Examination Cell shall cross check the marks entered in the tabulation chart and grace marks given as per the provisions and shall declare the results as per the procedure laid down.

17 Supplementary Examinations:

17.1 Supplementary Examinations shall be conducted for a student who has either failed in earlier examination or abstained (***AB***) from the End Semester Examination or has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s).

17.2 Supplementary Examination for End Semester Examinations shall be held with regular End Semester Examinations.

17.3 Supplementary Examinations for ODD Semesters shall be held along with the End Semester Examinations of ODD Semesters and Supplementary Examinations for EVEN Semesters shall be held along with the End Semester Examinations of EVEN Semesters.

17.4 Examination fee for Supplementary Examination shall be charged as prescribed by the university.

18 Use of Unfair Means:

All reported cases of use of Unfair Means shall be dealt with as per the Ordinance made by the University in this regard.

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19 Eligibility for Promotion& Registration to Higher Semesters

19.1 A student having a maximum backlogs in 4 courses or 50% courses (including all category of courses), whichever is lower, of Academic year 1 (Semester-I & Semester-II) shall be promoted to Academic year 2 (Semester-III & Semester-IV).

19.2 A student having a maximum backlogs in 4 courses or 50% courses (including all category of courses), whichever is lower, of Academic year 2 (Semester- III & Semester-IV) shall be promoted to Academic year 3 (Semester-V & Semester- VI); subject to the condition that a student must have passed all the courses of Academic year 1 (Semester-I & semester-II).

19.3 A student having a maximum backlogs in 4 courses or 50% courses (including all category of courses), whichever is lower, of Academic year 3 (Semester- V & Semester-VI) shall be promoted to Academic year 4 (Semester-VII & Semester- VIII); subject to the condition that a student must have passed all the courses of Academic year 2 (Semester-III & Semester-IV).

19.4 A special exam shall be conducted after the End Semester Exam of Semester-VIII only for those final semester students, who are unable to pass a maximum of four courses or 50% courses, whichever is lower, of their Academic year 4 (Semester-VII & Semester-VIII) only.

19.5 The examination fee, as decided by the University, will be charged for the Special Examination.

20 Course Repetition:

20.1 A student who has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s) shall have to repeat and pass the course(s) by registering a course(s) whenever it is offered as a regular course(s).

20.2 If the course (with same code/title/credit) is not offered due to the change in the curriculum, then student shall have to register and pass for the approved equivalent course (s) (with same credits) of the new curriculum.

20.3 A student who has once obtained the pass grade (***O-P***) shall not be allowed to repeat the course.

21 Grade Card:

At the end of each semester a student shall be issued a Grade Card which includes the following details:

i) Credits of each course registered in the Semester.
ii) Letter Grades/Reports obtained in each Course.
iii) The total number of credits earned by a student up to the end of that semester.
iv) Calculation of ***SGPA*** for each semester.
v) ***CGPA*** for all the 08 (eight) semesters for regular students, who have successfully completed the Program.

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21.1 Semester Grade Performance Average (SGPA):

The performance of a student in a semester shall be indicated by a number called Semester Grade Performance Average (SGPA), which is the weighted average of the grade points obtained in all the courses in a semester by a student.

$$SGPA = \frac{\sum_{i=1}^{n} C_i(GP)_i}{\sum_{i=1}^{n} C_i},$$

Where, C_i: *indicates the Credit for the* i^{th} *course,*
$(GP)_i$: *indicates the Grade point obtained for the* i^{th}*course,*
n: *indicates the total number of Courses.*

21.2 Cumulative Grade Point Average (CGPA):

An assessment of the overall performance of a student shall be indicated by Cumulative Grade Point Average (CGPA).

$$CGPA = \frac{\sum_{i=1}^{m} S_i(SGPA)_i}{\sum_{i=1}^{m} S_i},$$

Where, Si:*Sum of credits in the* i^{th} *Semester,*
$(SGPA)_i$: *Semester Grade Point average obtained by the student in the* i^{th}*Semester,*
m: *indicates the number of Semesters.*

21.3 Classification of Results:

Based on the CGPA obtained and successful completion of *Under graduate Paramedical Program (BPT)*, the result of a student shall be declared as follows:

CGPA	Result
7.50 and above	Passed with Distinction (Passed all the courses in First Attempt)
6.00 and above but less than 7.50	Passed with First Class
5.00 and above but less than 6.00	Passed with Second Class
Below 5.00	Failed

21.4 Equivalence between Grade Points and Percentage:

Equivalence between grade points and percentage of marks can be obtained by directly multiplying the grade points by a factor of 10.00.

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22 Grade Improvement:

A student who has passed in all the examinations, starting Semester-I to Semester-VIII for *Under graduate Paramedical Program (Bachelor of Physiotherapy)* shall qualify for the award of degree. Nevertheless, if student feels that his CGPA is not satisfactory; such a student, for the purpose of improving the CGPA, can reappear for any of the 04 (four) core courses from Semester-V to Semester VIII, in the Supplementary Examination to be conducted after the End Semester Examination of the Semester-VIII and take a chance to improve the CGPA. No further chance shall be given to improve the CGPA.

23 Compulsory Rotatory Internship Program

Every student will be required to undergo compulsory rotational internship to the satisfaction of the college authorities and University concerned for a period of 6 (six) months from the Parent Institute.

24 Award of Degree:

A student shall be declared to be eligible for award of the *Under graduate Paramedical Program (Bachelor of Physiotherapy)* Degree if he has:

(i) Successfully registered and acquired the minimum credits as prescribed by the University from time to time and as specified in the Scheme of Study and Evaluation of *Under graduate Paramedical Program (Bachelor of Physiotherapy)*corresponding to the discipline of his study within the stipulated time.

(i) Completed the normal duration of Program of study including Compulsory Rotatory Internship.

(ii) Earned a CGPA of 5.00 or above.

25 Notwithstanding anything stated in these Regulations, for any unforeseen issues arising, and not covered by these Regulations, or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining the opinion/advice of a Committee constituted by the Vice Chancellor. The decision of the Vice-Chancellor shall be final.

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Registrar
Swami Rama Himalayan University

Academic Regulations

for

Post Graduate Paramedical Programmes

Himalayan Institute of Medical Sciences

SWAMI RAMA HIMALAYAN UNIVERSITY

Swami Ram Nagar, Jolly Grant, Dehradun

Registrar
Swami Rama Himalayan University

1. Short Title and Commencement

1.1 These Regulations shall be called ***"Academic Regulations for Post Graduate Paramedical Programs of Swami Rama Himalayan University."***

1.2 These Regulations shall be deemed to have come into force from the date as approved by the Board of Management of the Swami Rama Himalayan University.

2. Definitions/Descriptions

2.1 **Academic Program** shall mean a combination of courses and/or any other component leading to a Master's degree.

2.2 **Academic Year** shall mean a period of twelve months divided into 02(two) ***Semesters*** of 18-20 weeks each. The Odd Semester may be scheduled from the mid of August to mid of January and the Even Semester from the first week of February to July.

2.3 **CBCS** shall mean ***Choice Based Credit System***; means a system that provides choice to students to select from the prescribed courses (core, elective, minor or soft skill courses).

2.4 **Course** shall mean a component of a Program (referred to, as 'papers'). All courses need not carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed to comprise interactive lectures/ tutorials/seminars/ presentations/project work/ laboratory work/field work/ outreach activities/ vocational training/viva/ term papers/ assignments/ self-directed learning etc. or a combination of some of these.

2.5 **Credit Based Semester System (CBSS)** shall mean a system where the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be completed by the students.

2.6 **Continuous Internal assessment (CIA)** is a form of educational evaluation that assess the student's progress throughout a prescribed course. It tracks the learning process throughout the semester allowing for identification of weak points/poor performance and self-amelioration.

2.7 **Sessional Examination** shall mean Internal Test(s) to be conducted at fixed intervals as announced through the Academic calendar on commencement of Academic Year.

2.8 **Day to Day Assessment** shall mean all the assessments that are normally conducted by a Course Instructor and include assignments, group discussion, seminar, presentation, quizzes & viva-voce etc. throughout the Semester.

2.9 **Cumulative Grade Point Average (CGPA)** is a measure of overall cumulative performance of a student in all semesters taken together.

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2.10 **Course Coordinator** shall mean a faculty member, who shall be responsible for coordinating the work of all faculty member(s) involved in teaching and evaluation of a course.

2.11 **Course Instructor** shall mean a faculty member involved in teaching and evaluation of a course.

2.12 **Credit** is a unit by which the course work is measured. It determines the number of hours of instructions required per week.

2.13 **Credit Point** is the product of grade point and number of credits for a course.

2.14 **Course Load** every student shall be required to register for a set of Courses in each *Semester,* with a total number of course *Credits* being limited by considering the permissible *weekly Contact Hours* (30-40 hrs. per Week, to enable the students to engage in homework assignments, self-learning outside the Class rooms/Laboratories, Extra/Co-Curricular activities and add-on Courses, if any, for their overall development). Thus, an average Course Load of 20-30 *Credits/Semester* shall be offered/given in normal case.

2.15 **Course Registration** shall mean that every student shall formally register himself for prescribed set of *Courses (Credits),* offered, in an each Semester.

2.16 **Course Flexibility** shall mean flexibility provided to the students in selecting the courses, based on their learning capacities.

2.17 **Credit Courses** shall mean courses registered by a student in a *Semester* to earn *credits.* where he will earn *one Credit* by registering and passing, viz.:

- One hour/week/Semester for Theory/Lecture(L) Courses or Tutorials;
- Two hours/week/Semester for Laboratory/Practical (P) Courses based on the requirements of the course.
- Three hours/week/Semester for Clinical Rotation/Supervised Practical Training/Posting
- Two hours/week/Semester for Research Project/Dissertations/Thesis

2.18 **Credit Representation** shall mean *Credit* values, as defined below, for different academic activities:

Contact Hours/Week/Semester						
Lectures (hrs/wk/Sem)	**Tutorials** (hrs/wk/Sem)	**Practical/ Practices** (hrs/wk/Sem)	**E** **(CR/SPT/PT/TR)**	**R** **(RP/DS/TH)**	***Credits*** **(L: T: P:E:R)**	***Total Credits*** **(C)**
3	1	0	0	0	3:1:0:0:0	4
0	0	8	3	2	0:0:4:1:1	6
0	0	16	0	0	0:0:8:0:0	8

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2.19 **Credits required for the Award of Degree** shall mean minimum prescribed number of *Credits* to be earned by a student for award of Post Graduate Paramedical Programs degree.

2.20 **End Semester Examination (ESE)** shall mean an examination conducted by the University at the end of the semester.

2.21 **Enrolment to the University** shall mean the enrolment of a student to Swami Rama Himalayan University after completion of admission related requirements.

2.22 **Grade** shall mean a prescribed alphabet awarded to a student based on his performance in the examinations.

2.23 **Grade Point** shall mean a numerical weight on a 10-point scale, allotted to each letter grade awarded to a student based on his performance in the examinations.

2.24 **Letter Grade** shall mean an index of the performance of students in the said course. Grades are denoted by letters O, A+, A, B+, B, C and F.

2.25 **Grade Card** shall mean a printed record reflecting students' performance.

2.26 **Registration to the Program** shall mean registration of a student to the Post Graduate Paramedical Programs after completion of admission related requirements.

2.27 **Report(s)** shall mean prescribed alphabet(s) citing the reason for not being awarded the grades.

2.28 **Semester Grade Point Average (SGPA)** shall mean a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

2.29 **University** shall mean Swami Rama Himalayan University (SRHU).

3. Admission:

Admission to Post Graduate Paramedical Programs shall be made by the University. Eligibility Criteria and procedure for admission into Post Graduate Paramedical Programs shall be as prescribed by the University from time to time.

4. Duration of the Program

The duration of Post Graduate Paramedical Programs shall be of 02 years (Four Semesters). A student admitted to the Program shall be required to complete the Paramedical Post Graduate Programs within the duration of 04 (four) years from the date of registration; failing which his registration to the Program shall stand cancelled.

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5. Program Structure:

Broad categories of courses to be studied over the entire duration of the Post Graduate Paramedical Programs are as follows:

(a) Core Courses

(b) Elective Courses

(i) Discipline Specific Elective Courses

(ii) Generic Elective Courses

(c) Dissertation/ Project Work

(d) Ability Enhancement Courses

(i) Ability Enhancement Compulsory Courses.

(ii) Skill Enhancement Courses.

(e) Audit/ Value Added Courses

6. Registration

6.1 Registration to the Program

The candidate shall be eligible for registration to the Program subject to verification and submission of all the required documents and deposit of prescribed fee.

6.2 Course Registration

A student shall be required to register every semester, as per the schedule defined in Academic Calendar, for the prescribed set of courses offered.

7. University Enrolment

All the students admitted shall be enrolled with the University. Enrolment Number once allotted by the University shall be unique and will have to be quoted by the students for all correspondences with the University and also wherever necessary.

8. Temporary Discontinuation from the Program

8.1 Temporary discontinuation from the Program shall be allowed in exceptional cases with prior approval of Dean/Principal/ HOD, for 02 (two) consecutive semesters but not more than 01(one) year. However, the student shall be allowed to rejoin the Program from next Academic Semester/Year.

8.2 Any student who temporarily discontinues the Program on medical ground shall be allowed to rejoin the Program from the next Academic Semester/Year provided that he/she is found medically fit by the medical board specified by the University from time to time.

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8.3 Any student who temporarily discontinues the Program due to any other reasons shall be allowed to rejoin the Program only after approval is granted by the competent authority of the University.

9. Attendance

9.1 A student is required to maintain a minimum 75% attendance in theory classes before conduct of any evaluation component/ Examination.

9.2 Requirement of attendance in the practical classes shall be 75%. In case, any of the practical is missed-out due to absence of the student, it shall be the responsibility of the student to carry out the same with due permission of the concerned course coordinator.

9.3 Head of constituent college shall review the cases of short attendance before commencement any of the evaluation component in every semester and thereafter a list of students not eligible shall be notified.

Name of the Assessment Component	Attendance Criteria for Appearance
Sessional Examination I	75% attendance up to start of component from commencement of the Semester.
Sessional Examination II	
End Semester Examination	
End Semester Practical Examination	75% attendance up to start of the component from the commencement of the Semester.

10. Remedial Classes:

A student having short attendance before commencement of any of the evaluation component will be entitled to improve his/ her attendance by joining remedial classes before the commencement of ESE. Such a student shall be required to attend the College/Department during the period of preparatory leave and also to complete the work assigned by the Course faculty/ instructor(s) of the respective course(s). The attendance so obtained by the student shall be added to his/ her regular attendance of the respective courses of the semester. Student who is thus able to achieve 75% of attendance will be eligible to appear for the ESE.

11. Assessment

There shall be comprehensive continuous assessment for all the students registered for Post Graduate Paramedical Programs. Procedure for assessment shall be as follows:

11.1 Continuous Internal Assessment

11.1.1 Theory

The Continuous Internal Assessment of theory course(s) shall comprise of:

(i) The Sessional Examination I, shall be based on the syllabus covered in first 05 (five) instructional weeks from the commencement of the semester.

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(ii) The Sessional Examination II, shall be based on the syllabus covered in next 05 (five) instructional weeks from the commencement of the semester.

(iii) Day to Day Assessment: A teacher shall conduct Day to Day Assessment on regular basis continuously throughout the semester. It shall comprise of Assignment/Group Discussion/Seminar/Presentation/Quiz/Viva Voce etc. in a semester.

S. No.	Continuous Internal Assessment	Weightage (%)
1.	Sessional Examination I	25%
2.	Sessional Examination II	25%
3.	Day to Day Assessment	50%

11.1.2 Practical:

The continuous Internal Assessment for a course with laboratory session, shall be done on regular basis as per the course plan:

S. No.	Continuous Internal Assessment	Weightage (%)
1.	Sessional Examination I	25%
2.	Sessional Examination II	25%
3.	Day to Day Assessment	50%

40% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the Continuous Internal Assessment of a course will be added to the final composite score of that course for the evaluation of the grade.

11.2 Make-up Examination for Sessional Examination:

i) Make- up examination for Sessional(s) is an opportunity given to the students who missed any or both the Sessional(s) either due to shortage of attendance, or not being able to appear for the components(s) due to some unforeseen circumstances.

ii) Make-up Examination for Sessional(s) shall be held after completion of Sessional II and before the commencement of End Semester Examination.

iii) A student shall be eligible to appear for the make-up examination for Sessional Exam, provided he fulfills the required attendance by the time of holding of make-up examination for the Sessional(s).

11.3 Eligibility Criteria for Appearing in the End Semester Examination:

A student must obtain a minimum 50% marks in the Continuous Internal Assessment (CIA) of a course, to be eligible to appear in the End Semester Examinations.

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11.4 End Semester Examinations:

i) End Semester Examination of shall be held after 15 (fifteen) instructional weeks from commencement of the semester and will cover entire syllabus of a course.

ii) For a course with laboratory session, the End Semester Practical Examination shall be based on Lab records, performance, experiments conducted/ demonstration and viva-voce.

60% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the End Semester Examination of a course will contribute towards the final composite score of that course.

11.5 Appointment of an Examiner:

To be qualified as an examiner for all postgraduate paramedical program in a given course the examiner shall fulfil the eligibility criteria as laid down by statutory council (wherever applicable) and approved by the University from time to time.

11.6 Evaluation of Answer Sheets:

11.6.1 Evaluation for Sessional Examination:

i) Examination In-Charge shall be appointed by the Head of the Academic Unit/Principal for smooth conduction of sessional examinations.

ii) The Head of the Department in consultation with Head of the Academic Unit/Principal shall designate a senior faculty member as a Program coordinator. The Program coordinator shall be responsible for coordinating with the course coordinators for the preparation of the question papers of the sessional examinations.

iii) The Program coordinator shall handover the sealed question papers to the examination In-charge for the conduction of the theory sessional examination as per common schedule defined in academic calendar.

iv) After the conduction of the sessional examination of each course the examination In-charge will ensure that the sealed answer sheets shall be handed over to the respective Program coordinators, who shall then handover the sealed answer sheets to the respective course coordinators.

v) The respective Course Coordinators shall then uniformly distribute the answer booklet to the course instructor(s) for evaluation within the stipulated time frame.

vi) The evaluators for each course shall handover the evaluated answer sheets to the course coordinators who shall then show the answer booklet to the students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

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vii) The course coordinators shall be responsible to submit the consolidated award list of the respective courses to the Program coordinator.

viii) The Program coordinator shall be responsible for timely submission of award list of all the courses assessed in the semester to the office of the Controller of Examinations.

11.6.2 Evaluation for End Semester Examination:

i) Centralized Evaluation process shall be adopted for the End Semester Examination.

ii) Once the answer sheets are received by the Examination Cell of the University, for fair evaluation to conceal the identity of an examinee coding of answer booklet shall be done by the University Examination Cell before distribution to the respective evaluator for evaluation and awards of scores.

iii) Evaluation of answer sheets shall be done at such place as decided by the University.

iv) Subsequent to evaluation, it shall be the responsibility of the concerned examiner to show the evaluated answer sheets to students. The discrepancy, if any, will be corrected then and there and the signature of each of the students shall be obtained as proof thereof.

v) Counter foils of the statement of marks shall be submitted to the Controller of Examination in sealed envelopes.

11.6.3 Conduct of Practical / Clinical & Oral Examination:

i) Oral and Practical examination shall be conducted in the respective departments.

ii) There shall be 02 (two) examiners, at least 50% of which shall be external examiners.

iii) The Internal examiner shall head the Board of Practical/Clinical examiners and shall be fully responsible for fair and smooth conduction of oral and practical/clinical examination.

iv) The marks of oral and practical/clinical shall be sent in sealed envelope to the controller of examinations by heads of the respective Board of examiners.

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12. Criteria for passing a course:

In order to be declared pass, student must obtain minimum 50% marks in theory and practical separately and total composite 50% together score (40% marks of Continuous Internal Assessment (CIA) and 60% marks of End Semester Exams (ESE) taken together) in a course. In case of course with only theory and practical, student must obtain 50% of total composite score.

13. Course-wise Grading

The letter-grades and their equivalent grade points are indicated below:

Percentage of marks after normalization	Letter Grade	Grade Point	Description	Performance
90 to100	O	10	Outstanding	Pass/Satisfactory*
80 to <90	A+	9	Excellent	
70 to< 80	A	8	Very Good	
60 to < 70	B+	7	Good	
55 to < 60	B	6	Above Average	
50 to <55	C	5	Average	
<50	F	0	Fail	Fail/Unsatisfactory*

* *Performance of a student in Audit/Compulsory Audit Course shall be reported as Satisfactory/Unsatisfactory.*

A student who cannot be awarded any of the above grades on account of any of the reasons mentioned here in under shall be given the corresponding report in the grade card.

Status of student	Report*
Withdrawal from the Course	W
Detained in End Semester Examination due to Shortage of Attendance	SA
Abstaining from the End Semester Examination	AB
Incomplete Term work/ Evaluation Component	I
Result withheld due to administrative reasons	WH
Cancellation of Registration in a course(s) due to Disciplinary action	RC

** Report obtained by a student in any of the course shall not be used for the purpose of SGPA/CGPA calculation. Wherever this applied, SGPA and CGPA are not calculated and are marked as NC.

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Sikkim Manipal University

14. Method of Awarding the Grades

Grading of the students shall be carried-out course-wise for all courses, separately. Marks obtained by the students in each evaluation component shall be normalized on the scale of 100 (hundred) marks. The final composite score in a course shall be calculated by adding the normalized marks in the following proportion of weightages so that the total percentage of the components taken together is 100 (hundred):

Theory Components

Name of the Assessment Component	Weightages (in %age)
Continuous Internal Assessment	40%
End Semester Examination	60%

Practical Components

Name of the Assessment Component	Weightages(in %age)
Continuous Internal Assessment	40%
End Semester Examination	60%

Project/Dissertation Components

Name of the Assessment Component	Weightages(in %age)
Continuous Internal Assessment	40%
End Semester Examination	60%

Subsequently, the absolute grading method, based on composite score (as defined in course-wise grading) shall be used on normalized marks obtained by all the registered students in a course and grades shall be awarded.

15. Declaration of Results

15.1 University Examination Cell shall cross check the marks entered in the tabulation chart and after getting the final normalized marks checked and verified will award the grades.

15.2 Subsequent to award of grades, University Examination Cell shall prepare the result and declare the same as per the procedure laid down.

16. Supplementary Examinations:

16.1 Supplementary Examinations shall be conducted for a student who has either failed in earlier examination or abstained (***AB***) from the End Semester Examination or has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s).

16.2 Supplementary Examination for End Semester Examinations shall be held with regular End Semester Examinations.

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16.3 Supplementary Examinations for ODD Semesters shall be held along with the End Semester Examinations of ODD Semesters and Supplementary Examinations for EVEN Semesters shall be held along with the End Semester Examinations of EVEN Semesters.

16.4 Examination fee for Supplementary Examination shall be charged as prescribed by the university.

17. Use of Unfair Means

All reported cases of use of unfair means shall be dealt with as per the Ordinance made by the University in this regard.

18. Eligibility for Promotion and Registration to Higher Semesters

18.1 A student having a maximum backlogs in 4 courses or 50% courses (including both core and non-core audit courses), whichever is lower, of Academic year 1 (Semester-I & Semester-II) shall be promoted to Academic year 2 (Semester-III & Semester-IV).

18.2 A special exam shall be conducted after the End Semester Exam of semester-IV only for those final semester students, who are unable to pass a maximum of four courses or 50% courses, whichever is lower, of their Academic year 2 (Semester-III & Semester-IV) only.

18.3 The examination fee, as decided by the University, will be charged for the special examination.

19. Course Repetition

19.1 A student who has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s) shall have to repeat and pass the course(s) by registering a course(s) whenever it is offered as a regular course(s).

19.2 If the course (with same code/title/credit) is not offered due to the change in the curriculum, then student shall have to register and pass for the approved equivalent course (s) (with same credits) of the new curriculum.

19.3 A student who has once obtained the pass grade (***O-P***) shall not be allowed to repeat the Course.

20. Grade Card

20.1 At the end of each semester a student shall be issued a Grade Card which includes the following details:

i) Credits of each course registered in the Semester.

ii) Letter Grades/Reports obtained in each Course.

iii) The total number of credits earned by a student up to the end of that semester.

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iv) Calculation of ***SGPA*** for each semester.

v) CGPA for all the 04 (four) semesters for regular students, who have successfully completed the Program.

20.2 Semester Grade Performance Average (SGPA):

The performance of a student in a semester shall be indicated by a number called Semester Grade Performance Average (SGPA), which is the weighted average of the grade points obtained in all the courses in a semester by a student.

$$SGPA = \frac{\sum_{i=1}^{n} C_i (GP)_i}{\sum_{i=1}^{n} C_i},$$

Where, C_i: *indicates the Credit for the* i^{th} *course,*
$(GP)_i$: *indicates the Grade point obtained for the* i^{th}*course,*
n: indicates the total number of Courses.

20.3 Cumulative Grade Point Average (CGPA):

An assessment of the overall performance of a student shall be indicated by Cumulative Grade Point Average (CGPA).

$$CGPA = \frac{\sum_{i=1}^{m} S_i (SGPA)_i}{\sum_{i=1}^{m} S_i},$$

Where, *Si:Sum of credits in the* i^{th} *Semester,*
$(SGPA)_i$: *Semester Grade Point average obtained by the student in the* i^{th}*Semester,*
m: indicates the number of Semesters.

20.4 Classification of Results

Based on the CGPA obtained and successful completion of Post Graduate Paramedical Programs, the result of a student shall be declared as follows:

CGPA	Result
7.50 and above	Passed with Distinction (Passed all the courses in first attempt)
6.00 and above but less than 7.50	Passed with First class
5.00 and above but less than 6.00	Passed with Second class
Below 5.00	Failed

20.5 Equivalence between Grade Points and Percentage

Equivalence between grade points and percentage of marks can be obtained by directly multiplying the grade points by a factor of 10.00.

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21. Grade improvement

If a student who has passed in all the regular examinations, starting Semester I to Semester IV, feels that his/ her CGPA is not satisfactory, such a student, for the purpose of improving their CGPA can reappear for any of the 05 (five) core courses from Semesters I to III along with the Special examination to be conducted after the End Semester Examination of Semester IV. No further chance shall be given to improve the CGPA.

22. Award of Degree

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

(i) Successfully registered and acquired the minimum credits, as prescribed by the University from time to time and as specified in the Scheme of Study and Evaluation of Post Graduate Paramedical Programs corresponding to the discipline of his study within the stipulated time.

(ii) Completed the normal duration of Program of study.

(iii) Earned a CGPA of 5.00 or above.

23. Notwithstanding anything stated in these Regulations, for any unforeseen issues arising, and not covered by these Regulations, or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining the opinion/advice of a Committee constituted by the Vice Chancellor. The decision of the Vice-Chancellor shall be final.

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Academic Regulations for B.Com.(Hons.) Programme

Academic Regulations

for

B.Com. (Hons.) Programme

(Effective from the Academic Year 2022-23)

Himalayan School of Management Studies

SWAMI RAMA HIMALAYAN UNIVERSITY

Swami Ram Nagar, Jolly Grant, Doiwala, Dehradun

Registrar
Swami Rama Himalayan University

1. Short Title and Commencement:

1.1 These regulations shall be called ***"Academic Regulations for the B.Com. (Hons.) Programme of Swami Rama Himalayan University."***

1.2 These regulations shall be deemed to have come into force from the date as approved by the Board of Management of the Swami Rama Himalayan University.

2. Definitions:

2.1 **Academic Programme** shall mean a combination of courses and/or any other component leading to a Bachelor's degree.

2.2 **Academic Year** shall mean a period of twelve months divided in to 02(two) ***Semesters*** of ~ 20 weeks each (inclusive of 90 instructional days) for course work. The Odd Semester may be scheduled from first week of August to January and Even Semester from first week of February to July.

2.3 **CBCS** shall mean ***Choice Based Credit System***; means a system that provides choice to students to select from the prescribed courses (core, elective, minor or soft skill courses).

2.4 **Course** shall mean a component of a programme (referred to, as 'papers'). All courses need not carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed to comprise interactive lectures/ tutorials/seminars/ presentations/project work/ laboratory work/field work/ outreach activities/ vocational training/viva/ term papers/ assignments/ self-directed learning etc. or a combination of some of these.

2.5 **Credit Based Semester System (CBSS)** shall mean a system where the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be completed by the students.

2.6 **Continuous Internal Assessment (CIA)** is a form of educational evaluation that assess the student's progress throughout a prescribed course. It tracks the learning process throughout the semester allowing for identification of weak points/poor performance and self-amelioration.

2.7 **Sessional Examination** shall mean Internal Test(s) to be conducted at fixed intervals as announced through the Academic calendar on commencement of Academic Year.

2.8 **Day to Day Assessment** shall mean all the assessments that re normally conducted by a Course Instructor and includes assignments, group discussion, seminar, presentation, quizzes & viva-voce throughout the Semester.

2.9 **Cumulative Grade Point Average (CGPA) is** a measure of overall cumulative performance of a student in all semesters taken together.

2.10 **Course Coordinator** shall mean a faculty member, who shall be responsible for coordinating the work of all faculty member(s) involved in teaching and evaluation of a course.

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2.11 **Course Instructor** shall mean a faculty member involved in teaching and evaluation of a course.

2.12 **Credit** is a unit by which the course work is measured. It determines the number of hours of instructions required per week.

2.13 **Credit Point** is the product of grade point and number of credits for a course.

2.14 **Course Load** every student shall be required to register for a set of Courses in each *Semester*, with a total number of course *Credits* being limited by considering the permissible *weekly Contact Hours* (30-40 hrs. per Week, to enable the students to engage in homework assignments, self-learning outside the Class rooms/Laboratories, Extra/Co-Curricular activities and add-on Courses, if any, for their overall development). Thus, an average Course Load of 21-30 *Credits/Semester* (e.g., 6-8 *Courses*) shall be offered/given in normal case.

2.15 **Course Registration** shall mean that every student shall formally register himself for prescribed set of *Courses (Credits)*, offered, in each Semester.

2.16 **Course Flexibility** shall mean flexibility provided to the students in selecting the courses, based on their learning capacities.

2.17 **Credit Courses** shall mean courses registered by a student in a *Semester* to earn *credits*, where he will earn *one Credit* by registering and passing, viz.:

- One hour/week/Semester for *Theory/Lecture(L)Courses* or *Tutorials;* and,
- Two hours/week/Semester for *Laboratory/Practical (P)Courses*

2.18 **Credit Representation** shall mean *Credit* values, as defined below, for different academic activities:

Contact Hours/Week/Semester			***Credits***	***Total Credits***
Lectures (hrs/wk/Sem)	**Tutorials** (hrs/wk/Sem)	**Practical/Practices** (hrs/wk/Sem)	(L: T: P)	(C)
3	0	0	3:0:0	3
3	1	0	3:1:0	4
3	0	1	3:0:1	4
2	0	1	2:1:0	3
0	0	2	0:0:1	1
2	0	2	2:0:1	3

2.19 **Credits required for the Award of Degree** shall mean minimum prescribed number of *Credits* to be earned by a student for award of *B.Com (Hons.) Degree*.

2.20 **End Semester Examination (ESE)** shall mean an examination conducted by the University at the end of the semester.

2.21 **Enrolment to the University** shall mean the enrolment of a student to Swami Rama Himalayan University after completion of admission related requirements.

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2.22 **Grade** shall mean a prescribed alphabet awarded to a student based on his performance in the examinations.

2.23 **Grade Point** shall mean a numerical weight on a 10-point scale, allotted to each letter grade awarded to a student based on his performance in the examinations.

2.24 **Letter Grade** shall mean an index of the performance of students in the said course. Grades are denoted by letters O, A+, A, B+, B, C, P and F.

2.25 **Grade Card** shall mean a printed record reflecting student's performance.

2.26 **Registration to the Programme** shall mean registration of a student to the B.Com (Hons.) Programme after completion of admission related requirements.

2.27 **Report(s)** shall mean prescribed alphabet(s) citing the reason for not being awarded the grades.

2.28 **Semester Grade Point Average (SGPA)** shall mean a measure of performance of work done in a semester. It is a ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

2.29 **University** shall mean Swami Rama Himalayan University (SRHU).

3. Admissions:

Admission to B.Com (Hons.) Programme shall be made by the University. Eligibility criteria and procedure for admission to B.Com (Hons.) Programme shall be as prescribed by the University from time to time.

4. Duration of the Programme:

The normal duration of B.Com (Hons.) programme is 03 (three) years for regular student. However, a student admitted to the programme shall be required to complete the B.Com (Hons.) degree within the duration of 05 (five) years from the date of registration; failing which his registration to the programme shall stand cancelled.

5. Programme Structure:

Broad categories of courses to be studied over the entire duration of the B.Com (Hons.) Programme are as follows:

(a) Core Courses
(b) Elective Courses
  (i) Discipline Specific Elective Courses
  (ii) Generic Elective Courses
(c) Project Work/Dissertation
(d) Ability Enhancement Courses
  (i) Ability Enhancement Compulsory Courses
  (ii) Skill Enhancement Courses
(e) Audit/ Value Added Courses

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6. Registration:

6.1**Registration to the Programme:**

The candidate shall be eligible for registration to the programme subject to verification and submission of all the required documents and deposit of prescribed fee.

6.2 **Course Registration:**

(i) A student shall be required to register every semester, as per the schedule defined in Academic Calendar, for the prescribed set of courses offered.

(ii) A student while registering for the course(s) at Semester V and beyond, shall be given the option of registering for 02 (two) additional courses in advance viz., one elective and the other as core course of the higher semester.

(iii) ***Withdrawal:*** A student shall have an option to withdraw from course(s), not exceeding 02 (two), in a semester as per the schedule defined in Academic Calendar.

(iv) ***Substitution:*** A final year student shall have an option to substitute the already registered elective course, not exceeding 01(one), with other elective course offered in relevant semester as per the schedule defined in Academic Calendar.

7. University Enrolment:

All the students admitted shall be enrolled with the university. Enrolment Number once allotted by the University shall be unique and will have to be quoted by the students for all the correspondence with the University and also wherever necessary.

8. Temporary Discontinuation from the Programme:

8.1 Temporary discontinuation from the programme shall be allowed in exceptional cases for 02 (two) consecutive semesters but not more than 01 (one) year with prior approval of the Head of constituent academic unit. However, the student shall be allowed to rejoin the programme from next Academic Semester/Year.

8.2 Any student who temporarily discontinues the programme on medical ground shall be allowed rejoining the programme from the next Academic Semester/Year provided that he is found medically fit by the medical board constituted by the University from time to time.

8.3 Any student who temporarily discontinues the programme due to any other reasons shall be allowed to rejoin the programme only after approval is granted by the competent authority of the University.

9. Attendance:

9.1 A student is required to maintain a minimum 75% attendance in theory classes before the conduct of any evaluation component/ Examination.

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9.2 Requirement of attendance in the practical classes shall be 100%. In case, any of the experiment is missed-out due to absence of the student, it shall be the responsibility of the student to carry out the same with due permission of the concerned course coordinator.

9.3 Head of constituent college shall review the cases of short attendance before commencement of any of the evaluation component in every semester and thereafter a list of students 'not eligible' shall be notified.

Name of the Assessment Component	Attendance Criteria for Appearance
Sessional Examination I	75% attendance up to start of component from commencement of the Semester.
Sessional Examination II	
End Semester Examination	
End Semester Practical Examination	100% attendance up to start of the component from the commencement of the Semester.

10. Remedial Classes:

A student having short attendance till the last day of class work will be entitled to improve his attendance by joining remedial classes before the commencement of End Semester Examinations. Such a student shall be required to attend the College/Department during the period of preparatory leave and also to complete the work assigned by the Course Coordinator(s)/Instructor(s) of the respective course(s). The attendance so obtained by the student shall be added to his regular attendance of the respective courses of the semester. Student who is thus able to achieve 75% of attendance will be eligible to appear for the End Semester Examination.

11. Assessment:

There shall be comprehensive continuous assessment for all the students registered for B.Com (Hons.) programme. Procedure for assessment shall be as follows:

11.1 **Continuous Internal Assessment**

11.1.1**Theory**

The Continuous Internal Assessment of theory course(s) shall comprise of:

(i) The Sessional Examination I, shall be based on the syllabus covered in first 05 (five) instructional weeks from the commencement of the semester.

(ii) The Sessional Examination II, shall be based on the syllabus covered in next 05 (five) instructional weeks after Sessional Examination I.

(iii) Day to Day Assignment: A teacher shall conduct Day to Day assessment on regular basis continuously throughout the semester. It shall comprise of Assessment/Group Discussion/Seminar/Presentation/Quiz/Viva Voce etc. in a semester.

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S. No.	Continuous Internal Assessment	Weightage (%)
1.	Sessional Examination I	25%
2.	Sessional Examination II	25%
3.	Day to Day Assignment	50%

11.1.2 Practical:

The Continuous Internal Assessment for a course with laboratory session, shall be done on regular basis as per the course plan.

S. No.	Continuous Internal Assessment	Weightage (%)
1.	File record	20%
2.	Execution/demonstration	60%
3.	Viva-Voce	20%

A student must obtain minimum 40% marks in the Continuous Internal Assessment (CIA) of a course, to appear in the end semester examinations.

30% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the Continuous Internal Assessment of a course will be added to the final composite score of that course for the evaluation of the grade.

11.2 Make-up Examination for Sessional Examination:

i) Make- up examination for Sessional(s) is an opportunity given to the students who missed any or both the Sessional(s) either due to shortage of attendance, or not being able to appear for the components(s) due to some unforeseen circumstances.

ii) Make-up Examination for Sessional(s) shall be held after completion of Sessional II and before the commencement of End Semester Examination.

iii) A student shall be eligible to appear for the make-up examination for Sessional Exam, provided he fulfills the required attendance by the time of holding of make-up examination for the Sessional(s).

11.3 Eligibility Criteria for Appearing in the University End Semester Examination:

A student must obtain minimum 40% marks in the Continuous Internal Assessment (CIA) of a course, to be eligible to appear in the end semester examinations.

11.4 End Semester Examinations:

i) End Semester Examination of 03(three) hours duration shall be held after 15(fifteen) instructional weeks from commencement of the semester and will cover entire syllabus of a course.

ii) For a course with laboratory session, the End Semester Practical Examination shall be based on Lab records, performance, experiments conducted/demonstration and viva-voce.

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iii) 70% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the End Semester Examination of a course will contribute towards the final composite score of that course.

11.5 Evaluation of Answer Sheets:

11.5.1 Evaluation for Sessional Examination:

i) Examination-In-Charge designated by the constituent college shall be responsible for distributing all the answer sheets amongst the respective Course Coordinators for evaluation and award of scores.

ii) The respective Course Coordinators shall then uniformly distribute the answer sheets to the course instructor(s) for evaluation within the stipulated time frame.

iii) Evaluated answer sheets shall then be handed over to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

iv) The course coordinators shall be responsible to submit the consolidated award list for the respective component to the designated Examination-In-Charge.

11.5.2 Evaluation for End Semester Examination:

i) Centralized Evaluation process shall be adopted for the End Semester Examination.

ii) Once the answer booklets are received by the Examination Cell of the University, for fair evaluation to conceal the identity of an examinee coding of answer booklet shall be done by the Examination Cell before distribution to the Dean/ Head of the constituent college for evaluation.

iii) Evaluation of answer booklets shall be done at such place as decided by the University.

iv) Examination In-charge of the constituent college shall distribute the encoded answer sheets to the concerned Course Coordinators. The respective Course Coordinators shall then uniformly distribute the answer sheets to the evaluators designated by the University for Evaluation within the stipulated time frame.

v) Subsequent to evaluation, it shall be the responsibility of the concerned course coordinators to hand over the evaluated answer sheets to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

vi) All the evaluated answer sheets, along with award list of End Semester Examination and composite scores of all the components i.e. Sessional, Day to Day assessment and ESE, shall be submitted separately by the respective course coordinator to the Dean/ Head of the constituent college for further forwarding to the University Examination Cell.

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12 Criteria for passing a course:

In order to be declared pass, student must obtain minimum 40% marks of total composite score (30% marks of Continuous Internal Assessment (CIA) and 70% marks of End Semester Exams (ESE) taken together) in a course.

13 Course-wise Grading:

The letter-grades and their equivalent grade points are indicated below:

Composite Score	Letter Grades	Grade Points	Description	Performance
90 to 100	**O**	**10**	Outstanding	***Pass/Satisfactory****
80 to < 90	**A^+**	**9**	Excellent	
70 to < 80	**A**	**8**	Very Good	
60 to < 70	**B^+**	**7**	Good	
50 to < 60	**B**	**6**	Above Average	
45 to < 50	**C**	**5**	Average	
40 to < 45	**P**	**4**	Pass	
< 40	**F**	**0**	Fail	***Fail/Unsatisfactory****

* *Performance of a student in Audit/Compulsory Audit Course shall be reported as Satisfactory / Unsatisfactory.*

A student who cannot be awarded any of the above grades on account of any of the reasons mentioned herein shall be given the corresponding report in the grade card.

Status of Student	Report**
Withdrawal from the Course	W
Detained in End Semester Examination due to Shortage of Attendance	SA
Abstaining from the End Semester Examination	AB
Incomplete Term work/ Evaluation Component	I
Result withheld due to administrative reasons	WH
Cancellation of Registration in a course(s) due to Disciplinary action	RC

** Report obtained by a student in any of the course shall not be used for the purpose of SGPA/CGPA calculation. Wherever this applied, SGPA and CGPA are not calculated and are marked as NC.

14 Method of Awarding the Grades:

Grading of the students shall be carried-out course-wise for theory and practical courses, separately. Marks obtained by the students in each assessment component shall be normalized on the scale of 100 (hundred) marks.

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The final composite score in a course shall be calculated by adding the normalized marks in the following proportion of weightages so that the total percentage of the components taken together is 100 (hundred):

Theory Components

Name of the Assessment Component	Weightages (in %age)
Continuous Internal Assessment	30%
End Semester Examination	70%

Practical Components

Name of the Assessment Component	Weightages(in %age)
Continuous Internal Assessment	30%
End Semester Examination	70%

Subsequently, the absolute grading method, based on composite score (as defined in course-wise grading) shall be used on normalized marks obtained by all the registered students in a course and grades shall be awarded.

15 Declaration of Results:

15.1 The respective course coordinators shall prepare and submit a list of normalized marks, as per the standardized format prescribed by the university, to the Dean/ Head of the constituent college who shall forward the same to the University Examination Cell.

15.2 The University Examination Cell after getting the final normalized marks checked and verified will award the grades.

15.3 Subsequent to award of grades, University Examination Cell shall prepare the result and declare the same as per the procedure laid down.

16 Compensatory Course(s):

16.1 Compensatory course(s) for theory component shall be offered, on payment of prescribed fee, to a student who has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s); failing which the student shall be required to register for the same/equivalent course(s) in a semester whenever it is offered as regular course.

16.2 Compensatory course(s) shall also be available to a student who has either failed in earlier examination or abstained (AB) from the end semester examination.

16.3 Compensatory course(s) will be offered during a semester along with regular courses.

16.4 On completion of the compensatory course(s), inclusive of appearance in Sessional I or Sessional II or their make-up examination, a student will be eligible to appear for the university supplementary examination.

16.5 A student can register for not more than 02(two) compensatory courses at a time.

16.6 Withdrawal from a compensatory course is not permissible.

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16.7 There shall be no compensatory course for laboratory courses. However, University Practical Examinations will be conducted only during regular End Semester Examinations.

17 Supplementary Examinations:

17.1 Supplementary Examinations shall be conducted for a student who has either failed in earlier examination or abstained (***AB***) from the End Semester Examination or has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s).

17.2 Supplementary Examination for End Semester Examinations shall be held with regular End Semester Examinations.

17.3 Supplementary Examinations for ODD Semesters shall be held along with the End Semester Examinations of ODD Semesters and Supplementary Examinations for EVEN Semesters shall be held along with the End Semester Examinations of EVEN Semesters.

17.4 Examination fee for Supplementary Examination shall be charged as prescribed by the university.

18 Use of Unfair Means:

All reported cases of use of Unfair Means shall be dealt with as per the ordinance made by the University in this regard.

19 Eligibility for Promotion& Registration to Higher Semesters:

19.1 A student having a maximum backlog in 4 courses or 50% courses (including all category of courses), whichever is lower, of Academic year 1 (Semester-I & Semester-II) shall be promoted to Academic year 2 (Semester-III & Semester-IV).

19.2 A student having a maximum backlogs in 4 courses or 50% courses (including all category of courses), whichever is lower, of Academic year 2 (Semester- III & Semester-IV) shall be promoted to Academic year 3 (Semester-V & Semester- VI); subject to the condition that a student must have passed all the courses of Academic year 1 (Semester-1 & semester-II).

19.3 A special exam shall be conducted after the End Semester Exam of semester-VI only for those final semester students, who are unable to pass a maximum of four courses or 50% courses, whichever is lower, of their Academic year 3 (Semester-V & Semester- VI) only.

19.4 The examination fee, as decided by the University, will be charged for the special examination.

20 Course Repetition:

20.1 A student who has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s) shall have to repeat and pass the course(s):

i) By registering a course(s) whenever it is offered as a compensatory course(s).

Or

ii) By registering a course(s) whenever it is offered as a regular course(s).

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20.2 If the course (with same code/title/credit) is not offered due to the change in the curriculum, then student shall have to register and pass for the approved equivalent course (s) (with same credits) of the new curriculum.

20.3 A student who has once obtained the pass grade (***O-P***) shall not be allowed to repeat the course.

21 Grade Card:

At the end of each semester a student shall be issued a Grade Card which includes the following details:

i) Credits of each course registered in the Semester.
ii) Letter Grades/Reports obtained in each Course.
iii) The total number of credits earned by a student up to the end of that semester.
iv) Calculation of ***SGPA*** for each semester.
v) ***CGPA*** for all the 06(six) semesters for regular students, who have successfully completed the programme.

21.1 **Semester Grade Performance Average (SGPA):**

The performance of a student in a semester shall be indicated by a number called Semester Grade Performance Average (SGPA), which is the weighted average of the grade points obtained in all the courses in a semester by a student.

$$SGPA = \frac{\sum_{i=1}^{n} C_i (GP)_i}{\sum_{i=1}^{n} C_i},$$

where, C_i: *indicates the Credit for the* i^{th} *course,*
$(GP)_i$: *indicates the Grade point obtained for the* i^{th} *course,*
n: indicates the total number of Courses.

21.2 **Cumulative Grade Point Average (CGPA):**

An assessment of the overall performance of a student shall be indicated by Cumulative Grade Point Average (CGPA).

$$CGPA = \frac{\sum_{i=1}^{m} S_i (SGPA)_i}{\sum_{i=1}^{m} S_i},$$

Where, *Si: Sum of credits in the* i^{th} *Semester,*
$(SGPA)_i$: *Semester Grade Point average obtained by the student in the* i^{th} *Semester,*
m: indicates the number of Semesters.

21.3 **Classification of Results:**

Based on the CGPA obtained and successful completion of B.Com (Hons.) Program, the result of a student shall be declared as follows:

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CGPA	Result
7.50 and above	Passed with Distinction (Passed all the courses in First Attempt)
6.00 and above but less than 7.50	Passed with First Class
4.50 and above but less than 6.00	Passed with Second Class
4.00 and above but less than 4.50	Pass
Below 4.00	Failed

21.4 **Equivalence between Grade Points and Percentage:**

Equivalence between grade points and percentage of marks can be obtained by directly multiplying the grade points by a factor of 10.00.

22 Grade Improvement:

A student who has passed in all the examinations, starting Semester-I to Semester-VI for B.Com (Hons.) programme shall qualify for the award of degree. Nevertheless, if student feels that his CGPA is not satisfactory; such a student, for the purpose of improving the CGPA, can reappear for any of the 04 (four) core courses from Semester-III to Semester VI, in the Supplementary Examination to be conducted after the End Semester Examination of the Semester-VI and take a chance to improve the CGPA. No further chance shall be given to improve the CGPA.

23 Award of Degree:

A student shall be declared to be eligible for award of the B.Com (Hons.) Degree if he has:

(i) Successfully registered and acquired the minimum credits as prescribed by the University from time to time and as specified in the Scheme of Study and Evaluation of B.Com (Hons.) programme corresponding to the discipline of his study within the stipulated time.

(ii) Completed the normal duration of programme of study.

(iii) Earned a CGPA of 4.00 or above.

24 Notwithstanding anything stated in these Regulations, for any unforeseen issues arising, and not covered by these Regulations, or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining the opinion/advice of a Committee constituted by the Vice Chancellor. The decision of the Vice-Chancellor shall be final.

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Academic Regulations for DHLS Programme.

SWAMI RAMA HIMALAYAN UNIVERSITY

In exercise to the powers conferred by Statute 4.05 (2) (b) of the First Statutes of Swami Rama Himalayan University, the Board of Management has framed the following Ordinance for smooth functioning of the University:

Ordinance SRHU/ORD/38: Academic Regulations for Paramedical Diploma programme - Diploma in Hearing Language & Speech (DHLS) under Faculty of Medicine.

1. SHORT TITLE AND COMMENCEMENT:

1.1 These regulations shall be called "***Regulations for the Paramedical Diploma Programme - Diploma in Hearing Language & Speech of the Swami Rama Himalayan University***".

1.2 These regulations shall be deemed to have come into force from the date of approval by the Board of Management of the University.

2. DEFINITIONS:

2.1 **Academic Programme** shall mean programme of Subjects and/ or any other component leading to a Bachelor's degree.

2.2 **Academic Year** is a period of nearly twelve months devoted to completion of requirements specified in the Scheme of Teaching including period of vacations and examinations.

2.3 **Candidate** means a person who is seeking admission to the Academic Programme.

2.4 **Subject** means a component of Academic Programme, carrying a distinctive code number.

2.5 **Entrance Examination** means an Examination conducted by the University for admission in to the Academic Programme.

2.6 **External Examiner** shall mean examiner who is not in employment of the same Constituent College of the University.

2.7 **Student** shall mean a person admitted of the Constituent College of the University for Academic Programme, to which these Regulations are applicable.

2.8 **University** shall mean Swami Rama Himalayan University (SRHU).

3. ADMISSION:

Admission to the Paramedical Diploma Programme - Diploma in Hearing Language & Speech shall be made by the University. Eligibility criteria and procedure for admission shall be as prescribed by the University from time to time.

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4. PROGRAMME STRUCTURE:

As per Rehabilitation Council of India guidelines

Diploma in Hearing Language and Speech (DHLS)
FIRST YEAR

S. No.	Subject Code	Subject	Instructional Hours		
			Theory	Practical	Total
1	DHLS -101	Introduction to Audiology	75	125	200
2	DHLS -102	Introduction to Speech & Language Pathology	75	125	200
3	DHLS -103	Basic Medical Sciences Related to Speech & Hearing	75	-	75
4	DHLS -104	Psychology	75	125	200
5	DHLS -105	Community Based Rehabilitation	75	-	75
6	DHLS -106	Education for Children with Special Needs	75	125	200
Grand Total					**950**

5. DURATION OF THE PROGRAMME:

The duration of Diploma programme is given as below:

S. No.	Programme	Duration
1	Diploma in Hearing Language and Speech (DHLS)	01 year

There is no limit in number of attempts for each subject but a student should pass all the subjects within 02 (TWO) years of admission.

6. TEMPORARY DISCONTINUATION FROM THE PROGRAMME:

Temporary discontinuation from the programme shall be allowed in exceptional cases with prior approval of Head of the Institution. However, a student shall be allowed to rejoin the programme from next academic year.

6.1 Any student who temporarily discontinues the programme on medical ground shall be allowed to rejoin the programme from next academic year provided that he is found medically fit by the medical board constituted by the University from time to time.

6.2 Any student who temporarily discontinues the programme due to any other reasons shall be allowed to rejoin the programme only after approval is granted by the competent authority of the University.

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7. ATTENDANCE:

A student must have a minimum of 75% attendance (irrespective of the kind of absence) in theory and practical separately in each subject for appearing for University Examination.

8. ASSESSMENT PROCEDURE: INTERNAL&UNIVERSITY EXAMINATION:

8.1 Internal Assessment:

Student will be assessed continuously; the weightage of assessment will be as follows:

Name of the Component	Weightage
Day to Day Assessment	50%
Sessional Examinations I & II	50%

8.2 University Examination Assessment Scheme:

Diploma in Hearing Language and Speech (DHLS)

FIRST YEAR

S. No.	Subject Code	Subject	Theory			Practical	
			Annual Exam.	Viva-Voce	Internal Marks	Internal Marks	Annual Exam.
1	DHLS -101	Introduction to Audiology	70	10	20	50	50
2	DHLS -102	Introduction to Speech & Language Pathology	70	10	20	50	50
3	DHLS -103	Basic Medical Sciences Related to Speech & Hearing	70	10	20	---	---
4	DHLS -104	Psychology	70	10	20	50	---
5	DHLS -105	Community Based Rehabilitation	70	10	20	---	---
6	DHLS -106	Education for Children with Special Needs	70	10	20	50	---
Grand Total							**900**

9. ELIGIBILITY FOR APPEARING IN THE UNIVERSITY EXAMINATIONS:

9.1 A candidate must obtain 40% marks out of the total marks allotted for internal assessment in the subject in both Theory & Practical, for appearing in the regular University examination.

9.2 Failed/debarred candidate can improve his performance in internal assessment by appearing in the subsequent examinations conducted by the department.

9.3 A candidate must have a minimum of 75% attendance (irrespective of the kind of absence) in theory and practical separately in each subject for appearing for University Examination.

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10. EVALUATION PROCEDURE:

10.1 **Appointment of an Examiner:**
The Examiner for both theory and practical examination shall be appointed with prior approval of the Vice-Chancellor of the University. To become an Examiner faculty must have 03 (three) years Post PG teaching experience.

10.2 **Declare 'Pass' in Particular Subject:**

To be declared 'Pass' in a particular Subject, student is required to obtained 40% marks in total with a minimum 40% marks in theory and practical separately in University Examination. If he fails in either theory or practical of a subject, he shall reappear in the University examination for both theory and practical examination of that subject.

10.3 **Evaluation of Examination Components:**

10.3.1 **Evaluation for Sessional Examinations:**

(i) Examination-In-Charge designated by the constituent college shall be responsible for distributing all the answer sheets amongst the respective faculty for evaluation and award of scores.

(ii) The respective Faculty members shall then uniformly distribute the answer sheets to all the concerned faculty members involved in teaching of the subject for evaluation within the stipulated time frame.

(iii) Evaluated answer sheets shall then be handed over to students. Discrepancy if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

(iv) The faculty members shall be responsible to submit the consolidated award list for the respective component to the designated Examination-in-charge.

10.3.2 **Evaluation for University Examination:**

(i) Centralized Evaluation process shall be adopted for the University Examination.

(ii) Once the answer booklets are received by the Examination Cell of the University, for fair evaluation to conceal the identity of an examinee coding of answer booklet shall be done by the Examination Cell before distribution to the respective examiner for evaluation & award of scores.

(iii) Evaluation of answer booklets shall be done at such place as decided by the University.

(iv) Subsequent to evaluation, it shall be the responsibility of the concerned examiner to hand over the evaluated answer sheets to students. Discrepancy if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

(v) Counter foils of statement of marks shall be submitted to the Controller of Examination in sealed envelopes.

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10.4 **Conduct of Practical / Clinical & Oral Examination:**

(i) Oral and Practical examination shall be conducted in the respective departments.

(ii) There shall be 02 examiners, at least 50% of which shall be external examiners.

(iii) The Internal examiner shall head the Board of Practical/Clinical examiners and shall be fully responsible for fair and smooth conduction of oral and practical/clinical examination.

(iv) The marks of oral and practical/clinical shall be sent in sealed envelope to the controller of examinations by heads of the respective Board of examiners.

10.5 **Grace Marks:**

There shall be a provision of maximum of 05 (Five) grace marks in theory examination in a subject provided that the examinee is appearing in all the other subjects and has also passed in all the other subjects in a particular examination.

10.6 **Grading of Students:**

(i) A student will be awarded distinction, if he secures more than or equal to 75% marks in a particular subject provided he has successfully clear the subject in one attempt.

(ii) Classification of the year wise Result:

- 60% & above First Division
- 50% -59.99%Second Division
- 40% -49.99% Third Division

10.7 **Declaration of Results:**

University Examination Cell shall cross check the marks entered in the tabulation chart and grace marks given as per the provisions and shall declare the results as per the procedure laid down.

10.8 **Supplementary Examination**

(i) In case student fails in any of the subject of University Examination, a Special University Supplementary Examination shall be conducted within 03 (three) months of declaration of results. If a student fails in this Special Supplementary Examination he shall re-appear in the main Final Year Examination to pass the particular subject.

10.9 **Re-evaluation of Answer Booklet**

There will be no provision for re-evaluation of answer booklet.

11. USE OF UNFAIR MEANS:

All reported cases of use of Unfair Means shall be dealt with as per the ordinance made by the University in this regard.

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

13. The University reserves the right to amend this ordinance as and when required.

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Academic Regulations for Diploma in Engineering Programmes.

SWAMI RAMA HIMALAYAN UNIVERSITY

In exercise to the powers conferred by Statute 4.05 (2) (b) of the First Statutes of Swami Rama Himalayan University, the Board of Management has framed the following Ordinance for smooth functioning of the University:

Ordinance SRHU/ORD/39: Academic Regulations for Diploma in Engineering programmes under Faculty of Engineering & Technology.

1. Short Title and Commencement:

1.1 These regulations shall be called ***"Regulations for the Polytechnic Diploma in Engineering Programmes of Swami Rama Himalayan University."***

1.2 These regulations shall be deemed to have come into force from the date as approved by the Board of Management of the Swami Rama Himalayan University.

2. Definitions/ Descriptions:

2.1 **Academic Programme** shall mean a programme of courses and/or any other component leading to a Diploma in Engineering.

2.2 **Academic Year** shall mean a period of twelve months divided in to 02(two) ***Semesters*** of 20 weeks each (inclusive of 90 instructional days) for course work.

2.3 **CBCS** shall mean ***Choice Based Credit System***; where a student apply cafeteria based approach to select his set of courses offered in the semester.

2.4 **CCEA** shall mean ***Comprehensive Continuous Evaluation and Assessment*** which comprises of components i.e. *CIE, TA* and *ESE.*

2.5 **CGPA** shall mean Cumulative Grade Point Average of a student.

2.6 **CIE** shall mean ***Continuous Internal Evaluation***; which includes CIE-I & CIE-II (each covers 1/3rd of syllabus); announced through Academic Calendar on commencement of Academic Year.

2.7 **Course** shall mean a curricular component identified by a designated code number and a title.

2.8 **Course Coordination Group** shall mean a group of faculty members involved in teaching and evaluation of a course.

2.9 **Course Coordinator** shall mean a faculty member, who shall be responsible for coordinating the work of all faculty member(s) involved in teaching and evaluation of a course.

2.10 **Course Instructor** shall mean a faculty member involved in teaching and evaluation of a course.

2.11 **Course Load** every student shall be required to register for a set of Courses in each *Semester,* with a total number of course *Credits* being limited by considering the permissible *weekly Contact Hours* (~30/Week, to enable the students to engage in homework assignments, self-learning outside the Class rooms/Laboratories, Extra/Co-Curricular activities and add-on Courses, if any, for their overall development). Thus, an average Course Load of 21-25*Credits/Semester* (e.g.,6-8*Courses*)shall be offered/given in normal case.

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2.12 **Course Registration** shall mean that every student shall formally register himself or prescribed set of *Courses (Credits),* offered, in an each Semester.

2.13 **Course Flexibility** shall mean flexibility provided to the students in selecting the courses, based on their learning capacities.

2.14 **Credit** shall mean numerical weightage given to a course of study.

2.15 **Credit Courses** shall mean courses registered by a student in a *Semester* to earn *credits.* where he will earn *one Credit* by registering and passing, viz.:

(i) One hour/week/Semester for *Theory/Lecture(L)Courses* or *Tutorials;* and,

(ii) Two hours/week/Semester for *Laboratory/Practical (P)Courses*

2.16 **Credit Representation** shall mean *Credit* values, as defined below, for different academic activities:

Contact Hours/Week/Semester			***Credits*** (L: T: P)	***Total Credits*** (C)
Lectures (hrs/wk/Sem)	**Tutorials** (hrs/wk/Sem)	**Practical/Practices** (hrs/wk/Sem)		
3	0	0	3:0:0	3
3	1	0	3:1:0	4
2	1	0	2:1:0	3
2	0	2	2:0:1	3
0	0	2	0:0:1	1
0	0	4	0:0:2	2
1	0	4	1:0:2	3

2.17 **Credits required for the Award of Diploma** shall mean minimum number of *Credits* to be earned by a student for award of *Polytechnic Diploma in Engineering.*

2.18 **ESE** shall mean ***End Semester Examination*** conducted at the University level.

2.19 **Enrolment to the University** shall mean the enrolment of a student to Swami Rama Himalayan University after completion of admission related requirements.

2.20 **Grade** shall mean a prescribed alphabet awarded to a student based on his performance in the examinations.

2.21 **Grade Card** shall mean a printed record reflecting student's performance.

2.22 **Grade Point Value** shall mean point given to a grade on the scale of 10 (ten).

2.23 **Registration to the Programme** shall mean registration of a student to the Diploma in Engineering Programme after completion of admission related requirements.

2.24 **Report(s)** shall mean prescribed alphabet(s) citing the reason for not being awarded the grades.

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2.25 **TA** shall mean a ***Teacher's Assessment*** normally conducted by a *Course Instructor and* includes assignments, group discussion, seminar, presentation, quizzes & viva voce throughout the *Semester*.

2.26 **University** shall mean Swami Rama Himalayan University (SRHU).

3. Admissions:

3.1 Admission to Polytechnic Diploma in Engineering Programme shall be made by the University. Eligibility criteria and procedure for admission to Polytechnic Diploma in Engineering Programme shall be as prescribed by the University from time to time.

3.2 **Lateral Admissions:**

Eligibility criteria and procedure for admission to Polytechnic Diploma in Engineering Programme through lateral entry shall be as prescribed by the University from time to time.

4. Change of Branch/Discipline:

A student shall have an option to change his branch/discipline of study, only once, after successful completion of first year (i.e. passing in all the heads of semester-I and II) based on the criterion decided by the university from time to time; provided seats are available in the desired discipline.

5. Programme Structure:

Broad categories of courses to be studied over the entire duration of the Polytechnic Diploma in Engineering Programme are as follows:

(a) Applied Sciences (AS)

(b) Basic Engineering (BE)

(c) General Sciences (GS)

(d) Humanities and Social Studies (HSS)

(e) Professional Courses (PC)

(i) Programme Specific Courses/Core Courses

(ii) Elective Courses: Discipline Electives

Open Electives

(f) Professional Studies (PS)

(i) Industry Based Learning Program

(ii) Industrial Training

(iii) Industrial Visits

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(iv) Personality Development Programs

(v) Project Work

(g) Technical Art (TA)

In addition to the above categories, students shall be exposed to other domains of study through the following courses:

(h) Audit Courses

(i) Compulsory Audit Courses

6. Registration:

6.1 **Registration to the Programme:**

The candidate shall be eligible for registration to the programme subject to verification and submission of all the required documents and deposit of prescribed fee.

6.2 **Course Registration:**

(i) A student shall be required to register himself every semester, as per the schedule defined in Academic Calendar, for the prescribed set of courses offered to him.

(ii) A student while registering for the course(s) at Semester V and beyond, shall be given the option of registering for 02(two) additional courses in advance viz., one elective and the other as core course of the higher semester.

(iii) ***Withdrawal:*** A student shall have an option to withdraw from course(s), not exceeding 02(two), in a semester as per the schedule defined in Academic Calendar.

(iv) ***Substitution:*** A final year student shall have an option to substitute the already registered elective course, not exceeding 01(one), with other elective course offered in relevant semester as per the schedule defined in Academic Calendar.

7. University Enrolment:

All the students admitted shall be enrolled with the university. Enrolment Number once allotted by the University shall be unique and will have to be quoted by the students for all the correspondence with the University and also wherever necessary.

8. Duration of the Programme:

The normal duration of Diploma in Engineering programme is 03 (three) years for regular student. However, a student admitted to the programme shall be required to complete the Diploma in Engineering within the duration of 06(six) years from the date of registration; failing which his registration to the programme shall stand cancelled.

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9. Temporary Discontinuation from the Programme:

9.1 Temporary discontinuation from the programme shall be allowed in exceptional cases for 02 (two) consecutive semesters but not more than 01 (one) year with prior approval of the Head of constituent academic unit. However, the student shall be allowed to rejoin the programme from next Academic Semester/Year.

9.2 Any student who temporarily discontinues the programme on medical ground shall be allowed rejoining the programme from the next Academic Semester/Year provided that he is found medically fit by the medical board constituted by the University from time to time.

9.3 Any student who temporarily discontinues the programme due to any other reasons shall be allowed to rejoin the programme only after approval is granted by the competent authority of the University.

10. Attendance:

10.1 A student is required to maintain a minimum 75% attendance in theory classes before conduct of any evaluation component/ Examination.

10.2 Requirement of attendance in the practical classes shall be 100%. In case, any of the experiment is missed-out due to absence of the student, it shall be the responsibility of the student to carry out the same with due permission of the concerned course coordinator.

10.3 Dean/ Head of constituent college shall review the cases of short attendance before commencement of any of the evaluation component in every semester and thereafter a list of students 'not eligible' shall be notified.

Name of the Evaluation Component	Attendance Criteria for Appearance
CIE-I	75% attendance up to start of component from commencement of the Semester.
CIE-II	
Quizzes	
End Semester Examination	
End Semester Practical Examination	100% attendance up to start of the component from the commencement of the Semester.

11. Remedial Classes:

A student having short attendance till the last day of class work will be entitled to improve his attendance by joining remedial classes before the commencement of End Semester Examinations. Such a student shall be required to attend the College/Department during the period of preparatory leave and also to complete the work assigned by the Course Coordinator(s)/Instructor(s) of the respective course(s). The attendance so obtained by the student shall be added to his regular attendance of the respective courses of the semester. Student who is thus able to achieve 75% of attendance will be eligible to appear for the End Semester Examination.

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12. Evaluation and Assessment:

There shall be comprehensive continuous evaluation and assessment (CCEA) for all the students registered for Diploma in Engineering program. Procedure for CCEA shall be as follows:

12.1 Internal Evaluation & Assessment:

(i) The First Evaluation component i.e. CIE-I shall be of $1\frac{1}{2}$(one & half) hour duration Examination based on the syllabus covered in first 05 (five) instructional weeks from the commencement of the semester.

(ii) The Second Evaluation component i.e. CIE-II shall be of $1\frac{1}{2}$ (one & half) hour duration examination based on the syllabus covered in next 05 (five) instructional weeks.

(iii) There shall be Assignment/Group Discussion/Seminar/Presentation/Quiz/Viva Voce in a semester and the respective Course Coordinators/Instructors shall hold them as a part of Teacher's Assessment (TA).

(iv) The internal assessment for a course with laboratory session, shall be done on regular basis as per the course plan.

12.2 Make-up Examination for CIE Tests:

(i) Make- up examination for CIE's is an opportunity given to the students who missed any or both the CIE's either due to shortage of attendance, or not being able to appear for the components(s) due to some unforeseen circumstances.

(ii) Make-up Examination for CIE's shall be held after completion of CIE-II and before the commencement of End Semester Examination.

(iii) A student shall be eligible to appear for the make-up examination for CIE Tests, provided he fulfills the required attendance by the time of holding of make-up examination for the CIE's.

(iv) There shall be single paper of 02(two) hours duration comprising of two sections of one hour duration each. Section-I and Section-II will be based on the syllabus of CIE-I and CIE-II respectively. The students will be required to attempt the necessary section(s) as per their eligibility.

12.3 End Semester Examinations:

(i) End Semester Examination of 03(three) hours duration shall be held after 15(fifteen) instructional weeks from commencement of the semester and will cover entire syllabus of a course.

(ii) For a course with laboratory session, the End Semester Practical Examination shall be based on day to day performance, experiments conducted in a semester as per the course plan and viva-voce.

(iii) A student, besides having complied with minimum requirement for the attendance, who has neither appeared for CIE-I or CIE-II nor for their make-up examinations, shall not be eligible to appear at the End Semester Examination.

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12.4 **Evaluation of Answer Sheets:**

12.4.1 **Evaluation for CIE Components:**

(i) Examination-In-Charge designated by the constituent college shall be responsible for distributing all the answer sheets amongst the respective Course Coordinators for evaluation and award of scores.

(ii) The respective Course Coordinators shall then uniformly distribute the answer sheets to the course instructor(s) for evaluation within the stipulated time frame.

(iii) Evaluated answer sheets shall then be handed over to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

(iv) The course coordinators shall be responsible to submit the consolidated award list for the respective component to the designated Examination-In-Charge.

12.4.2 **Evaluation for End Semester Examination:**

(i) Centralized Evaluation process shall be adopted for the End Semester Examination.

(ii) Once the answer booklets are received by the Examination Cell of the University, for fair evaluation to conceal the identity of an examinee coding of answer booklet shall be done by the Examination Cell before distribution to the Dean/ Head of the constituent college for evaluation.

(iii) Evaluation of answer booklets shall be done at such place as decided by the University.

(iv) Dean / Head of the constituent college shall distribute the encoded answer sheets to the concerned Course Coordinators. The respective Course Coordinators shall then uniformly distribute the answer sheets to the evaluators designated by the University for Evaluation within the stipulated time frame.

(v) Subsequent to evaluation, it shall be the responsibility of the concerned course coordinators to hand over the evaluated answer sheets to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

(vi) All the evaluated answer sheets, along with award list of End Semester Examination and composite scores of all the components i.e. CIE, TA and ESE, shall be submitted separately by the respective course coordinator to the Dean/ Head of the constituent college for further forwarding to the University Examination Cell.

13. Heads of Passing:

13.1 End Semester Theory Examination, Continuous Internal Evaluations and the Teacher's Assessment together, shall form a single Head of Passing.

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13.2 Practical Examination, if any, including oral and term work for the laboratory courses, shall form another Head of Passing.

13.3 A student who fails in either theory or practical examination shall have to reappear for the component in which he has failed.

14. Course-wise Grading:

The letter-grades and their equivalent grade points are indicated below:

Percentage of Marks after Normalization	Letter Grades	Grade Points	Description	Performance
95-100	S	10	Superior	***Pass/Satisfactory****
85-94	A	9	Excellent	
75-84	B	8	Very Good	
65-74	C	7	Good	
55-64	D	6	Average	
45-54	E	5	Below Average	
40-44	P	4	Marginal	
<40	F	0	Poor	***Fail/Unsatisfactory****

* *Performance of a student in Audit/Compulsory Audit Course shall be reported as Satisfactory/Unsatisfactory.*

A student who cannot be awarded any of the above grades on account of any of the reasons mentioned here in under shall be given the corresponding report in the grade card.

Status of Student	Report
Withdrawal from the Course	W
Detained in End Semester Examination due to Shortage of Attendance	SA
Abstaining from the End Semester Examination	AB
Incomplete Term work/ Evaluation Component	I
Result withheld due to administrative reasons	WH
Cancellation of Registration in a course(s) due to Disciplinary action	RC

15. Method of Awarding the Grades:

Grading of the students shall be carried-out course-wise for theory and practical courses, separately. Marks obtained by the students in each evaluation component of ***CCEA*** shall be normalized on the scale of 100 (hundred) marks. The final composite score in a course shall be calculated by adding the normalized marks in the following proportion of weightages so that the total percentage of the components taken together is 100 (hundred):

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Theory Components

Name of the Evaluation Component	Weightages (in %age)
CIE-I	15%
CIE-II	15%
Teacher's Assessment	20%
End Semester Examination	50%

Practical Components

Name of the Evaluation Component	Weightages (in %age)
Internal Evaluation	50%
End Semester Examination	50%

Subsequently, the combination of absolute and relative method, based on percentage(as defined in course-wise grading) and values of statistical parameters (mean and standard deviation),shall be used on normalized marks obtained by all the registered students in a course and grades shall be awarded.

A student who fails in any course in the first attempt but clears the course at a later date shall not be awarded the grade over and above 'C' grade.

16. Declaration of Results:

16.1 The respective course coordinators shall prepare and submit a list of normalized marks, as per the standardized format prescribed by the university, to the Dean/ Head of the constituent college who shall forward the same to the University Examination Cell.

16.2 The University Examination Cell after getting the final normalized marks checked and verified will award the grades.

16.3 Subsequent to award of grades, University Examination Cell shall prepare the result and declare the same as per the procedure laid down.

17. Compensatory Course(s):

17.1 Compensatory course(s) for theory component shall be offered, on payment of prescribed fee, to a student who has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s); failing which the student shall be required to register for the same/equivalent course(s) in a semester whenever it is offered as regular course.

17.2 Compensatory course(s) shall also be available to a student who has either failed in earlier examination or abstained (***AB***) from the end semester examination.

17.3 Compensatory course(s) will be offered during a semester along with regular courses.

17.4 On completion of the compensatory course(s), inclusive of appearance in CIE-I or CIE-II or their make-up examination, a student will be eligible to appear for the university supplementary examination.

17.5 A student can register for not more than 02(two) compensatory courses at a time.

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17.6 Withdrawal from a compensatory course is not permissible.

17.7 There shall be no compensatory course for laboratory courses. However, University Practical Examinations will be conducted only during regular End Semester Examinations.

18. Supplementary Examinations:

18.1 Supplementary Examinations shall be conducted for a student who has either failed in earlier examination or abstained (***AB***) from the End Semester Examination or has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s).

18.2 Supplementary Examination for End Semester Examinations shall be held with regular End Semester Examinations.

18.3 Supplementary Examinations for ***ODD*** Semesters shall be held along with the End Semester Examinations of ***EVEN*** Semesters and Supplementary Examinations for ***EVEN*** Semesters shall be held along with the End Semester Examinations of ***ODD*** Semesters.

18.4 Examination fee for Supplementary Examination shall be charged as prescribed by the university.

19. Use of Unfair Means:

All reported cases of use of Unfair Means shall be dealt with as per the ordinance made by the University in this regard.

20. Eligibility for Promotion& Registration to Higher Semesters:

20.1 A student who has passed in all the heads of passing of Semester-I shall be eligible for promotion and registration to Semester-II.

Or

A student who fails in all the heads of passing of Semester-I, will also be eligible for promotion and registration to Semester-II.

20.2 A student who has passed in all the heads of passing of Semester-I and Semester-II shall be eligible for promotion and registration to Semester-III.

Or

20.3 A student who fails in a maximum 04 (Four) heads of passing of Semester-I and Semester-II, taken together, shall also be eligible for promotion and registration to Semester-III.

20.4 A student, who has passed in all the heads of passing of Semester-I, Semester-II, Semester- III, shall be eligible for promotion and registration to Semester-IV.

Or

A student who fails in a maximum 04 (Four) heads of passing of Semester-I, Semester-II taken together, and also fails in all the heads of passing of Semester-III, shall also be eligible for promotion and registration to Semester-IV.

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20.5 A student who has passed in all the heads of passing of Semester-I, Semester-II, Semester-III and Semester-IV shall be eligible for promotion and registration to Semester-V.

Or

A student who has passed in all the heads of passing of Semester-I and Semester II and fails in a maximum 04 (Four) heads of passing of Semester-III and Semester-IV taken together, shall also be eligible for promotion and registration to Semester-V.

20.6 A student who has passed in all the heads of passing of Semester-I, Semester-II, Semester-III, Semester-IV and Semester-V shall be eligible for promotion and registration to Semester-VI.

Or

A student who has passed all the heads of passing of Semester-I and Semester II and fails in a maximum of 04 (Four) heads of passing of Semester-III and Semester-IV taken together, and also fails in all the heads of passing of Semester-V, shall also be eligible for promotion and registration to Semester-VI.

21. Course Repetition:

21.1 A student who has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s) shall have to repeat and pass the course(s):

(i) By registering a course(s) whenever it is offered as a compensatory course(s).

Or

(ii) By registering a course(s) whenever it is offered as a regular course(s).

21.2 If the course (with same code/title/credit) is not offered due to the change in the curriculum, then student shall have to register and pass for the approved equivalent course(s) (with same credits) of the new curriculum.

21.3 A student who has once obtained the pass grade (***S-P***) shall not be allowed to repeat the course.

22. Grade Card:

At the end of each semester a student shall be issued a Grade Card which includes the following details:

(i) Credits of each course registered in the Semester.

(ii) Letter Grades/Reports obtained in each Course.

(iii) The total number of credits earned by a student up to the end of that semester.

(iv) Calculation of ***SGPA*** for each semester.

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(v) ***CGPA*** for all the 06(six) semesters for regular students, who have successfully completed the programme.

22.1 Semester Grade Performance Average (SGPA):

The performance of a student in a semester shall be indicated by a number called Semester Grade Performance Average (SGPA), which is the weighted average of the grade points obtained in all the courses in a semester by a student.

$$SGPA = \frac{\sum_{i-1}^{n} C_i (GP)_i}{\sum_{i=1}^{n} C_i},$$

Where, C_i: *indicates the Credit for the* i^{th} *course,*
$(GP)_i$: *indicates the Grade point obtained for the* i^{th} *course,*
n: indicates the total number of Courses.

22.2 Cumulative Grade Point Average (CGPA):

An assessment of the overall performance of a student shall be indicated by Cumulative Grade Point Average (CGPA).

$$CGPA = \frac{\sum_{i=1}^{m} S_i (SGPA)_i}{\sum_{i=1}^{m} S_i},$$

Where, *Si: Sum of credits in the* i^{th} *Semester,*
$(SGPA)_i$: *Semester Grade Point average obtained by the student in the* i^{th} *Semester, m: indicates the number of Semesters.*

22.3 Classification of Results:

Based on the CGPA obtained and successful completion of Diploma in Engineering Programme, the result of a student shall be declared as follows:

CGPA	Result
8.50andabove	Passed in *First Class* with *Distinction* (passed all the courses in first attempt)
6.50andabovebutlessthan8.50	Passed in *First Class*
4.00andabovebutlessthan6.50	Passed in *Second Class*
Below4.00	*Failed*

22.4 Equivalence between Grade Points and Percentage:

Equivalence between grade points and percentage of marks can be obtained by directly multiplying the grade points by a factor of 10.00.

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Swami Rama Himalayan University

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23. Grade Improvement:

A student who has passed in all the examinations, starting Semester-I to Semester-VI for shall qualify for the award of Polytechnic Diploma in Engineering. Nevertheless, if student feels that his CGPA is not satisfactory; such a student, for the purpose of improving the CGPA, can reappear for any of the 04 (four) core courses from Semester-III to Semester VI, in the Supplementary Examination to be conducted after the End Semester Examination of the Semester-VI and take a chance to improve the CGPA. No further chance shall be given to improve the CGPA.

24. Eligibility for Award of Diploma:

A student shall be declared to be eligible for award of the Polytechnic Diploma in Engineering if he has:

(i) Successfully registered and acquired the minimum credits as prescribed by the University from time to time and as specified in the Scheme of Study and Evaluation of Diploma in Engineering programme corresponding to the discipline of his study within the stipulated time.

(ii) Completed the normal duration of programme of study.

(iii) Earned a CGPA of 4.00 or above.

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

26. The University reserves the right to amend this ordinance as and when required.

Registrar
Swami Rama Himalayan University

20161128 Amendment in Academic Regulations

Swami Rama Himalayan University
Office of the Registrar

SRHU/Reg/OO/2016- 92(i)

Date: 28th November, 2016

OFFICE ORDER

PARTIAL AMENDMENT IN ACADEMIC REGULATIONS

I am directed to inform that partial amendment has been approved with immediate effect as follows under clause(19) for BCA & MCA Programmes and clause(20) for B.Tech, & Polytechnic Diploma Programmes titled 'Eligibility for Promotion & Registration to Higher Semester' in the existing Academic Regulations under Faculty of Engineering & Technology.

"A student who fails in a maximum 06 (six) heads of passing of semester I and semester II or semester III and semester IV or semester V and semester VI taken together (as per the programme), shall be eligible for Promotion and Registration to immediate next higher semester i.e. Semester III or Semester V or Semester VII."

This bears the approval of the competent authority.

By Order,

Registrar

Copy to:

Hon'ble Vice Chancellor-for kind information please
Dean, Faculty of Engg. & Technology
Principal, HSET
Controller of Examinations

20190223 Amendment in Academic Regulations reg. Grading Pattern

Swami Rama Himalayan University
Office of the Registrar

SRHU/Reg/OO/2019-15 Date: 23rd February 2019

OFFICE ORDER

In supersession of Office Orders no. SRHU/Reg/OO/2018-65(i) dated 30th July 2018 and SRHU/Reg/OO/2018-76 dated 28th August 2018, I am directed to inform that:

1. 'Absolute Grading System' shall be applicable for all the batches of semester based programmes running under grading pattern in different constituent colleges/ schools of the University. However 'Absolute Grading System' for programmes under HSST (formerly known as HSET) shall be applicable only from admission batches 2017 onwards.
2. The grading pattern for all the semester based programmes conducted under the grading system is hereby revised and shall be applicable to the students admitted in first semester from the academic session 2018-2019 onwards. The grading scale includes composite score, letter grades, grade points and their description.The revised grading pattern shall be as follows:

Applicable to Polytechnic Diploma, all UG Programmes and MCA

Composite Score	*Letter Grades*	*Grade Points*	*Description*	*Performance*
90 to 100	O	10	Outstanding	Pass/ Satisfactory*
80 to <90	A+	9	Excellent	
70 to <80	A	8	Very Good	
60 to <70	B+	7	Good	
50 to <60	B	6	Above Average	
45 to <50	C	5	Average	
40 to <45	P	4	Pass	
<40	F	0	Fail	Fail/ Unsatisfactory*

Applicable to all PG Programmes except MCA

Composite Score	*Letter Grades*	*Grade Points*	*Description*	*Performance*
90 to 100	O	10	Outstanding	Pass/ Satisfactory*
80 to <90	A+	9	Excellent	
70 to <80	A	8	Very Good	
60 to <70	B+	7	Good	
55 to <60	B	6	Above Average	
50 to <55	C	5	Average	
<50	F	0	Fail	Fail/ Unsatisfactory*

*Performance of a student in Audit/Compulsory Audit Course shall be reported as Satisfactory/ Unsatisfactory.

Contd.....2

A student who cannot be awarded any of the above grades on account of any of the reasons mentioned herein shall be given the corresponding report in the grade card.

Status of Student	Report**
Withdrawal from the Course	W
Detained in End Semester Examination due to Shortageof Attendance	SA
Abstaining from the End Semester Examination	AB
Incomplete Term work/Evaluation Component	I
Result withheld due to administrative reasons	WH
Cancellation of Registration in a course(s) due to Disciplinary action	RC

**Report obtained by a student in any of the course shall not be used for the purpose of SGPA/CGPA calculation. Wherever this applies, SGPA and CGPA are not calculated and are marked as NC.

Classification of Results

Based on the CGPA obtained and successful completion of Programme, the result of a student shall be declared as follows:

Applicable to Polytechnic Diploma and all UG Programmes (Except B.Tech.)

CGPA	Result
7.50 and above	Passed with Distinction (Passed all the courses in First Attempt)
6.00 and above but less than 7.50	Passed with First Class
4.50 and above but less than 6.00	Passed with Second Class
4.00 and above but less than 4.50	Passed
Below 4:00	Failed

Applicable to B.Tech. and all PG Programmes

CGPA	Result
7.50 and above	Passed with Distinction (Passed all the courses in First Attempt)
6.00 and above but less than 7.50	Passed with First Class
5.00 and above but less than 6.00	Passed with Second Class
Below 5:00	Failed

Equivalence between grade points and percentage of marks can be obtained by directly multiplying the grade points by a factor of 10.00

3. For the batches admitted prior to academic session 2018-2019 old grade pattern alongwith their corresponding grade points and their description will continue to remain the same.

This bears the approval of the competent authority.

By Order,

Registrar

Copy to: Hon'ble Chancellor
Hon'ble Vice Chancellor
Pro Vice Chancellor
} for kind information please
Deans of various Faculties
Principals of all constituent colleges/schools
Controller of Examinations

20200613 Amendment in Academic Regulations of Diploma in Engg. Prog.

Swami Rama Himalayan University
Office of the Registrar

SRHU/Reg/OO/2020-65 Date: 13th June, 2020

OFFICE ORDER

I am directed to inform that in accordance with the decision taken by the Board of Management in its 27th Meeting under Agenda Item No. 27/43, the Board has approved partial amendment in the Academic Regulations of Engineering programmes being conducted under 'Faculty of Science and Technology', as detailed under:

Programme	Clause	Partial amendment
B.Tech.	15	A student who fails in any course in the first attempt but clears the course in subsequent attempt, shall be awarded the grade which he/she has actually obtained in the subsequent attempt. The grade would be awarded as per the revised grading pattern as approved by Board of Management and notified vide office order SRHU/Reg/OO/2019-15 dated 23rd February 2019. In such a case, the student would not be eligible for any scholarships or medals or other academic awards of the University.
MCA	14	
BCA	14	
Diploma in Engineering	15	

By Order,

Registrar

Copy to: Hon'ble Chancellor, Hon'ble Vice Chancellor, Pro Vice Chancellor } for kind information please
Dean, Faculty of Science and Technology
Principal, HSST
Controller of Examinations

Office Order No. SRHU/Reg/OO/2021-02 Eligibility for Promotion & Registration to higher Semesters under Academic Regulations of all the Semester based prog.

Swami Rama Himalayan University
Office of the Registrar

SRHU/Reg/OO/2021-02 Date: 4th January, 2021

OFFICE ORDER

I am directed to inform that clause titled 'Eligibility for Promotion & Registration to Higher Semesters' under Academic Regulations of all the Semester based Programmes conducted in the University, is hereby amended as given hereunder and shall be effective from admission batch 2020:

1. Promotion of a student in four years (8 semesters) Programmes:

1.1 A student having a maximum backlogs in 4 courses or 50% courses (including both core and non-core audit courses), whichever is lower, of Academic year 1 (Semester-I & Semester-II) shall be promoted to Academic year 2 (Semester-III & Semester-IV).

1.2 A student having a maximum backlogs in 4 courses or 50% courses (including both core and non-core audit courses), whichever is lower, of Academic year 2 (Semester-III & Semester-IV) shall be promoted to Academic year 3 (Semester-V & Semester-VI); subject to the condition that a student must have passed all the courses of Academic year 1 (Semester-I & semester-II).

1.3 A student having a maximum backlogs in 4 courses or 50% courses (including both core and non-core audit courses), whichever is lower, of Academic year 3 (Semester-V & Semester-VI) shall be promoted to Academic year 4 (Semester-VII & Semester-VIII); subject to the condition that a student must have passed all the courses of Academic year 2 (Semester-III & Semester-IV).

1.4 A special exam shall be conducted after the End Semester Exam of semester-VIII only for those final semester students, who are unable to pass a maximum of four courses or 50% courses, whichever is lower, of their Academic year 4 (Semester-VII & Semester-VIII) only.

Contd.....2

2. Promotion of a student in three years (6 semesters) Programmes:

2.1 A student having a maximum backlogs in 4 courses or 50% courses (including both core and non-core audit courses), whichever is lower, of Academic year 1 (Semester-I & Semester-II) shall be promoted to Academic year 2 (Semester-III & Semester-IV).

2.2 A student having a maximum backlogs in 4 courses or 50% courses (including both core and non-core audit courses), whichever is lower, of Academic year 2 (Semester-III & Semester-IV) shall be promoted to Academic year 3 (Semester-V & Semester-VI); subject to the condition that a student must have passed all the courses of Academic year 1 (Semester-I & semester-II).

2.3 A special exam shall be conducted after the End Semester Exam of semester-VI only for those final semester students, who are unable to pass a maximum of four courses or 50% courses, whichever is lower, of their Academic year 3 (Semester-V & Semester-VI) only.

3. Promotion of a student in two years (4 semesters) Programmes:

3.1 A student having a maximum backlogs in 4 courses or 50% courses (including both core and non-core audit courses), whichever is lower, of Academic year 1 (Semester-I & Semester-II) shall be promoted to Academic year 2 (Semester-III & Semester-IV).

3.2 A special exam shall be conducted after the End Semester Exam of semester-IV only for those final semester students, who are unable to pass a maximum of four courses or 50% courses, whichever is lower, of their Academic year 2 (Semester-III & Semester-IV) only.

4. The examination fee, as decided by the University, will be charged for the special examination.

5. University Supplementary Examination shall be conducted along with regular semester examinations for all semester based programmes, i.e. odd with odd semester and even with even semester, as contained in Office Order SRHU/Reg/OO/2019-09 dated 1st February 2019.

This bears the approval of the competent authority.

By Order,

Registrar

Copy to: Hon'ble Chancellor
Hon'ble Vice Chancellor
Pro Vice Chancellor
} for kind information please
Deans of various Faculties
Principals of all Constituent Colleges/Schools
Controller of Examinations
Finance Officer

Office Order No. SRHU/Reg/OO/2021-94 Uniformity Examinations across all Semester Based Programmes

Swami Rama Himalayan University
Office of the Registrar

SRHU/Reg/OO/2021- 94 Date: 22nd May, 2021

OFFICE ORDER

In accordance with the decision taken by the Board of Management in its 30th Meeting held on 12th March 2021 under Agenda Item No. 30/4 (xiii), I am directed to inform that in order to maintain uniformity related to examinations across all the semester based programmes, the following decisions have been approved and they shall come into force from admission batch 2020:

1. **Eligibility criteria for appearing in the University End Semester Examinations:**

   A minimum 50% marks (40% marks for Diploma programmes) of the total demarcated Internal Assessment (IA) marks per course/subject must be obtained by students in order for them to be eligible to appear in the University Examinations.

2. **Criteria for passing of students in Internal Assessment and in the University End Semester Examinations:**

   In order to be declared 'Pass', students must obtain minimum 50% marks (40% marks for Diploma programmes) in Internal Assessment (IA) and University End Semester Exams (ESEs) **'taken together'**. However, the marks of IA would be added to the marks of ESE for final grading of the student in each course.

3. Weightage for Internal Assessment and University End Semester Examinations shall be as follows:

For all Undergraduate and Diploma Programmes	30% for Internal Assessment and 70% for University End Semester Examinations
For all Postgraduate Programmes	40% for Internal Assessment and 60% for University End Semester Examinations

The Academic Units shall maintain the records of marks obtained by students, along with methodology, in continuous formative assessment.

Contd.....2

Registrar
Swami Rama Himalayan University

4. A uniform nomenclature for different assessments shall be as follows:

   4.1 Continuous Internal Assessment (CIA) refers to the regular assessment of the learning performance related to a course module and accompanied by regular feedback to the students. Final Internal Assessment marks of the students are to be derived from this component.

   4.2 Internal Assessment (IA) refers to final internal marks given to the student based on the ongoing continuous assessment (both theoretical and practical) of the student through various modalities by faculty/teachers/mentors of his/her academic unit throughout the semester, prior to the final End Semester Examinations.

   4.3 End Semester Examinations (ESEs) refers to the final examination conducted by the University.

The Academic Regulations of all the semester based programmes shall stand amended accordingly, effective from admission batch 2020.

This supersedes our earlier Office Order SRHU/Reg/OO/2021-01 dated 4th January 2021.

By Order,

Registrar

Copy to: Hon'ble Chancellor
Hon'ble Vice Chancellor
Pro Vice Chancellor
} for kind information please
Principals of all constituent colleges/schools
Controller of Examinations

Academic Regulations - MHA

Academic Regulations

for

Master of Hospital Administration Programme

(Effective from the Academic Year 2021-22)

Himalayan Institute of Medical Sciences

SWAMI RAMA HIMALAYAN UNIVERSITY

Swami Ram Nagar, Jolly Grant, Doiwala, Dehradun

Registrar
Swami Rama Himalayan University

1. Short Title and Commencement:

1.1 These regulations shall be called ***"Academic Regulations for the Master of Hospital Administration (MHA) Program of Swami Rama Himalayan University."***

1.2 These regulations shall be deemed to have come into force from the date as approved by the Board of Management of the Swami Rama Himalayan University.

2. Definitions:

2.1 **Academic Program** shall mean a combination of courses and/or any other component leading to a Master s degree.

2.2 **Academic Year** shall mean a period of twelve months divided in to 02 (two) ***Semesters*** of ~ 20 weeks each (inclusive of 90 instructional days) for course work. The Odd Semester may be scheduled from first week of August to January and Even Semester from first week of February to July.

2.3 **CBCS** shall mean ***Choice Based Credit System***; means a system that provides choice to students to select from the prescribed courses (core, elective, minor or soft skill courses).

2.4 **Course** shall mean a component of a program (referred to, as papers). All courses need not carry the same weightage. The courses should define learning objectives and learning outcomes. A course may be designed to comprise interactive lectures/ tutorials/seminars/ presentations/project work/ laboratory work/field work/ outreach activities/ vocational training/viva/ term papers/ assignments/ self-directed learning etc. or a combination of some of these.

2.5 **Credit Based Semester System (CBSS)** shall mean a system where the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be completed by the students.

2.6 **Continuous Internal Assessment (CIA)** is a form of educational evaluation that assesses the student's progress throughout a prescribed course. It tracks the learning process throughout the semester allowing for identification of weak points/poor performance and self-amelioration.

2.7 **Sessional Examination** shall mean Internal Test(s) to be conducted at fixed intervals as announced through the Academic calendar on commencement of Academic Year.

Registrar
Swami Rama Himalayan University

2.8 **Day to Day Assessment** shall mean all the assessments that are normally conducted by a Course Instructor and include assignments, group discussion, seminar, presentation, quizzes & viva-voce etc. throughout the Semester.

2.9 **Cumulative Grade Point Average (CGPA)** is a measure of overall cumulative performance of a student in all semesters taken together.

2.10 **Course Coordinator** shall mean a faculty member, who shall be responsible for coordinating the work of all faculty member(s) involved in teaching and evaluation of a course.

2.11 **Course Instructor** shall mean a faculty member involved in teaching and evaluation of a course.

2.12 **Credit** is a unit by which the course work is measured. It determines the number of hours of instructions required per week.

2.13 **Credit Point** is the product of grade point and number of credits for a course.

2.14 **Course Load** shall mean every student shall be required to register for a set of Courses in each *Semester*, with a total number of course *Credits* being limited by considering the permissible *weekly Contact Hours* (30-40 hrs. per Week, to enable the students to engage in homework assignments, self-learning outside the Class rooms/Laboratories, Extra/Co-Curricular activities and add-on Courses, if any, for their overall development). Thus, an average Course Load of 21-30 *Credits/ Semester* (e.g., 6-8 *Courses*) shall be offered/ given in normal case.

2.15 **Course Registration** shall mean that every student shall formally register himself for prescribed set of *Courses (Credits)*, offered, in each Semester.

2.16 **Course Flexibility** shall mean flexibility provided to the students in selecting the courses, based on their learning capacities.

2.17 **Credit Courses** shall mean courses registered by a student in a *Semester* to earn *credits* where he will earn *one Credit* by registering and passing, viz.:

- One hour/ week/ Semester for *Theory /Lecture (L) Courses* or *Tutorials;* and,
- Two-Three hours/ week/ Semester for *Laboratory/ Practical (P)/* Postings *Courses based on the requirements of the course.*

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2.18 **Credit Representation** shall mean *Credit* values, as defined below, for different academic activities:

Contact Hours/Week/Semester			*Credits* (L: T: P)	*Total Credits*
Lectures (hrs/wk/Sem)	**Tutorials** (hrs/wk/Sem)	**Practical/Practices/ Posting**		
3	0	3	3:0:1	4
4	0	3	4:0:1	5
2	0	3	2:0:1	3
1	0	0	1:0:0	1
0	0	2	0:0:1	1

2.19 **Credits required for the Award of Degree** shall mean minimum prescribed number of *Credits* to be earned by a student for award of *Master of Hospital Administration (MHA) Program* degree.

2.20 **End Semester Examination (ESE)** shall mean an examination conducted by the University at the end of the semester.

2.21 **Enrolment to the University** shall mean the enrolment of a student to Swami Rama Himalayan University after completion of admission related requirements.

2.22 **Grade** shall mean a prescribed alphabet awarded to a student based on his performance in the examinations.

2.23 **Grade Point** shall mean a numerical weight on a 10-point scale, allotted to each letter grade awarded to a student based on his performance in the examinations.

2.24 **Letter Grade** shall mean an index of the performance of students in the said course. Grades are denoted by letters O, A+, A, B+, B, C and F.

2.25 **Grade Card** shall mean a printed record reflecting student s performance.

2.26 **Registration to the Program** shall mean registration of a student to the Master of Hospital Administration (MHA) Program after completion of admission related requirements.

2.27 **Report(s)** shall mean prescribed alphabet(s) citing the reason for not being awarded the grades.

2.28 **Semester Grade Point Average (SGPA)** shall mean a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

2.29 **University** shall mean Swami Rama Himalayan University (SRHU).

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Swami Rama Himalayan Universit

3. Admissions:

Admission to Master of Hospital Administration (MHA) Program shall be made by the University. Eligibility criteria and procedure for admission to Master of Hospital Administration (MHA) Program shall be as prescribed by the University from time to time.

4. Duration of the Program:

The normal duration of Master of Hospital Administration (MHA) Program is 02 (two) years for regular student. However, a student admitted to the Program shall be required to complete the Master of Hospital Administration (MHA) degree within the duration of 04(four) years from the date of registration; failing which his registration to the Program shall stand cancelled.

5. Program Structure:

Broad categories of courses to be studied over the entire duration of the Master of Hospital Administration (MHA) are as follows:

(a) Core Courses
(b) Elective Courses
  (i) Discipline Specific Elective Courses
  (ii) Generic Elective Courses
(c) Project Work/ Dissertation
(d) Ability Enhancement Courses
  (i) Ability Enhancement Compulsory Courses.
  (ii) Skill Enhancement Courses.
(d) Audit/ Value Added Courses

6. Registration:

6.1 **Registration to the Program:**
The candidate shall be eligible for registration to the Program subject to verification and submission of all the required documents and deposit of prescribed fee.

6.2 **Course Registration:**
A student shall be required to register every semester, as per the schedule defined in Academic Calendar, for the prescribed set of courses offered.

7. University Enrolment:

All the students admitted shall be enrolled with the university. Enrolment Number once allotted by the University shall be unique and will have to be quoted by the students for all the correspondence with the University and also wherever necessary.

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8. Temporary Discontinuation from the Program:

8.1 Temporary discontinuation from the Program shall be allowed in exceptional cases for 02 (two) consecutive semesters but not more than 01 (one) year with prior approval of the Head of constituent academic unit. However, the student shall be allowed to rejoin the Program from next Academic Semester/Year.

8.2 Any student who temporarily discontinues the Program on medical ground shall be allowed rejoining the Program from the next Academic Semester/ Year provided that he is found medically fit by the medical board constituted by the University from time to time.

8.3 Any student who temporarily discontinues the Program due to any other reasons shall be allowed to rejoin the Program only after approval is granted by the competent authority of the University.

9. Attendance:

9.1 A student is required to maintain a minimum 75% attendance in theory classes before conduct of any evaluation component/ Examination.

9.2 Requirement of attendance in the practical/ practice/ posting classes shall be 75%. In case, any of the practical/ practice/ posting is missed-out due to absence of the student, it shall be the responsibility of the student to carry out the same with due permission of the concerned course coordinator.

9.3 Head of constituent college shall review the cases of short attendance before commencement of any of the evaluation component in every semester and thereafter a list of students not eligible shall be notified.

Name of the Assessment Component	Attendance Criteria for Appearance
Sessional Examination	75% attendance up to start of component from commencement of the Semester.
End Semester Examination	

10. Remedial Classes:

A student having short attendance till the last day of class work will be entitled to improve his attendance by joining remedial classes before the commencement of End Semester Examinations. Such a student shall be required to attend the College/ Department during the period of preparatory leave and also to complete the work assigned by the Course Coordinator(s)/ Instructor(s) of the respective course(s). The attendance so obtained by the student shall be added to his regular attendance of the respective courses of the semester. Student who is thus able to achieve 75% of attendance will be eligible to appear for the End Semester Examination.

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11. Assessment:

There shall be comprehensive continuous assessment for all the students registered for Master of Hospital Administration (MHA). Procedure for assessment shall be as follows:

11.1 Continuous Internal Assessment

The Continuous Internal Assessment shall comprise of:

i) Sessional Examination: It shall be based on the syllabus covered in first 08 (Eight) instructional weeks from the commencement of the semester.

ii) Day to Day Assessment: A teacher shall conduct Day to Day Assessment on regular basis continuously throughout the semester. It shall comprise of Assignment/ Group Discussion/ Seminar/ Presentation/ Quiz/ Hospital posting Presentations/ Simulation exercises/ Role plays/ Viva-Voce/ Practical/ assessment of Punctuality and Participation in class/ postings etc. in a semester.

iii) The Continuous Internal Assessment shall be calculated as follows:

S. No.	Continuous Internal Assessment	Weightage (%)
1.	Sessional Examination	50%
2.	Day to Day Assessment	50%

40% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the Continuous Internal Assessment of a course will contribute towards the final composite score of that course.

11.2 Make-up Examination for Sessional Examination:

i) Make- up examination for Sessional is an opportunity given to the students who missed a Sessional either due to shortage of attendance, or not being able to appear for the components(s) due to some unforeseen circumstances.

ii) A student shall be eligible to appear for the make-up examination for Sessional Exam, provided he fulfills the required attendance by the time of holding of make-up examination for the Sessional.

11.3 Eligibility Criteria for Appearing in the End Semester Examination:

A student must obtain a minimum 50% marks in the Continuous Internal Assessment (CIA) of a course, to be eligible to appear in the End Semester Examinations.

11.4 End Semester Examinations:

End Semester Examination shall be held after 15 (fifteen) instructional weeks from commencement of the semester and will cover entire syllabus of a course.

60% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the End Semester Examination of a course will contribute towards the final composite score of that course.

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11.5 Evaluation of Answer Sheets:

11.5.1 Evaluation for Sessional Examination:

i) Examination-In-Charge designated by the constituent college shall be responsible for distributing all the answer sheets amongst the respective Course Coordinators for evaluation and award of scores.

ii) The respective Course Coordinators shall then uniformly distribute the answer sheets to the course instructor(s) for evaluation within the stipulated time frame.

iii) Evaluated answer sheets shall then be handed over to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

iv) The course coordinators shall be responsible to submit the consolidated award list for the respective component to the designated Examination-In-Charge.

11.5.2 Evaluation for End Semester Examination:

i) Centralized Evaluation process shall be adopted for the End Semester Examination.

ii) Once the answer booklets are received by the Examination Cell of the University, for fair evaluation to conceal the identity of an examinee coding of answer booklet shall be done by the Examination Cell before distribution to the Dean/Principal/Head of the constituent college for evaluation.

iii) Evaluation of answer booklets shall be done at such place as decided by the University.

iv) Examination In-charge of the constituent college shall distribute the encoded answer sheets to the concerned Course Coordinators. The respective Course Coordinators shall then uniformly distribute the answer sheets to the evaluators designated by the University for Evaluation within the stipulated time frame.

v) Subsequent to evaluation, it shall be the responsibility of the concerned course coordinators to hand over the evaluated answer sheets to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

vi) All the evaluated answer sheets, along with award list of End Semester Examination and composite scores of all the components i.e. Sessional, Day to Day Assessment and ESE, shall be submitted separately by the respective course coordinator to the Dean/Principal/Head of the constituent college for further forwarding to the University Examination Cell.

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12 Criteria for passing a course:

In order to be declared pass, student must obtain minimum 50% marks of total composite score (40% marks of Continuous Internal Assessment (CIA) and 60% marks of End Semester Exams (ESE) taken together) in a course.

13 Course-wise Grading:

The letter-grades and their equivalent grade points are indicated below:

Percentage of marks after normalization	Letter Grade	Grade Point	Description	Performance
90 to100	O	10	Outstanding	Pass/Satisfactory
80 to <90	A+	9	Excellent	
70 to< 80	A	8	Very Good	
60 to < 70	B+	7	Good	
55 to < 60	B	6	Above Average	
50 to <55	C	5	Average	
<50	F	0	Fail	Fail/Unsatisfactory

* *Performance of a student in Audit/Compulsory Audit Course shall be reported as Satisfactory / Unsatisfactory.*

A student who cannot be awarded any of the above grades on account of any of the reasons mentioned herein shall be given the corresponding report in the grade card.

Status of Student	Report**
Withdrawal from the Course	W
Detained in End Semester Examination due to Shortage of Attendance	SA
Abstaining from the End Semester Examination	AB
Incomplete Term work/ Evaluation Component	I
Result withheld due to administrative reasons	WH
Cancellation of Registration in a course(s) due to Disciplinary action	RC

** Report obtained by a student in any of the course shall not be used for the purpose of SGPA/CGPA calculation. Wherever this applies, SGPA and CGPA are not calculated and are marked as NC.

14 Method of Awarding the Grades:

Grading of the students shall be carried-out course-wise for theory and practical courses, separately. Marks obtained by the students in each assessment component shall be normalized on the scale of 100 (hundred) marks. The final composite score in a course shall be calculated by adding the normalized marks in the following proportion of weightages so that the total percentage of the components taken together is 100 (hundred):

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Name of the Assessment Component	Weightages (in %age)
Continuous Internal Assessment	40%
End Semester Examination	60%

Subsequently, the absolute grading method, based on composite score (as defined in course-wise grading) shall be used on normalized marks obtained by all the registered students in a course and grades shall be awarded.

15 Declaration of Results:

15.1 The respective course coordinators shall prepare and submit a list of normalized marks, as per the standardized format prescribed by the university, to the Dean/ Head of the constituent college who shall forward the same to the University Examination Cell.

15.2 The University Examination Cell after getting the final normalized marks checked and verified will award the grades.

15.3 Subsequent to award of grades, University Examination Cell shall prepare the result and declare the same as per the procedure laid down.

16 Supplementary Examinations:

16.1 Supplementary Examinations shall be conducted for a student who has either failed in earlier examination or abstained (***AB***) from the End Semester Examination or has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s).

16.2 Supplementary Examination for End Semester Examinations shall be held with regular End Semester Examinations.

16.3 Supplementary Examinations for ODD Semesters shall be held along with the End Semester Examinations of ODD Semesters and Supplementary Examinations for EVEN Semesters shall be held along with the End Semester Examinations of EVEN Semesters.

16.4 Examination fee for Supplementary Examination shall be charged as prescribed by the university.

17 Use of Unfair Means:

All reported cases of use of Unfair Means shall be dealt with as per the ordinance made by the University in this regard.

18 Eligibility for Promotion& Registration to Higher Semesters:

18.1 A student having maximum backlogs in four courses or 50% courses, whichever is lower, of Academic year 1 (Semester I and Semester II) shall be promoted to Academic year 2 (Semester III and Semester IV).

18.2 A Special exam shall be conducted after the End Semester Exam of Semester-IV only for those final semester students, who are unable to pass a maximum of four courses or 50% courses, whichever is lower, of their Academic year 2 (Semester III and Semester IV) only.

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18.3 The examination fee, as decided by the University, will be charged for the Special examination.

19 Course Repetition:

19.1 A student who has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s) shall have to repeat and pass the course(s) by registering a course(s) whenever it is offered as a regular course(s).

19.2 If the course (with same code/ title/ credit) is not offered due to the change in the curriculum, then student shall have to register and pass for the approved equivalent course (s) (with same credits) of the new curriculum.

19.3 A student who has once obtained the pass grade (***O-C***) shall not be allowed to repeat the course.

20 Grade Card:

At the end of each semester a student shall be issued a Grade Card which includes the following details:

i) Credits of each course registered in the Semester.
ii) Letter Grades/ Reports obtained in each Course.
iii) The total number of credits earned by a student up to the end of that semester.
iv) Calculation of ***SGPA*** for each semester.
v) ***CGPA*** for all the 04 (four) semesters for regular students, who have successfully completed the Program.

20.1 Semester Grade Performance Average (SGPA):

The performance of a student in a semester shall be indicated by a number called Semester Grade Performance Average (SGPA), which is the weighted average of the grade points obtained in all the courses in a semester by a student.

$$SGPA = \frac{\sum_{i=1}^{n} C_i (GP)_i}{\sum_{i=1}^{n} C_i},$$

Where, C_i: *indicates the Credit for the* i^{th}*course,*
$(GP)_i$: *indicates the Grade point obtained for the* i^{th}*course,*
n: *indicates the total number of Courses.*

20.2 Cumulative Grade Point Average (CGPA):

An assessment of the overall performance of a student shall be indicated by Cumulative Grade Point Average (CGPA).

$$CGPA = \frac{\sum_{i=1}^{m} S_i (SGPA)_i}{\sum_{i=1}^{m} S_i},$$

Where, *Si: Sum of credits in the* i^{th} *Semester,*

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Swami Rama Himalayan University

$(SGPA)_i$: *Semester Grade Point average obtained by the student in the* i^{th} *Semester,*
m: indicates the number of Semesters.

20.3 Classification of Results:

Based on the CGPA obtained and successful completion of Master of Hospital Administration (MHA) Program, the result of a student shall be declared as follows:

CGPA	Result
7.50 and above	Passed with Distinction (Passed all the courses in First Attempt)
6.00 and above but less than 7.50	Passed with First Class
5.00 and above but less than 6.00	Passed with Second Class
Below 5.00	Failed

20.4 Equivalence between Grade Points and Percentage:

Equivalence between grade points and percentage of marks can be obtained by directly multiplying the grade points by a factor of 10.00.

21 Grade Improvement:

A student who has passed in all the examinations, starting Semester-I to Semester- IV for Master of Hospital Administration (MHA) Program shall qualify for the award of degree. Nevertheless, if student feels that his CGPA is not satisfactory; such a student, for the purpose of improving the CGPA, can reappear for any of the 04 (four) core courses from Semester-I to Semester III, in the Supplementary Examination to be conducted after the End Semester Examination of the Semester IV and take a chance to improve the CGPA. No further chance shall be given to improve the CGPA.

22 Award of Degree:

A student shall be declared to be eligible for award of the Master of Hospital Administration (MHA) Degree if he has:

(i) Successfully registered and acquired the minimum credits as prescribed by the University from time to time and as specified in the Scheme of Study and Evaluation of Master of Hospital Administration (MHA) Program corresponding to the discipline of his study within the stipulated time.
(ii) Completed the normal duration of Program of study.
(iii) Earned a CGPA of 5.00 or above.

23 Notwithstanding anything stated in these Regulations, for any unforeseen issues arising, and not covered by these Regulations, or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining the opinion/advice of a Committee constituted by the Vice Chancellor. The decision of the Vice-Chancellor shall be final.

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Swami Rama Himalayan University

Ph.D. Regulations

SWAMI RAMA HIMALAYAN UNIVERSITY

Revised Ph.D. Regulations

1. These Regulations shall be called "Ph.D. Regulations" of the University.

2. These Regulations shall come into force from the date these have been approved by the Board of Management of the University.

3. **PREAMBLE**

The Ph.D. Regulations of the Swami Rama Himalayan University shall apply to all disciplines/faculties of the University offering Ph.D. program.

4. **NOMENCLATURE**

4.1 The Ph.D. degree awarded by the Swami Rama Himalayan University for original research in any subject shall be designated as "DOCTOR OF PHILOSOPHY".

4.2 The Degree shall indicate the subject or specialty with the title of the thesis.

5. **ELIGIBILITY CRITERIA FOR ADMISSION TO Ph.D. PROGRAMME:**

The following are eligible to seek admission to the Ph.D. programme:

(1) Candidates who have completed:

A 1-year/2-semester master's degree programme after a 4-year/8-semester bachelor's degree programme or a 2-year/4-semester master's degree programme after a 3-year bachelor's degree programme or qualifications declared equivalent to the master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed or equivalent qualification from a foreign educational institution accredited by an assessment and accreditation agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country to assess, accredit or assure quality and standards of the educational institution.

A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.

Provided that a candidate seeking admission after a 4-year/8-semester bachelor's degree programme should have a minimum of 75% marks in aggregate or its equivalent grade on a point scale wherever the grading system is followed. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy

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Swami Rama Himalayan University

layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.

(2) Candidates who have completed the M.Phil. programme with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed or equivalent qualification from a foreign educational institution accredited by an assessment and accreditation agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country to assess, accredit or assure quality and standards of educational institutions, shall be eligible for admission to the Ph.D. programme. A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the Commission from time to time.

Eligibility criteria for admission to Ph.D. program of the University shall be as prescribed by the University Grants Commission from time to time and as approved by the Academic Council and Board of Management of the University.

6. ADMISSION PROCESS

6.1 The admission shall be based on the criteria notified by the institution, keeping in view the guidelines/norms in this regard issued by the UGC Regulation 2022 for the Ph.D. program and other statutory/regulatory bodies concerned, and taking into account the reservation policy of the Central/State Government from time to time.

6.2 Prospective candidates shall apply for admission to the Ph.D. Programme in the prescribed application form on or before the last date as prescribed by the University.

The admission to Ph.D. program shall be available in two categories:

1. Full Time
2. Part Time

The detailed Guidelines for Ph.D. Regular Full-time mode and Ph.D. Part-time mode are appended as **Annexure - I.**

6.3 Candidates working under Central Govt./State Govt./Semi Govt./ Autonomous/ Private organization shall submit their applications through proper channels i.e. through the employer. They shall submit a 'No Objection Certificate' from their employer along with the prescribed application form.

6.4 Employees of Swami Rama Himalayan University intending to register for Ph.D. programme shall submit their application through their respective Head of the Constituent College/ Academic Unit and submit NOC at the time of Application. The selection procedure for these candidates shall be the same as for the external candidates.

6.5 Candidates having their Master's degree from foreign university are required to submit

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Swami Rama Himalayan University

equivalence certificate. Foreign nationals are required to follow the norms and procedures as prescribed by the Government of India/University Grants Commission or any other Authorities/Bodies.

6.6 Ph.D. Entrance Examination shall be conducted by the University **TWICE** in a year. All candidates shall be required to appear in the Entrance Examination.

However, a candidate who has qualified in the UGC-NET/UGC- CSIR NET/GATE/CEED and similar National level tests for the subject in which the application form is filled by the applicant, shall be exempted from appearing in the Entrance Examination.

To pass the entrance examination a candidate must secure 50% marks.

A relaxation of 5% marks or its equivalent grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the University Grant Commission from time to time.

The University will maintain a list of Ph.D. supervisors (specifying the name of the supervisor, his or her designation, and the department/school/center), along with the details of Ph.D. scholars (specifying the name of the registered Ph.D. scholar, the topic of his/her research and the date of admission) admitted under them on the website of the institution and update this list every academic year.

6.7 A candidate who desires to pursue Ph.D. Programme and passes entrance examination will be required to present a research plan before panel of experts on any topic he is interested in and have read about in-detail, the objective of which will be to test the candidate's aptitude, the ability to think analytically, discuss, debate, and review critically.

6.8 A candidate who has secured a minimum of 50% marks each in the Entrance Examination and presentation of research plan at the time of the interview separately, shall be considered eligible for admission into the Ph.D. programme of the University.

i The Entrance Test syllabus shall consist of 50% of research methodology, and 50% shall be subject specific.
ii A relaxation of 5 % marks will be allowed in the entrance examination for the candidates belonging to SC/ST/OBC/ differently- abled category, Economically Weaker Section (EWS), and other categories of candidates as per the decision of the Commission from time to time.
iii For the selection of candidates based on the entrance test conducted by the University, a weightage in the final merit list shall be of 70 % for the entrance test and 30 % for the performance in the interview/viva- voce shall be given.

6.9 Based on the predetermined number of seats in the relevant department, candidates will be selected in order of merit.

6.10 The selected candidate shall be allotted a registration number by the University after

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completion of all formalities including deposit of fees as prescribed by the University.

6.11 The last date for joining is tentatively 28th February for the January session and 31st August for the July session.

6.12 During the course work, each candidate will be provided a mentor from the Department who shall help the candidate in identifying and finalizing the area of research. This will be done by the Research Advisory Committee of the respective academic units/department considering the research interest of the candidate and the mentor.

7 DURATION OF THE PROGRAMME

7.1 The Ph.D. program of the university shall be on regular basis and duration shall be as prescribed by the University Grants Commission from time to time. In the University the duration of the Ph.D. program shall be as given below:

(i) For Full Time scholars: Minimum 3 years including successful completion of course work and Maximum 6 years and/or as prescribed by the University Grants Commission from time to time.
(ii) For Part Time scholars: Minimum 4 years including successful completion of course work and Maximum 6 years and/or as prescribed by the University Grants Commission from time to time.

7.2 A maximum additional years for completion of a Ph.D. programme shall be as prescribed by University Grants Commission from time to time.

8 COURSE WORK

8.1 After having been admitted, each Ph. D student shall be required to undertake course work of 12- 16 credits in one semester. The course work shall be treated as Pre-Ph.D. preparation and comprise:

i. Research Methodology;
ii. Quantitative Techniques and Computer Application;
iii. Domain Subjects as may be decided by the department;
iv. Research and Publication Ethics course.

The Research Advisory Committee can also recommend UGC recognized online courses as part of the credit requirements for the Ph.D. programme.
All Ph.D. scholars, irrespective of discipline, shall be required to train in teaching /education /pedagogy/writing related to their chosen Ph.D. subject during their doctoral period. Ph.D. scholars may also be assigned 4-6 hours per week of teaching/research assistantship for conducting tutorial or laboratory work and evaluations

8.2 The course work shall be coordinated by the Dean/Director Research (in his/her

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absence a person nominated by the Vice Chancellor), in consultation with the respective Head of the constituent Academic Unit of the University.

8.3 The course work shall be evaluated by the Examiners appointed by the University. A candidate shall be declared to have successfully completed the course work, if he/she obtains a minimum of 55% marks or its equivalent grade in the UGC 10-point scale in the course work to be eligible to continue in the programme and submit his or her thesis. The University shall issue the certificate of the Ph.D. course work in the prescribed format.

A candidate shall be declared to have successfully completed the course work, if he/she obtains a minimum of 50% marks or equivalent grade(s) in individual paper, taking internal assessment and end semester examination together. The Ph.D. scholars having attendance of minimum 75 % in the course work classes shall be eligible to appear in the end semester examination.

8.4 In case, a candidate fails to obtain the minimum passing marks in course work, he/she shall be given one more opportunity to pass the course work after paying the prescribed course work examination fee in the supplementary examination which may be organised within 2 months of the declaration of the result. The criteria to appear in the examination shall be decided by the office order No. SRHU/Reg/OO/2018-56 dated 10 July 2018.

9. RESEARCH ADVISORY COMMITTEE (RAC)

9.1 There shall be a **Research Advisory Committee (RAC)** for each Ph.D. scholar. The Research Supervisor of the Ph.D. scholar concerned shall be the Convener of this committee, and this committee shall have the following responsibilities:

i. To review the research proposal and finalize the topic of research.

ii. To guide the Ph.D. scholar in developing the study design and methodology of research and identify the course(s) that he/she may have to do.

iii. To periodically review and assist in the progress of the research work of the Ph.D. scholar.

The composition of the RAC shall be as follows:

a) Research Supervisor- Convener;
b) One Professor;
c) One Associate Professor;
d) One Assistant Professor;
e) Two external subject experts;
f) Research Co-Supervisor (if any);
g) Special Invitee, if any

9.2 The RAC shall review topic/synopsis submitted by a candidate and submit its approval to Research & Development Cell for communication.

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9.3. Each semester, a Ph.D. scholar shall appear before the Research Advisory Committee to make a presentation and submit a brief report on the progress of his/her work for evaluation and further guidance. The Research Advisory Committee shall submit its recommendations along with a copy of Ph.D. scholar's progress report to the Research & Development Cell. A copy of such recommendations shall also be provided to the Ph.D. scholar.
The six monthly progress of Ph.D. candidate shall be reviewed by the RAC from time to time for which it shall meet twice in a year at the interval of 06 (six) months or as and when required. The presence of external members is not mandatory for the evaluation of the six monthly progress report. Minimum Three (3) six monthly progress report is mandatory to be eligible for award of Ph.D. degree.

9.4 In case the progress of the Ph.D. scholar is unsatisfactory, the RAC shall record the reasons for the same and suggest corrective measures.

If the Ph.D. scholar fails to implement these corrective measures, the Research Advisory Committee may recommend, with specific reasons, the cancellation of the registration of the Ph.D. scholar from the Ph.D. programme.

9.5 Pre-Ph.D. thesis submission seminar shall be held by the RAC.

9.6 Any conflict/dispute shall be referred to the Dean/Director Research or any other person nominated by the Vice Chancellor who shall submit his findings/report before the Vice Chancellor for final redressal/disposal.

9.7 The external experts are required during the approval of synopsis and final defence and viva voce.

9.8 Presence of relevant Research Supervisor/ Research Co-Supervisor is required during the approval of synopsis, review of 06 (six) monthly progress and presentation of Pre-Ph.D. thesis submission seminar.

10. SYNOPSIS

10.1 The Ph.D. candidate shall submit generally within 06 (six) months of completion of course work, his synopsis in 06 (six) copies (along with a soft copy) clearly indicating the area of research and give oral presentation before the Research Committee Advisory (RAC).

The approval of research title and synopsis, in any case, must be done within one year from date of the declaration the result of the Ph.D. course work examination.

10.2 After incorporating modification, if any, suggested by the RAC, the registered candidate shall resubmit his synopsis within **TWO** months and give oral presentation before the RAC, if required. The presence of external subject expert is not required in RAC for this process.

10.3 While forwarding the synopsis, the Head of the Department shall clearly write his

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comment regarding availability of funds and infrastructure in the Department for conducting the research.

10.4 The synopsis shall be submitted in the Research & Development Cell (RDC) of the University through the respective Department.

11 ENROLMENT

The enrollment number will be provided to the candidate on successful completion of the course work, as per the norms by the University.

12 FEES

The fees for Ph.D. programme shall be prescribed by the University from time to time.

The Tuition fee shall continue to be paid by the Ph.D. scholar, who are either already enrolled or enrolled in future, till submission of thesis within stipulated duration as prescribed by the University from time to time..

13 ELIGIBILITY CRITERIA TO BE A RESEARCH SUPERVISOR, RESEARCH CO-SUPERVISOR

13.1 Permanent faculty members working as Professor/Associate Professor of the University with a Ph.D., and at least five research publications in peer-reviewed or refereed journals and permanent faculty members working as Assistant Professors in University with a Ph.D., and at least three research publications in peer-reviewed or refereed journals may be recognized as a Research Supervisor in the university where the faculty member is employed or in its affiliated Post-graduate Colleges/institutes. Such recognized research supervisors cannot supervise research scholars in other institutions, where they can only act as co-supervisors. Ph.D. awarded by a university under the supervision of a faculty member who is not an employee of the university or its affiliated Post- graduate Colleges/institutes would be in violation of these Regulations.

For Ph.D. scholars working in Central government/ State government research institutions whose degrees are given by Higher Educational Institutions, the scientists in such research institutions who are equivalent to Professor/Associate Professor/Assistant Professor can be recognized as supervisors if they fulfill the above requirements.

However, for Faculty of Medicine, all the Professors and Associate Professors teaching the post graduate classes in medical college shall be eligible to guide the research students of Ph.D. in their respective disciplines.

Provided that in areas/disciplines where there is no, or only a limited number of peer-reviewed or refereed journals, the University may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.

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Co-Supervisors from within the same department or other departments of the same institution or other institutions may be permitted with the approval of the competent authority.

Adjunct Faculty members shall not act as Research Supervisors and can only act as co-supervisors.

In case of interdisciplinary/ multidisciplinary research work, if required, a Co-Supervisor from outside the Department/School/Centre/College/ University may be appointed.

Faculty members with less than three years of service before superannuation shall not be allowed to take new research scholars under their supervision. However, such faculty members can continue to supervise Ph.D. scholars who are already registered until superannuation and as a co-supervisor after superannuation, but not after attaining the age of 70 years.

The detailed Guidelines for change of research supervisor/co-supervisor at late stage is given in **Annexure II.**

13.2 In order to facilitate the process of allotment/allocation of Research Supervisor, Ph.D. candidates will be notified by each department about the available Research Supervisors in the department along with their areas of specialization so that they may interact with them and subsequently submit the name of the desired Research Supervisor along with his/ her consent to the same.

13.3 An eligible Professor/Associate Professor/Assistant Professor can guide up to eight (8) / six (6) / four (4) Ph.D. scholars, respectively, at any given time. A vacancy shall be deemed to have been created, when a candidate submits his/her thesis after pre Ph.D. submission/presentation.

13.4 In case of relocation of a female Ph.D. scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the Higher Educational Institution to which the scholar intends to relocate, provided all the other conditions in these Regulations are followed, and the research work does not pertain to a project sanctioned to the parent Institution/Supervisor by any funding agency. Such scholar shall, however, give due credit to the parent institution and the supervisor for the part of research already undertaken.

13.5 After successful completion of the Ph.D. Course Work of the Ph.D. scholars The Research Supervisor and Research Co-Supervisor will be required to submit an undertaking that they will continue to supervise their candidates till the candidate's successful completion of the Ph.D. Programme.

13.6 The Research Supervisor and Research Co-Supervisor shall neither be closely related to each other nor to the candidate.

13.7 A candidate registered for the Ph.D. degree in Swami Rama Himalayan University shall not be eligible to be a Research Supervisor for any Ph.D. candidate in the University.

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14 ASSESSMENT OF THE WORK OF THE CANDIDATES

14.1 Research work of every candidate shall be assessed periodically. Every candidate shall submit six monthly detailed progress reports to the Research Supervisor(s), who shall forward the same with his remarks to the RAC.

14.2 The progress made by the candidates shall be reviewed by the concerned RAC and the same shall be forwarded to Research & Development Cell of the University by the Chairman of the RAC through the respective Head of the Constituent Academic Unit of the University.

14.3 The Research & Development Cell shall convey the assessment report to the candidate alongwith feedback form who may also be advised of the short-comings, if any.

14.4 If the candidate fails to submit two consecutive half yearly reports, his registration is liable to be cancelled by the University.

14.5 If RAC reports in 03 (three) consecutive reports that the candidate is incapable of continuing the work of the desired standard, the Research & Development Cell of the University may warn the candidate and give him one last chance to improve his work during the next six months. If at the end of this period, the work of the candidate is still found to be unsatisfactory, his registration shall be cancelled.

15 SUBMISSION OF THESIS AND EXAMINATION

15.1 No Ph.D. candidate shall be allowed to submit his thesis before 3 years and from the date of admission. Minimum three satisfactory six monthly progress report is mandatory to be eligible for the award of the degree of Ph.D.

15.2 Ph.D. candidates must publish at least 01 (one) research paper in Scopus/ Web of Science/ PubMed/ UGC Care listed journal and make 02 (two) paper presentations in conferences/seminars related to area of research before the submission of the dissertation/thesis for adjudication, and produce evidence for the same in the form of presentation certificates and/or reprints subject to amendments, if any, made by the UGC from time to time..

15.3 Before submitting the thesis, the Ph.D. scholar shall make a pre-submission seminar/presentation on the final draft of the thesis before the Research Advisory Committee which shall also be open to all faculty members and other research scholars/students.

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15.4 Once approved by the RAC, the research work will be allowed to be submitted for evaluation by examiners.

15.5 Each candidate for the award of degree of Doctor of Philosophy shall submit 04 (Four) hard copy of his/her thesis, 06 (Six) hard copy of summary of the thesis and 06 (six) hard copy of pre- approved synopsis along with the soft copy of the same to the Research & Development Cell of the University. The thesis, summary and pre-approved synopsis shall be certified by the Research Supervisor and Research Co-Supervisor, if any.

15.6 The entire process of evaluation of Ph.D. thesis to be completed within a period of six months from the date of submission of the thesis after pre submission seminar/presentation including the declaration of the viva-voce result.

15.7 The Research Supervisor and the Principal of the concerned constituent academic unit shall separately submit a panel of 4 examiners each (of whom at least 02 (two) may be from outside the country and 02 (two) must be from outside the state) to the Research & Development Cell of the University which will be forwarded to CoE for further necessary action as per rules. The panel shall comprise of subject experts who, on the basis of their published work, are acknowledged leaders in the field of study undertaken by the candidate. If the Research Supervisor is also the Principal, the Vice Chancellor may authorize any eligible faculty member to give names of the examiners.

15.8 The Ph.D. thesis submitted by a Ph.D. scholar shall be evaluated by his/her Research Supervisor and at least two external examiners who are experts in the field and not in employment of the University. Such examiner(s) should be academics with a good record of scholarly publications in the field. The viva-voce board shall consist of the Research Supervisor and at least one of the two external examiners and may be conducted online. The viva-voce shall be open to the members of the Research Advisory Committee/faculty members/ research scholars, and students.

15.9 If the examiners recommend that the candidate be asked to revise/ improve his thesis, the University may permit the candidate to resubmit his thesis within One months. The candidate shall be provided the examiners(s) reports without disclosing the names of the examiners to enable him to improve the thesis.

15.10 In case, the candidate is allowed to resubmit the thesis, he shall have to pay a prescribed tuition fee afresh at the time of resubmission of the thesis with three months, but it shall not be necessary for him to reproduce any certificate of further attendance at the institution.

15.11 A viva-voce examination shall be conducted by the Research Supervisor and at least one of the two external examiners who have evaluated the thesis, and shall be open to be attended by all faculty members of the Department, other research scholars and other interested experts/ researchers in the University.

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15.12 The viva-voce of the research scholar to defend the dissertation/thesis shall be conducted only if the evaluation reports of the external examiners on the dissertation/thesis are satisfactory and include a specific recommendation for conducting the viva-voce examination.

15.13 The viva-voce of the Ph.D. scholar to defend the thesis shall be conducted if both the external examiners recommend acceptance of the thesis after incorporating any corrections suggested by them. If one of the external examiners recommends rejection, the Higher Educational Institution concerned shall send the thesis to an alternate external examiner from the approved panel of examiners, and the viva-voce examination shall be held only if the alternate examiner recommends acceptance of the thesis. If the alternate examiner does not recommend acceptance of the thesis, the thesis shall be rejected, and the Ph.D. scholar shall be declared ineligible for the award of a Ph.D.

16 DECLARATION OF RESULT

16.1 The candidate shall be declared eligible for the award of the Degree of 'Doctor of Philosophy' only on the recommendation of the Examiners at the viva voce examination.

16.2 In case the recommendations of the viva-voce examiners differ from that of the thesis examiners, or there is difference of opinion between the viva-voce examiners, the candidate shall reappear at a second viva-voce examination within six-months. If the candidate fails to satisfy the viva-voce examiners a second time, his thesis shall be finally rejected. Such candidates would be required to pay an additional prescribed fee for second viva-voce. The external examiner for second viva-voce shall be appointed by the Vice Chancellor.

17 GENERAL

17.1 A candidate may also be allowed to carry out his research work in any other research establishment under the supervision of a Scientist/ Director/Teacher of that Institution who may be recognized as the Research Co-Supervisor of the candidate as per eligibility criteria of the UGC. MoU between both participating organizations/ institutions may be signed for the purpose of research.

17.2 The university shall have anti-plagiarism software which will be used to detect plagiarism and other forms of academic dishonesty. While submitting for evaluation, the dissertation/thesis shall also have an undertaking from the research scholar and a certificate from the Research Supervisor attesting to the originality of the work, vouching that there is no plagiarism and that the work has not been submitted for the award of any other degree/diploma of the University where the work was carried out, or to any other University/ Institute/College etc.

The University will:

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i Notify a prospectus well in advance on the institution's website specifying the number of seats for admission, subject/discipline-wise distribution of available seats, criteria for admission, the procedure for admission, and all other relevant information for the candidates;

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

Maintain a list of Ph.D. supervisors (specifying the name of the supervisor, his or her designation, and the department/school/centre), along with the details of Ph.D. scholars (specifying the name of the registered Ph.D. scholar, the topic of his/her research and the date of admission) admitted under them on the website of the University and update this list every Semester (Six Months).

18 DEPOSITORY WITH UGC

18.1 Following the successful completion of the evaluation process and notification of the award of Ph.D. Degree by COE, the University shall submit a soft copy of the Ph.D. thesis to the UGC within a period of sixty days, for hosting the same in INFLIBNET, accessible to all Institutions and Universities.

18.2 University will issue the Provisional Certificate after notification of the award of Ph.D. degree by CoE, certifying that the Ph.D. Degree has been awarded in accordance with the UGC Regulations as amended from time to time.

19 Notwithstanding anything stated in this regulation, for any unforeseen issues arising and not covered under this regulation, or in the event of differences of interpretation, the Vice-Chancellor may take appropriate decision. The decision of the Vice-Chancellor in this regard shall be final and binding.

20 The University reserves the right to amend this ordinance as and when required.

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Annexure - I

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Guidelines for Ph.D. Regular Full-time mode and Ph.D. Part-time mode

The University Grants Commission (Minimum Standards and Procedures for Award of Ph.D. Degree) Regulations, 2022, permits the Ph.D. Programme only in the Regular mode; however, the Ph.D. Programme is not allowed in distance mode. Furthermore, per clause No. 13 of the regulations, Ph.D. Programmes through part-time mode will be permitted, provided all the conditions stipulated in the UGC Regulations are fulfilled.

In furtherance to the UGC regulations, 2022, the following guidelines are framed to facilitate day-to-day functioning of scholars in the Ph.D. programme of Swami Rama Himalayan University.

GUIDELINES FOR FULL-TIME PH.D. SCHOLARS:

1. **Definition:** A **Full-time Ph.D. Scholar** is one who pursues his/her Ph.D. work in SRHU, reports in person to the concerned department throughout the year to complete the Ph.D. research work, and fulfills the minimum tenure required as per SRHU rules and regulations.

   Following Ph.D. scholars will be considered as 'Full-time Ph.D. Scholars':

   i. Research fellow with stipend paid by/routed through SRHU.
   ii. Research scholar not receiving any stipend paid by/routed through SRHU.
   iii. A faculty member/employee of SRHU who has taken leave from the parent department for the entire duration of the Ph.D. programme.

2. Prior to joining the Ph.D. programme, a candidate who is employed in any Institution/Organization is required to submit a 'No Objection Certificate' from the concerned Head of the Institution/Organization stating that the candidate has taken leave and is permitted to work full-time for the Ph.D. at SRHU.

3. Full-time Ph.D. scholars are required to mark their attendance in the concerned Department/workplace daily, and must maintain an attendance of minimum 75% every year. The HOD/In-charge of the respective department/specialization shall ensure mandatory submission of the monthly attendance report of the Ph.D. scholars to the Research & Development Cell for records, and further needful as applicable.

4. During the Ph.D. programme, in addition to their research work, the Ph.D. scholars, irrespective of discipline, shall be required to train in teaching/education/pedagogy/writing related to their chosen Ph.D. subject during their doctoral period. The Ph.D. scholars may also be assigned 4-6 hours per week of teaching/research assistantship for conducting tutorials or laboratory work and evaluations, as well as other such related assignments allocated to him by the department of specialization as and when required.

5. The Ph.D. scholars will have to follow all guidelines issued by SRHU for 'Course Work' and 'Research Synopsis of Ph.D. programme', and must ensure presentation of work completed and submission of their 'Six Monthly Progress Report' regularly and timely. They must also ensure timely Pre-Ph.D. and final Ph.D. thesis submission within their respective Ph.D. tenure. Minimum 3

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satisfactory six monthly progress report is mandatory for the award of Ph.D. Degree from date of acceptance of the synopsis through RAC.

6. The minimum duration of the Ph.D. programme for the Full-time Ph.D. scholars shall be 3 years from the date of admission.

7. The Ph.D. scholars will be granted leave with attendance, subject to prior approval through proper channel in the following cases only:

   i. To attend conferences related to the Ph.D. specialization
   ii. To attend seminars/workshops/advanced training in techniques required for the Ph.D. research
   iii. For collection of data through field work, if so required for the Ph.D. research work
   iv. For collection of data related to the Ph.D. thesis work from other labs/organizations
   v. For testing or analysis of samples in labs outside of SRHU for facilities not available in the University
   vi. For collaborative work with an SRHU approved external co-supervisor
   vii. Any other, if not covered in the above but approved by the competent authority
   viii. Maternity Leave (applicable as per UGC norms)

   For any of the above kind of leave the scholar shall apply through proper channel. The application must be recommended and forwarded by the respective Ph.D. Supervisor as well as Head of Department, to the Research & Ph.D. for final approval. Prior approval of the leave is mandatory before proceeding on leave.

8. Fellowship/scholarship/stipend to full-time Ph.D. scholars who have qualified in NET-JRF or the UGC-CSIR joint tests, or in other such eligibility tests viz. SLET/GATE will be governed by the rules of the respective agency/organization.

9. Full-Time Ph.D. scholars selected through University Ph.D. Entrance Examination shall be granted a stipend from the University, provided that they are not drawing a fellowship/scholarship/stipend/salary from any other source. The stipend shall be started from the date of Ph.D. enrolment for Full-Time scholars only. It will be awarded for three years from the date of enrolment in general and would be extendable up to six months only on due recommendation of the Research Advisory Committee (RAC) of the relevant Department and Research & Development Cell, subject to approval of the competent authority of the university.

10. A Full-time Ph.D. scholar after successful completion of the coursework examination, may apply for the SRHU-Junior Research Fellowship (SRHU-JRF). The rules for this will be as per the SRHU-Junior Research Fellowship (SRHU-JRF) Policy of the university.

Note:

- Any applicable scholarship/fellowship/stipend shall be released by the Finance Office of SRHU only on submission of monthly attendance of minimum 75 %.
- Any type of scholarship/fellowship/stipend is liable to be terminated, if the scholar is found to be involved in any act of misconduct or any other ground which may be considered detrimental to the interest of the university by the competent authority

GUIDELINES FOR PART-TIME PH.D. SCHOLARS:

1. **Definition:** A **Part-time Ph.D. Scholar** is one who pursues his/her Ph.D. in SRHU but is not present in the concerned department throughout the year; he/she reports in person only as and when needed to complete the Ph.D. research work and fulfills the minimum tenure required as per SRHU rules and regulations.

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Following Ph.D. scholars will be considered as 'Part-time Ph.D. scholars':

i. Regular faculty member/employees of SRHU who is pursuing Ph.D. in the university. He/ she shall take leave from the parent department as and when needed to fulfill the minimum requirements for Ph.D. programme.
ii. Research scholars not working in SRHU, opting to pursue Ph.D. in part-time mode, and fulfilling the requirements for Part-time Ph.D. as specified per Clause No. 13. of University Grants Commission (Minimum Standards and Procedures for Award of Ph.D. Degree) Regulations, 2022.

2. For the Part-time mode of the Ph.D. programme, prior to joining, any external candidate who is employed in any Institution/Organization is required to submit a 'No Objection Certificate' from the appropriate authority in the organization where the candidate is employed, clearly stating that:

i. The candidate is permitted to pursue studies on a part-time basis.
ii. His/her official duties permit him/her to devote sufficient time for research.
iii. If required, he/she will be relieved from the duty to complete the course work and research.

3. SRHU employees who apply for the Ph.D. programme will be considered as Part-time scholars. They also must submit a 'No Objection Certificate' from the appropriate authority in the University stating that:

i. The candidate is permitted to pursue studies on a part-time basis.
ii. His/her official duties permit him/her to devote sufficient time for research.
iii. If required, he/she will be relieved from the duty to complete the course work and research.
iv. He/she would have to avail his/her own personal leave from the respective departments/ workplace in the university for the purpose of the Ph.D. course work and research.

4. The Part-time Ph.D. scholars must follow all guidelines issued by SRHU for 'Course Work' and 'Research Synopsis of Ph.D. programme', and must ensure presentation of work completed and submission of their 'Six Monthly Progress Report' regularly and timely. They must also ensure timely submission of Pre-Ph.D. and final Ph.D. thesis submission within his Ph.D. tenure per SRHU guidelines. Minimum 3 satisfactory six monthly progress report is mandatory for the award of Ph.D. Degree.

5. After clearing the course work examination, the Part-time Ph.D. scholars are required to report and work for their Ph.D. research in the department concerned for a minimum period of two weeks per semester. This period may be covered in one or more stays, during which the Ph.D. scholars must mark their attendance, twice a day, in the concerned department. The respective department shall ensure submission of monthly attendance report of these Part-time Ph.D. scholars to the Research and Development Cell for records. No relaxation is permitted in this criterion. During the two weeks per semester period, the Part-time Ph.D. scholars will have to carry out all academic and other such assignments so allocated to them by the department, in addition to their Ph.D. research work.

6. The minimum duration of the Ph.D. programme for the Part-time Ph.D. scholars shall be 4 years from the date of registration.

7. The University does not provide any type of fellowship/scholarship/stipend to the Part-time Ph.D. scholars.

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GUIDELINES COMMON TO ALL Ph.D. SCHOLARS:

1. **Fees:**

1.1 The date of registration of the candidate shall be the date of admission to the Ph.D. Programme subsequent to payment of fees.

1.2 All Ph.D. scholars are required to deposit the requisite fees as notified by the University from time to time. The tuition fee must be paid annually until the thesis is submitted for evaluation and award of degree. For promotion to next year Ph.D. scholars are required to deposit the requisite fee mandatory, so that registration process for next year may be initiated.

1.3 Refund of fees shall be as per the Policy for Refund of Fees of the University circulated through officer order number SRHU/Reg/OO/2022/177, dated 20 October 2022

1.4 Refund of security money is permissible after submission of the no dues certificate only in the following cases:

- Cancellation of registration of the Scholar from Ph.D. programme by the University.
- On completion of the Ph.D. programme by the Ph.D. scholars.

2. **Cancellation of Registration:**

Registration of a scholar/candidate may be cancelled in any one of the following eventualities and only after due approval of the Competent Authority:

2.1 Absenteeism for a continuous period of four weeks without prior intimation/sanction of leave from the competent authorities. (For Full-time Ph.D. scholars only)

2.2 Two consecutive unsatisfactory/un-submitted six monthly progress reports

2.3 Withdrawal from the Ph.D. programme after due approval through proper channel.

2.4 Failure to submit Ph.D. thesis within the stipulated maximum duration as per University Ordinance for Ph.D. programme.

3. **Leave**

The Ph.D. scholars will be entitled to the following leaves-

i. Gazetted Holidays of the year as per the list notified by Swami Rama Himalayan University.

ii. Personal leave of 30 days during each year, including casual leave/medical-leave.

iii. Academic duty-leave up to 30 days in a year. This category of leave is expressly meant for:

a. Experimental work, data collection, testing and measurements (applicable only if the facility is not available within the University)
b. Presenting research papers in conferences
c. Attending workshops/conferences/seminars required for the research work

iv. If the Ph.D. scholar requires additional academic leave, he may apply for the same giving due justification and proof of the work entailed in the leave period and it would be considered only if the Head of the Department endorses that the leave is for academic purpose. Maximum quantum of academic leave is 2 months per year.

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v. Maternity leave of 240 days for female candidates, only once in the entire duration of the program. The Ph.D. scholar shall NOT be eligible for any fellowship/stipend from the University during this period. The candidate shall apply at least 10 days in advance to the supervisor for granting Maternity Leave. Maternity leave may also be granted in case of miscarriage, including abortion and the application for leave is supported by a medical certificate. The candidate shall submit the duly filled application for rejoining the department along with all necessary documents attached with the application.

vi. All kinds of leave must be finally sanctioned through the Research and Development Cell, which would be based on the recommendation of the Ph.D. Supervisor and approval of respective Head of Department.

vii. Prior approval of leave from Research and Development Cell of the University is mandatory before proceeding on leave.

viii. Attendance of 75% is mandatory for all Ph.D. scholars, registered in the Full time Ph.D. programme.

NOTE:

The University reserves the right to amend any of the above guidelines/rules at any time, and Ph.D. scholars are required to follow the rules and regulations as prescribed.

Annexure - II

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Guidelines for change of research supervisor/co-supervisor at late stage

Ph.D. being the highest academic degree, the scholars require constant attention of their respective supervisors. Every scholar registered for Ph.D. program, shall work under continuous supervision of a recognized supervisor during course of research at the University where supervisor is present and research is being conducted.

Allocation of research supervisor for a selected research scholar shall be decided by the concerned Department on recommendation of Research and Development Cell depending on the number of scholars per research supervisor, available specialization among the research supervisors, research interests of the research scholars as indicated by them at the time of interview and willingness of the research supervisor. Vice Chancellor will be the highest approving authority in any such cases.

The allocation of supervisors/registration to the Ph.D. program shall be done in strict compliance with Minimum Standards Procedure for the Award of Ph.D. Degree Regulations implemented in the University in accordance with the UGC Regulations 2022 and SRHU Ordinance No. 65 and its various amendments done from time to time.

Change of Supervisor(s) and Appointment of Caretaker Supervisor for PhD students:

A. Supervisor is on long leave of less than 12 months

A faculty member appointed as a PhD Supervisor(s) is expected to be available to a research student/ candidate in the Institute till the thesis is submitted. However, under unavoidable circumstances, in case the supervisor is not available for a period upto six months due to any reason (extendable upto one year in special circumstances based on recommendation of RAC) then a Co supervisor will be assigned by the supervisor who will take care of all administrative work of the student, if no co supervisor was assigned previously, while the student will continue to take academic inputs from the supervisor through email etc.

B. Supervisor is on long leave of more than 12 months

a) If the supervisors proceeds on long leave for more than 12 months, the Co supervisor may continue to supervise the Ph.D. scholar.

b) Where only one Supervisor exists for a Ph.D. scholar, another supervisor may be appointed by the RAC in consultation with the student in cases where RAC has not yet found his/ her research work fit for submission of thesis in the chosen area of research work.

c) If RAC has recommended the research work for submission of thesis before the supervisor proceeds on leave, a Co supervisor will assist the Ph.D. scholar. A Co supervisor will be assigned by the supervisor who will take care of all administrative work of the student, if no co supervisor was assigned previously.

d) If the thesis has been submitted before the supervisor proceeds on leave, a Co supervisor will assist the Ph.D. scholar. A Co supervisor will be assigned by the supervisor who will take care of all administrative work of the student, if no co supervisor was assigned previously.

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e) If a supervisor proceeds on leave for a period of less than 12 months initially, but later extends his leave beyond 12 months, the above procedure as applicable for leave beyond 12 months, will be followed. The extension granting authority will inform the competent authority of the University.

g) If the supervisor proceeds on leave for more than 24 months during the Ph.D. registration of a research student/ candidate, and in the opinion of RAC, he/ she has not contributed significantly to the thesis before proceeding on leave, he/ she will cease to be the supervisor(s). Then a new supervisor shall be appointed by the Dean research as per recommendation of the RAC.

C. A Supervisor retiring

When the Supervisor retires from the service, he / she shall continue to supervise a scholar already registered under his/her guidance, provided the pre-Ph.D. submission seminar of the scholar is confirmed and the scholar submits the thesis within six months from the date of supervisor's superannuation / resignation from the service based on his/her written request. However a Co - Supervisor from a recognized department shall be appointed by the Dean Research based on the consent of the Supervisor and / or the recommendation of the RAC, through proper channel, to take care of the administrative and research responsibilities of the scholar. In all other cases, an alternate Supervisor shall be appointed by the Dean Research based on the request of the Supervisor and the recommendation of the RAC. Under extraordinary circumstances, further change in Supervisor may be possible on approval of the Vice Chancellor based on the recommendation of RAC.

Whenever Research supervisor of a candidate leaves service or retires from service, Ph.D. scholar already admitted, may be allowed to continue to work under him / her, provided the progress of work is satisfactory and on verge of completion, evidenced by a good number of publication. Such supervisor shall communicate to the Research and Development Cell, Principal of the School and Head of the Department, in writing stating his/her willingness to continue with the said Ph.D. scholar as Co-supervisor. One officiating Supervisor from within the University, will be allocated for the candidate in such case.

D. A Supervisor resigning

A new supervisor will be appointed, if necessary, in such circumstances on the recommendation of RAC.

E. Death of Supervisor

A new supervisor will be appointed, if necessary, on the recommendation of RAC.

F. Supervisor declining to supervise

In case a Supervisor declines to supervise a research scholar, another faculty member, qualified to be Supervisor and actively engaged in the same area of research, who consents to supervise the research scholar, may be appointed as the new Supervisor (as per the choice of the student) on the recommendation of the remaining members of RAC. After that, RAC may be reconstituted by replacing the earlier Supervisor with the new Supervisor and retaining the other internal and external experts.

G. Change/ drop of Supervisor by the research scholar

If a research scholar before admission to candidacy wants to drop the supervisor, or wants to change the Supervisor, a new Supervisor will be appointed by Dean Research, on the recommendation of RAC. In case the research scholar wishes to change the area of research with new supervisor, the entire RAC shall be constituted afresh.

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The Co-Supervisor should satisfy qualification requirements of supervisors. The principal supervisor may recommend additional co-supervisors from additional disciplines /faculties for valid academic reasons in conducting Ph.D. research in inter-disciplinary areas. Co-supervisor may be allowed in interdisciplinary areas from other departments of the same institute or other related institute with approval of the Vice-Chancellor. Ph.D. supervisor from one department/school may be permitted to take candidate from other department/school, provided co-supervisor of student belongs to the department/school to which the scholar is registered. Also, if a supervisor feels that a co-supervisor from a related discipline will be of helpful to the candidate, he/she may be permitted to include a co-supervisor accordingly. In cases where supervisor has less than 3 years to retire, a co-supervisor shall be mandatory.

Academic Regulations for B.Sc. (Hons.) Programme

Academic Regulations

for

B.Sc. (Hons.) Programmes

(Effective from the Academic Year 2022-23)

Himalayan School of Bio-Sciences

SWAMI RAMA HIMALAYAN UNIVERSITY

Swami Ram Nagar, Jolly Grant, Doiwala, Dehradun

Registrar
Swami Rama Himalayan University

1. **Short Title and Commencement:**

1.1 These regulations shall be called ***"Academic Regulations for the B.Sc. (Hons.) Programmes (Biotechnology/Microbiology) of Swami Rama Himalayan University."***

1.2 These regulations shall be deemed to have come into force from the date as approved by the Board of Management of the Swami Rama Himalayan University.

2. **Definitions:**

2.1 **Academic Program** shall mean a combination of courses and/or any other component leading to a Bachelor's degree.

2.2 **Academic Year** shall mean a period of twelve months divided in to 02(two) ***Semesters*** of ~ 20 weeks each (inclusive of 90 instructional days) for course work. The Odd Semester may be scheduled from first week of August to January and Even Semester from first week of February to July.

2.3 **CBCS** shall mean ***Choice Based Credit System***; means a system that provides choice to students to select from the prescribed courses (core, elective, minor or soft skill courses).

2.4 **Course** shall mean a component of a Program (referred to, as 'papers'). All courses need not carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed to comprise interactive lectures/ tutorials/seminars/ presentations/project work/ laboratory work/field work/ outreach activities/ vocational training/viva/ term papers/ assignments/ self-directed learning etc. or a combination of some of these.

2.5 **Credit Based Semester System (CBSS)** shall mean a system where the requirement for awarding a degree certificate is prescribed in terms of number of credits to be completed by the students.

2.6 **Continuous Internal assessment (CIA)** is a form of educational evaluation that assess the student's progress throughout a prescribed course. It tracks the learning process throughout the semester allowing for identification of weak points/poor performance and self-amelioration.

2.7 **Sessional Examination** shall mean Internal Test(s) to be conducted at fixed intervals as announced through the Academic calendar on commencement of Academic Year.

2.8 **Day to Day Assessment** shall mean all the assessments that are normally conducted by a Course Instructor and include assignments, group discussion, seminar, presentation, quizzes & viva-voce etc. throughout the Semester.

2.9 **Cumulative Grade Point Average (CGPA)** is a measure of overall cumulative performance of a student in all semesters taken together.

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2.11 **Course Instructor** shall mean a faculty member involved in teaching and evaluation of a course.

2.12 **Credit** is a unit by which the course work is measured. It determines the number of hours of instructions required per week.

2.13 **Credit Point** is the product of grade point and number of credits for a course.

2.14 **Course Load** every student shall be required to register for a set of Courses in each *Semester*, with a total number of course *Credits* being limited by considering the permissible *weekly Contact Hours* (30-40 hrs. per Week, to enable the students to engage in homework assignments, self-learning outside the Class rooms/Laboratories, Extra/Co-Curricular activities and add-on Courses, if any, for their overall development). Thus, an average Course Load of 28 *Credits/Semester* (e.g.,7 *Courses*) shall be offered/given in normal case.

2.15 **Course Registration** shall mean that every student shall formally register himself for prescribed set of *Courses (Credits)*, offered, in an each Semester.

2.16 **Course Flexibility** shall mean flexibility provided to the students in selecting the courses, based on their learning capacities.

2.17 **Credit Courses** shall mean courses registered by a student in a *Semester* to earn *credits*. where he will earn *one Credit* by registering and passing, viz.:

- One hour/week/Semester for *Theory/Lecture(L)Courses* or *Tutorials;* and,
- Two hours/week/Semester for *Laboratory/Practical (P) Courses based on the requirements of the course.*

2.18 **Credit Representation** shall mean *Credit* values, as defined below, for different academic activities:

Contact Hours/Week/Semester			***Credits***	***Total Credits***
Lectures (hrs/wk/Sem)	**Tutorials** (hrs/wk/Sem)	**Practical/Practices** (hrs/wk/Sem)	(L: T: P)	(C)
3	1	0	3:1:0	4
0	0	8	0:0:8	4
0	0	16	0:0:16	8

2.19 **Credits required for the Award of Degree** shall mean minimum prescribed number of *Credits* to be earned by a student for award of *B.Sc. (Hons.)Program Biotechnology/Microbiology* degree.

2.20 **End Semester Examination (ESE)** shall mean an examination conducted by the University at the end of the semester.

2.21 **Enrolment to the University** shall mean the enrolment of a student to Swami Rama Himalayan University after completion of admission related requirements.

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2.22 **Grade** shall mean a prescribed alphabet awarded to a student based on his performance in the examinations.

2.23 **Grade Point** shall mean a numerical weight on a 10-point scale, allotted to each letter grade awarded to a student based on his performance in the examinations.

2.24 **Letter Grade** shall mean an index of the performance of students in the said course. Grades are denoted by letters O, A+, A, B+, B, C, P and F.

2.25 **Grade Card** shall mean a printed record reflecting student's performance.

2.26 **Registration to the Program** shall mean registration of a student to the B.Sc. (Hons.) Program (Biotechnology/Microbiology) after completion of admission related requirements.

2.27 **Report(s)** shall mean prescribed alphabet(s) citing the reason for not being awarded the grades.

2.28 **Semester Grade Point Average (SGPA)** shall mean a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

2.29 **University** shall mean Swami Rama Himalayan University (SRHU).

3. Admissions:

Admission to B.Sc. (Hons.) Program (Biotechnology/Microbiology) shall be made by the University. Eligibility criteria and procedure for admission to B.Sc. (Hons.) Program(Biotechnology/Microbiology) shall be as prescribed by the University from time to time.

4. Duration of the Program:

The normal duration of B.Sc. (Hons.) Program (Biotechnology/Microbiology) is 03 (three) years (six semesters). However, a student admitted to the Program shall be required to complete the B.Sc. (Hons.) (Biotechnology/Microbiology) degree within the duration of 05(five) years from the date of registration; failing which his registration to the Program shall stand cancelled.

5. Program Structure:

Broad categories of courses to be studied over the entire duration of the B.Sc. (Hons.) Program (Biotechnology/Microbiology) are as follows:

(a) Core Courses
(b) Elective Courses
  (i) Discipline Specific Elective Courses
  (ii) Generic Elective Courses

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(c) Dissertation/ Project Work
(d) Ability Enhancement Courses
  (i) Ability Enhancement Compulsory Courses.
  (ii) Skill Enhancement Courses.
(e) Audit/ Value Added Courses

6. Registration:

6.1 **Registration to the Program:**

The candidate shall be eligible for registration to the Program subject to verification and submission of all the required documents and deposit of prescribed fee.

6.2 **Course Registration:**

A student shall be required to register every semester, as per the schedule defined in Academic Calendar, for the prescribed set of courses offered.

7. University Enrolment:

All the students admitted shall be enrolled with the university. Enrolment Number once allotted by the University shall be unique and will have to be quoted by the students for all the correspondence with the University and also wherever necessary.

8. Temporary Discontinuation from the Program:

8.1 Temporary discontinuation from the Program shall be allowed in exceptional cases for 02 (two) consecutive semesters but not more than 01 (one) year with prior approval of the Head of constituent academic unit. However, the student shall be allowed to rejoin the Program from next Academic Semester/Year.

8.2 Any student who temporarily discontinues the Program on medical ground shall be allowed rejoining the Program from the next Academic Semester/Year provided that he is found medically fit by the medical board constituted by the University from time to time.

8.3 Any student who temporarily discontinues the Program due to any other reasons shall be allowed to rejoin the Program only after approval is granted by the competent authority of the University.

9. Attendance:

9.1 A student is required to maintain a minimum 75% attendance in theory classes before conduct of any evaluation component/ Examination.

9.2 Requirement of attendance in the practical classes shall be 75%. In case, any of the practical is missed-out due to absence of the student, it shall be the responsibility of the student to carry out the same with due permission of the concerned course coordinator.

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9.3 Head of constituent college shall review the cases of short attendance before commencement of any of the evaluation component in every semester and thereafter a list of students 'not eligible' shall be notified.

Name of the Assessment Component	Attendance Criteria for Appearance
Sessional Examination I	75% attendance up to start of component from commencement of the Semester.
Sessional Examination II	
End Semester Examination	
End Semester Practical Examination	75% attendance up to start of the component from the commencement of the Semester.

10. Remedial Classes:

A student having short attendance till the last day of class work will be entitled to improve his attendance by joining remedial classes before the commencement of End Semester Examinations. Such a student shall be required to attend the College/Department during the period of preparatory leave and also to complete the work assigned by the Course Coordinator(s)/Instructor(s) of the respective course(s). The attendance so obtained by the student shall be added to his regular attendance of the respective courses of the semester. Student who is thus able to achieve 75% of attendance will be eligible to appear for the End Semester Examination.

11. Assessment:

There shall be comprehensive continuous assessment for all the students registered for B.Sc. (Hons.) Program (Biotechnology/Microbiology). Procedure for assessment shall be as follows:

11.1 **Continuous Internal Assessment**

11.1.1 **Theory**

The Continuous Internal Assessment of theory course(s) shall comprise of:

(i) The Sessional Examination I, shall be based on the syllabus covered in first 05 (five) instructional weeks from the commencement of the semester.

(ii) The Sessional Examination II, shall be based on the syllabus covered in next 05 (five) instructional weeks from the commencement of the semester.

(iii) Day to Day Assessment: A teacher shall conduct Day to Day Assessment on regular basis continuously throughout the semester. It shall comprise of Assignment/Group Discussion/Seminar/Presentation/Quiz/Viva Voce etc. in a semester.

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S. No.	Continuous Internal Assessment	Weightage (%)
1.	Sessional Examination I	25%
2.	Sessional Examination II	25%
3.	Day to Day Assessment	50%

11.1.2 Practical:

The continuous Internal Assessment for a course with laboratory session, shall be done on regular basis as per the course plan:

S. No.	Continuous Internal Assessment	Weightage (%)
1.	File record	20%
2.	Execution/demonstration	60%
3.	Viva-Voce	20%

A student must obtain a minimum 40% marks in the Continuous Internal Assessment (CIA) of a course, to appear in the End Semester Examinations.

30% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the Continuous Internal Assessment of a course will be added to the final composite score of that course for the evaluation of the grade.

11.2 Make-up Examination for Sessional Examination:

i) Make- up examination for Sessional(s) is an opportunity given to the students who missed any or both the Sessional(s) either due to shortage of attendance, or not being able to appear for the components(s) due to some unforeseen circumstances.

ii) Make-up Examination for Sessional(s) shall be held after completion of Sessional II and before the commencement of End Semester Examination.

iii) A student shall be eligible to appear for the make-up examination for Sessional Exam, provided he fulfills the required attendance by the time of holding of make-up examination for the Sessional(s).

11.3 Eligibility Criteria for Appearing in the End Semester Examination:

A student must obtain a minimum 40% marks in the Continuous Internal Assessment (CIA) of a course, to be eligible to appear in the End Semester Examinations.

11.4 End Semester Examinations:

i) End Semester Examination of shall be held after 15(fifteen) instructional weeks from commencement of the semester and will cover entire syllabus of a course.

ii) For a course with laboratory session, the End Semester Practical Examination shall be based on Lab records, performance, experiments conducted/demonstration and viva-voce.

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70% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the End Semester Examination of a course will contribute towards the final composite score of that course.

11.5 Evaluation of Answer Sheets:

11.5.1 Evaluation for Sessional Examination:

i) Examination-In-Charge designated by the constituent college shall be responsible for distributing all the answer sheets amongst the respective Course Coordinators for evaluation and award of scores.

ii) The respective Course Coordinators shall then uniformly distribute the answer sheets to the course instructor(s) for evaluation within the stipulated time frame.

iii) Evaluated answer sheets shall then be handed over to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

iv) The course coordinators shall be responsible to submit the consolidated award list for the respective component to the designated Examination-In-Charge.

11.5.2 Evaluation for End Semester Examination:

i) Centralized Evaluation process shall be adopted for the End Semester Examination.

ii) Once the answer booklets are received by the Examination Cell of the University, for fair evaluation to conceal the identity of an examinee coding of answer booklet shall be done by the Examination Cell before distribution to the Dean/ Head of the constituent college for evaluation.

iii) Evaluation of answer booklets shall be done at such place as decided by the University.

iv) Examination In-charge of the constituent college shall distribute the encoded answer sheets to the concerned Course Coordinators. The respective Course Coordinators shall then uniformly distribute the answer sheets to the evaluators designated by the University for Evaluation within the stipulated time frame.

v) Subsequent to evaluation, it shall be the responsibility of the concerned course coordinators to hand over the evaluated answer sheets to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

vi) All the evaluated answer sheets, along with award list of End Semester Examination and composite scores of all the components i.e. Sessional, Day to Day Assessment and ESE, shall be submitted separately by the respective course coordinator to the Dean/ Head of the constituent college for further forwarding to the University Examination Cell.

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12 Criteria for passing a course:

In order to be declared pass, student must obtain minimum 40% marks of total composite score (30% marks of Continuous Internal Assessment (CIA) and 70% marks of End Semester Exams (ESE) taken together) in a course.

13 Course-wise Grading:

The letter-grades and their equivalent grade points are indicated below:

Composite Score	Letter Grades	Grade Points	Description	Performance
90 to 100	O	10	Outstanding	***Pass/Satisfactory****
80 to < 90	A^+	9	Excellent	
70 to < 80	A	8	Very Good	
60 to < 70	B^+	7	Good	
50 to < 60	B	6	Above Average	
45 to < 50	C	5	Average	
40 to < 45	P	4	Pass	
<40	F	0	Fail	***Fail/Unsatisfactory****

* *Performance of a student in Audit/Compulsory Audit Course shall be reported as Satisfactory / Unsatisfactory.*

A student who cannot be awarded any of the above grades on account of any of the reasons mentioned herein shall be given the corresponding report in the grade card.

Status of Student	Report**
Withdrawal from the Course	W
Detained in End Semester Examination due to Shortage of Attendance	SA
Abstaining from the End Semester Examination	AB
Incomplete Term work/ Evaluation Component	I
Result withheld due to administrative reasons	WH
Cancellation of Registration in a course(s) due to Disciplinary action	RC

** Report obtained by a student in any of the course shall not be used for the purpose of SGPA/CGPA calculation. Wherever this applied, SGPA and CGPA are not calculated and are marked as NC.

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14 Method of Awarding the Grades:

Grading of the students shall be carried-out course-wise for theory and practical courses, separately. Marks obtained by the students in each assessment component shall be normalized on the scale of 100 (hundred) marks. The final composite score in a course shall be calculated by adding the normalized marks in the following proportion of weightages so that the total percentage of the components taken together is 100 (hundred):

Theory Components

Name of the Assessment Component	Weightages (in %age)
Continuous Internal Assessment	30%
End Semester Examination	70%

Practical Components

Name of the Assessment Component	Weightages(in %age)
Continuous Internal Assessment	30%
End Semester Examination	70%

Subsequently, the absolute grading method, based on composite score (as defined in course-wise grading) shall be used on normalized marks obtained by all the registered students in a course and grades shall be awarded.

15 Declaration of Results:

15.1 The respective course coordinators shall prepare and submit a list of normalized marks, as per the standardized format prescribed by the university, to the Dean/ Head of the constituent college who shall forward the same to the University Examination Cell.

15.2 The University Examination Cell after getting the final normalized marks checked and verified will award the grades.

15.3 Subsequent to award of grades, University Examination Cell shall prepare the result and declare the same as per the procedure laid down.

16 Supplementary Examinations:

16.1 Supplementary Examinations shall be conducted for a student who has either failed in earlier examination or abstained (***AB***) from the End Semester Examination or has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s).

16.2 Supplementary Examination for End Semester Examinations shall be held with regular End Semester Examinations.

16.3 Supplementary Examinations for ODD Semesters shall be held alongwith the End Semester Examinations of ODD Semesters and Supplementary Examinations for EVEN Semesters shall be held alongwith the End Semester Examinations of EVEN Semesters.

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16.4 Examination fee for Supplementary Examination shall be charged as prescribed by the university.

17 Use of Unfair Means:

All reported cases of use of Unfair Means shall be dealt with as per the ordinance made by the University in this regard.

18 Eligibility for Promotion& Registration to Higher Semesters:

18.1 A student having a maximum backlogs in 4 courses or 50% courses (including all category of courses), whichever is lower, of Academic year 1 (Semester-I & Semester-II) shall be promoted to Academic year 2 (Semester-III & Semester-IV).

18.2 A student having a maximum backlogs in 4 courses or 50% courses (including all category of courses), whichever is lower, of Academic year 2 (Semester- III & Semester-IV) shall be promoted to Academic year 3 (Semester-V & Semester- VI); subject to the condition that a student must have passed all the courses of Academic year 1 (Semester-1 & semester-II).

18.3 A special exam shall be conducted after the End Semester Exam of semester-VI only for those final semester students, who are unable to pass a maximum of four courses or 50% courses, whichever is lower, of their Academic year 3 (Semester-V & Semester- VI) only.

18.4 The examination fee, as decided by the University, will be charged for the special examination.

19 Course Repetition:

19.1 A student who has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s) shall have to repeat and pass the course(s) by registering a course(s) whenever it is offered as a regular course(s).

19.2 If the course (with same code/title/credit) is not offered due to the change in the curriculum, then student shall have to register and pass for the approved equivalent course (s) (with same credits) of the new curriculum.

19.3 A student who has once obtained the pass grade (***O-P***) shall not be allowed to repeat the course.

20 Grade Card:

At the end of each semester a student shall be issued a Grade Card which includes the following details:

i) Credits of each course registered in the Semester.
ii) Letter Grades/Reports obtained in each Course.
iii) The total number of credits earned by a student up to the end of that semester.

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iv) Calculation of ***SGPA*** for each semester.

v) ***CGPA*** for all the 06 (six) semesters for regular students, who have successfully completed the Program.

20.1 Semester Grade Performance Average (SGPA):

The performance of a student in a semester shall be indicated by a number called Semester Grade Performance Average (SGPA), which is the weighted average of the grade points obtained in all the courses in a semester by a student.

$$SGPA = \frac{\sum_{i=1}^{n} C_i(GP)_i}{\sum_{i=1}^{n} C_i},$$

Where, C_i: *indicates the Credit for the* i^{th} *course,*
$(GP)_i$: *indicates the Grade point obtained for the* i^{th}*course,*
n: indicates the total number of Courses.

20.2 Cumulative Grade Point Average (CGPA):

An assessment of the overall performance of a student shall be indicated by Cumulative Grade Point Average (CGPA).

$$CGPA = \frac{\sum_{i=1}^{m} S_i(SGPA)_i}{\sum_{i=1}^{m} S_i},$$

Where, *Si:Sum of credits in the* i^{th} *Semester,*
$(SGPA)_i$: *Semester Grade Point average obtained by the student in the* i^{th}*Semester,*
m: indicates the number of Semesters.

20.3 Classification of Results:

Based on the CGPA obtained and successful completion of B.Sc. (Hons.) Program (Biotechnology/Microbiology), the result of a student shall be declared as follows:

CGPA	Result
7.50 and above	Passed with Distinction (Passed all the courses in First Attempt)
6.00 and above but less than 7.50	Passed with First Class
4.50 and above but less than 6.00	Passed with Second Class
4.00 and above but less than 4.50	Passed
Below 4.00	Failed

20.4 Equivalence between Grade Points and Percentage:

Equivalence between grade points and percentage of marks can be obtained by directly multiplying the grade points by a factor of 10.00.

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21 Grade Improvement:

A student who has passed in all the examinations, starting Semester-I to Semester-VI for B.Sc. (Hons.) Program (Biotechnology/Microbiology) shall qualify for the award of degree. Nevertheless, if student feels that his CGPA is not satisfactory; such a student, for the purpose of improving the CGPA, can reappear for any of the 04 (four) core courses from Semester-III to Semester VI, in the Supplementary Examination to be conducted after the End Semester Examination of the Semester-VI and take a chance to improve the CGPA. No further chance shall be given to improve the CGPA.

22 Award of Degree:

A student shall be declared to be eligible for award of the B.Sc. (Hons.) (Biotechnology/Microbiology) Degree if he has:

(i) Successfully registered and acquired the minimum credits as prescribed by the University from time to time and as specified in the Scheme of Study and Evaluation of B.Sc. (Hons.) Biotechnology/Microbiology Program corresponding to the discipline of his study within the stipulated time.

(ii) Completed the normal duration of Program of study.

(iii) Earned a CGPA of 4.00 or above.

23 Notwithstanding anything stated in these Regulations, for any unforeseen issues arising, and not covered by these Regulations, or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining the opinion/advice of a Committee constituted by the Vice Chancellor. The decision of the Vice-Chancellor shall be final.

Registrar
Swami Rama Himalayan University

Academic Regulations

for

M.Sc. Programmes

Himalayan School of Bio-Sciences

SWAMI RAMA HIMALAYAN UNIVERSITY

Swami Ram Nagar, Jolly Grant, Dehradun

Registrar
Swami Rama Himalayan University

1. Short Title and Commencement

1.1 These regulations shall be called ***"Academic Regulations for M.Sc. (Biochemistry/Biotechnology/Microbiology) Program of Swami Rama Himalayan University."***

1.2 These Regulations shall be deemed to have come into force from the date as approved by the Board of Management of the Swami Rama Himalayan University.

2. Definitions/ Descriptions

2.1 **Academic Program** shall mean a combination of courses and/or any other component leading to a Master's degree.

2.2 **Academic Year** shall mean a period of twelve months divided in to 02(two) ***Semesters*** of ~ 20 weeks each (inclusive of 90 instructional days) for course work. The Odd Semester may be scheduled from first week of August to January and Even Semester from first week of February to July.

2.3 **CBCS** shall mean ***Choice Based Credit System***; means a system that provides choice to students to select from the prescribed courses (core, elective, minor or soft skill courses).

2.4 **Course** shall mean a component of a Program (referred to, as 'papers'). All courses need not carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed to comprise interactive lectures/ tutorials/seminars/ presentations/project work/ laboratory work/field work/ outreach activities/ vocational training/viva/ term papers/ assignments/ self-directed learning etc. or a combination of some of these.

2.5 **Credit Based Semester System (CBSS)** shall mean a system where the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be completed by the students.

2.6 **Continuous Internal assessment (CIA)** is a form of educational evaluation that assess the student's progress throughout a prescribed course. It tracks the learning process throughout the semester allowing for identification of weak points/poor performance and self-amelioration.

2.7 **Sessional Examination** shall mean Internal Test(s) to be conducted at fixed intervals as announced through the Academic calendar on commencement of Academic Year.

2.8 **Day to Day Assessment** shall mean all the assessments that are normally conducted by a Course Instructor and include assignments, group discussion, seminar, presentation, quizzes & viva-voce etc. throughout the Semester.

2.9 **Cumulative Grade Point Average (CGPA)** is a measure of overall cumulative performance of a student in all semesters taken together.

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2.10 **Course Coordinator** shall mean a faculty member, who shall be responsible for coordinating the work of all faculty member(s) involved in teaching and evaluation of a course.

2.11 **Course Instructor** shall mean a faculty member involved in teaching and evaluation of a course.

2.12 **Credit** is a unit by which the course work is measured. It determines the number of hours of instructions required per week.

2.13 **Credit Point** is the product of grade point and number of credits for a course.

2.14 **Course Load** every student shall be required to register for a set of Courses in each *Semester*, with a total number of course *Credits* being limited by considering the permissible *weekly Contact Hours* (30-40 hrs. per Week, to enable the students to engage in homework assignments, self-learning outside the Class rooms/Laboratories, Extra/Co-Curricular activities and add-on Courses, if any, for their overall development). Thus, an average Course Load of 21-30 *Credits/Semester* (e.g.,3-7*Courses*)shall be offered/given in normal case.

2.15 **Course Registration** shall mean that every student shall formally register himself for prescribed set of *Courses (Credits)*, offered, in an each Semester.

2.16 **Course Flexibility** shall mean flexibility provided to the students in selecting the courses, based on their learning capacities.

2.17 **Credit Courses** shall mean courses registered by a student in a *Semester* to earn *credits*. where he will earn *one Credit* by registering and passing, viz.:

- One hour/week/Semester for *Theory/Lecture(L)Courses* or *Tutorials;* and,
- Two hours/week/Semester for *Laboratory/Practical (P) Courses based on the requirements of the course.*

2.18 **Credit Representation** shall mean *Credit* values, as defined below, for different academic activities:

Contact Hours/Week/Semester			***Credits***	***Total Credits***
Lectures (hrs/wk/Sem)	**Tutorials** (hrs/wk/Sem)	**Practical/Practices** (hrs/wk/Sem)	(L: T: P)	(C)
2	0	0	2:0:0	2
3	0	0	3:0:0	3
4	0	0	4:0:0	4
0	0	12	0:0:12	6
0	0	40	0:0:40	20

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2.19 **Credits required for the Award of Degree** shall mean minimum prescribed number of *Credits* to be earned by a student for award of *M.Sc. (Biochemistry/Biotechnology/Microbiology)* degree.

2.20 **End Semester Examination (ESE)** shall mean an examination conducted by the University at the end of the semester.

2.21 **Enrolment to the University** shall mean the enrolment of a student to Swami Rama Himalayan University after completion of admission related requirements.

2.22 **Grade** shall mean a prescribed alphabet awarded to a student based on his performance in the examinations.

2.23 **Grade Point** shall mean a numerical weight on a 10-point scale, allotted to each letter grade awarded to a student based on his performance in the examinations.

2.24 **Letter Grade** shall mean an index of the performance of students in the said course. Grades are denoted by letters O, A+, A, B+, B, C and F.

2.25 **Grade Card** shall mean a printed record reflecting students' performance.

2.26 **Registration to the Program** shall mean registration of a student to the M.Sc. Program (Biochemistry/Biotechnology/Microbiology) after completion of admission related requirements.

2.27 **Report(s)** shall mean prescribed alphabet(s) citing the reason for not being awarded the grades.

2.28 **Semester Grade Point Average (SGPA)** shall mean a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

2.29 **University** shall mean Swami Rama Himalayan University (SRHU).

3. Admission:

Admission to M.Sc. Program *(Biochemistry/Biotechnology/Microbiology)* shall be made by the University. Eligibility Criteria and procedure for admission into M.Sc. Program *(Biochemistry/Biotechnology/Microbiology)* shall be as prescribed by the University from time to time.

4. Duration of the Program

The duration of *M.Sc.* Program *(Biochemistry/Biotechnology/Microbiology)* shall be of 02 years (Four Semesters). A student admitted to the Program shall be required to complete the *M.Sc.* Program *(Biochemistry/Biotechnology/Microbiology)* within the duration of 04 (four) years from the date of registration; failing which his registration to the Program shall stand cancelled.

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5. Program Structure:

Broad categories of courses to be studied over the entire duration of the M.Sc. Program (Biochemistry/Biotechnology/Microbiology) are as follows:

(a) Core Courses
(b) Elective Courses
  (i) Discipline Specific Elective Courses
  (ii) Generic Elective Courses
(c) Dissertation/ Project Work
(d) Ability Enhancement Courses
  (i) Ability Enhancement Compulsory Courses.
  (ii) Skill Enhancement Courses.
(e) Audit/ Value Added Courses

6. Registration

6.1 Registration to the Program

The candidate shall be eligible for registration to the Program subject to verification and submission of all the required documents and deposit of prescribed fee.

6.2 Course Registration

A student shall be required to register every semester, as per the schedule defined in Academic Calendar, for the prescribed set of courses offered.

7. University Enrolment

All the students admitted shall be enrolled with the University. Enrolment Number once allotted by the University shall be unique and will have to be quoted by the students for all correspondences with the University and also wherever necessary.

8. Temporary Discontinuation from the Program

8.1 Temporary discontinuation from the Program shall be allowed in exceptional cases with prior approval of Dean/Principal/ HOD, for 02 (two) consecutive semesters but not more than 01(one) year. However, the student shall be allowed to rejoin the Program from next Academic Semester/Year.

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8.2 Any student who temporarily discontinues the Program on medical ground shall be allowed to rejoin the Program from the next Academic Semester/Year provided that he/she is found medically fit by the medical board specified by the University from time to time.

8.3 Any student who temporarily discontinues the Program due to any other reasons shall be allowed to rejoin the Program only after approval is granted by the competent authority of the University.

9. Attendance

9.1 A student is required to maintain a minimum 75% attendance in theory classes before conduct of any evaluation component/ Examination.

9.2 Requirement of attendance in the practical classes shall be 75%. In case, any of the practical is missed-out due to absence of the student, it shall be the responsibility of the student to carry out the same with due permission of the concerned course coordinator.

9.3 Head of constituent college shall review the cases of short attendance before commencement any of the evaluation component in every semester and thereafter a list of students not eligible shall be notified.

Name of the Assessment Component	Attendance Criteria for Appearance
Sessional Examination I	75% attendance up to start of component from commencement of the Semester.
Sessional Examination II	
End Semester Examination	
End Semester Practical Examination	75% attendance up to start of the component from the commencement of the Semester.

10. Remedial Classes:

A student having short attendance before commencement of any of the evaluation component will be entitled to improve his/ her attendance by joining remedial classes before the commencement of ESE. Such a student shall be required to attend the College/Department during the period of preparatory leave and also to complete the work assigned by the Course faculty/ instructor(s) of the respective course(s). The attendance so obtained by the student shall be added to his/ her regular attendance of the respective courses of the semester. Student who is thus able to achieve 75% of attendance will be eligible to appear for the ESE.

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11. Assessment

There shall be comprehensive continuous assessment for all the students registered for M.Sc. Program (Biochemistry/Biotechnology/Microbiology). Procedure for assessment shall be as follows:

11.1 Continuous Internal Assessment

11.1.1 Theory

The Continuous Internal Assessment of theory course(s) shall comprise of:

(i) The Sessional Examination I, shall be based on the syllabus covered in first 05 (five) instructional weeks from the commencement of the semester.

(ii) The Sessional Examination II, shall be based on the syllabus covered in next 05 (five) instructional weeks from the commencement of the semester.

(iii) Day to Day Assessment: A teacher shall conduct Day to Day Assessment on regular basis continuously throughout the semester. It shall comprise of Assignment/Group Discussion/Seminar/Presentation/Quiz/Viva Voce etc. in a semester.

S. No.	Continuous Internal Assessment	Weightage (%)
1.	Sessional Examination I	25%
2.	Sessional Examination II	25%
3.	Day to Day Assessment	50%

11.1.2 Practical:

The continuous Internal Assessment for a course with laboratory session, shall be done on regular basis as per the course plan:

S. No.	Continuous Internal Assessment	Weightage (%)
1.	File record	20%
2.	Execution/demonstration	60%
3.	Viva-Voce	20%

A student must obtain a minimum 50% marks in the Continuous Internal Assessment (CIA) of a course, to appear in the End Semester Examinations.

50% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the Continuous Internal Assessment of a course will be added to the final composite score of that course for the evaluation of the grade.

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11.2 Make-up Examination for Sessional Examination:

i) Make- up examination for Sessional(s) is an opportunity given to the students who missed any or both the Sessional(s) either due to shortage of attendance, or not being able to appear for the components(s) due to some unforeseen circumstances.

ii) Make-up Examination for Sessional(s) shall be held after completion of Sessional II and before the commencement of End Semester Examination.

iii) A student shall be eligible to appear for the make-up examination for Sessional Exam, provided he fulfills the required attendance by the time of holding of make-up examination for the Sessional(s).

11.3 Eligibility Criteria for Appearing in the End Semester Examination:

A student must obtain a minimum 50% marks in the Continuous Internal Assessment (CIA) of a course, to be eligible to appear in the End Semester Examinations.

11.4 End Semester Examinations:

i) End Semester Examination of shall be held after 15 (fifteen) instructional weeks from commencement of the semester and will cover entire syllabus of a course.

ii) For a course with laboratory session, the End Semester Practical Examination shall be based on Lab records, performance, experiments conducted/demonstration and viva-voce.

60% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the End Semester Examination of a course will contribute towards the final composite score of that course.

11.5 Evaluation of Answer Sheets:

11.5.1 Evaluation for Sessional Examination:

i) Examination-In-Charge designated by the constituent college shall be responsible for distributing all the answer sheets amongst the respective Course Coordinators for evaluation and award of scores.

ii) The respective Course Coordinators shall then uniformly distribute the answer sheets to the course instructor(s) for evaluation within the stipulated time frame.

iii) Evaluated answer sheets shall then be handed over to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

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iv) The course coordinators shall be responsible to submit the consolidated award list for the respective component to the designated Examination-In-Charge.

11.5.2 Evaluation for End Semester Examination:

i) Centralized Evaluation process shall be adopted for the End Semester Examination.

ii) Once the answer booklets are received by the Examination Cell of the University, for fair evaluation to conceal the identity of an examinee coding of answer booklet shall be done by the Examination Cell before distribution to the Dean/ Head of the constituent college for evaluation.

iii) Evaluation of answer booklets shall be done at such place as decided by the University.

iv) Examination In-charge of the constituent college shall distribute the encoded answer sheets to the concerned Course Coordinators. The respective Course Coordinators shall then uniformly distribute the answer sheets to the evaluators designated by the University for Evaluation within the stipulated time frame.

v) Subsequent to evaluation, it shall be the responsibility of the concerned course coordinators to hand over the evaluated answer sheets to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

vi) All the evaluated answer sheets, along with award list of End Semester Examination and composite scores of all the components i.e. Sessional, Day to Day Assessment and ESE, shall be submitted separately by the respective course coordinator to the Dean/ Head of the constituent college for further forwarding to the University Examination Cell.

12. Criteria for passing a course:

In order to be declared pass, student must obtain minimum 50% marks of total composite score (40% marks of Continuous Internal Assessment (CIA) and 60% marks of End Semester Exams (ESE) taken together) in a course.

13. Course-wise Grading

The letter-grades and their equivalent grade points are indicated below:

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Percentage of marks after normalization	Letter Grade	Grade Point	Description	Performance
90 to100	O	10	Outstanding	Pass/Satisfactory
80 to <90	A+	9	Excellent	
70 to< 80	A	8	Very Good	
60 to < 70	B+	7	Good	
55 to < 60	B	6	Above Average	
50 to <55	C	5	Average	
<50	F	0	Fail	Fail/Unsatisfactory

**Performance of a student in Audit/Compulsory Audit Course shall be reported as Satisfactory / Unsatisfactory.*

A student who cannot be awarded any of the above grades on account of any of the reasons mentioned here in under shall be given the corresponding report in the grade card.

Status of student	Report*
Withdrawal from the Course	W
Detained in End Semester Examination due to Shortage of Attendance	SA
Abstaining from the End Semester Examination	AB
Incomplete Term work/ Evaluation Component	I
Result withheld due to administrative reasons	WH
Cancellation of Registration in a course(s) due to Disciplinary action	RC

** Report obtained by a student in any of the course shall not be used for the purpose of SGPA/CGPA calculation. Wherever this applied, SGPA and CGPA are not calculated and are marked as NC.

14. Method of Awarding the Grades

Grading of the students shall be carried-out course-wise for all courses, separately. Marks obtained by the students in each evaluation component shall be normalized on the scale of 100 (hundred) marks. The final composite score in a course shall be calculated by adding the normalized marks in the following proportion of weightages so that the total percentage of the components taken together is 100 (hundred):

Theory Components

Name of the Assessment Component	Weightages (in %age)
Continuous Internal Assessment	40%
End Semester Examination	60%

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Practical Components

Name of the Assessment Component	Weightages(in %age)
Continuous Internal Assessment	40%
End Semester Examination	60%

Subsequently, the absolute grading method, based on composite score (as defined in course-wise grading) shall be used on normalized marks obtained by all the registered students in a course and grades shall be awarded.

15. Declaration of Results

15.1 The respective course coordinators shall prepare and submit a list of normalized marks, as per the standardized format prescribed by the university, to the Dean/ Head of the constituent college who shall forward the same to the University Examination Cell.

15.2 The University Examination Cell after getting the final normalized marks checked and verified will award the grades.

15.3 Subsequent to award of grades, University Examination Cell shall prepare the result and declare the same as per the procedure laid down.

16 Supplementary Examinations:

16.1 Supplementary Examinations shall be conducted for a student who has either failed in earlier examination or abstained (***AB***) from the End Semester Examination or has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s).

16.2 Supplementary Examination for End Semester Examinations shall be held with regular End Semester Examinations.

16.3 Supplementary Examinations for ODD Semesters shall be held alongwith the End Semester Examinations of ODD Semesters and Supplementary Examinations for EVEN Semesters shall be held along with the End Semester Examinations of EVEN Semesters.

16.4 Examination fee for Supplementary Examination shall be charged as prescribed by the university.

17. Use of Unfair Means

All reported cases of use of unfair means shall be dealt with as per the Ordinance made by the University in this regard.

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18. Eligibility for Promotion and Registration to Higher Semesters

18.1 A student having a maximum backlogs in 4 courses or 50% courses (including both core and non-core audit courses), whichever is lower, of Academic year 1 (Semester-I & Semester-II) shall be promoted to Academic year 2 (Semester-III & Semester-IV).

18.2 A special exam shall be conducted after the End Semester Exam of semester-IV only for those final semester students, who are unable to pass a maximum of four courses or 50% courses, whichever is lower, of their Academic year 2 (Semester-III & Semester-IV) only.

18.3 The examination fee, as decided by the University, will be charged for the special examination.

19. Course Repetition

19.1 A student who has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s) shall have to repeat and pass the course(s) by registering a course(s) whenever it is offered as a regular course(s).

19.2 If the course (with same code/title/credit) is not offered due to the change in the curriculum, then student shall have to register and pass for the approved equivalent course (s) (with same credits) of the new curriculum.

19.3 A student who has once obtained the pass grade (***O-P***) shall not be allowed to repeat the Course.

20. Grade Card

20.1 At the end of each semester a student shall be issued a Grade Card which includes the following details:

i) Credits of each course registered in the Semester.
ii) Letter Grades/Reports obtained in each Course.
iii) The total number of credits earned by a student up to the end of that semester.
iv) Calculation of ***SGPA*** for each semester.
v) CGPA for all the 04 (four) semesters for regular students, who have successfully completed the Program.

20.2 Semester Grade Performance Average (SGPA):

The performance of a student in a semester shall be indicated by a number called Semester Grade Performance Average (SGPA), which is the weighted average of the grade points obtained in all the courses in a semester by a student.

$$SGPA = \frac{\sum_{i=1}^{n} C_i(GP)_i}{\sum_{i=1}^{n} C_i},$$

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Where, C_i: *indicates the Credit for the* i^{th} *course,*
$(GP)_i$: *indicates the Grade point obtained for the* i^{th}*course,*
n: indicates the total number of Courses.

20.3 Cumulative Grade Point Average (CGPA):

An assessment of the overall performance of a student shall be indicated by Cumulative Grade Point Average (CGPA).

$$CGPA = \frac{\sum_{i=1}^{m} S_i (SGPA)_i}{\sum_{i=1}^{m} S_i},$$

Where, *Si:Sum of credits in the* i^{th} *Semester,*
$(SGPA)_i$: *Semester Grade Point average obtained by the student in the* i^{th}*Semester,*
m: indicates the number of Semesters.

20.4 Classification of Results

Based on the CGPA obtained and successful completion of **M.Sc. Program** (Biochemistry/ Biotechnology/ Microbiology), the result of a student shall be declared as follows:

CGPA	Result
7.50 and above	Passed with Distinction (Passed all the courses in first attempt)
6.00 and above but less than 7.50	Passed with First class
5.00 and above but less than 6.00	Passed with Second class
Below 5.00	Failed

20.5 Equivalence between Grade Points and Percentage

Equivalence between grade points and percentage of marks can be obtained by directly multiplying the grade points by a factor of 10.00.

21. Grade improvement

If a student who has passed in all the regular examinations, starting Semester I to Semester IV, feels that his/ her CGPA is not satisfactory, such a student, for the purpose of improving their CGPA can reappear for any of the 05 (five) core courses from Semesters I to III along with the Special examination to be conducted after the End Semester Examination of Semester IV. No further chance shall be given to improve the CGPA.

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22. Award of Degree

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

(i) Successfully registered and acquired the minimum credits, as prescribed by the University from time to time and as specified in the Scheme of Study and Evaluation of M.Sc. Program (Biochemistry/Biotechnology/Microbiology) corresponding to the discipline of his study within the stipulated time.
(ii) Completed the normal duration of Program of study.
(iii) Earned a CGPA of 5.00 or above.

23. Notwithstanding anything stated in these Regulations, for any unforeseen issues arising, and not covered by these Regulations, or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining the opinion/advice of a Committee constituted by the Vice Chancellor. The decision of the Vice-Chancellor shall be final.

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Academic Regulations for PG programme - M.Sc. Clinical Research.

In Exercise to the powers conferred by the Statutes 4.05 (2) (b) of the First Statutes of Swami Rama Himalayan University, the Board of Management has framed the following Ordinance for smooth functioning of the University:

Ordinance SRHU/ORD/72: Academic Regulations for M.Sc. Programme in Clinical Research.

1. SHORT TITLE AND COMMENCEMENT

1.1 These Regulations shall be called "***Regulations for MSc (Clinical Research) of the Swami Rama Himalayan University***."

1.2 These Regulations shall be deemed to have come into force from the date of approval by the Board of Management of the University.

2. DEFINITIONS

2.1 **Academic Programme** shall mean a group of subjects and/ or any other component leading to a M.Sc. Degree.

2.2 **Academic Year** is a period of nearly 02 (two) Semester (twelve months) devoted to completion of requirements specified in the Scheme of Teaching including period of vacations and examinations.

2.3 **Candidate** means a person who is seeking admission to the Academic Programme.

2.4 **Course Coordinator** shall mean a faculty member, who shall be responsible for coordinating the teaching/training and evaluation of course for each year.

2.5 **Course Faculty** shall mean a faculty member involved in teaching and evaluation of a course.

2.6 **ESE** shall mean **End Semester Examination** conducted at the University level.

2.7 **Enrollment to the University** shall mean the enrolment of a student to the Swami Rama Himalayan University after completion of admission related requirements.

2.8 **Statement of Marks** shall mean the printed record reflecting student's performance.

2.9 **Student** shall mean a person admitted to the Constituent College of the University for Academic Programme to which these Regulations are applicable.

2.10 **Subject** shall mean a component of academic programme identified by a designated code number and a title.

2.11 **University** shall mean Swami Rama Himalayan University (SRHU).

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3. ADMISSION

Eligibility Criteria and procedure for admission into M.Sc. programme (Clinical Research) shall be as prescribed by the University from time to time.

4. PROGRAM STRUCTURE

The program is framed in accordance with UGC_Choice Based Credit System with a ***'Cafeteria'*** approach in which the students can take courses of their choice, learn at their own pace, undergo additional courses and acquire more than the required credits, and adopt an interdisciplinary approach to learning. Credits and work hours will, therefore, vary from Course to course depending on the requirement.

4.1 Credit Requirements for the Degree

The system is designed with the standard international course credit and UGC CBCS at its core. Each course credit roughly equals three hours of work per week for sixteen weeks (one semester).

1 Course Credit = 3 hrs of work per week for 16 weeks i.e. 48 Hrs.

In order to graduate the student needs to have completed 66 course credits.

Most courses would be between 2-4 credits.

The 66 credits are divided unevenly into six segments required for graduation:

TABLE 1		**Credit and Course requirement: MSc Clinical Research**
Credits	A student must earn a minimum of 66 Credits	
Course	The broad distribution of courses is as follows:	
Distribution	1.1	Program Fundamentals*: 14 Credits
	1.2	Depth Courses**: 26 Credits
	1.3	Degree Electives***: 8 Credits
	1.4	Research Project: 2 Credits
	1.5	Dissertation: 12 Credits

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	1.6	Cross Disciplinary* (CD): 4 Credits
	* Students can take any number of CD courses to earn minimum of 04 Credits. These courses may be trans-schools/ departments. The suggestive core categories are namely Basic Science, Engineering, Management science, Philosophy and Reasoning, Language, Expression and Statistics	

- **Program Fundamentals (~14 Credits. Mandatory):** These are the basic courses that act as building blocks for the degree in the particular field.
- **Depth Courses (~ 26 Credits)** these impart in-depth knowledge of the field serving as a bridge to connect with Electives preparing the students to get aligned to a particular track. Depth courses may or may not have Pre-requisite of fundamental courses.
- **Electives (~8 Credits):** A certain number of Elective courses will be offered in the form of tracks to give further opportunities to the students to specialize or explore thematic interests. Electives provide an expanded scope & nurtures student's skill. Student is expected to opt minimum two Electives out of the options provided. Depending on the nature of course/ requirement it can also commence in 3rd & 4th Semester & evaluated at the end of 4th Semester.
- **Research component:** The degree, as a part of its requirement, will have a significant focus on research- in the form of Research projects (built into individual Courses and / or separately) and a relatively long term Dissertation. These can also be a part of the departmental/ collaborative on-going research programs / and internship. Student will undertake research on a topic of his/her choice as advised by the internal supervisor. An external supervisor may be involved, preferably from industry, research institute, or University depending on the subject area, student interest and expertise available. Student shall be evaluated in Continuous, Midterm and End term mode of assessment described in 8.1.3. Student will submit a report and make a presentation in the department as part of summative evaluation. **A Research project** may last from four weeks to a complete semester.

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- **Dissertation (12 Credits)** may be of 6-9 months duration and the topic may preferably be in the same track as the Elective courses opted by student to permit in-depth learning. End term presentation will be made in the presence of an external subject expert of standing. If required, work can commence in mid of 3rd semester.
- **Cross disciplinary (4 Credits):** Every student is required to take two courses from across disciplines, preferably in the first and second semesters.

4.2 **Distribution of Credit hours**

The Credit hour work includes lectures, tutorials, hands-on activity periods (wet/dry/field), preparatory work, assignments, seminars, group discussions, case studies and projects etc. in the following scheme

3-Credit course: 3h lecture, 4h Activities, 1h Tutorial, 1h Self-study/week; Total 44h/Semester.

2-Credit course: 2h lecture, 2h Activities, 1h Tutorial, 1h Self-study/week; Total 96h/Semester.

In Research based Courses 3h lecture component may be in the form of interactive sessions and discussions as determined by the Tutor concerned.

5. DURATION OF THE PROGRAM

Duration of M.Sc. Clinical Research program shall be 02 (two) years.

6. TEMPORARY DISCONTINUATION FROM THE PROGRAM

Temporary discontinuation from the programme shall be allowed in exceptional cases with prior approval of Head of Institution.

6.1 Temporary discontinuation from the programme shall be allowed in exceptional cases with prior approval of Dean/ HOD, for 02 (two) consecutive semesters but not more than 01(one) year. However, the student shall be allowed to rejoin the programme from next Academic Semester/Year.

6.2 Any student who temporarily discontinues the programme on medical ground shall be allowed to rejoin the programme from the next Academic Semester/Year provided that he/she is found medically fit by the medical board specified by the University from time to time.

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6.3 Any student who temporarily discontinues the programme due to any other reasons shall be allowed to rejoin the programme only after approval is granted by the competent authority of the University.

7. ELIGIBILITY FOR APPEARING IN THE END SEMESTER EXAMINATION

7.1 Student must have a minimum of 75% attendance of total actual / working days.

7.2 The student shall secure minimum of 50% marks in continuous assessment.

8. ASSESSMENT & EVALUATION PROCEDURE

The evaluation will be designed with a view to ascertain whether the student has acquired the necessary knowledge, minimum skills along with clear concepts and the fundamentals which are necessary for him to carry out his professional day to day work competently. The scheme of examination shall be as prescribed by the University from time to time. Evaluation will be carried out on an objective basis. The student evaluation for each course of the programme includes the following components.

a. Continuous Comprehensive Assessment (CCA)
b. Mid-Term Assessment (MTA)
c. End Semester Examination (ESE)

8.1 **Continuous Assessment:**

Continuous evaluation is done through regular seminars, hands on activities (wet/dry/field) and assignments. Continuous assessment marks shall have a weightage of 50% .

8.2 **Mid Term (Semester) Assessment:**

Mid Semester/Term evaluation in form of written test shall be held at the mid of the semester (i.e 8-10 wk of semester) and shall carry a weightage of 10%.

8.3 **End Semester (Term) Examination:**

End Semester Examination (ESE) shall be held at the end of the semester will cover entire syllabus of a semester and shall carry a weightage of 40%.

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Details of Assessment & Evaluation Procedure shall be as follows:

S. No	Assessment / Evaluation	Details	Weightage (%)
a.	**Continuous Comprehensive**	Seminars – 10%	**50%**
		Hands on activities (wet/dry/field) - 30%	
		Assignments – 5%	
		Effort – 5%	
b.	**Mid Term Assessment**	Written test	**10%**
c.	**End Semester Exam.**	Written University Exam	**40%**
	TOTAL		**100%**

8.4 **Dissertation:**

- The final semester includes 6 months of internship in electives along with dissertation. The dissertation based on electives to be allotted in the mid of IIIrd Semester and research report along with the internship completion certificate would be submitted at the time of IVth Semester examination. The dissertation would carry 12 credits in all.
- A guide/ supervisor shall be appointed from the department of Community Medicine and the co-guide can be either from the department or from other disciplines (other departments from university/ other university/ industries etc) related to the allotted research topic. Dissertation shall be evaluated jointly by (HOD/internal examiner) and one external examiner (to be appointed by the university), who shall also conduct the viva-voce of the candidate.

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S. No	Assessment / Evaluation	Details	Weightage (%)
a.	Continuous Comprehensive	Periodic observation & Journal club – 20%	50%
		Seminars / Discussion - 15%	
		Published / Accepted research articles – 10%	
		Effort – 5%	
b.	Mid Term Assessment	Critical thinking & imagination as revealed in periodic writing (Dissertation)	10%
c.	End Term (Summative)	Report writing, Presentation & Viva voice	40%
TOTAL			100%

8.5 **Method of Evaluation of answer booklets:**

(i) Once the answer booklets are received by the examination cell of the university, for fair evaluation and to conceal the identity of an examinee, coding of the answer booklets shall be done by the examination cell before distributing to the respective examiner for the evaluation and award scores.

(ii) Evaluation of answer booklets shall be done at a place as decided by the University.

(iii) Subsequent to evaluation, the counterfoil of the statement of marks shall be submitted to the Controller of Examination.

(iv) There will be only one (01) examiner for a theory paper, who will be selected from the panel of internal faculty of the University for the evaluation of the answer booklet.

(v) Evaluated answer booklets shall be shown to the students only when a written application is received by the Controller of Examination after the declaration of result in the stipulated time frame as laid down by the University.

(vi) There will be no provision for re-evaluation of answer booklet. Only re-totaling of the marks can be done.

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Classification of Results

**Report obtained by a student in any of the course shall not be used for the purpose of SGPA/CGPA calculation. Wherever this applies, SGPA and CGPA are not calculated and are marked as NC.

Based on the CGPA obtained and successful completion of Programme, the result of a student shall be declared as follows:

CGPA	Result
7.50 and above	Passed with Distinction (Passed all the courses in First Attempt)
6.00 and above but less than 7.50	Passed with First Class
5.00 and above but less than 6.00	Passed with Second Class
Below 5:00	Failed

Equivalence between grade points and percentage of marks can be obtained by directly multiplying the grade points by a factor of 10.00.

9. UNIVERSITY EXAMINATION ASSESSMENT SCHEME

University Examination Assessment Scheme shall be as per the **ABSOLUTE GRADING SYSTEM LAID DOWN BY THE UGC**.

- Grading will be absolute on a 10 point scale & SGPA, CGPA shall be calculated following Standard International Practice & UGC norms 2015 (as per University stipulation).
- In order to qualify the Courses the student must obtain 50% of marks separately in both the Continuous component as well as End Semester examination.
- The CGPA required to qualify for a degree shall be in conformity with norms prescribed by the Grading matrix (Letter Grade corresponding Score/ Percent): As per University norms.

Grades and Grade Points

Composite Score	*Letter Grades*	*Grade Points*	*Description*	*Performance*
90 to 100	O	10	Outstanding	Pass/ Satisfactory*
80 to <90	A+	9	Excellent	
70 to <80	A	8	Very Good	
60 to <70	B+	7	Good	
55 to <60	B	6	Above Average	
50 to <55	C	5	Average	
<50	F	0	Fail	Fail/ Unsatisfactory*

*Performance of a student in Audit/Compulsory Audit Course shall be reported as Satisfactory/ Unsatisfactory.

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Swami Rama Himalayan University

10. GRACE MARKS

There shall be a provision of maximum of 5 grace marks in theory examination in a course provided that the examinee is appearing in all the other courses and has also passed in all the other courses in a particular examination. No grace marks shall be awarded in practical/ clinical/ viva- voce examination.

11. RE-APPEARING IN EXAMINATION

A student failing to secure minimal passing marks (50%) in a course, shall be eligible to repeat the course in next academic year.

12. PROMOTION & REGISTRATION TO HIGHER SEMESTER

12.1 Student of Semester I is required to pass/ clear minimum of 50% of fundamental course papers for promotion to Semester II. Student has to earn minimum 07 credits.

12.2 To be eligible for the promotion to the Semester III, student is required to pass/ clear minimum of 50% of core/depth course paper of II Semester. Student has to earn minimum 08 credits.

12.3 To be eligible for the promotion to the IVth Semester, student is required to clear all course papers of the Semester I (16 credits) & is also required to clear minimum 50% each course paper of semester III. Student has to earn minimum 08 credits [5+1+2 credits].

12.4 A student who for whatever reasons, is not able to complete the program within the normal period i.e. 2 years for the program, will be allowed 2 years beyond the normal period (i.e. 4 years) to clear the backlog to be qualified for the degree. Overall, the student has to earn total 66 credits to get the degree.

12.5 No student shall be given time beyond the extended period of 2 years. However in exceptional circumstances, and on the basis of recommendation from the concerned HOD, Hon'ble VC of the university may allow a student one more year for completion of the program.

Registrar
Swami Rama Himalayan University

13. STATEMENT OF MARKS

After the completion of each semester a student shall be given a Grade Card issued by Controller of Examination.

14. AWARD OF DEGREE

A student shall be declared to be eligible for award of the Degree if he/she has successfully registered and acquired the minimum marks/CGPA, as specified in the Scheme of Study and Evaluation of M.Sc. Programme including completion of dissertation work within the stipulated time.

15. USE OF UNFAIR MEANS

All reported cases of use of unfair means shall be dealt with as per the Ordinance made by the University in this regard.

16. Notwithstanding anything stated in this regulation, for any unforeseen issue arising, and not covered by this regulation, or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining the option of/ advise of a committee consisting of any or all the Deans of the Faculty. The decision of the Vice-Chancellor shall be final.

17. The University reserves the right to amend this ordinance as and when required.

Registrar
Swami Rama Himalayan University

20190223 Amendment in Academic Regulations reg. Grading Pattern

Swami Rama Himalayan University
Office of the Registrar

SRHU/Reg/OO/2019-15 Date: 23rd February 2019

OFFICE ORDER

In supersession of Office Orders no. SRHU/Reg/OO/2018-65(i) dated 30th July 2018 and SRHU/Reg/OO/2018-76 dated 28th August 2018, I am directed to inform that:

1. 'Absolute Grading System' shall be applicable for all the batches of semester based programmes running under grading pattern in different constituent colleges/ schools of the University. However 'Absolute Grading System' for programmes under HSST (formerly known as HSET) shall be applicable only from admission batches 2017 onwards.
2. The grading pattern for all the semester based programmes conducted under the grading system is hereby revised and shall be applicable to the students admitted in first semester from the academic session 2018-2019 onwards. The grading scale includes composite score, letter grades, grade points and their description.The revised grading pattern shall be as follows:

Applicable to Polytechnic Diploma, all UG Programmes and MCA

Composite Score	*Letter Grades*	*Grade Points*	*Description*	*Performance*
90 to 100	O	10	Outstanding	Pass/ Satisfactory*
80 to <90	A+	9	Excellent	
70 to <80	A	8	Very Good	
60 to <70	B+	7	Good	
50 to <60	B	6	Above Average	
45 to <50	C	5	Average	
40 to <45	P	4	Pass	
<40	F	0	Fail	Fail/ Unsatisfactory*

Applicable to all PG Programmes except MCA

Composite Score	*Letter Grades*	*Grade Points*	*Description*	*Performance*
90 to 100	O	10	Outstanding	Pass/ Satisfactory*
80 to <90	A+	9	Excellent	
70 to <80	A	8	Very Good	
60 to <70	B+	7	Good	
55 to <60	B	6	Above Average	
50 to <55	C	5	Average	
<50	F	0	Fail	Fail/ Unsatisfactory*

*Performance of a student in Audit/Compulsory Audit Course shall be reported as Satisfactory/ Unsatisfactory.

Contd.....2

A student who cannot be awarded any of the above grades on account of any of the reasons mentioned herein shall be given the corresponding report in the grade card.

Status of Student	Report**
Withdrawal from the Course	W
Detained in End Semester Examination due to Shortageof Attendance	SA
Abstaining from the End Semester Examination	AB
Incomplete Term work/Evaluation Component	I
Result withheld due to administrative reasons	WH
Cancellation of Registration in a course(s) due to Disciplinary action	RC

**Report obtained by a student in any of the course shall not be used for the purpose of SGPA/CGPA calculation. Wherever this applies, SGPA and CGPA are not calculated and are marked as NC.

Classification of Results

Based on the CGPA obtained and successful completion of Programme, the result of a student shall be declared as follows:

Applicable to Polytechnic Diploma and all UG Programmes (Except B.Tech.)

CGPA	Result
7.50 and above	Passed with Distinction (Passed all the courses in First Attempt)
6.00 and above but less than 7.50	Passed with First Class
4.50 and above but less than 6.00	Passed with Second Class
4.00 and above but less than 4.50	Passed
Below 4:00	Failed

Applicable to B.Tech. and all PG Programmes

CGPA	Result
7.50 and above	Passed with Distinction (Passed all the courses in First Attempt)
6.00 and above but less than 7.50	Passed with First Class
5.00 and above but less than 6.00	Passed with Second Class
Below 5:00	Failed

Equivalence between grade points and percentage of marks can be obtained by directly multiplying the grade points by a factor of 10.00

3. For the batches admitted prior to academic session 2018-2019 old grade pattern alongwith their corresponding grade points and their description will continue to remain the same.

This bears the approval of the competent authority.

By Order,

Registrar

Copy to: Hon'ble Chancellor
Hon'ble Vice Chancellor
Pro Vice Chancellor
} for kind information please
Deans of various Faculties
Principals of all constituent colleges/schools
Controller of Examinations

Office Order No. SRHU/Reg/OO/2021-02 Eligibility for Promotion & Registration to higher Semesters under Academic Regulations of all the Semester based prog.

Swami Rama Himalayan University
Office of the Registrar

SRHU/Reg/OO/2021-02 Date: 4th January, 2021

OFFICE ORDER

I am directed to inform that clause titled 'Eligibility for Promotion & Registration to Higher Semesters' under Academic Regulations of all the Semester based Programmes conducted in the University, is hereby amended as given hereunder and shall be effective from admission batch 2020:

1. Promotion of a student in four years (8 semesters) Programmes:

1.1 A student having a maximum backlogs in 4 courses or 50% courses (including both core and non-core audit courses), whichever is lower, of Academic year 1 (Semester-I & Semester-II) shall be promoted to Academic year 2 (Semester-III & Semester-IV).

1.2 A student having a maximum backlogs in 4 courses or 50% courses (including both core and non-core audit courses), whichever is lower, of Academic year 2 (Semester-III & Semester-IV) shall be promoted to Academic year 3 (Semester-V & Semester-VI); subject to the condition that a student must have passed all the courses of Academic year 1 (Semester-I & semester-II).

1.3 A student having a maximum backlogs in 4 courses or 50% courses (including both core and non-core audit courses), whichever is lower, of Academic year 3 (Semester-V & Semester-VI) shall be promoted to Academic year 4 (Semester-VII & Semester-VIII); subject to the condition that a student must have passed all the courses of Academic year 2 (Semester-III & Semester-IV).

1.4 A special exam shall be conducted after the End Semester Exam of semester-VIII only for those final semester students, who are unable to pass a maximum of four courses or 50% courses, whichever is lower, of their Academic year 4 (Semester-VII & Semester-VIII) only.

Contd.....2

2. Promotion of a student in three years (6 semesters) Programmes:

2.1 A student having a maximum backlogs in 4 courses or 50% courses (including both core and non-core audit courses), whichever is lower, of Academic year 1 (Semester-I & Semester-II) shall be promoted to Academic year 2 (Semester-III & Semester-IV).

2.2 A student having a maximum backlogs in 4 courses or 50% courses (including both core and non-core audit courses), whichever is lower, of Academic year 2 (Semester-III & Semester-IV) shall be promoted to Academic year 3 (Semester-V & Semester-VI); subject to the condition that a student must have passed all the courses of Academic year 1 (Semester-I & semester-II).

2.3 A special exam shall be conducted after the End Semester Exam of semester-VI only for those final semester students, who are unable to pass a maximum of four courses or 50% courses, whichever is lower, of their Academic year 3 (Semester-V & Semester-VI) only.

3. Promotion of a student in two years (4 semesters) Programmes:

3.1 A student having a maximum backlogs in 4 courses or 50% courses (including both core and non-core audit courses), whichever is lower, of Academic year 1 (Semester-I & Semester-II) shall be promoted to Academic year 2 (Semester-III & Semester-IV).

3.2 A special exam shall be conducted after the End Semester Exam of semester-IV only for those final semester students, who are unable to pass a maximum of four courses or 50% courses, whichever is lower, of their Academic year 2 (Semester-III & Semester-IV) only.

4. The examination fee, as decided by the University, will be charged for the special examination.

5. University Supplementary Examination shall be conducted along with regular semester examinations for all semester based programmes, i.e. odd with odd semester and even with even semester, as contained in Office Order SRHU/Reg/OO/2019-09 dated 1st February 2019.

This bears the approval of the competent authority.

By Order,

Registrar

Copy to: Hon'ble Chancellor
Hon'ble Vice Chancellor
Pro Vice Chancellor
} for kind information please
Deans of various Faculties
Principals of all Constituent Colleges/Schools
Controller of Examinations
Finance Officer

Office Order No. SRHU/Reg/OO/2021-94 Uniformity Examinations across all Semester Based Programmes

Swami Rama Himalayan University
Office of the Registrar

SRHU/Reg/OO/2021- 94 Date: 22nd May, 2021

OFFICE ORDER

In accordance with the decision taken by the Board of Management in its 30th Meeting held on 12th March 2021 under Agenda Item No. 30/4 (xiii), I am directed to inform that in order to maintain uniformity related to examinations across all the semester based programmes, the following decisions have been approved and they shall come into force from admission batch 2020:

1. **Eligibility criteria for appearing in the University End Semester Examinations:**

   A minimum 50% marks (40% marks for Diploma programmes) of the total demarcated Internal Assessment (IA) marks per course/subject must be obtained by students in order for them to be eligible to appear in the University Examinations.

2. **Criteria for passing of students in Internal Assessment and in the University End Semester Examinations:**

   In order to be declared 'Pass', students must obtain minimum 50% marks (40% marks for Diploma programmes) in Internal Assessment (IA) and University End Semester Exams (ESEs) **'taken together'**. However, the marks of IA would be added to the marks of ESE for final grading of the student in each course.

3. Weightage for Internal Assessment and University End Semester Examinations shall be as follows:

For all Undergraduate and Diploma Programmes	30% for Internal Assessment and 70% for University End Semester Examinations
For all Postgraduate Programmes	40% for Internal Assessment and 60% for University End Semester Examinations

The Academic Units shall maintain the records of marks obtained by students, along with methodology, in continuous formative assessment.

Contd.....2

Registrar
Swami Rama Himalayan University

4. A uniform nomenclature for different assessments shall be as follows:

   4.1 Continuous Internal Assessment (CIA) refers to the regular assessment of the learning performance related to a course module and accompanied by regular feedback to the students. Final Internal Assessment marks of the students are to be derived from this component.

   4.2 Internal Assessment (IA) refers to final internal marks given to the student based on the ongoing continuous assessment (both theoretical and practical) of the student through various modalities by faculty/teachers/mentors of his/her academic unit throughout the semester, prior to the final End Semester Examinations.

   4.3 End Semester Examinations (ESEs) refers to the final examination conducted by the University.

The Academic Regulations of all the semester based programmes shall stand amended accordingly, effective from admission batch 2020.

This supersedes our earlier Office Order SRHU/Reg/OO/2021-01 dated 4th January 2021.

By Order,

Registrar

Copy to: Hon'ble Chancellor
Hon'ble Vice Chancellor
Pro Vice Chancellor
} for kind information please
Principals of all constituent colleges/schools
Controller of Examinations

Academic Regulations for PG programme - M.Sc. Epidemiology.

In Exercise to the powers conferred by the Statutes 4.05 (2) (b) of the First Statutes of Swami Rama Himalayan University, the Board of Management has framed the following Ordinance for smooth functioning of the University:

Ordinance SRHU/ORD/73: Academic Regulations for M.Sc. Programme in Epidemiology.

1. SHORT TITLE AND COMMENCEMENT

1.1 These Regulations shall be called "***Regulations for M.Sc. (Epidemiology) of the Swami Rama Himalayan University***".

1.2 These Regulations shall be deemed to have come into force from the date of approval by the Board of Management of the University.

2. DEFINITIONS

2.1 **Academic Programme** shall mean a group of subjects/course and/ or any other component leading to a M.Sc. Degree.

2.2 **Academic Year** is a period of nearly 02 (two) Semester (twelve months) devoted to completion of requirements specified in the Scheme of Teaching including period of vacations and examinations.

2.3 **Candidate** means a person who is seeking admission to the Academic Programme.

2.4 **Course Coordinator** shall mean a faculty member, who shall be responsible for coordinating the teaching/training and evaluation of course for each year.

2.5 **Course Faculty** shall mean a faculty member involved in teaching and evaluation of a course.

2.6 **ESE** shall mean **End Semester Examination** conducted at the University level.

2.7 **Enrolment to the University** shall mean the enrolment of a student to the Swami Rama Himalayan University after completion of admission related requirements.

2.8 **Statement of Marks/Grades** shall mean the printed record reflecting student's performance.

2.9 **Student** shall mean a person admitted to the Constituent College of the University for Academic Programme to which these Regulations are applicable.

2.10 **Subject/Course** shall mean a component of academic programme identified by a designated code number and a title.

2.11 **University** shall mean Swami Rama Himalayan University (SRHU).

3. ADMISSION

Eligibility Criteria and procedure for admission into M.Sc. programme (Epidemiology) shall be as prescribed by the University from time to time.

Registrar
Swami Rama Himalayan University

4. PROGRAM STRUCTURE

The program is framed in accordance with UGC_Choice Based Credit System (CBCS) with a ***'Cafeteria'*** approach in which the students can take courses of their choice, learn at their own pace, undergo additional courses and acquire more than the required credits, and adopt an interdisciplinary approach to learning. Credits and work hours will, therefore, vary from course to course depending on the requirement.

4.1 Credit Requirements for the Degree

The system is designed with the standard international course credit and UGC CBCS at its core. Each course credit roughly equals three hours of work per week for sixteen weeks (one semester).

1 Course Credit = 3 hrs of work per week for 16 weeks i.e. 48 Hrs.

In order to graduate the student needs to have completed 66 course credits.

Most courses would be between 2-4 credits.

The 66 credits are divided unevenly into six segments required for graduation:

TABLE 1	**Credit and Course requirement:** M.Sc. Epidemiology programme	
Credits	A student must earn a minimum of **66** Credits	
Course	The broad distribution of courses is as follows:	
Distribution	1.1	Program Fundamentals: 14 Credits
	1.2	Depth Courses: 26 Credits
	1.3	Degree Electives: 8 Credits
	1.4	Research Project: 2 Credits
	1.5	Dissertation: 12 Credits
	1.6	Cross Disciplinary* (CD): 4 Credits
	* Students can take any number of CD courses to earn minimum of 04 Credits. These courses may be trans-schools/ departments. The suggestive core categories are namely Basic Science, Engineering, Management science, Philosophy and Reasoning, Language, Expression and Statistics.	

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- **Program Fundamentals (~14 Credits. Mandatory):** These are the basic courses that act as building blocks for the degree in the particular field.
- **Depth Courses (~ 26 Credits):** These courses impart in-depth knowledge of the field serving as a bridge to connect with Electives preparing the students to get aligned to a particular track. Depth courses may or may not have Pre-requisite of fundamental courses.
- **Electives (~8 Credits):** A certain number of Elective courses will be offered in the form of tracks to give further opportunities to the students to specialize or explore thematic interests. Electives provide an expanded scope & nurtures student's skill. Student is expected to opt minimum two Electives out of the options provided. Depending on the nature of course/ requirement it can also commence in 2nd & 3rd Semester.
- **Research component:** The degree, as a part of its requirement, will have a significant focus on research- in the form of mini projects and a relatively long term Dissertation. These can also be a part of the departmental/ collaborative on-going research programs / and internship. Student will undertake research on a topic of his/her choice as advised by the internal supervisor. An external supervisor may be involved, preferably from industry, research institute, and health organization depending on the subject area, student interest and expertise available. Student shall be evaluated in Continuous, Midterm and End term mode of assessment described in 8.1.3. Student will submit a report and make a presentation in the department as part of summative assessment.
- **Dissertation (12 Credits):** The topic may preferably be in the same track as the Elective courses opted by student to permit in-depth learning. End term presentation will be made in the presence of an external subject expert of standing. If required, work can commence in mid of 3rd semester.
- **Cross disciplinary (4 Credits):** Every student is required to take two courses from across disciplines.

4.2 **Distribution of Credit hours**

The Credit hour work includes lectures, tutorials, hands-on activity periods (wet/dry/field), preparatory work, assignments, seminars, group discussions, case studies and projects etc. in the following scheme.

3-Credit course: 3h lecture, 4h Activities, 1h Tutorial, 1h Self-study/week; Total 44h/Semester.

2-Credit course: 2h lecture, 2h Activities, 1h Tutorial, 1h Self-study/week; Total 96h/Semester.

In Research based Courses 3h lecture component may be in the form of interactive sessions and discussions as determined by the Tutor concerned.

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5. DURATION OF THE PROGRAM

Duration of M.Sc. Epidemiology program shall be 02 (two) years.

6. TEMPORARY DISCONTINUATION FROM THE PROGRAM

Temporary discontinuation from the programme shall be allowed in exceptional cases with prior approval of Head of Institution.

6.1 Temporary discontinuation from the programme shall be allowed in exceptional cases with prior approval of Dean/ Competent Authority, for 02 (two) consecutive semesters but not more than 01(one) year. However, the student shall be allowed to rejoin the programme from next Academic Semester/Year.

6.2 Any student who temporarily discontinues the programme on medical ground shall be allowed to rejoin the programme from the next Academic Semester/Year provided that he/she is found medically fit by the medical board specified by the University from time to time.

6.3 Any student who temporarily discontinues the programme due to any other reasons shall be allowed to rejoin the programme only after approval is granted by the competent authority of the University.

7. ELIGIBILITY FOR APPEARING IN THE END SEMESTER EXAMINATION

7.1 Student must have a minimum of 75% attendance of total actual / working days.

7.2 The student shall secure minimum of 50% marks in continuous assessment.

8. ASSESSMENT & EVALUATION PROCEDURE

The evaluation will be designed with a view to ascertain whether the student has acquired the necessary knowledge, minimum skills along with clear concepts and the fundamentals which are necessary for him to carry out his professional day to day work competently. The scheme of examination shall be as prescribed by the University from time to time. The student evaluation for each course of the programme includes the following components.

a. Continuous Internal Assessment (CIA)
b. Mid-Term Assessment (MTA)
c. End Semester Examination (ESE)

8.1 Continuous Internal Assessment:

Continuous evaluation is done through regular seminars, hands on activities (wet/dry/field) and assignments. Continuous assessment marks shall have a weightage of 50% .

8.2 Mid Term Assessment:

Mid Semester/Term evaluation in form of written test shall be held at the mid of the

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Swami Ram[illegible] University

semester (i.e 8-10 wk of semester) and shall carry a weightage of 10%.

8.3 **End Semester Examination:**

End Semester Examination (ESE) shall be held at the end of the semester will cover entire syllabus of a semester and shall carry a weightage of 40%.

Details of Assessment & Evaluation Procedure shall be as follows:

S. No	Assessment / Evaluation	Details	Weightage (%)
a.	Continuous Internal Assessment (CIA)	Seminars – 10%	50%
		Hands on activities (wet/dry/field) - 30%	
		Assignments – 5%	
		Effort – 5%	
b.	Mid Term Assessment (MTA)	Written test	10%
c.	End Semester Examination (ESE)	Written University Exam	40%
TOTAL			100%

8.4 **Dissertation:**

- The final semester includes 6 months dissertation. The dissertation to be allotted and research report along would be submitted at the time of IVth Semester examination. The dissertation would carry 12 credits in all.

- A guide/ supervisor shall be appointed from the department of Community Medicine and the co-guide can be either from the department or from other disciplines (other departments from university/ other university/ industries etc.) related to the allotted research topic. Dissertation shall be evaluated jointly by (HOD/internal examiner) and one external examiner (to be appointed by the university), who shall also conduct the viva-voce of the candidate.

Registrar
Swami Rama Himalayan University

Procedure of evaluation shall be as follows:

S. No	Assessment / Evaluation	Details	Weightage (%)
a.	Continuous Internal Assessment (CIA)	Periodic observation & Journal club – 20%	50%
		Seminars / Discussion - 15%	
		Published / Accepted research articles – 10%	
		Effort – 5%	
b.	Mid Term Assessment (MTA)	Critical thinking & imagination as revealed in periodic writing (Dissertation)	10%
c.	End Term Examination (ESE)	Report writing, Presentation & Viva voice	40%
TOTAL			100%

8.5 **Method of Evaluation of answer booklets:**

(i) Once the answer booklets are received by the examination cell of the university, for fair evaluation and to conceal the identity of an examinee, coding of the answer booklets shall be done by the examination cell before distributing to the respective examiner for the evaluation and award scores.

(ii) Evaluation of answer booklets shall be done at a place as decided by the University.

(iii) Subsequent to evaluation, the counterfoil of the statement of marks shall be submitted to the Controller of Examination.

(iv) There will be only one (01) examiner for a theory paper, who will be selected from the panel of internal faculty of the University for the Evaluation of the answer booklet.

(v) Evaluated answer booklets shall be shown to the students only when a written application is received by the Controller of Examination after the declaration of result in the stipulated time frame as laid down by the University.

(vi) There will be no provision for re-evaluation of answer booklet. Only re-totaling of the marks can be done.

9. CALCULATION OF SGPA AND CGPA

9.1 **Semester Grade Performance Average (SGPA):**

The performance of a student in a semester shall be indicated by a number called Semester Grade Performance Average (SGPA), which is the weighted average of the grade points obtained in all the courses in a semester by a student.

Registrar
Swami Ram... University

$$SGPA = \frac{\sum_{i=1}^{n} C_i (GP)_i}{\sum_{i=1}^{n} C_i}$$

Where, C_i: *indicates the Credit for the* i^{th} *course,*

$(GP)_i$: *indicates the Grade point obtained for the* i^{th}*course,*

n: indicates the total number of Courses.

9.2 **Cumulative Grade Point Average (CGPA):**

An assessment of the overall performance of a student shall be indicated by Cumulative Grade Point Average (CGPA).

$$CGPA = \frac{\sum_{i=1}^{m} S_i (SGPA)_i}{\sum_{i=1}^{m} S_i}$$

Where, *Si:Sum of credits in the* i^{th} *Semester,*

$(SGPA)_i$: *Semester Grade Point average obtained by the student in the* i^{th} *Semester,*

m: indicates the number of Semesters.

10. UNIVERSITY EXAMINATION ASSESSMENT SCHEME

University Examination Assessment Scheme shall be as per the **ABSOLUTE GRADING SYSTEM LAID DOWN BY THE UGC.**

- Grading will be absolute on a 10 point scale & SGPA, CGPA shall be calculated following Standard International Practice & UGC norms 2015 (as per University stipulation).
- In order to qualify the Courses the student must obtain 50% of marks separately in both the Continuous component as well as End Semester examination.
- The CGPA required to qualify for a degree shall be in conformity with norms prescribed by the Grading matrix (Letter Grade corresponding Score/ Percent): As per University norms.

Registrar
Swami Ram[illegible]n University

10.1 Grades and Grade Points

Composite Score	*Letter Grades*	*Grade Points*	*Description*	*Performance*
90 to 100	O	10	Outstanding	Pass/ Satisfactory*
80 to <90	A+	9	Excellent	
70 to <80	A	8	Very Good	
60 to <70	B+	7	Good	
55 to <60	B	6	Above Average	
50 to <55	C	5	Average	
<50	F	0	Fail	Fail/ Unsatisfactory*

* Performance of a student in Audit/Compulsory Audit Course shall be reported as Satisfactory/Unsatisfactory.

10.2 Other Status Report

Status of Student	Report**
Withdrawal from the Course	W
Detained in End Semester Examination due to Shortage of Attendance	SA
Abstaining from the End Semester Examination	AB
Incomplete Term work/ Evaluation Component	I
Result withheld due to administrative reasons	WH
Cancellation of Registration in a course(s) due to Disciplinary action	RC

**Report obtained by a student in any of the course shall not be used for the purpose of SGPA/CGPA calculation. Wherever this applies, SGPA and CGPA are not calculated and are marked as NC.

10.3 Classification of Results

Based on the CGPA obtained and successful completion of Programme, the result of a student shall be declared as follows:

CGPA	Result
7.50 and above	Passed with Distinction (Passed all the courses in First Attempt)
6.00 and above but less than 7.50	Passed with First Class
5.00 and above but less than 6.00	Passed with Second Class
Below 5:00	Failed

Equivalence between grade points and percentage of marks can be obtained by directly multiplying the grade points by a factor of 10.00.

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11. RE-APPEARING IN EXAMINATION

A student failing to secure minimal passing marks (50% of marks separately in both the Continuous component as well as End Semester examination) in a course, shall be eligible to repeat the course in next academic year.

12. PROMOTION & REGISTRATION TO HIGHER SEMESTER

12.1 Student of Semester I is required to pass/ clear minimum of 50% of fundamental course papers for promotion to Semester II. Student has to earn minimum 07 credits.

12.2 To be eligible for the promotion to the Semester III, student is required to pass/ clear minimum of 50% of core/depth course paper of II Semester. Student has to earn minimum 08 credits.

12.3 To be eligible for the promotion to the IVth Semester, student is required to clear all course papers of the Semester I (16 credits) & is also required to clear minimum 50% each course paper of semester III. Student has to earn minimum 08 credits [5+1+2 credits].

12.4 A student who for whatever reasons, is not able to complete the program within the normal period i.e. 2 years for the program, will be allowed 2 years beyond the normal period (i.e. 4 years) to clear the backlog to be qualified for the degree. Overall, the student has to earn total 66 credits to get the degree.

13. STATEMENT OF GRADES

At the end of each semester a student shall be issued a Grade Card which includes the following details:

i) Credits of each course registered in the Semester.

ii) Letter Grades/Reports obtained in each Course.

iii) The total number of credits earned by a student up to the end of that semester.

iv) Calculation of ***SGPA*** for each semester.

v) ***CGPA*** for all the 04(four) semesters for regular students, who have successfully completed the programme (wherever applicable).

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14. AWARD OF DEGREE

A student shall be declared to be eligible for award of the Degree if he/she has successfully registered and acquired the minimum marks/CGPA, as specified in the Scheme of Study and Evaluation of M.Sc. (Epidemiology) Programme including completion of dissertation work within the stipulated time.

15. USE OF UNFAIR MEANS

All reported cases of use of unfair means shall be dealt with as per the Ordinance made by the University in this regard.

16. Notwithstanding anything stated in this regulation, for any unforeseen issue arising, and not covered by this regulation, or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining the option of/ advise of a committee consisting of any or all the Deans of the Faculty. The decision of the Vice-Chancellor shall be final.

17. The University reserves the right to amend this ordinance as and when required.

Registrar
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20190223 Amendment in Academic Regulations reg. Grading Pattern

Swami Rama Himalayan University
Office of the Registrar

SRHU/Reg/OO/2019-15 Date: 23rd February 2019

OFFICE ORDER

In supersession of Office Orders no. SRHU/Reg/OO/2018-65(i) dated 30th July 2018 and SRHU/Reg/OO/2018-76 dated 28th August 2018, I am directed to inform that:

1. 'Absolute Grading System' shall be applicable for all the batches of semester based programmes running under grading pattern in different constituent colleges/ schools of the University. However 'Absolute Grading System' for programmes under HSST (formerly known as HSET) shall be applicable only from admission batches 2017 onwards.
2. The grading pattern for all the semester based programmes conducted under the grading system is hereby revised and shall be applicable to the students admitted in first semester from the academic session 2018-2019 onwards. The grading scale includes composite score, letter grades, grade points and their description.The revised grading pattern shall be as follows:

Applicable to Polytechnic Diploma, all UG Programmes and MCA

Composite Score	*Letter Grades*	*Grade Points*	*Description*	*Performance*
90 to 100	O	10	Outstanding	Pass/ Satisfactory*
80 to < 90	A+	9	Excellent	
70 to < 80	A	8	Very Good	
60 to < 70	B+	7	Good	
50 to < 60	B	6	Above Average	
45 to < 50	C	5	Average	
40 to < 45	P	4	Pass	
<40	F	0	Fail	Fail/ Unsatisfactory*

Applicable to all PG Programmes except MCA

Composite Score	*Letter Grades*	*Grade Points*	*Description*	*Performance*
90 to 100	O	10	Outstanding	Pass/ Satisfactory*
80 to <90	A+	9	Excellent	
70 to <80	A	8	Very Good	
60 to <70	B+	7	Good	
55 to <60	B	6	Above Average	
50 to <55	C	5	Average	
<50	F	0	Fail	Fail/ Unsatisfactory*

*Performance of a student in Audit/Compulsory Audit Course shall be reported as Satisfactory/ Unsatisfactory.

Contd.....2

A student who cannot be awarded any of the above grades on account of any of the reasons mentioned herein shall be given the corresponding report in the grade card.

Status of Student	Report**
Withdrawal from the Course	W
Detained in End Semester Examination due to Shortageof Attendance	SA
Abstaining from the End Semester Examination	AB
Incomplete Term work/Evaluation Component	I
Result withheld due to administrative reasons	WH
Cancellation of Registration in a course(s) due to Disciplinary action	RC

**Report obtained by a student in any of the course shall not be used for the purpose of SGPA/CGPA calculation. Wherever this applies, SGPA and CGPA are not calculated and are marked as NC.

Classification of Results

Based on the CGPA obtained and successful completion of Programme, the result of a student shall be declared as follows:

Applicable to Polytechnic Diploma and all UG Programmes (Except B.Tech.)

CGPA	Result
7.50 and above	Passed with Distinction (Passed all the courses in First Attempt)
6.00 and above but less than 7.50	Passed with First Class
4.50 and above but less than 6.00	Passed with Second Class
4.00 and above but less than 4.50	Passed
Below 4.00	Failed

Applicable to B.Tech. and all PG Programmes

CGPA	Result
7.50 and above	Passed with Distinction (Passed all the courses in First Attempt)
6.00 and above but less than 7.50	Passed with First Class
5.00 and above but less than 6.00	Passed with Second Class
Below 5.00	Failed

Equivalence between grade points and percentage of marks can be obtained by directly multiplying the grade points by a factor of 10.00

3. For the batches admitted prior to academic session 2018-2019 old grade pattern alongwith their corresponding grade points and their description will continue to remain the same.

This bears the approval of the competent authority.

By Order,

Registrar

Copy to: Hon'ble Chancellor
Hon'ble Vice Chancellor
Pro Vice Chancellor
} for kind information please
Deans of various Faculties
Principals of all constituent colleges/schools
Controller of Examinations

Office Order No. SRHU/Reg/OO/2021-02 Eligibility for Promotion & Registration to higher Semesters under Academic Regulations of all the Semester based prog.

Swami Rama Himalayan University
Office of the Registrar

SRHU/Reg/OO/2021-02 Date: 4th January, 2021

OFFICE ORDER

I am directed to inform that clause titled 'Eligibility for Promotion & Registration to Higher Semesters' under Academic Regulations of all the Semester based Programmes conducted in the University, is hereby amended as given hereunder and shall be effective from admission batch 2020:

1. Promotion of a student in four years (8 semesters) Programmes:

1.1 A student having a maximum backlogs in 4 courses or 50% courses (including both core and non-core audit courses), whichever is lower, of Academic year 1 (Semester-I & Semester-II) shall be promoted to Academic year 2 (Semester-III & Semester-IV).

1.2 A student having a maximum backlogs in 4 courses or 50% courses (including both core and non-core audit courses), whichever is lower, of Academic year 2 (Semester-III & Semester-IV) shall be promoted to Academic year 3 (Semester-V & Semester-VI); subject to the condition that a student must have passed all the courses of Academic year 1 (Semester-I & semester-II).

1.3 A student having a maximum backlogs in 4 courses or 50% courses (including both core and non-core audit courses), whichever is lower, of Academic year 3 (Semester-V & Semester-VI) shall be promoted to Academic year 4 (Semester-VII & Semester-VIII); subject to the condition that a student must have passed all the courses of Academic year 2 (Semester-III & Semester-IV).

1.4 A special exam shall be conducted after the End Semester Exam of semester-VIII only for those final semester students, who are unable to pass a maximum of four courses or 50% courses, whichever is lower, of their Academic year 4 (Semester-VII & Semester-VIII) only.

Contd.....2

2. Promotion of a student in three years (6 semesters) Programmes:

2.1 A student having a maximum backlogs in 4 courses or 50% courses (including both core and non-core audit courses), whichever is lower, of Academic year 1 (Semester-I & Semester-II) shall be promoted to Academic year 2 (Semester-III & Semester-IV).

2.2 A student having a maximum backlogs in 4 courses or 50% courses (including both core and non-core audit courses), whichever is lower, of Academic year 2 (Semester-III & Semester-IV) shall be promoted to Academic year 3 (Semester-V & Semester-VI); subject to the condition that a student must have passed all the courses of Academic year 1 (Semester-I & semester-II).

2.3 A special exam shall be conducted after the End Semester Exam of semester-VI only for those final semester students, who are unable to pass a maximum of four courses or 50% courses, whichever is lower, of their Academic year 3 (Semester-V & Semester-VI) only.

3. Promotion of a student in two years (4 semesters) Programmes:

3.1 A student having a maximum backlogs in 4 courses or 50% courses (including both core and non-core audit courses), whichever is lower, of Academic year 1 (Semester-I & Semester-II) shall be promoted to Academic year 2 (Semester-III & Semester-IV).

3.2 A special exam shall be conducted after the End Semester Exam of semester-IV only for those final semester students, who are unable to pass a maximum of four courses or 50% courses, whichever is lower, of their Academic year 2 (Semester-III & Semester-IV) only.

4. The examination fee, as decided by the University, will be charged for the special examination.

5. University Supplementary Examination shall be conducted along with regular semester examinations for all semester based programmes, i.e. odd with odd semester and even with even semester, as contained in Office Order SRHU/Reg/OO/2019-09 dated 1st February 2019.

This bears the approval of the competent authority.

By Order,

Registrar

Copy to: Hon'ble Chancellor
Hon'ble Vice Chancellor
Pro Vice Chancellor
} for kind information please
Deans of various Faculties
Principals of all Constituent Colleges/Schools
Controller of Examinations
Finance Officer

Office Order No. SRHU/Reg/OO/2021-94 Uniformity Examinations across all Semester Based Programmes

Swami Rama Himalayan University
Office of the Registrar

SRHU/Reg/OO/2021- 94 Date: 22nd May, 2021

OFFICE ORDER

In accordance with the decision taken by the Board of Management in its 30th Meeting held on 12th March 2021 under Agenda Item No. 30/4 (xiii), I am directed to inform that in order to maintain uniformity related to examinations across all the semester based programmes, the following decisions have been approved and they shall come into force from admission batch 2020:

1. **Eligibility criteria for appearing in the University End Semester Examinations:**

   A minimum 50% marks (40% marks for Diploma programmes) of the total demarcated Internal Assessment (IA) marks per course/subject must be obtained by students in order for them to be eligible to appear in the University Examinations.

2. **Criteria for passing of students in Internal Assessment and in the University End Semester Examinations:**

   In order to be declared 'Pass', students must obtain minimum 50% marks (40% marks for Diploma programmes) in Internal Assessment (IA) and University End Semester Exams (ESEs) **'taken together'**. However, the marks of IA would be added to the marks of ESE for final grading of the student in each course.

3. Weightage for Internal Assessment and University End Semester Examinations shall be as follows:

For all Undergraduate and Diploma Programmes	30% for Internal Assessment and 70% for University End Semester Examinations
For all Postgraduate Programmes	40% for Internal Assessment and 60% for University End Semester Examinations

The Academic Units shall maintain the records of marks obtained by students, along with methodology, in continuous formative assessment.

Contd.....2

Registrar
Swami Rama Himalayan University

4. A uniform nomenclature for different assessments shall be as follows:

   4.1 Continuous Internal Assessment (CIA) refers to the regular assessment of the learning performance related to a course module and accompanied by regular feedback to the students. Final Internal Assessment marks of the students are to be derived from this component.

   4.2 Internal Assessment (IA) refers to final internal marks given to the student based on the ongoing continuous assessment (both theoretical and practical) of the student through various modalities by faculty/teachers/mentors of his/her academic unit throughout the semester, prior to the final End Semester Examinations.

   4.3 End Semester Examinations (ESEs) refers to the final examination conducted by the University.

The Academic Regulations of all the semester based programmes shall stand amended accordingly, effective from admission batch 2020.

This supersedes our earlier Office Order SRHU/Reg/OO/2021-01 dated 4th January 2021.

By Order,

Registrar

Copy to: Hon'ble Chancellor
Hon'ble Vice Chancellor
Pro Vice Chancellor
} for kind information please
Principals of all constituent colleges/schools
Controller of Examinations

Academic Regulations for Bachelor of Vocational (B.Voc.) programme in Management.

In Exercise tothe powers conferred by the Statutes 4.05 (2) (b) of the First Statutes of Swami Rama Himalayan University, Board of Management has framed the following Ordinance for smooth functioning of the University:

Ordinance SRHU/ORD/76: Academic Regulations for Bachelor of Vocational (B.Voc.) Programme.

1. Short Title and Commencement:

1.1 These regulations shall be called "***Regulations for the* Bachelor of Vocational (B.Voc.) *Programme of Swami Rama Himalayan University.*"**

1.2 These regulations shall be deemed to have come into force from the date as approved by the Board of Management of the Swami Rama Himalayan University.

2. Definitions/ Descriptions:

2.1 **Academic Programme** shall mean a programme of courses and/or any other component leading to a Bachelor's degree.
2.2 **Academic Year** shall mean a period of twelve months into 02 (two) ***Semesters*** of 22 (twenty two) weeks each for course work.
2.3 **B.Voc** shall mean ***Bachelor of Vocation-*** a scheme introduced by UGC for skills development based higher education as part of college/university education.
2.4 **CBCS** shall mean ***Choice Based Credit System***; where a student apply cafeteria based approach to select his set of courses offered in the semester.
2.5 **CCEA** shall mean ***Comprehensive Continuous Evaluation and Assessment*** which comprises of components i.e. *MSE, TA* and *ESE*.
2.6 **CGPA** shall mean Cumulative Grade Point Average of a student.
2.7 **Course** shall mean a curricular component identified by a designated code number and a title.
2.8 **Course Coordination Group** shall mean a group of faculty members involved in teaching and evaluation of a course.
2.9 **Course Coordinator** shall mean a faculty member, who shall be responsible for coordinating the work of all faculty member(s) involved in teaching and evaluation of a course.
2.10 **Course Instructor** shall mean a faculty member involved in teaching and evaluation of a course.
2.11 **Course Load** shall mean every student shall be required to register for a set of Courses in each *Semester,* with a total number of course *Credits* being limited by considering the permissible *weekly Contact Hours* (~30/Week, to enable the students to engage in homework assignments, self-learning outside the Class rooms/Field work, Extra/Co-Curricular activities and add-on Courses, if any, for their overall development). Thus, an average Course Load of 30 *Credits/Semester* (e.g., 12Credit *General Education* and 18 *Credit Skill Courses*) shall be offered/given in normal case.
2.12 **Course Registration** shall mean that every student shall formally register himself for prescribed set of *Courses (Credits),* offered, in each Semester.
2.13 **Course Flexibility** shall mean flexibility provided to the students in selecting the courses, based on their learning capacities.

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Swami Rama Himalayan University

2.14 **Credit** shall mean numerical weightage given to a course of study.

2.15 **Credit Courses** shall mean courses registered by a student in a *Semester* to earn *credits* where he will earn *one Credit* by registering and passing, one hour/week/Semester for Theory/Lecture (L) Courses or Tutorials.

2.16 **Credit Representation** shall mean Credit values, defined, for different academic activities.

The following formula is used for conversion of time into credit hours

- One Credit would mean equivalent of 15 lectures/ periods, for theory, workshops and tutorials;
- For Lab/internship/field work/on job training, the credit weightage for equivalent hours shall be 50% of that for lectures/workshops/tutorials;
- For self-learning, based on e-content or otherwise, the credit weightage for equivalent hours of study should be 50% or less of that for lectures/ workshops/tutorials.

Contact Hours/Semester				
General Education				
Lectures (L)	***Tutorials***(T)	***Practical/ Laboratory/ On Job Training*** (P)	***Credits*** (L: T: P)	***Total Credits*** (C)
15	0	0	1:0:0	1
Skill Education				
Lectures (L)	***Tutorials***(T)	***Practical/ Laboratory/ On Job Training*** (P)	***Credits*** (L: T: P)	***Total Credits*** (C)
15	0	0	1:0:0	1
0	0	30	0:0:1	1

2.17 **Credits required for the Award of Degree** shall mean minimum number of Credits to be earned by a student for award of B.Voc. Degree.

2.18 **ESE** shall mean ***End Semester Examination*** conducted at the University level.

2.19 **Enrolment to the University** shall mean the enrolment of a student to Swami Rama Himalayan University after completion of admission related requirements.

2.20 **Entry & Exit Level** B. Voc. has multiple entry and exit points at each year and successfully completing a semester/ year (2 semesters) the candidate will be awarded Certificate, Diploma, Advance Diploma and/or B.Voc Degree.

2.21 **Grade** shall mean the prescribed alphabet awarded to a student based on his performance in the examinations.

2.22 **Grade Card** shall mean the printed record reflecting student's performance.

2.23 **Grade Point** shall mean point given to a grade on the scale of 10 (ten).

2.24 **MSE** shall mean ***Mid Semester Examination***; which covers half of syllabus; announced through Academic Calendar on commencement of Academic Year.

2.25 **NOSs** shall mean ***National Occupational Standards*** to specify the standard of

Registrar
Swami Rama Himalayan University

performance, knowledge and understanding, an individual must achieve when carrying out a function or particular activity in the workplace. Each NOS defines one key function in a job role.

2.26 **NSQF** shall mean ***National Skills Qualifications Framework*** is a competency-based framework that organizes all qualifications according to a series of levels of knowledge, skills and aptitude with broad general education.

2.27 **OJT** shall mean ***On Job Training***; would enable to garner real time industry experience and would be calculated as credit hours for award of degree.

2.28 **QPs** shall mean ***Qualification Packs***, a set of NOSs, aligned to a job role, would be available for every job role in each industry sector. The Qualification Packs help in both the creation of curriculum & assessments and certifies a person for a specific job role.

2.29 **Registration to the Programme** shall mean registration of a student to the B.VOC Program after completion of admission related requirements.

2.30 **Report(s)** shall mean prescribed alphabet(s) citing the reason for not being awarded the grades.

2.31 **SSC** shall mean ***Sector Skill Councils***; set up as autonomous industry-led bodies by NSDC. They create ***Occupational Standards and Qualification*** bodies, develop competency framework, conduct Train the Trainer Programs, conduct skill gap studies and Assess and Certify trainees on the curriculum aligned to National Occupational Standards developed by them.

2.32 **TA** shall mean a ***Teacher's Assessment*** normally conducted by a *Course Instructor and* includes assignments, group discussion, seminar, presentation, practicals, practices, &quizzes throughout the *Semester*.

2.33 **University** shall mean Swami Rama Himalayan University (SRHU).

3. Admissions:

3.1 Admission to Bachelor of Vocational (B.Voc.) Programme shall be made by the University. Eligibility criteria and procedure for admission to B.Voc. Programme shall be as prescribed by the University from time to time.

3.2 Lateral Admissions and Re-Admissions:

Eligibility criteria and procedure for admission to *Bachelor of Vocational (B.Voc.) Programme* through lateral entry and re-admission scheme shall be as prescribed by the University from time to time.

4. Programme Structure:

The Program Structure of B.Voc. Programme shall be as prescribed/ amended by the University from time to time.

The program structure is a suitable mix of general education and skill development components in each of the semester/year and is focused on undergraduate studies which incorporate specific job roles and their National Occupational Standards (NOS) as per National Skill Qualification Framework (NSQF). There will be credit-based modular programmes, wherein banking of credits for skill and general education components shall be permitted so as to enable multiple exit and entry. This would enable the student to seek employment after any level of award and join back as and

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Swami Rama Himalayan University

when feasible to upgrade his qualification / skill competency either to move higher in his career or in the higher educational system.

5. Registration:

5.1 Registration to the Programme:

The candidate shall be eligible for registration to the programme subject to verification and submission of all the required documents and deposit of prescribed fee.

5.2 Course Registration:

A student shall be required to register himself every semester, as per the schedule defined in Academic Calendar, for the prescribed set of course offered to him.

6. University Enrolment:

All the students admitted shall be enrolled with the university. Enrollment Number once allotted by the University shall be unique and will have to be quoted by the students for all the correspondence with the University and also wherever necessary.

7. Duration of the Programme:

The duration of Bachelor of Vocational (B.Voc.) Programme shall be of 06 (six) semesters in 03 (three) Academic years. However, a regular student (who continue his study without exit before award of degree) admitted to the programme shall be required to complete the Bachelor of Vocational (B.Voc.) Programme within the duration of 06(six) years from the date of registration; failing which his registration to the programme shall stand cancelled.

To enable multiple exit and multiple entry for student in the program and to provide the student an opportunity for vertical mobility to second semester after 06 (six) month of vocational certificate and to second year after one year vocational diploma and to third year after a two year vocational advanced diploma, minimum and maximum duration of B.Voc. programme at different entry and exit level shall be as follows:

Academic Year	Entry Point /NSQF Level	Exit Points / Awards	Minimum Duration	Maximum Duration
First Year	4	Vocational Certificate	06 month	01 year
	5	Vocational Diploma	06 month	01 year
Second Year	6	Vocational Advanced Diploma	01 year	02 years
Third Year	7	Bachelor of Vocation Degree	01 year	02 years
Total Duration			**03 Years**	**06 Years**

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Swami Rama Himalayan University

8. Temporary Discontinuation from the Programme:

8.1 Temporary discontinuation from the programme shall be allowed for regular student in exceptional cases for 02 (two) consecutive semesters but not more than 01 (one) year with prior approval of the Head of constituent academic unit. However, the student shall be allowed to rejoin the programme from next Academic Semester/Year.

8.2 A student who temporarily discontinues the programme on medical ground shall be allowed to rejoin the programme from the next Academic Semester/Year provided that he is found medically fit by the medical board constituted by the University from time to time.

8.3 A student who temporarily discontinues the programme due to any other reasons shall be allowed to rejoin the programme only after approval is granted by the competent authority of the University.

9. Attendance:

9.1 A student is required to maintain a minimum 75% attendance in theory classes before conduct of any evaluation component/ Examination.

9.2 Requirement of attendance in the practical/practices/fieldwork/on job training shall be 100%. In case, any of the experiment is missed-out due to absence of the student, it shall be the responsibility of the student to carry out the same with due permission of the concerned course coordinator.

10.1 Dean/ Head of constituent college shall review the cases of short attendance before commencement of any of the evaluation component in every semester and thereafter a list of students 'not eligible' shall be notified.

Name of the Evaluation Component	***Attendance Criteria for Appearance***
Mid Semester Examination	75% attendance up to start of component from commencement of the Semester.
Teacher Assessment	
End Semester Examination	

10. Remedial Classes:

A student having short attendance till the last day of class work may improve his attendance by joining remedial classes before the commencement of on job training. Such a student shall be required to attend the College/Department during the additional hour(s) allotted for remedial classes and also to complete the work assigned by the Course Coordinator(s)/Instructor(s) of the respective course(s). The attendance so obtained by the student shall be added to his regular attendance of the respective courses of the semester. Student who is thus able to achieve 75% of attendance shall be eligible to appear for the End Semester Examination.

11. Evaluation and Assessment:

There shall be comprehensive continuous evaluation and assessment (CCEA) for all the students registered for Bachelor of Vocational (B.Voc.) Programme. Procedure for CCEA shall be as follows:

Registrar
Swami Rama Himalayan University

11.1 Internal Evaluation & Assessment:

(i) The Mid Semester Examination (MSE) shall be of $1\frac{1}{2}$ (one & half) hour duration based on the syllabus covered in first 05 (five) weeks from the commencement of the semester.

(ii) There shall be Assignments/Seminars/Presentation/Practices/Quizzes/Field Work in a semester and the respective Course Instructors/In-charges shall hold them as a part of Teacher's Assessment (TA).

11.2 Make-up Examination for MSE:

(i) Make- up examination for MSE is an opportunity given to the students who missed the MSE either due to shortage of attendance, or not being able to appear for the MSE due to some unforeseen circumstances.

(ii) Make-up Examination for MSE shall be held immediately after the completion of teaching period and before the commencement of on job training.

(iii) A student shall be eligible to appear for the make-up examination for MSE, provided he fulfills the required attendance by the time of holding of make-up examination.

11.3 End Semester Examinations:

(i) End Semester Examination for theory and practical courses shall be held after completion of 22 (twenty two) week training (inclusive of instructional and on job training) from commencement of the semester.

(ii) End Semester Examination of 03 (three) hours duration for theory course(s) will cover entire syllabus of a course.

(iii) A student, besides having complied with minimum requirement for the attendance, who has neither appeared for MSE nor for its make-up examinations, shall not be eligible to appear at the End Semester Examination.

11.4 Assessment of Skill Component under NSQF

Based on different category level of a student getting admission to first semester he will be assessed and certified for NSQF Levels skill competency by concerned Sector Skill Council:

Category-1: A student already acquired NSQF certification Level 4 in a particular industry sector and opted admission in the skill based courses under NSQF in B.Voc. Degree programme in same trade with job role for which he was previously certified at school level.

Category-2: A student who have acquired NSQF certification Level 4 but may like to change his trade and may enter into skill based courses in a different vocational trade for which he was previously certified at school level.

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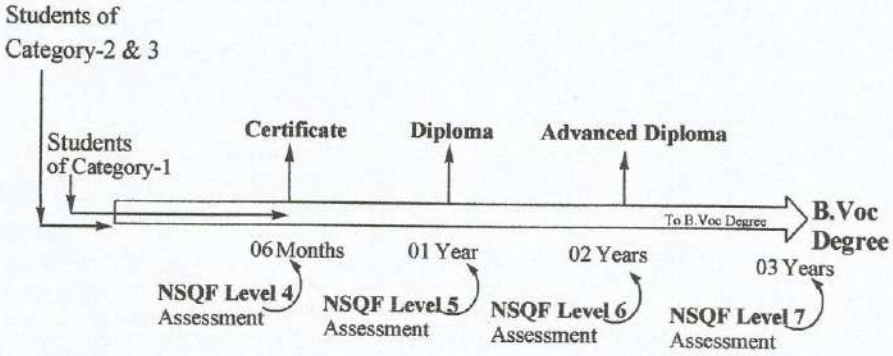
Swami Rama Himalayan University

Category-3: A student passed 10+2 examination with conventional schooling without any background of vocational training.

Students belonging to the category-2 and 3 will be assessed and certified for NSQF Level 4 of skill competency by concerned SSC at the end of first semester. However, students belonging to category-1 will not require such certification as they were already having NSQF level 4 certificates in same industry sector / job role required for specified skill credits.

A Student may exit after six months with a Certificate NSQF Level 4 or may continue for diploma or advanced diploma level or degree courses. All the students continuing to diploma course or further will be treated at par from second semester onwards. An academic progression and skill assessment of NSQF level 5, 6 and 7 for the students in vocational stream is illustrated below:



11.5 Evaluation of Answer Sheets:

1. Evaluation for CIE Components:

(i) Examination-In-Charge designated by the constituent college shall be responsible for distributing all the answers sheets amongst the respective Course Coordinators for evaluation and award of scores.

(ii) The respective Course Coordinators shall then uniformly distribute the answer sheets to the course in-charge(s) for evaluation within the stipulated time frame.

(iii) Evaluated answer sheets shall then be handed over to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

(iv) The course coordinators shall be responsible to submit the consolidated award list for the respective component to the designated Examination-In-Charge.

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2. Evaluation for End Semester University Examination:

(i) Centralized Evaluation process shall be adopted for the End Semester University Examination.

(ii) Once the answer booklets are received by the Examination Cell of the University, for fair evaluation to conceal the identity of an examinee coding of answer booklet shall be done by the Examination Cell before distribution to the Dean/ Head of the constituent college for evaluation.

(iii) Evaluation of answer booklets shall be done at such place as decided by the University.

(iv) Dean / Head of the constituent college shall distribute the encoded answer sheets to the concerned Course Coordinators. The respective Course Coordinators shall then uniformly distribute the answer sheets to the evaluators designated by the University for Evaluation within the stipulated time frame.

(v) Subsequent to evaluation, it shall be the responsibility of the concerned course coordinators to hand over the evaluated answer sheets to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

(vi) All the evaluated answer sheets, along with award list of End Semester University Examination and composite scores of all the components i.e. MSE, TA and ESE, shall be submitted separately by the respective course coordinator to the Dean/ Head of the constituent college for further forwarding to the University Examination Cell.

12. Heads of Passing:

(a) End Semester Theory Examination, Mid Semester Examination and the Teacher's Assessment together, shall form a single Head of Passing.

(b) Practical Examination, if any, including oral and term work for the laboratory courses, shall form another Head of Passing.

(c) OJT or/and Project/Dissertation work carried out in the industry, including viva-voce, records and the report submitted, shall form another Head of Passing.

(d) A student who fails in either theory or practical examination shall have to reappear for the component in which he has failed.

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13. Course-wise Grading:

The letter-grades and their equivalent grade points are indicated below:

Composite Score	*Letter Grades*	*Grade Points*	*Description*	*Performance*
90 to 100	O	10	Outstanding	Pass/ Satisfactory*
80 to < 90	A+	9	Excellent	
70 to < 80	A	8	Very Good	
60 to < 70	B+	7	Good	
50 to < 60	B	6	Above Average	
45 to < 50	C	5	Average	
40 to < 45	P	4	Pass	
<40	F	0	Fail	Fail/ Unsatisfactory*

*Performance of a student in Audit/Compulsory Audit Course shall be reported as Satisfactory/ Unsatisfactory.

A student who cannot be awarded any of the above grades on account of any of the reasons mentioned here in under shall be given the corresponding report in the grade card.

Status of Student	*Report*
Withdrawal from the Course	W
Detained in End Semester Examination due to Shortage of Attendance	SA
Absent	AB
Incomplete Term work/ Evaluation Component	I
Result withheld due to administrative reasons	WH
Cancellation of Registration in a course(s) due to Disciplinary action	RC

14. Method of Awarding the Grades:

Grading method will be as per University guidelines from time to time.

Evaluation Component	*Weightages(in %age)*
General Education Components (Theory)	
Mid-Semester Examination	30%
Teachers Assessment	20%
End-Semester Examination	50 %
Skills Components (Theory)	
Mid-Semester Examination	30%
Teachers Assessment	20%
End-Semester Examination	50 %
Skills Components (Practical)	
Mid-Semester Examination	50%
End-Semester Examination	50 %
Skills Components (OJT)	
End-Semester Examination	100 %

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15. Declaration of Results:

16.1 The respective course coordinators shall prepare and submit a list of normalized marks, as per the standardized format prescribed by the university, to the Dean/ Head of the constituent college who shall forward the same to the University Examination Cell.

16.2 The University Examination Cell, after getting the final normalized marks checked and verified, will award the grades.

16.3 Subsequent to award of grades, University Examination Cell shall prepare the result and declare the same as per the procedure laid down.

16. Compensatory Course(s):

17.1 Compensatory course(s) for theory component shall be offered, on payment of prescribed fee, to a student who has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s); failing which the student shall be required to register for the same/equivalent course(s) in a semester whenever it is offered as regular course.

17.2 Compensatory course(s) shall also be available to a student who has either failed in earlier examination or abstained (***AB***) from the end semester examination.

17.3 Compensatory course(s) will be offered during a semester along with regular courses.

17.4 On completion of the compensatory course, inclusive of appearance in Mid Semester Examination or their make-up examination, a student shall be eligible to appear for the university supplementary examination.

17.5 A student can register for not more than 02(two) compensatory courses at a time.

17.6 Withdrawal from a compensatory course is not permissible.

17. Supplementary Examinations:

17.1 Supplementary Examinations shall be conducted for a student who has either failed in earlier examination or abstained (***AB***) from the End Semester Examination or has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s).

17.2 Supplementary Examination for End Semester Examinations shall be held with regular End Semester Examinations.

17.3 Supplementary Examinations for ***ODD*** Semesters shall be held along with the End Semester Examinations of ***EVEN*** Semesters and Supplementary Examinations for ***EVEN*** Semesters shall be held along with the End Semester Examinations of ***ODD*** Semesters.

17.4 Examination fee for Supplementary Examination shall be charged as prescribed by the university.

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18. Re-assessment of Skill Component under NSQF:

Re-assessment of a failed or an absent student for Skill Component under NSQF shall be done as per the guidelines issued by SSC from time to time. A failed or an absent candidate at any NSQF level may undergo re-assessment during the entire duration of the program. The student shall pay the re-assessment fees upfront to the respective SSC or the Assessment Agency empaneled by the SSC for re-assessing a candidate.

19. Use of Unfair Means:

All reported cases of use of Unfair Means shall be dealt with as per the ordinance made by the University in this regard.

20. Eligibility for Promotion& Registration to Higher Semesters:

20.1 A student who has passed in all the heads of passing of Semester-I shall be eligible for promotion and registration to Semester-II.

Or

A student who fails in all the heads of passing of Semester-I, shall also be eligible for promotion and registration to Semester-II.

20.2 A student who has passed in all the heads of passing of Semester-I and Semester-II shall be eligible for promotion and registration to Semester-III.

Or

A student who fails in a maximum 06 (six) heads of passing of Semester-I and Semester-II, taken together, shall also be eligible for promotion and registration to Semester-III.

20.3 A student who has passed in all the heads of passing of Semester-I, Semester-II, Semester- III shall be eligible for promotion and registration to Semester-IV.

Or

A student who fails in a maximum 06 (six) heads of passing of Semester-I, Semester-II taken together, and also fails in all the heads of passing of Semester-III, shall also be eligible for promotion and registration to Semester-IV.

20.4 A student who has passed in all the heads of passing of Semester-I, Semester-II, Semester-III and Semester-IV shall be eligible for promotion and registration to Semester-V.

Or

A student who has passed in all the heads of passing of Semester-I and Semester II and fails in a maximum 06 (six) heads of passing of Semester-III and Semester-IV taken together, shall also be eligible for promotion and registration to Semester-V.

20.5 A student who has passed in all the heads of passing of Semester-I, Semester-II, Semester-III, Semester-IV and Semester-V shall be eligible for promotion and registration to Semester-VI.

Or

A student who has passed all the heads of passing of Semester-I and Semester II and fails in a maximum of 06 (six) heads of passing of Semester-III and Semester-IV taken

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together, and also fails in all the heads of passing of Semester-V, shall also be eligible for promotion and registration to Semester-VI.

21. Course Repetition:

21.1 A student who has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered Course(s) of previous semester(s) shall have to repeat and pass the course(s):

i) By registering a course(s) whenever it is offered as a compensatory course(s).

Or

ii) By registering a course(s) whenever it is offered as a regular course(s).

21.2 If the course (with same code/title/credit) is not offered due to the change in the curriculum, then student shall have to register and pass for the approved equivalent course(s) (with same credits) of the new curriculum.

21.3 A student who has once obtained the pass grade (***O-P***) shall not be allowed to repeat the course.

22. Grade Card:

At the end of each semester a student shall be issued a Grade Card which includes the following details:

(i) Credits of each course registered in the Semester.
(ii) Letter Grades/Reports obtained in each Course.
(iii) The total number of credits earned by a student up to the end of that semester.
(iv) Calculation of ***SGPA*** for each semester.
(v) ***CGPA*** for all the 06 (six) semesters for regular students, who have successfully completed the programme.

22.1 Semester Grade Performance Average (SGPA):

The performance of a student in a semester shall be indicated by a number called Semester Grade Performance Average (SGPA), which is the weighted average of the grade points obtained in all the courses in a semester by a student.

$$SGPA = \frac{\sum_{i=1}^{n} C_i (GP)_i}{\sum_{i=1}^{n} C_i},$$

Where, C_i: *indicates the Credit for the* i^{th} *course,*
$(GP)_i$: *indicates the Grade point obtained for the* i^{th} *course,*
n: indicates the total number of Courses.

22.2 Cumulative Grade Point Average (CGPA):

An assessment of the overall performance of a student registered shall be indicated by Cumulative Grade Point Average (CGPA).

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$$CGPA = \frac{\sum_{i=1}^{m} S_i (SGPA)_i}{\sum_{i=1}^{m} S_i},$$

Where, *Si: Sum of credits in the i^{th} Semester,*
$(SGPA)_i$: Semester Grade Point average obtained by the student in the i^{th} Semester, m: indicates the number of Semesters.

22.3 Classification of Results:

Based on the CGPA obtained and successful completion of B.VOC Program, the result of a student shall be declared as follows:

CGPA	Result
7.5 and above	Passed with *Distinction* (Passed all the courses in first attempt)
6.0 and above but less than 7.5	Passed in *First Class*
4.5 and above but less than 6.0	Passed in *Second Class*
4.0 and above but less than 4.5	Pass
Below 4.00	*Failed*

22.4 Equivalence between Grade Points and Percentage

Equivalence between grade points and percentage of marks can be obtained by directly multiplying the grade points by a factor of 10.00.

23. Grade Improvement:

A student who has passed in all the examinations, starting Semester-I to Semester-VI for B.VOC programme shall qualify for the award of degree. Nevertheless, if the student feels that his CGPA is not satisfactory; such a student, for the purpose of improving the CGPA, can re-appear for any of the 04 (four) core courses from Semester-III to Semester-VI, in the Supplementary Examination to be conducted after the End Semester Examination of the Semester-VI and take a chance to improve the CGPA. No further chance shall be given to improve the CGPA.

24. Eligibility for Award of Degree

24.1 A student shall be declared to be eligible for award of Vocational Certificate, Diploma, Advanced Diploma or Degree as the case may be, if he has:

(i) Successfully registered and acquired the minimum credits as prescribed by the University from time to time and as specified in the Scheme of Study and Evaluation of B.Voc. programme corresponding to the discipline of his study within the stipulated time.
(ii) Completed the normal duration of programme of study.
(iii) Earned a CGPA of 4.00 or above.

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24.2 Upon successful completion and assessment by the respective sector skill council (SSC) a student shall be awarded Skill Certifications by the SSC in terms of NSQF level-4, 5, 6& 7.

List of certificates and awards by the respective sector skill council and the university are summarized as follows:

Academic Year	Skill Component Credits	General Education Credits	Total Credits for Award	NSQF Level Certification by the SSC	Awards by the University
First	18	12	30	4	Vocational Certificate
	36	24	60	5	Vocational Diploma
Second	72	48	120	6	Vocational Advanced Diploma
Third	108	72	180	7	Bachelor of Vocation Degree

The skill credits indicated above at a particular level are cumulative to the level concerned i.e. a student in advanced diploma level will be assessed for NSQF level – 6 to acquire 72 credits of skill component will considered for overall 72 credits only. However, candidate would have been assessed for NSQF level 4 and 5 in previous semesters; these credits will not be added to skill credits after one acquires higher level of skill competency. Similarly for B.Voc degree, the 108 credits of NSQF level 7 are inclusive of the credits awarded at NSQF level 4, 5 and 6 for the skill competence of candidate assessed at different stages before he/she acquired the skill competence at NSQF level 7.

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

26. The University reserves the right to amend this ordinance as and when required.

Registrar
Swami Rama Himalayan University

20190223 Amendment in Academic Regulations reg. Grading Pattern

Swami Rama Himalayan University
Office of the Registrar

SRHU/Reg/OO/2019-15 Date: 23rd February 2019

OFFICE ORDER

In supersession of Office Orders no. SRHU/Reg/OO/2018-65(i) dated 30th July 2018 and SRHU/Reg/OO/2018-76 dated 28th August 2018, I am directed to inform that:

1. 'Absolute Grading System' shall be applicable for all the batches of semester based programmes running under grading pattern in different constituent colleges/ schools of the University. However 'Absolute Grading System' for programmes under HSST (formerly known as HSET) shall be applicable only from admission batches 2017 onwards.
2. The grading pattern for all the semester based programmes conducted under the grading system is hereby revised and shall be applicable to the students admitted in first semester from the academic session 2018-2019 onwards. The grading scale includes composite score, letter grades, grade points and their description.The revised grading pattern shall be as follows:

Applicable to Polytechnic Diploma, all UG Programmes and MCA

Composite Score	*Letter Grades*	*Grade Points*	*Description*	*Performance*
90 to 100	O	10	Outstanding	Pass/ Satisfactory*
80 to < 90	A+	9	Excellent	
70 to < 80	A	8	Very Good	
60 to < 70	B+	7	Good	
50 to < 60	B	6	Above Average	
45 to < 50	C	5	Average	
40 to < 45	P	4	Pass	
<40	F	0	Fail	Fail/ Unsatisfactory*

Applicable to all PG Programmes except MCA

Composite Score	*Letter Grades*	*Grade Points*	*Description*	*Performance*
90 to 100	O	10	Outstanding	Pass/ Satisfactory*
80 to <90	A+	9	Excellent	
70 to <80	A	8	Very Good	
60 to <70	B+	7	Good	
55 to <60	B	6	Above Average	
50 to <55	C	5	Average	
<50	F	0	Fail	Fail/ Unsatisfactory*

*Performance of a student in Audit/Compulsory Audit Course shall be reported as Satisfactory/ Unsatisfactory.

Contd.....2

A student who cannot be awarded any of the above grades on account of any of the reasons mentioned herein shall be given the corresponding report in the grade card.

Status of Student	Report**
Withdrawal from the Course	W
Detained in End Semester Examination due to Shortageof Attendance	SA
Abstaining from the End Semester Examination	AB
Incomplete Term work/Evaluation Component	I
Result withheld due to administrative reasons	WH
Cancellation of Registration in a course(s) due to Disciplinary action	RC

**Report obtained by a student in any of the course shall not be used for the purpose of SGPA/CGPA calculation. Wherever this applies, SGPA and CGPA are not calculated and are marked as NC.

Classification of Results

Based on the CGPA obtained and successful completion of Programme, the result of a student shall be declared as follows:

Applicable to Polytechnic Diploma and all UG Programmes (Except B.Tech.)

CGPA	Result
7.50 and above	Passed with Distinction (Passed all the courses in First Attempt)
6.00 and above but less than 7.50	Passed with First Class
4.50 and above but less than 6.00	Passed with Second Class
4.00 and above but less than 4.50	Passed
Below 4.00	Failed

Applicable to B.Tech. and all PG Programmes

CGPA	Result
7.50 and above	Passed with Distinction (Passed all the courses in First Attempt)
6.00 and above but less than 7.50	Passed with First Class
5.00 and above but less than 6.00	Passed with Second Class
Below 5.00	Failed

Equivalence between grade points and percentage of marks can be obtained by directly multiplying the grade points by a factor of 10.00

3. For the batches admitted prior to academic session 2018-2019 old grade pattern alongwith their corresponding grade points and their description will continue to remain the same.

This bears the approval of the competent authority.

By Order,

Registrar

Copy to: Hon'ble Chancellor
Hon'ble Vice Chancellor
Pro Vice Chancellor
} for kind information please
Deans of various Faculties
Principals of all constituent colleges/schools
Controller of Examinations

Office Order No. SRHU/Reg/OO/2021-02 Eligibility for Promotion & Registration to higher Semesters under Academic Regulations of all the Semester based prog.

Swami Rama Himalayan University
Office of the Registrar

SRHU/Reg/OO/2021-02 Date: 4th January, 2021

OFFICE ORDER

I am directed to inform that clause titled 'Eligibility for Promotion & Registration to Higher Semesters' under Academic Regulations of all the Semester based Programmes conducted in the University, is hereby amended as given hereunder and shall be effective from admission batch 2020:

1. Promotion of a student in four years (8 semesters) Programmes:

1.1 A student having a maximum backlogs in 4 courses or 50% courses (including both core and non-core audit courses), whichever is lower, of Academic year 1 (Semester-I & Semester-II) shall be promoted to Academic year 2 (Semester-III & Semester-IV).

1.2 A student having a maximum backlogs in 4 courses or 50% courses (including both core and non-core audit courses), whichever is lower, of Academic year 2 (Semester-III & Semester-IV) shall be promoted to Academic year 3 (Semester-V & Semester-VI); subject to the condition that a student must have passed all the courses of Academic year 1 (Semester-I & semester-II).

1.3 A student having a maximum backlogs in 4 courses or 50% courses (including both core and non-core audit courses), whichever is lower, of Academic year 3 (Semester-V & Semester-VI) shall be promoted to Academic year 4 (Semester-VII & Semester-VIII); subject to the condition that a student must have passed all the courses of Academic year 2 (Semester-III & Semester-IV).

1.4 A special exam shall be conducted after the End Semester Exam of semester-VIII only for those final semester students, who are unable to pass a maximum of four courses or 50% courses, whichever is lower, of their Academic year 4 (Semester-VII & Semester-VIII) only.

Contd.....2

2. Promotion of a student in three years (6 semesters) Programmes:

2.1 A student having a maximum backlogs in 4 courses or 50% courses (including both core and non-core audit courses), whichever is lower, of Academic year 1 (Semester-I & Semester-II) shall be promoted to Academic year 2 (Semester-III & Semester-IV).

2.2 A student having a maximum backlogs in 4 courses or 50% courses (including both core and non-core audit courses), whichever is lower, of Academic year 2 (Semester-III & Semester-IV) shall be promoted to Academic year 3 (Semester-V & Semester-VI); subject to the condition that a student must have passed all the courses of Academic year 1 (Semester-I & semester-II).

2.3 A special exam shall be conducted after the End Semester Exam of semester-VI only for those final semester students, who are unable to pass a maximum of four courses or 50% courses, whichever is lower, of their Academic year 3 (Semester-V & Semester-VI) only.

3. Promotion of a student in two years (4 semesters) Programmes:

3.1 A student having a maximum backlogs in 4 courses or 50% courses (including both core and non-core audit courses), whichever is lower, of Academic year 1 (Semester-I & Semester-II) shall be promoted to Academic year 2 (Semester-III & Semester-IV).

3.2 A special exam shall be conducted after the End Semester Exam of semester-IV only for those final semester students, who are unable to pass a maximum of four courses or 50% courses, whichever is lower, of their Academic year 2 (Semester-III & Semester-IV) only.

4. The examination fee, as decided by the University, will be charged for the special examination.

5. University Supplementary Examination shall be conducted along with regular semester examinations for all semester based programmes, i.e. odd with odd semester and even with even semester, as contained in Office Order SRHU/Reg/OO/2019-09 dated 1st February 2019.

This bears the approval of the competent authority.

By Order,

Registrar

Copy to: Hon'ble Chancellor
Hon'ble Vice Chancellor
Pro Vice Chancellor
} for kind information please
Deans of various Faculties
Principals of all Constituent Colleges/Schools
Controller of Examinations
Finance Officer

Office Order No. SRHU/Reg/OO/2021-94 Uniformity Examinations across all Semester Based Programmes

Swami Rama Himalayan University
Office of the Registrar

SRHU/Reg/OO/2021- 94 Date: 22nd May, 2021

OFFICE ORDER

In accordance with the decision taken by the Board of Management in its 30th Meeting held on 12th March 2021 under Agenda Item No. 30/4 (xiii), I am directed to inform that in order to maintain uniformity related to examinations across all the semester based programmes, the following decisions have been approved and they shall come into force from admission batch 2020:

1. **Eligibility criteria for appearing in the University End Semester Examinations:**

   A minimum 50% marks (40% marks for Diploma programmes) of the total demarcated Internal Assessment (IA) marks per course/subject must be obtained by students in order for them to be eligible to appear in the University Examinations.

2. **Criteria for passing of students in Internal Assessment and in the University End Semester Examinations:**

   In order to be declared 'Pass', students must obtain minimum 50% marks (40% marks for Diploma programmes) in Internal Assessment (IA) and University End Semester Exams (ESEs) **'taken together'**. However, the marks of IA would be added to the marks of ESE for final grading of the student in each course.

3. Weightage for Internal Assessment and University End Semester Examinations shall be as follows:

For all Undergraduate and Diploma Programmes	30% for Internal Assessment and 70% for University End Semester Examinations
For all Postgraduate Programmes	40% for Internal Assessment and 60% for University End Semester Examinations

The Academic Units shall maintain the records of marks obtained by students, along with methodology, in continuous formative assessment.

Contd.....2

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Swami Rama Himalayan University

4. A uniform nomenclature for different assessments shall be as follows:

   4.1 Continuous Internal Assessment (CIA) refers to the regular assessment of the learning performance related to a course module and accompanied by regular feedback to the students. Final Internal Assessment marks of the students are to be derived from this component.

   4.2 Internal Assessment (IA) refers to final internal marks given to the student based on the ongoing continuous assessment (both theoretical and practical) of the student through various modalities by faculty/teachers/mentors of his/her academic unit throughout the semester, prior to the final End Semester Examinations.

   4.3 End Semester Examinations (ESEs) refers to the final examination conducted by the University.

The Academic Regulations of all the semester based programmes shall stand amended accordingly, effective from admission batch 2020.

This supersedes our earlier Office Order SRHU/Reg/OO/2021-01 dated 4th January 2021.

By Order,

Registrar

Copy to: Hon'ble Chancellor
Hon'ble Vice Chancellor
Pro Vice Chancellor
} for kind information please
Principals of all constituent colleges/schools
Controller of Examinations

Academic Regulations for Nurse Practitioner in Critical Care Post Graduate Residency Programme.

In Exercise to the powers conferred by the Statutes 4.05 (2) (b) of the First Statutes of Swami Rama Himalayan University, Board of Management has framed the following Ordinance for smooth functioning of the University:

Ordinance SRHU/ORD/77: Academic Regulations for M.Sc. Programme Nurse Practitioner in Critical Care

1. SHORT TITLE AND COMMENCEMENT

1.1 These regulations shall be called ***"Regulations for the M.Sc. Nursing (Nurse Practitioner in Critical Care) Programme of Swami Rama Himalayan University."***

1.2 These Regulations shall be deemed to have come into force from the date as approved by the Board of Management of Swami Rama Himalayan University.

2. DEFINITIONS

2.1 **Academic Programme** shall mean a programme of subjects and/or any other component leading to a Master Degree in Nursing (Nurse Practitioner in Critical Care).

2.2 **Academic Year** is a period of nearly 12 (twelve) months devoted to completion of requirements specified in the Scheme of Teaching including period of vacations and examinations.

2.3 **Candidate** means a person who is seeking admission to the Academic Programme.

2.4 **Subject** means a component of the academic programme, carrying a distinctive code number.

2.5 **Entrance Examination** means an Examination conducted by the University for admission in to the Academic Programme.

2.6 **External Examiner** shall mean an examiner who is not in employment of the same Constituent College of the University.

2.7 **Student** shall mean a person admitted to the Constituent College of the University for the Academic Programme, to which these Regulations are applicable.

2.8 **University** shall mean Swami Rama Himalayan University (SRHU).

3. ADMISSION

Admission to M.Sc. Nursing (Nurse Practitioner in Critical Care) Programme shall be made by the University. Eligibility criteria and procedure for admission to Nurse Practitioner in Critical

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Care Programme shall be as prescribed by the University and Statutory Council from time to time.

4. PROGRAMME STRUCTURE

The Program Structure of M.Sc. Nursing (Nurse Practitioner in Critical Care) Programme shall be as prescribed by the Statutory Council and the University from time to time.

5. DURATION OF THE PROGRAMME

Duration of M.Sc. Nursing (Nurse Practitioner in Critical Care) Programme shall be 02 (two) years as prescribed by the Indian Nursing Council (INC).

6. TEMPORARY DISCONTINUATION FROM THE PROGRAMME

6.1 Temporary discontinuation from the programme shall be allowed in exceptional cases with prior approval of Head of Constituent Academic Unit, only once for a maximum period of one year. However, such a student shall be allowed to rejoin the programme from next academic year.

6.2 Any student who temporarily discontinues the programme on medical ground shall be allowed to rejoin the programme from the next academic year; provided that he/she is found medically fit by the medical board constituted by the University from time to time.

6.3 Any student who temporarily discontinues the programme due to any other reasons shall be allowed to rejoin the programme only after approval is granted by the competent authority of the University.

7. ATTENDANCE

A candidate must have 100% attendance in theory segment & 100% attendance in the Clinical/Practical segment of a particular subject as per INC.

8. ASSESSMENT PROCEDURE: INTERNAL & UNIVERSITY EXAMINATION

8.1 Internal Assessment (As per the norms of INC norms):

(i) Internal evaluation is done through regular sessional examinations, seminars, written assignments, case presentation, case study report, clinical performance evaluation, OSCE and class test. The results of internal evaluation are considered for internal assessment

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marks of final examination.

(ii) Internal assessment marks in theory shall have a weightage of 30% in final University theory examination.

(iii) Internal assessment marks in practical shall have a weightage of 50% in final University practical examination.

(iv) Theoretical basis for Advanced Practice Nursing shall have only internal theory examination.

(v) Average internal marks of the total students should not exceed 75% i.e. if 40 students are admitted in a subject the average score of the 40 students shall not exceed 75% of total internal marks.

8.2 University Examination:

University Examination and Assessment Scheme shall be as per Statutory Council and University norms from time to time.

9. ELIGIBILITY FOR APPEARING IN UNIVERSITY EXAMINATIONS

(i) A candidate must have 100% attendance in theory segment & 100% attendance in the Clinical/Practical segment of a particular subject as per INC.

(ii) A candidate must obtain 60% marks, in internal assessment in theory and practical (separately) of each subject as per INC.

10. EVALUATION PROCEDURE

10.1 Appointment of an Examiner: To be qualified as an examiner for M.Sc. Nursing (Nurse Practitioner in Critical Care) Programme in a given subject the examiner must fulfil the eligibility criteria as laid down by statutory council and approved by the University.

10.2 Method of Evaluation of Answer Booklets:

(i) Once the answer booklets are received by the Examination Cell of the University, for fair evaluation to conceal the identity of an examinee coding of answer booklet shall be done by the Examination Cell.

(ii) There shall be provision of double evaluation of answer booklets as per university norms.

(iii) As far as possible evaluator for answer booklets shall not be the evaluator for practical/clinical/viva-voce examination. Evaluation-I shall be done by the internal examiner & Evaluation-II shall be done by the external examiner appointed by the

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University.

(iv) Evaluation of answer booklets shall be done at such place as decided by the University.

(v) Once Evaluation is over, marks of both Evaluation-I & II shall be entered in the tabulation chart.

(vi) If any question paper is having M.C.Q. these shall be evaluated by first evaluator, as per the answer key provided.

(vii) Average of two Evaluation plus marks obtained in M.C.Q. comprises the total marks obtained by the examinee in a particular subject/ paper.

(viii) If difference of marks between evaluation Ist & IInd is more than 10% in PG Nursing programmes (M.Sc. Nursing Nurse Practitioner in Critical Care) of total marks of a particular paper, then the answer booklets shall be evaluated by a third evaluator appointed by the University. The Controller of Examinations shall then obtain average out of the marks awarded by third evaluator and the marks of the first or second evaluator whichever is nearer to the score of third evaluator. The average marks thus obtained after the third evaluation shall be final. Process to be followed for IIIrd evaluation shall be the same as per Ist & IInd evaluation.

10.3 Conduct of Practical and Oral Examination:

10.3.1 Conduction of Oral Practical Examination:

(i) All practical examinations must be held in the respective clinical areas and laboratories. Objective Structured Clinical Examination (OSCE) will be used for practical examination.

(ii) Maximum number of candidates for all practical and oral examination should not exceed 10 students per day. There should be 6 hours of examination per student for practicum. Examination should be held in clinical area only.

(iii) The team of three (3) practical examiners - One (1) Internal examiner (M.Sc. Nursing faculty with two (2) years of teaching experience in M.Sc. Nursing (Nurse Practitioner in Critical Care) Programme/ M.Sc. Nursing Faculty (Medical Surgical Nursing preferable) with 5 years of Post PG experience, One (1) External examiner (same as above qualification & experience) and One (1) Medical Internal examiner

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who is a preceptor for M.Sc. Nursing (Nurse Practitioner in Critical Care) Programme should jointly conduct practical and oral examination for each student.

(iv) Internal medical examiner should be the medical preceptor for M.Sc. Nursing (Nurse Practitioner in Critical Care) Programme and having Post Graduation in medical (Anesthesia, Cardiology, Neurology, Nephrology, Critical Care) with 3 year of Post PG experience.

10.3.2 Conduction of dissertation examination:

(i) Evaluation of dissertation should be done by the examiner prior to viva. The dissertation must be submitted by a student on or before completion of sixth month of second year of the programme.

(ii) For Dissertation, Main Guide: Nursing Faculty (3 years Post PG experience) teaching Nurse Practitioner Programme

Co guide: Medical preceptor.

One internal and one external examiner (outside the university) should evaluate dissertation and jointly conduct viva-voce for each student.

Guide student ratio – 1:5.

10.4 Declare 'Pass' in Particular Subject:

To be declared 'Pass' in a particular subject, a student must obtain 60% marks in theory and practical separately in University Examination. If he/she fails in either theory or practical of a subject, he/she shall reappear in the University examination for both theory and practical examination of that subject (Paper).

10.5 Grace Marks:

Grace marks up to a maximum of five marks in theory segment only would be granted, if the examinee after having appeared in all subjects together, fails in a single subject, irrespective of number of attempts, in a particular University Examination.

Grace marks will not be granted in Practical/ Clinical/ Viva-Voce examination.

10.6 Distinction:

Distinction at 75% or more marks would be granted subject wise, regardless of attempt, provided that the students has appeared in all the subjects of that examination and secured at least pass marks in other subjects of that examination.

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10.7 Declaration of Results:

University Examination Cell shall cross check the marks entered in the tabulation chart and grace marks given as per the provisions and shall declare the results as per the procedure laid down.

10.8 Supplementary Examination:

Supplementary examination will be conducted once in an Academic year within 06 (six) months of declaration of result of regular University Examination.

10.9 Re-evaluation of Answer Booklet:

(i) There shall be no provision for re-evaluation of answer booklet. However a student shall be entitled to apply for retotaling of the marks in a particular subject as per the norms prescribed by the University.

(ii) A student if so desires can see his evaluated answer booklets after submitting his request to the University Examination Cell as per the norms prescribed by the University within 15 (fifteen) days of declaration of result. However the student shall not have any right to challenge the marks evaluated by the University. The identity of the evaluator shall not be disclosed to the student concerned.

(iii) The answer booklets shall be maintained for a period of three months and shall thereafter be disposed of in the manner as per the procedure laid down.

11. PROMOTION & REGISTRATION TO HIGHER CLASS

Maximum number of attempts for each subject is 2 (two) and maximum period of completion of programme shall be 4 years. However to appear for final year examination, a student should have passed all the subjects of previous year.

12. AWARD OF DEGREE

On successful completion of all the examinations, a student shall be eligible for the award of the degree of Master of Science in Nursing (Nurse Practitioner in Critical Care).

13. USE OF UNFAIR MEANS

All reported cases of use of Unfair Means shall be dealt with as per the ordinance made by the University in this regard.

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

15. The University reserves the right to amend this ordinance as and when required.

Registrar
Swami Rama Himalayan University

20221124 Amendment in Academic Regulations for NPCC

Swami Rama Himalayan University
Office of the Registrar

SRHU/Reg/OO/2022-190 Date: 24th November, 2022

OFFICE ORDER

I am directed to inform that in accordance with Corrigendum issued by Indian Nursing Council (INC), the existing Ordinance SRHU/ORD/77 titled 'Academic Regulations for Post Graduate Programme - M.Sc. Nursing (Nurse Practitioner in Critical Care)' of the University, stands partially amended, as follows:

Clause No.	Title	Amended
1 (1.1)	M.Sc. Nursing (Nurse Practitioner in Critical Care)	Nurse Practitioner in Critical Care Post Graduate Residency Programme
9 (i)	ELIGIBILITY FOR APPEARING IN UNIVERSITY EXAMINATIONS	A candidate must have minimum of 80% attendance in theory & practical segments of a particular subject before appearing for final university examination. He/she must complete 100% attendance in Practical before the award of degree as per INC.
9 (ii)		There is no minimum cut off for Internal assessment marks, as internal and external marks are added together for declaring pass.
10 (10.4)	Declare 'Pass' in Particular Subject:	To be declared 'Pass' in a particular subject, a student must obtain 60% marks and above in the aggregate of both internal and external university examination in theory and practical in every subject and less than 60% is fail. If he/she fails in either theory or practical of a subject, he/she shall reappear in the University examination for both theory and practical examination of that subject.

This bears the approval of the competent authority.

By Order,

29/11/22

Registrar

Copy to: Hon'ble Chancellor
Hon'ble Vice Chancellor
Pro Vice Chancellor
Controller of Examinations
} *for kind information please*
Principal, Himalayan College of Nursing - kindly to intimate concerned HOD

Academic Regulations for Diploma (Yoga Science & Holistic Health) under Faculty of Medicine.

In exercise to the powers conferred by Statute 4.05 (2) (b) of the First Statutes of Swami Rama Himalayan University, the Board of Management has framed the following Ordinance for smooth functioning of the University:

Ordinance SRHU/ORD/79: Academic Regulations for Diploma (Yogic Sciences & Holistic Health) under Faculty of Medicine.

1. SHORT TITLE AND COMMENCEMENT

1.1 These regulations shall be called "***Regulations for the Diploma in Yogic Sciences & Holistic Health of the Swami Rama Himalayan University.***"

1.2 These Regulations shall be deemed to have come into force from the date as approved by the Board of Management of Swami Rama Himalayan University.

2. DEFINITIONS

2.1 **Academic Programme** shall mean a group of subjects and/ or any other component leading to a **Diploma in Yogic Sciences & Holistic Health.**

2.2 **Academic Year** is a period of nearly 02 (two) Semesters (twelve months) devoted to completion of requirements specified in the Scheme of Teaching including period of vacations and examinations.

2.3 **Candidate** means a person who is seeking admission to the Academic Programme.

2.4 **Course Coordinator** shall mean a faculty member, who shall be responsible for coordinating the teaching/training and evaluation of course for each year.

2.5 **ESE** shall mean End Semester Examination conducted by the University.

2.6 **External Examiner** shall mean an examiner who is not in employment of the same Constituent College of the University.

2.7 **Statement of Grade Card** shall mean the printed record reflecting student's performance

2.8 **Student** shall mean a person admitted to the Constituent College of the University for Academic Programme to which these Regulations are applicable.

2.9 **Subject** means a component of academic programme, carrying a distinctive code number.

2.10 **University** shall mean Swami Rama Himalayan University (SRHU).

Registrar
Swami Rama Himalayan University

3. ADMISSION AND ELIGIBILITY CRITERIA

Admission to Diploma in Yogic Sciences and Holistic Health programmes shall be made by the University. Eligibility criteria and procedure for admission to Diploma in Yogic Sciences and Holistic Health programmes shall be as prescribed by the University from time to time.

4. PROGRAMME STRUCTURE

The Program Structure of Diploma in Yogic Sciences and Holistic Health shall be as prescribed by the University from time to time.

5. DURATION OF THE PROGRAMME

5.1 The duration of Diploma in Yogic Sciences and Holistic Health programme shall be 01 year with 6 months compulsory in-house internship period as prescribed by the University norms.

5.2 A student admitted to the programme shall be required to complete the Diploma in Yogic Sciences and Holistic Health Programme within the duration of 03 (Three) years and Six Month from the date of registration; failing which his registration to the programme shall stand cancelled. One year extension under special circumstances may be granted by the University.

6. TEMPORARY DISCONTINUATION FROM THE PROGRAMME

6.1 Temporary discontinuation from the programme shall be allowed in exceptional cases with prior approval of Dean/ HOD, for 02 (two) consecutive semesters but not more than 01(one) year. However, the student shall be allowed to rejoin the programme from next Academic Semester/Year.

6.2 Any student who temporarily discontinues the programme on medical ground shall be allowed to rejoin the programme from the next Academic Semester/Year provided that he/she is found medically fit by the medical board of the University.

6.3 Any student who temporarily discontinues the programme due to any other reasons shall be allowed to rejoin the programme only after approval is granted by the competent authority of the University.

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Swami Rama Himalayan University

7. INTERNAL ASSESSMENT PROCEDURE:

(i) Internal evaluation shall be done on as prescribed in clause 10 below.

(ii) Internal assessment marks in theory shall have a weightage of 30% in final University theory examination.

(iii) Internal assessment marks in practical shall have a weightage of 30% in final University practical examination.

8. ELIGIBILITY FOR APPEARING IN THE END SEMESTER UNIVERSITY EXAMINATIONS

Students must have 75% attendance in theory and clinical/practical segment separately to be eligible to appear in the End Semester University examination. However, maximum 5% relaxation may be granted by the University on medical ground on production of Medical Certificate by competent authority.

9. EVALUATION AND ASSESSMENT

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

9.1 Internal Assessment will be based on regular class and practical test and student performance on Day-to-day basis.

Assessment

The student assessment for each course includes the following components.

A. Internal Assessment (CIA) - Conducted twice (CIA I and CIA II) during the semester.

B. Teacher Assessment (TA).

C. End Semester Examination (ESE).

SN	Assessment Component	Details
1a.	CIA-I	• Written exam of 1½ hours duration, • Conducted after 10 weeks of class teaching
1b.	CIA-II	• Written exam of 1½ hours duration, • Conducted after 18-19 weeks of class teaching
2.	TA	Assessment based on • assignments completed & submitted (8 marks) • class presentation (7 marks)

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The total weightage of Internal Evaluation is 30 percent in Diploma in Yogic Sciences and Holistic Health.

SN	Assessment Component	MM	W (%)
1a.	CIA-I	15	50
1b.	CIA-II	15	
2.	TA	15	50
MM - Maximum Marks, W - weightage			

9.2 End Semester Examination (ESE) shall be held at the end of the semester and will cover entire syllabus of a semester.

9.3 Candidates are allowed to write End Semester University Examination in Hindi / English.

9.4 **Methods of Evaluation of answer booklets:**

(i) Once the answer booklets are received by the examination cell of the university, for fair evaluation and to conceal the identity of an examiner coding of the answer booklets shall be done by the examination cell of the unit before distributing to the respective examiner for the evaluation and award scores. Evaluation of answer booklets shall be done at such place as decided by the University.

(ii) Subsequent to evaluation, the statement of marks shall be submitted to the Controller of Examination in the prescribed format.

(iii) There will be only one (01) examiner for evaluation of theory paper. Evaluated answer booklets shall be shown to the students only on submission of written application by the student to the Controller of Examination in the stipulated time frame as laid down by the University.

(iv) Oral/Practical examination shall be conducted in the respective Department.

(v) There shall be one external examiner and one internal examiner for the evaluation of the practical examination.

(vi) The examiner shall be fully responsible for the fair and smooth conduction of practical/oral examination.

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Swami Rama Himalayan University

(vii) The marks of Practical/oral examination shall be sent in the prescribed format to the Controller of Examination by the respective Examiner of the examination.

(viii) There shall be no provision for revaluation of answer booklet. Only retotaling of the marks can be done.

9.5 **Conduct of Practical/ Clinical & Oral examination**

(i) All practical examinations must be held in the respective department.

(ii) There shall be one external examiner and one internal examiner for conduct of practical/clinical and viva-voce examination.

(iii) For yoga camps/ workshops/ project internal examiner should be the guide and external examiner should be the subject expert from the same practical/clinical specialty holding Ph.D./M.Phil. /M.Sc. Yogic Sciences with a minimum of 03(three) years' experience.

(iv) Out of 70 (Seventy) marks allocated for End Semester University Examination 40 (forty) marks shall be allocated for demonstration/performance/presentation and remaining 30 (thirty) marks shall be allocated for viva-voce.

9.6 To declare pass in any subject student is required to obtain minimum of 'D' grade (Aggregate) including CIA-I, CIA-II, TA, ESE marks allocated to that subject in each individual paper of theory, practical, seminar and dissertation / project work.

9.7 The division shall be determined on the basis of CGPA of all the papers (Theory, practical, seminar, internal assessment and dissertation / project work) of first and second semester prescribed for the diploma.

9.8 Classification of Results: based on CGPA obtained and successful completion of Diploma in Yogic Sciences and Holistic Health) programme, result of student shall be declared as follows:

CGPA	Result
7.50 and above	Passed in first Class with Distinction (passed all the courses in first attempt)
6.0 and above but less than 7.5	Passed in First Class
5.0 and above but less than 6.0	Passed in Second Class
4.0 and above but less than 5.0	Pass
Below 4.0	Failed

Registrar
Swami Rama Himalayan University

10. GRACE MARKS

There shall be a provision of maximum of 05 (Five) grace marks in theory examinationin a subject provided that the examinee is appearing in all the other subjects and has also passed in all the other subjects in a particular examination. No grace marks shall be awarded in Practical / Clinical/ Viva-voce examination.

11. SUPPLEMENTARY EXAMINATION

A student who has failed in any subject in a Semester shall appear for the same in the supplementary examination due to be held with the next ongoing End Semester University Examination.

12. PROMOTION & REGISTRATION TO HIGHER SEMESTERS

12.1 Student of Semester I (1st year) is required to pass/ clear minimum of 3 (including theory & practical) out of the total 5 papers (including theory & practical) for promotion to Semester II (Ist year).

12.2 To be eligible for the promotion to the Semester III (2nd Year), student is required to pass/clear minimum of 6 papers (including theory & practical) (four from Ist & IInd Semester each) of the 10 papers (including theory & practical).

12.3 **Total Credit to be earned for promotion to 3rdSemester.**

1st Semester & II: 28 Credits out of 46 Credits.

12.4 During the internship of the programme, a student must clear all the papers of I & II Semesters taken together.

13. UNIVERSITY EXAMINATION ASSESSMENT SCHEME

University Examination Assessment Scheme shall be as prescribed by the University from time to time. The Assessment will be as per the **Grading System prevailing to the University.**

14. STATEMENT OF GRADE CARD

After the completion of each semester a student shall be given a Grade Card issued by Controller of Examination.

Registrar
Swami Rama Himalayan University

15. AWARD OF DIPLOMA

A student shall be declared to be eligible for award of the Diploma if he/she has successfully registered and acquired the minimum Grade, as specified in the Scheme of Study and Evaluation of Diploma in Yogic Sciences and Holistic Health programme including completion of In-house internship/yoga camps/projects within the stipulated time.

16. USE OF UNFAIR MEANS

All reported cases of use of unfair means shall be dealt with as per the Ordinance made by the University in this regard.

17. Notwithstanding anything stated in this regulation, for any unforeseen issue arising, and not covered by this regulation, or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining the opinion/advise of a committee consisting of any or all the Deans of the Faculty. The decision of the Vice-Chancellor shall be final.

18. The University reserves the right to amend this ordinance as and when required.

Registrar
Swami Rama Himalayan University

20180828 Amendment Common Grading Pattern for all Semester based programmes.

Swami Rama Himalayan University
Office of the Registrar

SRHU/Reg/OO/2018- 76 Date: 28th August, 2018

OFFICE ORDER

I am directed to inform that all constituent colleges/schools shall adopt the following grading pattern in all the Programmes conducted under the semester mode from the academic session 2018-19:

Grading pattern for all UG programmes except B.Tech.

Percentage of Marks (Composite Score)	*Letter Grades*	*Grade Points*	*Description*
95 to 100	O	10	Outstanding
85 to < 95	A+	9	Excellent
75 to < 85	A	8	Very Good
65 to < 75	B+	7	Good
55 to < 65	B	6	Above Average
45 to < 55	C	5	Average
40 to < 45	D	4	Pass
<40 (for all UG programs except B.Tech.)	F	0	Fail
	Ab		Absent

Grading pattern for all PG programmes including B.Tech.

Percentage of Marks (Composite Score)	*Letter Grades*	*Grade Points*	*Description*
95 to 100	O	10	Outstanding
85 to < 95	A+	9	Excellent
75 to < 85	A	8	Very Good
65 to < 75	B+	7	Good
55 to < 65	B	6	Above Average
50 to < 55	C	5	Average
<50 (for all PG programs including B.Tech.)	F	0	Fail
	Ab		Absent

This system shall be applicable to the students admitted in first semester from the academic session 2018-19 onwards.

All the students of prior batches including students admitted in academic session 2017-18 shall be placed in the previous grading in the same manner as was previously done.

This bears the approval of the competent authority.

By Order,

Registrar

Copy to: Hon'ble Chancellor
Hon'ble Vice Chancellor
Pro Vice Chancellor
} for kind information please
Deans of various Faculties
Principals of all constituent colleges/schools
Controller of Examinations

20190223 Amendment in Academic Regulations reg. Grading Pattern

Swami Rama Himalayan University
Office of the Registrar

SRHU/Reg/OO/2019-15 Date: 23rd February 2019

OFFICE ORDER

In supersession of Office Orders no. SRHU/Reg/OO/2018-65(i) dated 30th July 2018 and SRHU/Reg/OO/2018-76 dated 28th August 2018, I am directed to inform that:

1. 'Absolute Grading System' shall be applicable for all the batches of semester based programmes running under grading pattern in different constituent colleges/ schools of the University. However 'Absolute Grading System' for programmes under HSST (formerly known as HSET) shall be applicable only from admission batches 2017 onwards.
2. The grading pattern for all the semester based programmes conducted under the grading system is hereby revised and shall be applicable to the students admitted in first semester from the academic session 2018-2019 onwards. The grading scale includes composite score, letter grades, grade points and their description.The revised grading pattern shall be as follows:

Applicable to Polytechnic Diploma, all UG Programmes and MCA

Composite Score	*Letter Grades*	*Grade Points*	*Description*	*Performance*
90 to 100	O	10	Outstanding	Pass/ Satisfactory*
80 to < 90	A+	9	Excellent	
70 to < 80	A	8	Very Good	
60 to < 70	B+	7	Good	
50 to < 60	B	6	Above Average	
45 to < 50	C	5	Average	
40 to < 45	P	4	Pass	
<40	F	0	Fail	Fail/ Unsatisfactory*

Applicable to all PG Programmes except MCA

Composite Score	*Letter Grades*	*Grade Points*	*Description*	*Performance*
90 to 100	O	10	Outstanding	Pass/ Satisfactory*
80 to <90	A+	9	Excellent	
70 to <80	A	8	Very Good	
60 to <70	B+	7	Good	
55 to <60	B	6	Above Average	
50 to <55	C	5	Average	
<50	F	0	Fail	Fail/ Unsatisfactory*

*Performance of a student in Audit/Compulsory Audit Course shall be reported as Satisfactory/ Unsatisfactory.

Contd.....2

A student who cannot be awarded any of the above grades on account of any of the reasons mentioned herein shall be given the corresponding report in the grade card.

Status of Student	Report**
Withdrawal from the Course	W
Detained in End Semester Examination due to Shortageof Attendance	SA
Abstaining from the End Semester Examination	AB
Incomplete Term work/Evaluation Component	I
Result withheld due to administrative reasons	WH
Cancellation of Registration in a course(s) due to Disciplinary action	RC

**Report obtained by a student in any of the course shall not be used for the purpose of SGPA/CGPA calculation. Wherever this applies, SGPA and CGPA are not calculated and are marked as NC.

Classification of Results

Based on the CGPA obtained and successful completion of Programme, the result of a student shall be declared as follows:

Applicable to Polytechnic Diploma and all UG Programmes (Except B.Tech.)

CGPA	Result
7.50 and above	Passed with Distinction (Passed all the courses in First Attempt)
6.00 and above but less than 7.50	Passed with First Class
4.50 and above but less than 6.00	Passed with Second Class
4.00 and above but less than 4.50	Passed
Below 4:00	Failed

Applicable to B.Tech. and all PG Programmes

CGPA	Result
7.50 and above	Passed with Distinction (Passed all the courses in First Attempt)
6.00 and above but less than 7.50	Passed with First Class
5.00 and above but less than 6.00	Passed with Second Class
Below 5:00	Failed

Equivalence between grade points and percentage of marks can be obtained by directly multiplying the grade points by a factor of 10.00

3. For the batches admitted prior to academic session 2018-2019 old grade pattern alongwith their corresponding grade points and their description will continue to remain the same.

This bears the approval of the competent authority.

By Order,

Registrar

Copy to: Hon'ble Chancellor
Hon'ble Vice Chancellor
Pro Vice Chancellor
} for kind information please
Deans of various Faculties
Principals of all constituent colleges/schools
Controller of Examinations

Academic Regulations for BA-BSc (Yoga Science & HH)

Academic Regulations

for

B.A./B.Sc.(Yoga Science & Holistic Health)

Programme

(Effective from Academic Year 2022-23)

Himalayan School of Yoga Sciences

SWAMI RAMA HIMALAYAN UNIVERSITY

Swami Ram Nagar, Jolly Grant, Doiwala, Dehradun

Registrar
Swami Rama Himalayan University

1. **Short Title and Commencement:**

1.1 These regulations shall be called ***"Academic Regulations for the B.A. /B.Sc.(Yoga Science & Holistic Health) Programme of Swami Rama Himalayan University."***

1.2 These regulations shall be deemed to have come into force from the date as approved by the Board of Management of the Swami Rama Himalayan University.

2. **Definitions:**

2.1 **Academic Program** shall mean a combination of courses and/or any other component leading to a Bachelor's degree.

2.2 **Academic Year** shall mean a period of twelve months divided in to 02(two) ***Semesters*** of ~ 20 weeks each (inclusive of 90 instructional days) for course work. The Odd Semester may be scheduled from first week of August to January and Even Semester from first week of February to July.

2.3 **CBCS** shall mean ***Choice Based Credit System***; means a system that provides choice to students to select from the prescribed courses (core, elective, minor or soft skill courses).

2.4 **Course** shall mean a component of a Program (referred to, as 'papers'). All courses need not carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed to comprise interactive lectures/ tutorials/seminars/ presentations/project work/ laboratory work/field work/ outreach activities/ vocational training/viva/ term papers/ assignments/ self-directed learning etc. or a combination of some of these.

2.5 **Credit Based Semester System (CBSS)** shall mean a system where the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be completed by the students.

2.6 **Continuous Internal assessment (CIA)** is a form of educational evaluation that assess the student's progress throughout a prescribed course. It tracks the learning process throughout the semester allowing for identification of weak points/poor performance and self-amelioration.

2.7 **Sessional Examination** shall mean Internal Test(s) to be conducted at fixed intervals as announced through the Academic calendar on commencement of Academic Year.

2.8 **Day to Day Assessment** shall mean all the assessments that are normally conducted by a Course Instructor and include assignments, group discussion, seminar, presentation, quizzes & viva-voce etc. throughout the Semester.

2.9 **Cumulative Grade Point Average (CGPA)** is a measure of overall cumulative performance of a student in all semesters taken together.

2.10 **Course Coordinator** shall mean a faculty member, who shall be responsible for coordinating the work of all faculty member(s) involved in teaching and evaluation of a course.

Registrar
Swami Rama Himalayan University

2.11 **Course Instructor** shall mean a faculty member involved in teaching and evaluation of a course.

2.12 **Credit** is a unit by which the course work is measured. It determines the number of hours of instructions required per week.

2.13 **Credit Point** is the product of grade point and number of credits for a course.

2.14 **Course Load** every student shall be required to register for a set of Courses in each *Semester*, with a total number of course *Credits* being limited by considering the permissible *weekly Contact Hours* (30-40 hrs. per Week, to enable the students to engage in homework assignments, self-learning outside the Class rooms/Laboratories, Extra/Co-Curricular activities and add-on Courses, if any, for their overall development). Thus, an average Course Load of 21-30 *Credits/Semester* (e.g.,6-8*Courses*) shall be offered/given in normal case.

2.15 **Course Registration** shall mean that every student shall formally register himself for prescribed set of *Courses (Credits)*, offered, in an each Semester.

2.16 **Course Flexibility** shall mean flexibility provided to the students in selecting the courses, based on their learning capacities.

2.17 **Credit Courses** shall mean courses registered by a student in a *Semester* to earn *credits*. where he will earn *one Credit* by registering and passing, viz.:

- One hour/week/Semester for *Theory/Lecture(L)Courses* or *Tutorials;* and,
- Two hours/week/Semester for *Laboratory/Practical (P) Courses based on the requirements of the course.*

2.18 **Credit Representation** shall mean *Credit* values, as defined below, for different academic activities:

Contact Hours/Week/Semester			***Credits***	***Total Credits***
Lectures (hrs/wk/Sem)	**Tutorials** (hrs/wk/Sem)	**Practical/Practices** (hrs/wk/Sem)	(L: T: P)	(C)
3	0	0	3:0:0	3
3	0	2	3:0:1	4
0	0	2	0:0:2	1
0	0	4	0:0:4	2
0	0	8	0:0:8	4

2.19 **Credits required for the Award of Degree** shall mean minimum prescribed number of *Credits* to be earned by a student for award of *B.A. /B.Sc.(Yoga Science & Holistic Health)* degree.

2.20 **End Semester Examination (ESE)** shall mean an examination conducted by the University at the end of the semester.

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2.21 **Enrolment to the University** shall mean the enrolment of a student to Swami Rama Himalayan University after completion of admission related requirements.

2.22 **Grade** shall mean a prescribed alphabet awarded to a student based on his performance in the examinations.

2.23 **Grade Point** shall mean a numerical weight on a 10-point scale, allotted to each letter grade awarded to a student based on his performance in the examinations.

2.24 **Letter Grade** shall mean an index of the performance of students in the said course. Grades are denoted by letters O, A+, A, B+, B, C, P and F.

2.25 **Grade Card** shall mean a printed record reflecting student's performance.

2.26 **Registration to the Program** shall mean registration of a student to the B.A./B.Sc.(Yoga Science & Holistic Health) after completion of admission related requirements.

2.27 **Report(s)** shall mean prescribed alphabet(s) citing the reason for not being awarded the grades.

2.28 **Semester Grade Point Average (SGPA)** shall mean a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

2.29 **University** shall mean Swami Rama Himalayan University (SRHU).

3. Admissions:

Admission to B.A./B.Sc.(Yoga Science & Holistic Health) shall be made by the University. Eligibility criteria and procedure for admission to B.A./B.Sc.(Yoga Science & Holistic Health) shall be as prescribed by the University from time to time.

4. Duration of the Programme:

The normal duration of B.A./B.Sc.(Yoga Science & Holistic Health) is 03 (three) years. However, a student admitted to the Program shall be required to complete the B.A./B.Sc.(Yoga Science & Holistic Health) degree within the duration of 05(five) years from the date of registration; failing which his registration to the Program shall stand cancelled.

5. Programme Structure:

Broad categories of courses to be studied over the entire duration of the B.A./B.Sc.(Yoga Science & Holistic Health) are as follows:

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(a) Core Courses
(b) Elective Courses
  (i) Discipline Specific Elective Courses
  (ii) Generic Elective Courses
  (iii) Dissertation/ Project Work/ Field work/ Internship
(c) Ability Enhancement Courses
  (i) Ability Enhancement Compulsory Courses.
  (ii) Skill Enhancement Courses.
(d) Audit/ Value Added Courses

6. Registration:

6.1 **Registration to the Program:**

The candidate shall be eligible for registration to the Program subject to verification and submission of all the required documents and deposit of prescribed fee.

6.2 **Course Registration:**

A student shall be required to register every semester, as per the schedule defined in Academic Calendar, for the prescribed set of courses offered.

7. University Enrolment:

All the students admitted shall be enrolled with the university. Enrolment Number once allotted by the University shall be unique and will have to be quoted by the students for all the correspondence with the University and also wherever necessary.

8. Temporary Discontinuation from the Program:

8.1 Temporary discontinuation from the Program shall be allowed in exceptional cases for 02 (two) consecutive semesters but not more than 01 (one) year with prior approval of the Head of constituent academic unit. However, the student shall be allowed to rejoin the Program from next Academic Semester/Year.

8.2 Any student who temporarily discontinues the Program on medical ground shall be allowed rejoining the Program from the next Academic Semester/Year provided that he is found medically fit by the medical board constituted by the University from time to time.

8.3 Any student who temporarily discontinues the Program due to any other reasons shall be allowed to rejoin the Program only after approval is granted by the competent authority of the University.

9. Attendance:

9.1 A student is required to maintain a minimum 75% attendance in theory classes before conduct of any evaluation component/ Examination.

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9.2 Requirement of attendance in the practical classes shall be 75%. In case, any of the practical is missed-out due to absence of the student, it shall be the responsibility of the student to carry out the same with due permission of the concerned course coordinator.

9.3 Head of constituent college shall review the cases of short attendance before commencement of any of the evaluation component in every semester and thereafter a list of students 'not eligible' shall be notified.

Name of the Assessment Component	Attendance Criteria for Appearance
Sessional Examination I	75% attendance up to start of component from commencement of the Semester.
Sessional Examination II	
End Semester Examination	
End Semester Practical Examination	75% attendance up to start of the component from the commencement of the Semester.

10. Remedial Classes:

A student having short attendance till the last day of class work will be entitled to improve his attendance by joining remedial classes before the commencement of End Semester Examinations. Such a student shall be required to attend the College/Department during the period of preparatory leave and also to complete the work assigned by the Course Coordinator(s)/Instructor(s) of the respective course(s). The attendance so obtained by the student shall be added to his regular attendance of the respective courses of the semester. Student who is thus able to achieve 75% of attendance will be eligible to appear for the End Semester Examination.

11. Assessment:

There shall be comprehensive continuous assessment for all the students registered for B.A./B.Sc.(Yoga Science & Holistic Health). Procedure for assessment shall be as follows:

11.1 **Continuous Internal Assessment**

11.1.1 **Theory**

The Continuous Internal Assessment of theory course(s) shall comprise of:

(i) The Sessional Examination I, shall be based on the syllabus covered in first 05 (five) instructional weeks from the commencement of the semester.

(ii) The Sessional Examination II, shall be based on the syllabus covered in next 05 (five) instructional weeks from the commencement of the semester.

(iii) Day to Day Assessment: A teacher shall conduct Day to Day Assessment on regular basis continuously throughout the semester. It shall comprise of Assignment/Group Discussion/Seminar/Presentation/Quiz/Viva Voce etc. in a semester.

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S. No.	Continuous Internal Assessment	Weightage (%)
1.	Sessional Examination I	25%
2.	Sessional Examination II	25%
3.	Day to Day Assessment	50%

11.1.2 Practical:

The continuous Internal Assessment for a course with laboratory session, shall be done on regular basis as per the course plan:

S. No.	Continuous Internal Assessment	Weightage (%)
1.	File record	20%
2.	Execution/demonstration	60%
3.	Viva-Voce	20%

A student must obtain a minimum 40% marks in the Continuous Internal Assessment (CIA) of a course, to appear in the End Semester Examinations.

30% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the Continuous Internal Assessment of a course will be added to the final composite score of that course for the evaluation of the grade.

11.2 Make-up Examination for Sessional Examination:

i) Make- up examination for Sessional(s) is an opportunity given to the students who missed any or both the Sessional(s) either due to shortage of attendance, or not being able to appear for the components(s) due to some unforeseen circumstances.

ii) Make-up Examination for Sessional(s) shall be held after completion of Sessional II and before the commencement of End Semester Examination.

iii) A student shall be eligible to appear for the make-up examination for Sessional Exam, provided he fulfills the required attendance by the time of holding of make-up examination for the Sessional(s).

11.3 Eligibility Criteria for Appearing in the End Semester Examination:

A student must obtain a minimum 40% marks in the Continuous Internal Assessment (CIA) of a course, to be eligible to appear in the End Semester Examinations.

11.4 End Semester Examinations:

i) End Semester Examination of shall be held after 15(fifteen) instructional weeks from commencement of the semester and will cover entire syllabus of a course.

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ii) For a course with laboratory session, the End Semester Practical Examination shall be based on Lab records, performance, experiments conducted/demonstration and viva-voce.

70% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the End Semester Examination of a course will contribute towards the final composite score of that course.

11.5 Evaluation of Answer Sheets:

11.5.1 Evaluation for Sessional Examination:

i) Examination-In-Charge designated by the constituent college shall be responsible for distributing all the answer sheets amongst the respective Course Coordinators for evaluation and award of scores.

ii) The respective Course Coordinators shall then uniformly distribute the answer sheets to the course instructor(s) for evaluation within the stipulated time frame.

iii) Evaluated answer sheets shall then be handed over to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

iv) The course coordinators shall be responsible to submit the consolidated award list for the respective component to the designated Examination-In-Charge.

11.5.2 Evaluation for End Semester Examination:

i) Centralized Evaluation process shall be adopted for the End Semester Examination.

ii) Once the answer booklets are received by the Examination Cell of the University, for fair evaluation to conceal the identity of an examinee coding of answer booklet shall be done by the Examination Cell before distribution to the Dean/ Head of the constituent college for evaluation.

iii) Evaluation of answer booklets shall be done at such place as decided by the University.

iv) Examination In-charge of the constituent college shall distribute the encoded answer sheets to the concerned Course Coordinators. The respective Course Coordinators shall then uniformly distribute the answer sheets to the evaluators designated by the University for Evaluation within the stipulated time frame.

v) Subsequent to evaluation, it shall be the responsibility of the concerned course coordinators to hand over the evaluated answer sheets to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

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vi) All the evaluated answer sheets, along with award list of End Semester Examination and composite scores of all the components i.e. Sessional, Day to Day Assessment and ESE, shall be submitted separately by the respective course coordinator to the Dean/ Head of the constituent college for further forwarding to the University Examination Cell.

12 Criteria for passing a course:

In order to be declared pass, student must obtain minimum 40% marks of total composite score (30% marks of Continuous Internal Assessment (CIA) and 70% marks of End Semester Exams (ESE) taken together) in a course.

13 Course-wise Grading:

The letter-grades and their equivalent grade points are indicated below:

Composite Score	Letter Grades	Grade Points	Description	Performance
90 to 100	**O**	**10**	Outstanding	***Pass/Satisfactory****
80 to < 90	**A^+**	**9**	Excellent	
70 to < 80	**A**	**8**	Very Good	
60 to < 70	**B^+**	**7**	Good	
50 to < 60	**B**	**6**	Above Average	
45 to < 50	**C**	**5**	Average	
40 to < 45	**P**	**4**	Pass	
<40	**F**	**0**	Fail	***Fail/Unsatisfactory****

* *Performance of a student in Audit/Compulsory Audit Course shall be reported as Satisfactory / Unsatisfactory.*

A student who cannot be awarded any of the above grades on account of any of the reasons mentioned herein shall be given the corresponding report in the grade card.

Status of Student	Report**
Withdrawal from the Course	W
Detained in End Semester Examination due to Shortage of Attendance	SA
Abstaining from the End Semester Examination	AB
Incomplete Term work/ Evaluation Component	I
Result withheld due to administrative reasons	WH
Cancellation of Registration in a course(s) due to Disciplinary action	RC

** Report obtained by a student in any of the course shall not be used for the purpose of SGPA/CGPA calculation. Wherever this applied, SGPA and CGPA are not calculated and are marked as NC.

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14 Method of Awarding the Grades:

Grading of the students shall be carried-out course-wise for theory and practical courses, separately. Marks obtained by the students in each assessment component shall be normalized on the scale of 100 (hundred) marks. The final composite score in a course shall be calculated by adding the normalized marks in the following proportion of weightages so that the total percentage of the components taken together is 100 (hundred):

Theory Components

Name of the Assessment Component	Weightages (in %age)
Continuous Internal Assessment	30%
End Semester Examination	70%

Practical Components

Name of the Assessment Component	Weightages(in %age)
Continuous Internal Assessment	30%
End Semester Examination	70%

Subsequently, the absolute grading method, based on composite score (as defined in course-wise grading) shall be used on normalized marks obtained by all the registered students in a course and grades shall be awarded.

15 Declaration of Results:

15.1 The respective course coordinators shall prepare and submit a list of normalized marks, as per the standardized format prescribed by the university, to the Dean/ Head of the constituent college who shall forward the same to the University Examination Cell.

15.2 The University Examination Cell after getting the final normalized marks checked and verified will award the grades.

15.3 Subsequent to award of grades, University Examination Cell shall prepare the result and declare the same as per the procedure laid down.

16 Supplementary Examinations:

16.1 Supplementary Examinations shall be conducted for a student who has either failed in earlier examination or abstained (***AB***) from the End Semester Examination or has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s).

16.2 Supplementary Examination for End Semester Examinations shall be held with regular End Semester Examinations.

16.3 Supplementary Examinations for ODD Semesters shall be held alongwith the End Semester Examinations of ODD Semesters and Supplementary Examinations for EVEN Semesters shall be held alongwith the End Semester Examinations of EVEN Semesters.

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16.4 Examination fee for Supplementary Examination shall be charged as prescribed by the university.

17 Use of Unfair Means:

All reported cases of use of Unfair Means shall be dealt with as per the ordinance made by the University in this regard.

18 Eligibility for Promotion& Registration to Higher Semesters:

18.1 A student having a maximum backlogs in 4 courses or 50% courses (including all category of courses), whichever is lower, of Academic year 1 (Semester-I & Semester-II) shall be promoted to Academic year 2 (Semester-III & Semester-IV).

18.2 A student having a maximum backlogs in 4 courses or 50% courses (including all category of courses), whichever is lower, of Academic year 2 (Semester- III & Semester-IV) shall be promoted to Academic year 3 (Semester-V & Semester- VI); subject to the condition that a student must have passed all the courses of Academic year 1 (Semester-1 & semester-II).

18.3 A special exam shall be conducted after the End Semester Exam of semester-VI only for those final semester students, who are unable to pass a maximum of four courses or 50% courses, whichever is lower, of their Academic year 3 (Semester-V & Semester- VI) only.

18.4 The examination fee, as decided by the University, will be charged for the special examination.

19 Course Repetition:

19.1 A student who has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s) shall have to repeat and pass the course(s) by registering a course(s) whenever it is offered as a regular course(s).

19.2 If the course (with same code/title/credit) is not offered due to the change in the curriculum, then student shall have to register and pass for the approved equivalent course (s) (with same credits) of the new curriculum.

19.3 A student who has once obtained the pass grade (***O-P***) shall not be allowed to repeat the course.

20 Grade Card:

At the end of each semester a student shall be issued a Grade Card which includes the following details:

i) Credits of each course registered in the Semester.
ii) Letter Grades/Reports obtained in each Course.
iii) The total number of credits earned by a student up to the end of that semester.

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iv) Calculation of ***SGPA*** for each semester.

v) ***CGPA*** for all the 06(six) semesters for regular students, who have successfully completed the Program.

20.1 Semester Grade Performance Average (SGPA):

The performance of a student in a semester shall be indicated by a number called Semester Grade Performance Average (SGPA), which is the weighted average of the grade points obtained in all the courses in a semester by a student.

$$SGPA = \frac{\sum_{i=1}^{n} C_i(GP)_i}{\sum_{i=1}^{n} C_i},$$

Where, C_i: *indicates the Credit for the* i^{th} *course,*
$(GP)_i$: *indicates the Grade point obtained for the* i^{th}*course,*
n: indicates the total number of Courses.

20.2 Cumulative Grade Point Average (CGPA):

An assessment of the overall performance of a student shall be indicated by Cumulative Grade Point Average (CGPA).

$$CGPA = \frac{\sum_{i=1}^{m} S_i(SGPA)_i}{\sum_{i=1}^{m} S_i},$$

Where, *Si:Sum of credits in the* i^{th} *Semester,*
$(SGPA)_i$: *Semester Grade Point average obtained by the student in the* i^{th}*Semester,*
m: indicates the number of Semesters.

20.3 Classification of Results:

Based on the CGPA obtained and successful completion of B.A./B.Sc.(Yoga Science & Holistic Health) Program, the result of a student shall be declared as follows:

CGPA	Result
7.50 and above	Passed with Distinction (Passed all the courses in First Attempt)
6.00 and above but less than 7.50	Passed with First Class
4.50 and above but less than 6.00	Passed with Second Class
4.00 and above but less than 4.50	Passed
Below 4.00	Failed

20.4 Equivalence between Grade Points and Percentage:

Equivalence between grade points and percentage of marks can be obtained by directly multiplying the grade points by a factor of 10.00.

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21 Grade Improvement:

A student who has passed in all the examinations, starting Semester-I to Semester-VI for B.A./B.Sc.(Yoga Science & Holistic Health) Program shall qualify for the award of degree. Nevertheless, if student feels that his CGPA is not satisfactory; such a student, for the purpose of improving the CGPA, can reappear for any of the 04 (four) core courses from Semester-III to Semester VI, in the Supplementary Examination to be conducted after the End Semester Examination of the Semester-VI and take a chance to improve the CGPA. No further chance shall be given to improve the CGPA.

22 Award of Degree:

A student shall be declared to be eligible for award of the B.A./B.Sc.(Yoga Science & Holistic Health) Degree if he has:

(i) Successfully registered and acquired the minimum credits as prescribed by the University from time to time and as specified in the Scheme of Study and Evaluation of B.A./B.Sc.(Yoga Science & Holistic Health) Program corresponding to the discipline of his study within the stipulated time.

(ii) Completed the normal duration of Program of study.

(iii) Earned a CGPA of 4.00 or above.

23 Notwithstanding anything stated in these Regulations, for any unforeseen issues arising, and not covered by these Regulations, or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining the opinion/advice of a Committee constituted by the Vice Chancellor. The decision of the Vice-Chancellor shall be final.

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Academic Regulations for PG Medical Super Specialty (DM/M. Ch) programmes under Faculty of Medicine.

Academic Regulations
for
Post Graduate Super Speciality (DM/M.Ch.) Programmes

SWAMI RAMA HIMALAYAN UNIVERSITY

Swami Ram Nagar, Jolly Grant,
Doiwala, Dehradun

In accordance with National Medical Commission Notification dated 29th December 2023
"POST GRADUATE MEDICAL EDUATION REGULATIONS, 2023"

19/2/25.

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1. SHORT TITLE AND COMMENCEMENT

1.1 These Regulations shall be called ***"Academic Regulations for Post Graduate Super Speciality Programmes (DM/M.Ch) of the Swami Rama Himalayan University."***

1.2 These Regulations shall be deemed to have come into force from the date of approval by the Board of Management of the University.

2. DEFINITIONS

2.1 **Academic Programme** shall mean a programme of courses/subjects and/or any other component lead in to a Post Graduate degree in Super specialty.

2.2 **Academic Year** is a period of nearly twelve months devoted to completion of requirements specified in the Scheme of Teaching including teaching learning & training period & examinations.

2.3 **Candidate** means a person who is seeking admission to the Academic Programme.

2.4 **Subject** means a component of Academic Programme, carrying a distinctive code number.

2.5 **Entrance Examination** means an Examination conducted by the competent authority for admission into the Academic Programme.

2.6 **External Examiner** shall mean an examiner who is not in employment of the any Constituent College of the University.

2.7 **Student/learner** shall mean a person admitted to the Constituent College of the University for Academic Programme, to which these Regulations are applicable.

2.8 **University** shall mean Swami Rama Himalayan University (SRHU).

3. ADMISSION

The admission to all Post Graduate Super Speciality Programmes (DM/M.Ch) shall be based on merit obtained by a candidate in the Entrance Examination conducted by the competent authority as prescribed by the statutory body from time to time. The eligibility criteria for admission into Post Graduate Super Speciality Programmes (DM/M.Ch) shall be as prescribed by the University & statutory body (National Medical Commission) from time to time.

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4. PROGRAMME STRUCTURE

The Post Graduate Super Speciality Programmes (DM/M.Ch) is a fully training based program.

The Program Structure shall be as prescribed by the statutory body and the University from time to time.

(i) Post-graduate training in super-speciality shall consist of training of the students through lectures, seminars, journal clubs, group discussions, participation in laboratory and experimental work, involvement in research, clinical meetings, grand rounds, clinicopathological conferences, practical training in the diagnosis and medical and surgical treatment, training in the basic medical sciences as well as in allied clinical specialties, etc. as per the requirement of Speciality training.

Specialities where patient treatment is involved the teaching and training of the students, shall include graded responsibility in the management and treatment of patients entrusted to their care.

(ii) All post-graduate students of super-speciality will work as full-time senior resident doctors. They will work for reasonable working hours and will be provided reasonable time for rest in a day.

(iii) The post-graduate students shall essentially be required to participate in the teaching and training programme of undergraduate & postgraduate students of broad speciality, interns.

(iv) The DM/MCh curriculum may include training in any other courses like awareness in medical audit, medical law, exposure to human behaviour studies, finance, accounts, etc, which are beneficial to the postgraduate students.

5. DURATION OF THE PROGRAMME

Postgraduate Medical Education in Super Specialties (DM/M.Ch) shall be of three years duration.

6. TEMPORARY DISCONTINUATION FROM THE PROGRAMME

Temporary discontinuation from the programme shall be allowed in exceptional cases with prior approval of Head of Institution.

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6.1 Any student who temporarily discontinues the programme on medical ground shall be allowed to rejoin the programme provided that he is found medically fit by the medical board constituted by the University from time to time.

6.2 Any student who temporarily discontinues the programme due to any other reasons shall be allowed to rejoin the programme only after approval is granted by the competent authority of the University.

7. Leave Rules for Post-graduate Super specialty Students

Leave rules for Post graduate super-speciality students shall be as prescribed by the statutory body PGMER 2023:

a. Every post-graduate super specialty student will be given minimum 20 days of paid leave (casual leave) per year.
b. Subject to exigencies of work, post-graduate super specialty students will be allowed one weekly holiday.
c. Female post-graduate super specialty students shall be allowed maternity leave as per existing Government rules and regulations.
d. Male post-graduate super specialty students shall be allowed paternity leave as per existing Government rules and regulations.
e. In addition to 20 days' paid leave, the candidates will be allowed academic paid leave of 5 days per year.

If candidate avails leave in excess of the permitted number of days, his/her term of course shall be extended by the same number of days to complete the training period. However, one shall be able to appear in the examination if one has 80% (eighty per cent) of the attendance.

8. ATTENDANCE

A student must have a minimum of 80% attendance of total actual academic/working days for appearing in the university examination. However, he/she must complete the mandatory working days of 3 years training program.

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9. E-LOG BOOK

Post-graduate students of Super Specialty degree programmes shall maintain a dynamic e-log book which shall be updated as prescribed by the statutory body.

Record of e-log book shall be periodically assessed by the statutory body & University from time to time.

10. ELIGIBILITY FOR APPEARING IN THE UNIVERSITY EXAMINATION

10.1 A student must have a minimum of 80% attendance of total actual academic/working days for appearing in the university examination.

10.2 **For PG Super specialty (DM/M.Ch) degree examinations, a student must have:**

(i) a minimum of 50% marks in each three out of five sessional examination (2nd and 4th Quarterly Assessment in each Academic year shall be considered as sessional examination) and 50% marks in Pre-university examination .

(ii) completed course in research methodology in 1st year of training itself.

(iii) completed course in Ethics & Good Clinical Practices (GCP) / Good Lab Practices (GLP) in 1st year of training.

(iv) completed course in Basic Cardiac Life Support (BCLS) & Advanced Cardiac Life Support (ACLS)

(v) completed at least one of the followings:

a. Poster presentation at a National/Zonal/State conference of his/her speciality;

b. Podium presentation at a National/Zonal/State conference of his/her speciality;

c. Have one research paper published/accepted for publication in journal of his/her specialty as first author.

(vi) Completed revised basic course workshop in Medical Education

(vii) All Super Specialties students will do thesis related research and submit thesis six months prior to the University examinations.

(viii) Submission of e-Log book with all academic records during the training period.

(ix) A certificate from the respective head of the department stating therein that the student has satisfactorily completed the training along with a certificate of good conduct for being eligible to appear in the University Examination.

Any student who fails to fulfill above defined requirements shall be debarred from appearing in the University examinations.

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11. ASSESSMENT PROCEDURE: INTERNAL & UNIVERSITY EXAMINATION

Formative Assessment: There would be formative assessment all through the period of training, as per **Competency-Based Curriculum** defined by the statutory body. It is mandatory for students to complete all the core competencies.

(i) Day to Day assessment (Academic and procedural skills, Journal clubs, Seminars, Case presentation etc.)

(ii) There shall be Quarterly Assessment:

- Every 2nd & 4th Quarterly Assessment in each academic year shall be considered as Sessional Examinations

(iii) Pre-University Examinations:

- Last Quarterly Assessment just before the University Examinations shall be a Pre-University Examination. The Pre-University Examination shall be a replica of the University Examination.

The theory examination (both formative and summative) may be of descriptive answer of a question type, Multiple Choice Question (MCQ) type or mix of both types. Theory examination for summative examination shall be of four theory papers. The first and the fourth paper shall be on basic medical science and recent advances, respectively.

A student must secure minimum 50% (Fifty) marks in **each 03 (three) out of 05 (five)** sessional examinations and 50% marks in Pre-University Examination.

11.1 Summative Assessment

PG Super specialty Degree (DM/M. Ch): PG Super specialty Degree examinations, in any subject shall consist of Theory Papers, and clinical/Practical including Thesis and Viva. The examination shall be held at the end of 3rd academic year.

(i) **Theory**

(a) There shall be four theory papers of 100 marks each, i.e. a total of 400 marks. Out of these, one paper shall be of Basic Medical Sciences and one paper shall be of Recent Advances.

(b) An examinee should obtain minimum 40% marks in each theory paper and not less than 50% marks cumulatively in all the four papers.

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(ii) **Clinical / Practical and Viva**

(a) Clinical examination for the subjects in Clinical Sciences shall be conducted to test the knowledge and competency of the students for undertaking independent work as a specialist/Teacher, for which students shall examine a minimum one long case and two short cases.

(b) Practical examination consists of carrying out special investigative techniques for Diagnosis and Therapy. M.Ch. candidates shall also be examined in surgical procedures. Viva voce examination shall be comprehensive enough to test the candidate's overall knowledge and competence about the subject, investigative procedures, therapeutic technique and other aspects of the Speciality.

(c) Clinical/practical examination shall include Objective Structured Clinical Examination (OSCE).

(d) There shall be practical / clinical examination of 300 marks and grand viva of 100 marks.

(iii) **Thesis**

(a) Every student shall carry out work on an assigned thesis project under the guidance of a recognized postgraduate teacher as per the norms of Statutory Body & University. The thesis project should ordinarily be carried out during the second academic year of PG super specialty degree programme.

(b) Thesis shall be submitted at least six months before the University theoretical and clinical / practical examination.

(c) Five per cent of mark of total marks of Clinical/Practical and Viva Voce marks (20 marks) will be of dissertation/thesis and it will be part of clinical/practical examination marks.

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Evaluation & passing criteria for Super Specialties (DM/ M.Ch) programmes		
S.No.	**Description**	**M.Ch./DM Programme**
1	**THEORY**	
	No. of Theory Papers	4
	Marks for each Theory Paper	100
	Total marks for Theory Paper	400
	Passing Minimum for Theory	200/400 (40% minimum in each paper)
2	**PRACTICAL/CLINICAL**	300
3	**VIVA VOCE**	100
	Passing minimum for Practical/Clinical including Viva voce	200/400
	The candidate shall secure not less than 50% marks in each head of passing which shall include (1) Theory – aggregate 50% (In addition, in each Theory paper a candidate has to secure minimum of 40%) (2) Practical/Clinical and Viva voce - aggregate 50% (3) If any candidate fails even under one head, he/she has to re-appear for both Theory and Practical/Clinical and Viva voce examination. (4) Five per cent of mark of total marks of Clinical/Practical and Viva Voce marks (20 marks) will be of dissertation/thesis and it will be part of clinical/practical examination marks. External examiner outside the state will evaluate dissertation/ thesis and take viva voce on it and marks will be given on quality of dissertation/thesis and performance on its viva voce. (5) No grace mark is permitted in post-graduate examination either for theory or for practical.	

11.2 Grace Marks

No grace marks permitted in Postgraduate examination either to theory or practical/clinical.

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12. EVALUATION PROCEDURE

12.1 Appointment of Examiners:

a. The examiner (both internal and external) for the post-graduate super speciality examination shall have three years' experience as recognized Post-graduate Guide in the concerned subject.

b. The minimum number of examiners for post-graduate super speciality examination shall be four. Out of which, at least two shall be external examiners and least one of them shall be from different university outside the state.

c. An examiner shall not be appointed for more than two consecutive regular examinations for the same institution.

12.2 Evaluation of Components:

1. PG Super specialty Degree (DM/M. Ch)

(i) Thesis

External examiner at the time of University practical/clinical examination will evaluate thesis and take viva voce on it and marks will be given on quality of thesis and performance on its viva voce as prescribed by the Statutory body.

(ii) Theory

All the answer scripts shall be subjected for two valuations by the concerned University. The average of the total marks awarded by the two valuators for the paper, which is rounded off to the nearest integer (whole number), shall be considered for computation of the results. All the answer scripts, where the difference between two valuations is 15% and more of the total marks prescribed for the paper, shall be subjected to third valuation. The average of the best two total marks, awarded by the three evaluators for the paper, rounded off to the nearest integer (whole number), shall be considered for final computation of the results.

(iii) Practical /Clinical & Viva examination

The number of days the Practical/Clinical & Viva examination in the super-speciality programs shall be spread over days as prescribed by the National Medical Commission.

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2. Grading of Students:

A student will be awarded distinction, if he secures more than or equal to 75% marks in the subject concerned provided, he has successfully cleared the subject in first attempt.

(i) **Declaration of Result:**

University Examination Cell shall cross check the marks entered in the tabulation chart and shall declare the results as per the procedure laid down.

(ii) **Supplementary Examination:**

Scheme for Supplementary Examination shall be as per the norms of the Statutory body i.e. National Medical Commission.

(iii) **Number of Examination:**

University shall conduct not more than two examinations in a year with an interval of not less than 04 (four) & not more than 08 months.

(iv) **Failed/Detained Student:**

a) A detained student must complete all the pre-requisite criteria for appearing in the next University Examination.

b) A failed student if so desire, can continue to attend the clinical and teaching sessions in the respective department.

(v) **Re-evaluation of Answer Booklet:**

After the computation and declaration of the results, under no circumstances, revaluation is permitted.

13 AWARD OF DEGREE

On successful passing of the University examination student is eligible for the award of the post graduate Super Specialty Degree.

14 USE OF UNFAIR MEANS

All reported cases of use of Unfair Means shall be dealt with as per the ordinance made by the University in this regard.

15 Notwithstanding anything stated in this Regulation, for any unforeseen issues arising, and not covered by this Regulation, or in the event of differences of interpretation, the Hon'ble Vice-Chancellor may take a decision, after obtaining the opinion/advice of a committee formed by the Hon'ble Vice Chancellor. The decision of the Hon'ble Vice-Chancellor shall be final.

Registrar
Swami Rama Himalayan Universi

Academic Regulations for B.Sc. Nursing Semester based Programme.

SWAMI RAMA HIMALAYAN UNIVERSITY

In exercise to the powers conferred by Statute 4.05(2)(b) of Swami Rama Himalayan University, the Board of Management has framed the following Ordinance for smooth functioning of the University:

Ordinance SRHU/ORD/104: Academic Regulations for B.Sc. Nursing Semester based Programme.

1. SHORT TITLE AND COMMENCEMENT:

1.1 These Regulations shall be called ***"Academic Regulations for B.Sc. Nursing Programme of Swami Rama Himalayan University."***

1.2 These Regulations shall be deemed to have come into force from the date as approved by the Board of Management of Swami Rama Himalayan University.

2. DEFINITIONS:

2.1 **Academic Programme** shall mean a programme of subjects and/or any other component leading to a Bachelor's degree.

2.2 **Semester** is a period of six months devoted to completion of requirements specified in the Scheme of Teaching including period of vacations and examinations.

2.3 **Candidate** means a person who is seeking admission to the Academic Programme.

2.4 **Subject/course** means a component of academic programme, carrying a distinctive code number.

2.5 **Entrance Examination** means an Examination conducted by the University for admission into the Academic Programme.

2.6 **External Examiner** shall mean an examiner who is not in employment of the same Constituent College of the University.

2.7 **Student** shall mean a person admitted to the Constituent College of the University for Academic Programme, to which these Regulations are applicable.

2.8 **University** shall mean Swami Rama Himalayan University (SRHU).

2.9 'He' may be replaced by' She' and vice versa whenever applicable.

3. ADMISSION

Admission to B.Sc. Nursing programme shall be made by the University. Eligibility criteria and procedure for admission to B.Sc. Nursing programme shall be as prescribed by the Statutory Council and University from time to time.

Registrar
Swami Rama Himalayan University

4. PROGRAMME STRUCTURE

The Program Structure of B.Sc. Nursing shall be as prescribed by the Statutory Council and the University from time to time.

5. DURATION OF THE PROGRAMME

The duration of B.Sc. Nursing programme shall be 04 (four) years comprises of 08 (eight) semesters inclusive of internship period as prescribed by the Statutory Council.

6. TEMPORARY DISCONTINUATION FROM THE PROGRAMME

Temporary discontinuation from the programme shall be allowed in exceptional cases with prior approval of Head of Constituent Academic Unit, only once for a maximum period of one year. However, a student shall be allowed to rejoin the programme from next semester.

6.1 Any student who temporarily discontinues the programme on medical ground shall be allowed to rejoin the programme from immediate next semester provided that he is found medically fit by the medical board constituted by the University from time to time.

6.2 Any student who temporarily discontinues the programme due to any other reasons shall be allowed to rejoin the programme only after approval is granted by the competent authority of the University.

7. ATTENDANCE

A candidate must have a minimum of 80% attendance (irrespective of the kind of absence) in theory and practical in each course/subject for appearing for university examination. A candidate must have 100% attendance in practical/clinical hours before award of Degree.

8. ASSESSMENT PROCEDURE: INTERNAL & UNIVERSITY EXAMINATION

8.1 Internal Assessment (As per the norms of Statutory Council):

(i) Internal evaluation is done through regular sessional examinations, seminar, microteaching, individual presentation, written assignments and group project work/report. The results of evaluation are considered for internal assessment marks of final examination.

(ii) Internal assessment marks in theory shall have a weightage of 25% in final University theory examination.

(iii) Internal assessment marks in practical shall have a weightage of 50% in final University practical examination.

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(iv) Average internal marks of the total students should not exceed 75% i.e. if 40 students are admitted in a subject the average score of the 40 students shall not exceed 75% of total internal marks.

8.2 University Examination Assessment Scheme shall be as per statutory council norms from time to time.

9. ELIGIBILITY FOR APPEARING IN THE UNIVERSITY EXAMINATIONS:

9.1 To be eligible for appearing in University Examinations a student must obtain 50% marks in internal assessment of each subject in theory and practical separately.

9.2 A candidate must have a minimum of 80% attendance (irrespective of the kind of absence) in theory and practical in each subject for appearing for university examination. A candidate must have 100% attendance in practical/clinical hours before award of Degree.

10. EVALUATION PROCEDURE:

10.1 Appointment of an Examiner:

(i) An examiner for the theory and practical/OSCE examination should be an Assistant Professor or above in a College of Nursing with M.Sc. Nursing in concerned subject and minimum 3 years of teaching experience. To be an examiner of Nursing Foundation course, the faculty having M.Sc. Nursing with any specialty shall be considered.

(ii) Examiner for Competency Assessment – VIII Semester: There must be a total of five examiners, one from each specialty i.e. External examiners – 2 and Internal examiners – 3. The Internal examiners may be from college faculty or from hospital with required qualification and experience i.e. M.Sc. Nursing in respective specialty with minimum three years of teaching experience.

10.2 Method of Evaluation of Answer Booklets:

(i) Once the answer booklets are received by the Examination Cell of the University, for fair evaluation to conceal the identity of an examinee, coding of answer booklet shall be done by the Examination Cell.

(ii) There shall be the provision of double evaluation of answer booklets for the core courses. The foundational courses shall be adopted single evaluation.

(iii) As far as possible evaluator for answer booklets shall not be the evaluator for practical/clinical/viva-voce examination. Evaluation shall be done by the internal examiners appointed by the University.

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(iv) Evaluation of answer booklets shall be done at such place as decided by the University.

(v) Once evaluation is over, marks of both evaluations (I & II) shall be entered in the tabulation chart.

(vi) If any question paper is having M.C.Q. these shall be evaluated OMR reader/first evaluator, as per the answer key provided.

(vii) Average of two evaluation plus marks obtained in M.C.Q. comprises the total marks obtained by the examinee in a particular subject/ paper.

(viii) If difference of marks between evaluation I & II is more than 20% of total marks, of that particular paper, then the answer booklets shall be evaluated by a third evaluator appointed by the University and marks awarded by the third evaluator shall be final. Process to be followed for third evaluation shall be the same as per I & II evaluation.

10.3 **Conduct of Practical and Oral Examination:**

(i) All practical examinations must be held in the respective clinical areas.

(ii) Maximum number of candidates for all practical and oral examination should not exceed 20 per day.

(iii) One internal and one external examiner should jointly conduct practical and oral examination for each student.

10.4 **Declare 'Pass' in Particular Subject:**

(i) To be declared 'Pass' in a particular subject, a student must obtain 50% marks in theory and practical separately in University Examination. If she/he fails in either theory or practical of a subject, she/he shall reappear in the University examination for both theory and practical examination of that subject.

(ii) The student has to pass in all mandatory modules placed within courses and pass mark for each module is 50%.

(iii) To be declared 'Pass' in the Qualifying subjects English and Elective modules, a student must obtain 40% marks in College Examination.

(iv) Communicative English and Elective Modules are not included for calculating Semester Grade Point Average (SGPA).

10.5 **Grace Marks:**

(i) Grace marks up to a maximum of five marks in theory segment will be granted, if the examinee after having appeared in all subjects together fails in a single subject in a particular semester. No grace marks will be granted, if the examination is taken in parts.

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(ii) Only such examinees, who appear for the entire examination in the first attempt are eligible for awarding grace marks in one subject.

(iii) Grace marks will not be granted in Practical/ Clinical/ Viva-Voce examination.

10.6 **Grading of Students:**

(i) Based on the performance, each student shall be awarded a final grade at the end of the semester for each course. Absolute grading is used by converting the marks to grade, based on predetermined class intervals.

Letter Grade	Grade point	Percentage of marks
O (Outstanding)	10	85% & Above
A+ (Excellent)	9	80-84.99%
A (Very Good)	8	75-79.99%
B+ (Good)	7	65-74.99%
B (Above Average)	6	60-64.99%
C (Average)	5	50-59.99%
P (Pass)	-	50% and Above
F (Fail)	0	<50%
Ab (Absent)	0	0

Note: Pass for Communicative English and Electives – 40% and above.

Grade point 4 - (40-49.99%)

(ii) Computation of Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) – SGPA is the weighted average of the grade points obtained in all courses by the student during the semester (All courses excluding English and electives).

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Example - SGPA Computation

Course Number	Credit/s	Letter grade	Grade point	Credit point (Credit x grade)
1	3 (C1)	A	8 (G1)	3x8=24
2	4 (C2)	B+	7 (G2)	4x7=28
3	3 (C3)	B	6 (G3)	3x6=18

$$SGPA = \frac{C1G1 + C2G2+C3G3}{C1 + C2+C3}$$

= 70/10

= 7 (Rounded off to two decimal points)

Computation of (CGPA) –

CGPA is calculated with SGPA of all semesters to two decimal points and is indicated in final grade in mark card/transcript showing grades of all 8 semesters and their course/subjects.

CGPA reflects the failed status in case of fail till the course/s are passed.

Semester I	Semester 2	Semester 3	Semester 4
Credit – Cr Cr: 20 SGPA: 6.5 Cr x SGPA = 20 x 6.5	Cr: 22 SGPA: 7.0	Cr: 25 SGPA: 5.5	Cr: 26 SGPA: 6.0

$$CGPA = \frac{20x6.5+22x7+25x5.5+26x6}{93}$$

= 577.5/93

= 6.2

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10.7 **Declaration of Results**

University Examination Cell shall cross check the marks entered in the tabulation chart and grace marks given as per the provisions and shall declare the results as per the procedure laid down.

Declaration of Pass:

First Class with Distinction – CGPA of 7.5 and above

First Class – CGPA of 6.00-7.49

Second Class – CGPA of 5.00 – 5.99

10.8 **Supplementary Examination**

(i) Supplementary examination will be conducted along with the immediate next semester Examination.

10.9 **Re-evaluation of Answer Booklet**

(i) There shall be no provision for re-evaluation of answer booklet. However a student shall be entitled to apply for re-totaling of the marks in a particular subject as per the norms prescribed by the University.

(ii) A student if so desires can see his evaluated answer booklets after submitting his request to the University Examination Cell as per the norms prescribed by the University within 15 (fifteen) days of declaration of result. However the student shall not have any right to challenge the marks evaluated by the University. The identity of the evaluator shall not be disclosed to the student concerned.

(iii)The answer booklets shall be maintained for a period of three months and shall thereafter be disposed of in the manner as per the procedure laid down.

11. Promotion to Higher Class

There is no limit in number of attempts for each subject. However, Fifth semester examination will be held only after completing previous examinations. Seventh semester examination will be held only after completing previous examinations. Final examination will be held only after completing previous examinations.

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12. Award of Degree

On successful completion of all the examination and 100% attendance in Practical/Clinical hours, a student shall be eligible for the award of the degree of Bachelor of Science in Nursing (B.Sc. Nursing).

13. Use of Unfair Means

All reported cases of use of Unfair Means shall be dealt with as per the ordinance made by the University in this regard.

14. Notwithstanding anything stated in these Regulations, for any unforeseen issues arising, and not covered by these Regulations, or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining the opinion/advice of a Committee constituted by the Vice Chancellor. The decision of the Vice-Chancellor shall be final.

15. The University reserves the right to amend this Ordinance as and when required.

Registrar
Swami Rama Himalayan University

Academic Regulations for Master Degree - M.A./M.Sc. (Yoga Sciences) Programme.

SWAMI RAMA HIMALAYAN UNIVERSITY

In exercise to the powers conferred by Statute 4.05(2)(b) of Swami Rama Himalayan University, the Board of Management has framed the following Ordinance for smooth functioning of the University:

Ordinance SRHU/ORD/105: Academic Regulations for Master Degree - M.A./M.Sc. (Yoga Sciences) Programme.

1. Short Title and Commencement

1.1 These Regulations shall be called ***"Academic Regulations for M.A/M.Sc. (Yoga Sciences) Programme of Swami Rama Himalayan University."***

1.2 These Regulations shall be deemed to have come into force from the date as approved by the Board of Management of the Swami Rama Himalayan University.

2. Definitions/ Descriptions

2.1 **Academic Programme** shall mean a combination of courses and/or any other component leading to a Master's degree.

2.2 **Academic Year** shall mean a period of twelve months divided in to 02(two) ***Semesters*** of ~ 20 weeks each (inclusive of 90 instructional days) for course work. The Odd Semester may be scheduled from first week of August to January and Even Semester from first week of February to July.

2.3 **CBCS** shall mean ***Choice Based Credit System***; means a system that provides choice to students to select from the prescribed courses (core, elective, minor or soft skill courses).

2.4 **Course** shall mean a component of a Programme (referred to, as 'papers'). All courses need not carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed to comprise interactive lectures/ tutorials/seminars/ presentations/project work/ laboratory work/field work/ outreach activities/ vocational training/viva/ term papers/ assignments/ self-directed learning etc. or a combination of some of these.

2.5 **Credit Based Semester System (CBSS)** shall mean a system where the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be completed by the students.

2.6 **Continuous Continuous Internal assessment (CIA)** is a form of educational evaluation that assess the student's progress throughout a prescribed course. It tracks the learning process throughout the semester allowing for identification of weak points/poor performance and self-amelioration.

2.7 **Sessional Examination** shall mean Internal Test(s) to be conducted at fixed intervals as announced through the Academic calendar on commencement of Academic Year.

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2.8 **Day to Day Assessment** shall mean all the assessments that are normally conducted by a Course Instructor and include assignments, group discussion, seminar, presentation, quizzes & viva-voce etc. throughout the Semester.

2.9 **Cumulative Grade Point Average (CGPA)** is a measure of overall cumulative performance of a student in all semesters taken together.

2.10 **Course Coordinator** shall mean a faculty member, who shall be responsible for coordinating the work of all faculty member(s) involved in teaching and evaluation of a course.

2.11 **Course Instructor** shall mean a faculty member involved in teaching and evaluation of a course.

2.12 **Credit** is a unit by which the course work is measured. It determines the number of hours of instructions required per week.

2.13 **Credit Point** is the product of grade point and number of credits for a course.

2.14 **Course Load** every student shall be required to register for a set of Courses in each *Semester,* with a total number of course *Credits* being limited by considering the permissible *weekly Contact Hours* (30-40 hrs. per Week, to enable the students to engage in homework assignments, self-learning outside the Class rooms/Laboratories, Extra/Co-Curricular activities and add-on Courses, if any, for their overall development). Thus, an average Course Load of 21-30 *Credits/Semester* (e.g.,6-8*Courses*)shall be offered/given in normal case.

2.15 **Course Registration** shall mean that every student shall formally register himself for prescribed set of *Courses (Credits),* offered, in an each Semester.

2.16 **Course Flexibility** shall mean flexibility provided to the students in selecting the courses, based on their learning capacities.

2.17 **Credit Courses** shall mean courses registered by a student in a *Semester* to earn *credits.* where he will earn *one Credit* by registering and passing, viz.:

- One hour/week/Semester for *Theory/Lecture(L)Courses* or *Tutorials;* and,
- Two hours/week/Semester for *Laboratory/Practical (P) Courses based on the requirements of the course.*

2.18 **Credit Representation** shall mean *Credit* values, as defined below, for different academic activities:

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2.8 **Day to Day Assessment** shall mean all the assessments that are normally conducted by a Course Instructor and include assignments, group discussion, seminar, presentation, quizzes & viva-voce etc. throughout the Semester.

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- One hour/week/Semester for *Theory/Lecture(L)Courses* or *Tutorials;* and,
- Two hours/week/Semester for *Laboratory/Practical (P) Courses based on the requirements of the course.*

2.18 **Credit Representation** shall mean *Credit* values, as defined below, for different academic activities:

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4. Duration of the Programme

The duration of *M.A/M.Sc.(Yoga Sciences)* Programme shall be of 02 years (Four Semesters). A student admitted to the Programme shall be required to complete the *M.A/M.Sc.(Yoga Sciences)* Programme within the duration of 04 (four) years from the date of registration; failing which his registration to the Programme shall stand cancelled.

5. Programme Structure:

Broad categories of courses to be studied over the entire duration of the M.A/*M.Sc.(Yoga Sciences)* are as follows:

(a) Core Courses
(b) Elective Courses
  (i) Discipline Specific Elective Courses
  (ii) Generic Elective Courses
  (iii) Project Work
(c) Ability Enhancement Courses
  (i) Ability Enhancement Compulsory Courses.
  (ii) Skill Enhancement Courses.
(d) Audit/ Value Added Courses

6. Registration

6.1 Registration to the Programme

The candidate shall be eligible for registration to the Programme subject to verification and submission of all the required documents and deposit of prescribed fee.

6.2 Course Registration

A student shall be required to register every semester, as per the schedule defined in Academic Calendar, for the prescribed set of courses offered.

7. University Enrolment

All the students admitted shall be enrolled with the University. Enrolment Number once allotted by the University shall be unique and will have to be quoted by the students for all correspondences with the University and also wherever necessary.

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8. Temporary Discontinuation from the Programme

8.1 Temporary discontinuation from the Programme shall be allowed in exceptional cases with prior approval of Dean/Principal/ HOD, for 02 (two) consecutive semesters but not more than 01(one) year. However, the student shall be allowed to rejoin the Programme from next Academic Semester/Year.

8.2 Any student who temporarily discontinues the Programme on medical ground shall be allowed to rejoin the Programme from the next Academic Semester/Year provided that he/she is found medically fit by the medical board specified by the University from time to time.

8.3 Any student who temporarily discontinues the Programme due to any other reasons shall be allowed to rejoin the Programme only after approval is granted by the competent authority of the University.

9. Attendance

9.1 A student is required to maintain a minimum 75% attendance in theory classes before conduct of any evaluation component/ Examination.

9.2 Requirement of attendance in the practical classes shall be 75%. In case, any of the practical is missed-out due to absence of the student, it shall be the responsibility of the student to carry out the same with due permission of the concerned course coordinator.

9.3 Head of constituent college shall review the cases of short attendance before commencement any of the evaluation component in every semester and thereafter a list of students not eligible shall be notified.

Name of the Assessment Component	Attendance Criteria for Appearance
Sessional Examination I	75% attendance up to start of component from commencement of the Semester.
Sessional Examination II	
End Semester Examination	
End Semester Practical Examination	75% attendance up to start of the component from the commencement of the Semester.

10. Remedial Classes:

A student having short attendance before commencement of any of the evaluation component will be entitled to improve his/ her attendance by joining remedial classes before the commencement of ESE. Such a student shall be required to attend the College/Department during the period of preparatory leave and also to complete the work assigned by the Course faculty/ instructor(s) of the respective course(s).

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The attendance so obtained by the student shall be added to his/ her regular attendance of the respective courses of the semester. Student who is thus able to achieve 75% of attendance will be eligible to appear for the ESE.

11. Assessment

There shall be comprehensive continuous assessment for all the students registered for M.A./M.Sc.(Yoga Sciences). Procedure for assessment shall be as follows:

11.1 Continuous Internal Assessment

11.1.1 Theory

The Continuous Internal Assessment of theory course(s) shall comprise of:

(i) The Sessional Examination I, shall be based on the syllabus covered in first 05 (five) instructional weeks from the commencement of the semester.

(ii) The Sessional Examination II, shall be based on the syllabus covered in next 05 (five) instructional weeks from the commencement of the semester.

(iii) Day to Day Assessment: A teacher shall conduct Day to Day Assessment on regular basis continuously throughout the semester. It shall comprise of Assignment/Group Discussion/Seminar/Presentation/Quiz/Viva Voce etc. in a semester.

S. No.	Continuous Internal Assessment	Weightage (%)
1.	Sessional Examination I	25%
2.	Sessional Examination II	25%
3.	Day to Day Assessment	50%

11.1.2 Practical:

The continuous Internal Assessment for a course with laboratory session, shall be done on regular basis as per the course plan:

S. No.	Continuous Internal Assessment	Weightage (%)
1.	File record	20%
2.	Execution/demonstration	60%
3.	Viva-Voce	20%

A student must obtain a minimum 50% marks in the Continuous Internal Assessment (CIA) of a course, to appear in the End Semester Examinations.

40% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the Continuous Internal Assessment of a course will be added to the final composite score of that course for the evaluation of the grade.

11.2 Make-up Examination for Sessional Examination:

i) Make- up examination for Sessional(s) is an opportunity given to the students who missed any or both the Sessional(s) either due to shortage of attendance, or not being able to appear for the components(s) due to some unforeseen circumstances.

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ii) Make-up Examination for Sessional(s) shall be held after completion of Sessional II and before the commencement of End Semester Examination.

iii) A student shall be eligible to appear for the make-up examination for Sessional Exam, provided he fulfills the required attendance by the time of holding of make-up examination for the Sessional(s).

11.3 Eligibility Criteria for Appearing in the End Semester Examination:

A student must obtain a minimum 50% marks in the Continuous Internal Assessment (CIA) of a course, to be eligible to appear in the End Semester Examinations.

11.4 End Semester Examinations:

i) End Semester Examination of shall be held after 15(fifteen) instructional weeks from commencement of the semester and will cover entire syllabus of a course.

ii) For a course with laboratory session, the End Semester Practical Examination shall be based on Lab records, performance, experiments conducted/demonstration and viva-voce.

iii) 60% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the End Semester Examination of a course will contribute towards the final composite score of that course.

11.5 Evaluation of Answer Sheets:

11.5.1 Evaluation for Sessional Examination:

i) Examination-In-Charge designated by the constituent college shall be responsible for distributing all the answer sheets amongst the respective Course Coordinators for evaluation and award of scores.

ii) The respective Course Coordinators shall then uniformly distribute the answer sheets to the course instructor(s) for evaluation within the stipulated time frame.

iii)Evaluated answer sheets shall then be handed over to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

iv)The course coordinators shall be responsible to submit the consolidated award list for the respective component to the designated Examination-In-Charge.

11.5.2 Evaluation for End Semester Examination:

i) Centralized Evaluation process shall be adopted for the End Semester Examination.

ii) Once the answer booklets are received by the Examination Cell of the University, for fair evaluation to conceal the identity of an examinee coding of answer booklet shall be done by the Examination Cell before distribution to the Principal/ Head of the constituent college for evaluation.

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iii) Evaluation of answer booklets shall be done at such place as decided by the University.

iv) Examination In-charge of the constituent college shall distribute the encoded answer sheets to the concerned Course Coordinators. The respective Course Coordinators shall then uniformly distribute the answer sheets to the evaluators designated by the University for Evaluation within the stipulated time frame.

v) Subsequent to evaluation, it shall be the responsibility of the concerned course coordinators to hand over the evaluated answer sheets to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

vi) All the evaluated answer sheets, along with award list of End Semester Examination and composite scores of all the components i.e. Sessional, Day to Day Assessment and ESE, shall be submitted separately by the respective course coordinator to the Dean/ Head of the constituent college for further forwarding to the University Examination Cell.

12. Criteria for passing a course:

In order to be declared pass, student must obtain minimum 50% marks of total composite score (40% marks of Continuous Internal Assessment (CIA) and 60% marks of End Semester Exams (ESE) taken together) in a course.

13. Course-wise Grading

The letter-grades and their equivalent grade points are indicated below:

Percentage of marks after normalization	Letter Grade	Grade Point	Description	Performance
90 to100	O	10	Outstanding	Pass/Satisfactory
80 to <90	A+	9	Excellent	
70 to< 80	A	8	Very Good	
60 to < 70	B+	7	Good	
55 to < 60	B	6	Above Average	
50 to <55	C	5	Average	
<50	F	0	Fail	Fail/Unsatisfactory

**Performance of a student in Audit/Compulsory Audit Course shall be reported as Satisfactory / Unsatisfactory.*

A student who cannot be awarded any of the above grades on account of any of the reasons mentioned here in under shall be given the corresponding report in the grade card.

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Status of student	Report*
Withdrawal from the Course	W
Detained in End Semester Examination due to Shortage of Attendance	SA
Abstaining from the End Semester Examination	AB
Incomplete Term work/ Evaluation Component	I
Result withheld due to administrative reasons	WH
Cancellation of Registration in a course(s) due to Disciplinary action	RC

** Report obtained by a student in any of the course shall not be used for the purpose of SGPA/CGPA calculation. Wherever this applied, SGPA and CGPA are not calculated and are marked as NC.

14. Method of Awarding the Grades

Grading of the students shall be carried-out course-wise for all courses, separately. Marks obtained by the students in each evaluation component shall be normalized on the scale of 100 (hundred) marks. The final composite score in a course shall be calculated by adding the normalized marks in the following proportion of weightages so that the total percentage of the components taken together is 100 (hundred):

Theory Components

Name of the Assessment Component	Weightages (in %age)
Continuous Internal Assessment	40%
End Semester Examination	60%

Practical Components

Name of the Assessment Component	Weightages(in %age)
Continuous Internal Assessment	40%
End Semester Examination	60%

Subsequently, the absolute grading method, based on composite score (as defined in course-wise grading) shall be used on normalized marks obtained by all the registered students in a course and grades shall be awarded.

15. Declaration of Results

15.1 The respective course coordinators shall prepare and submit a list of normalized marks, as per the standardized format prescribed by the university, to the Dean/ Head of the constituent college who shall forward the same to the University Examination Cell.

15.2 The University Examination Cell after getting the final normalized marks checked and verified will award the grades.

15.3 Subsequent to award of grades, University Examination Cell shall prepare the result and declare the same as per the procedure laid down.

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16 Supplementary Examinations:

16.1 Supplementary Examinations shall be conducted for a student who has either failed in earlier examination or abstained (***AB***) from the End Semester Examination or has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s).

16.2 Supplementary Examination for End Semester Examinations shall be held with regular End Semester Examinations.

16.3 Supplementary Examinations for ODD Semesters shall be held alongwith the End Semester Examinations of ODD Semesters and Supplementary Examinations for EVEN Semesters shall be held along with the End Semester Examinations of EVEN Semesters.

16.4 Examination fee for Supplementary Examination shall be charged as prescribed by the university.

17. Use of Unfair Means

All reported cases of use of unfair means shall be dealt with as per the Ordinance made by the University in this regard.

18. Eligibility for Promotion and Registration to Higher Semesters

18.1 A student having a maximum backlogs in 4 courses or 50% courses (including both core and non-core audit courses), whichever is lower, of Academic year 1 (Semester-I & Semester-II) shall be promoted to Academic year 2 (Semester-III & Semester-IV).

18.2 A special exam shall be conducted after the End Semester Exam of semester-IV only for those final semester students, who are unable to pass a maximum of four courses or 50% courses, whichever is lower, of their Academic year 2 (Semester-III & Semester-IV) only.

18.3 The examination fee, as decided by the University, will be charged for the special examination.

19. Course Repetition

19.1 A student who has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s) shall have to repeat and pass the course(s) by registering a course(s) whenever it is offered as a regular course(s).

19.2 If the course (with same code/title/credit) is not offered due to the change in the curriculum, then student shall have to register and pass for the approved equivalent course (s) (with same credits) of the new curriculum.

19.3 A student who has once obtained the pass grade (***O-P***) shall not be allowed to repeat the Course.

20. Grade Card

20.1 At the end of each semester a student shall be issued a Grade Card which includes the following details:

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i) Credits of each course registered in the Semester.
ii) Letter Grades/Reports obtained in each Course.
iii) The total number of credits earned by a student up to the end of that semester.
iv) Calculation of ***SGPA*** for each semester.
v) CGPA for all the 04 (four) semesters for regular students, who have successfully completed the Programme.

20.2 Semester Grade Performance Average (SGPA):

The performance of a student in a semester shall be indicated by a number called Semester Grade Performance Average (SGPA), which is the weighted average of the grade points obtained in all the courses in a semester by a student.

$$SGPA = \frac{\sum_{i=1}^{n} C_i (GP)_i}{\sum_{i-1}^{n} C_i}$$

Where, C_i: *indicates the Credit for the* i^{th} *course,*
$(GP)_i$: *indicates the Grade point obtained for the* i^{th}*course,*
n: indicates the total number of Courses.

20.3 Cumulative Grade Point Average (CGPA):

An assessment of the overall performance of a student shall be indicated by Cumulative Grade Point Average (CGPA).

$$CGPA - \frac{\sum_{i=1}^{m} S_i (SGPA)_i}{\sum_{i-1}^{m} S_i}$$

Where, *Si:Sum of credits in the* i^{th} *Semester,*
$(SGPA)_i$: *Semester Grade Point average obtained by the student in the* i^{th}*Semester, m: indicates the number of Semesters.*

20.4 Classification of Results

Based on the CGPA obtained and successful completion of **M.A/M.Sc.(Yoga Sciences)** Programme, the result of a student shall be declared as follows:

CGPA	Result
7.50 and above	Passed with Distinction (Passed all the courses in first attempt)
6.00 and above but less than 7.50	Passed with First class
5.00 and above but less than 6.00	Passed with Second class
Below 5.00	Failed

20.5 Equivalence between Grade Points and Percentage

Equivalence between grade points and percentage of marks can be obtained by directly multiplying the grade points by a factor of 10.00.

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21. Grade improvement

If a student who has passed in all the regular examinations, starting Semester I to Semester IV, feels that his/ her CGPA is not satisfactory, such a student, for the purpose of improving their CGPA can reappear for any of the 05 (five) core courses from Semesters I to III along with the Special examination to be conducted after the End Semester Examination of Semester IV. No further chance shall be given to improve the CGPA.

22. Award of Degree

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

(i) Successfully registered and acquired the minimum credits, as prescribed by the University from time to time and as specified in the Scheme of Study and Evaluation of M.A./MSc. (Yoga Sciences) Programme corresponding to the discipline of his study within the stipulated time.

(ii) Completed the normal duration of Programme of study.

(iii) Earned a CGPA of 5.00 or above.

23. Notwithstanding anything stated in these Regulations, for any unforeseen issues arising, and not covered by these Regulations, or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining the opinion/advice of a Committee constituted by the Vice Chancellor. The decision of the Vice-Chancellor shall be final.

24. The University reserves the right to amend this Ordinance as and when required.

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Academic Regulations for Post Graduate Diploma (Yoga Science & Holistic Health) Programme.

SWAMI RAMA HIMALAYAN UNIVERSITY

In exercise to the powers conferred by Statute 4.05(2)(b) of Swami Rama Himalayan University, the Board of Management has framed the following Ordinance for smooth functioning of the University:

Ordinance SRHU/ORD/106: Academic Regulations for Post Graduate Diploma (Yoga Science & Holistic Health) Programme.

1. Short Title and Commencement

1.1 These regulations shall be called ***"Academic Regulations for Post Graduate Diploma (Yoga Science & Holistic Health) Programme of Swami Rama Himalayan University".***

1.2 These Regulations shall be deemed to have come into force from the date as approved by the Board of Management of the Swami Rama Himalayan University.

2. Definitions:

2.1 **Academic Programme** shall mean a combination of courses and/or any other component leading to a PG-Diploma.

2.2 **Academic Year** shall mean a period of twelve months divided in to 02(two) ***Semesters*** of ~ 20 weeks each (inclusive of 90 instructional days) for course work. The Odd Semester may be scheduled from first week of August to January and Even Semester from first week of February to July.

2.3 **CBCS** shall mean ***Choice Based Credit System***; means a system that provides choice to students to select from the prescribed courses (core, elective, minor or soft skill courses).

2.4 **Course** shall mean a component of a Programme (referred to, as 'papers'). All courses need not carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed to comprise interactive lectures/ tutorials/seminars/ presentations/project work/ laboratory work/field work/ outreach activities/ vocational training/viva/ term papers/ assignments/ self-directed learning etc. or a combination of some of these.

2.5 **Credit Based Semester System (CBSS)** shall mean a system where the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be completed by the students.

2.6 **Continuous Internal assessment (CIA)** is a form of educational evaluation that assess the student's progress throughout a prescribed course. It tracks the learning process throughout the semester allowing for identification of weak points/poor performance and self-amelioration.

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2.7 **Sessional Examination** shall mean Internal Test(s) to be conducted at fixed intervals as announced through the Academic calendar on commencement of Academic Year.

2.8 **Day to Day Assessment** shall mean all the assessments that are normally conducted by a Course Instructor and include assignments, group discussion, seminar, presentation, quizzes & viva-voce etc. throughout the Semester.

2.9 **Cumulative Grade Point Average (CGPA)** is a measure of overall cumulative performance of a student in all semesters taken together.

2.10 **Course Coordinator** shall mean a faculty member, who shall be responsible for coordinating the work of all faculty member(s) involved in teaching and evaluation of a course.

2.11 **Course Instructor** shall mean a faculty member involved in teaching and evaluation of a course.

2.12 **Credit** is a unit by which the course work is measured. It determines the number of hours of instructions required per week.

2.13 **Credit Point** is the product of grade point and number of credits for a course.

2.14 **Course Load** every student shall be required to register for a set of Courses in each *Semester*, with a total number of course *Credits* being limited by considering the permissible *weekly Contact Hours* (30-40 hrs. per Week, to enable the students to engage in homework assignments, self-learning outside the Class rooms/Laboratories, Extra/Co-Curricular activities and add-on Courses, if any, for their overall development). Thus, an average Course Load of 21-30 *Credits/Semester* (e.g.,6-8*Courses*)shall be offered/given in normal case.

2.15 **Course Registration** shall mean that every student shall formally register himself for prescribed set of *Courses (Credits)*, offered, in an each Semester.

2.16 **Course Flexibility** shall mean flexibility provided to the students in selecting the courses, based on their learning capacities.

2.17 **Credit Courses** shall mean courses registered by a student in a *Semester* to earn *credits*. where he will earn *one Credit* by registering and passing, viz.:

- One hour/week/Semester for *Theory/Lecture(L)Courses* or *Tutorials;* and,
- Two-Eight hours/week/Semester for *Laboratory/Practical (P) Courses based on the requirements of the course.*

2.18 **Credit Representation** shall mean *Credit* values, as defined below, for different academic activities:

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Contact Hours/Week/Semester			*Credits*	*Total Credits*
Lectures (hrs/wk/Sem)	**Tutorials** (hrs/wk/Sem)	**Practical/Practices** (hrs/wk/Sem)	(L: T: P)	(C)
3	0	0	3:0:0	3
3	0	2	3:0:1	4
0	0	2	0:0:2	1
0	0	4	0:0:4	2
0	0	8	0:0:8	4

2.19 **Credits required for the Award of Degree** shall mean minimum prescribed number of *Credits* to be earned by a student for award of Post Graduate Diploma (Yoga Science & Holistic Health).

2.20 **End Semester Examination (ESE)** shall mean an examination conducted by the University at the end of the semester.

2.21 **Enrolment to the University** shall mean the enrolment of a student to Swami Rama Himalayan University after completion of admission related requirements.

2.22 **Grade** shall mean a prescribed alphabet awarded to a student based on his performance in the examinations.

2.23 **Grade Point** shall mean a numerical weight on a 10-point scale, allotted to each letter grade awarded to a student based on his performance in the examinations.

2.24 **Letter Grade** shall mean an index of the performance of students in the said course. Grades are denoted by letters O, A+, A, B+, B, C and F.

2.25 **Grade Card** shall mean a printed record reflecting students' performance.

2.26 **Registration to the Programme** shall mean registration of a student to the Post Graduate Diploma (Yoga Science & Holistic Health) after completion of admission related requirements.

2.27 **Report(s)** shall mean prescribed alphabet(s) citing the reason for not being awarded the grades.

2.28 **Semester Grade Point Average (SGPA)** shall mean a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

2.29 **University** shall mean Swami Rama Himalayan University (SRHU).

3. Admission:

Admission to Post Graduate Diploma (Yoga Science & Holistic Health) Programme shall be made by the University. Eligibility Criteria and procedure for admission into Post Graduate Diploma (Yoga Science & Holistic Health) Programme shall be as prescribed by the University from time to time.

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4. Duration of the Programme

The duration of Post Graduate Diploma (Yoga Science & Holistic Health) Programme shall be of 01 (one) year of period. A student admitted to the Programme shall be required to complete the Post Graduate Diploma (Yoga Science & Holistic Health) Programme within the duration of 03 (three) years from the date of registration; failing which his registration to the Programme shall stand cancelled.

5. Programme Structure:

Broad categories of courses to be studied over the entire duration of the Post Graduate Diploma (Yoga Science & Holistic Health) are as follows:

(a) Core Courses
(b) Elective Courses
  (i) Discipline Specific Elective Courses
  (ii) Generic Elective Courses
  (iii) Project Work
(c) Ability Enhancement Courses
  (i) Ability Enhancement Compulsory Courses.
  (ii) Skill Enhancement Courses.
(d) Audit/ Value Added Courses

6. Registration

6.1 Registration to the Programme

The candidate shall be eligible for registration to the Programme subject to verification and submission of all the required documents and deposit of prescribed fee.

6.2 Course Registration

A student shall be required to register every semester, as per the schedule defined in Academic Calendar, for the prescribed set of courses offered.

7. University Enrolment

All the students admitted shall be enrolled with the University. Enrolment Number once allotted by the University shall be unique and will have to be quoted by the students for all correspondences with the University and also wherever necessary.

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8. Temporary Discontinuation from the Programme

8.1 Temporary discontinuation from the Programme shall be allowed in exceptional cases with prior approval of Dean/Principal/ HOD, for 02 (two) consecutive semesters but not more than 01(one) year. However, the student shall be allowed to rejoin the Programme from next Academic Semester/Year.

8.2 Any student who temporarily discontinues the Programme on medical ground shall be allowed to rejoin the Programme from the next Academic Semester/Year provided that he/she is found medically fit by the medical board specified by the University from time to time.

8.3 Any student who temporarily discontinues the Programme due to any other reasons shall be allowed to rejoin the Programme only after approval is granted by the competent authority of the University.

9. Attendance

9.1 A student is required to maintain a minimum 75% attendance in theory classes before conduct of any evaluation component/ Examination.

9.2 Requirement of attendance in the practical classes shall be 75%. In case, any of the practical is missed-out due to absence of the student, it shall be the responsibility of the student to carry out the same with due permission of the concerned course coordinator.

9.3 Head of constituent college shall review the cases of short attendance before commencement any of the evaluation component in every semester and thereafter a list of students not eligible shall be notified.

Name of the Assessment Component	Attendance Criteria for Appearance
Sessional Examination I	75% attendance up to start of component from commencement of the Semester.
Sessional Examination II	
End Semester Examination	
End Semester Practical Examination	75% attendance up to start of the component from the commencement of the Semester.

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10. Remedial Classes:

A student having short attendance before commencement of any of the evaluation component will be entitled to improve his/ her attendance by joining remedial classes before the commencement of ESE. Such a student shall be required to attend the College/Department during the period of preparatory leave and also to complete the work assigned by the Course faculty/ instructor(s) of the respective course(s). The attendance so obtained by the student shall be added to his/ her regular attendance of the respective courses of the semester. Student who is thus able to achieve 75% of attendance will be eligible to appear for the ESE.

11. Assessment

There shall be comprehensive continuous assessment for all the students registered for Post Graduate Diploma (Yoga Science & Holistic Health)). Procedure for assessment shall be as follows:

11.1 Continuous Internal Assessment

11.1.1 Theory

The Continuous Internal Assessment of theory course(s) shall comprise of:

(i) The Sessional Examination I, shall be based on the syllabus covered in first 05 (five) instructional weeks from the commencement of the semester.

(ii) The Sessional Examination II, shall be based on the syllabus covered in next 05 (five) instructional weeks from the commencement of the semester.

(iii) Day to Day Assessment: A teacher shall conduct Day to Day Assessment on regular basis continuously throughout the semester. It shall comprise of Assignment/Group Discussion/Seminar/Presentation/Quiz/Viva Voce etc. in a semester.

S. No.	Continuous Internal Assessment	Weightage (%)
1.	Sessional Examination I	25%
2.	Sessional Examination II	25%
3.	Day to Day Assessment	50%

11.1.2 Practical:

The continuous Internal Assessment for a course with laboratory session, shall be done on regular basis as per the course plan:

S. No.	Continuous Internal Assessment	Weightage (%)
1.	File record	20%
2.	Execution/demonstration	60%
3.	Viva-Voce	20%

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A student must obtain a minimum 50% marks in the Continuous Internal Assessment (CIA) of a course, to appear in the End Semester Examinations.

40% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the Continuous Internal Assessment of a course will be added to the final composite score of that course for the evaluation of the grade.

11.2 Make-up Examination for Sessional Examination:

i) Make- up examination for Sessional(s) is an opportunity given to the students who missed any or both the Sessional(s) either due to shortage of attendance, or not being able to appear for the components(s) due to some unforeseen circumstances.
ii) Make-up Examination for Sessional(s) shall be held after completion of Sessional II and before the commencement of End Semester Examination.
iii) A student shall be eligible to appear for the make-up examination for Sessional Exam, provided he fulfills the required attendance by the time of holding of make-up examination for the Sessional(s).

11.3 Eligibility Criteria for Appearing in the End Semester Examination:

A student must obtain a minimum 50% marks in the Continuous Internal Assessment (CIA) of a course, to be eligible to appear in the End Semester Examinations.

11.4 End Semester Examinations:

i) End Semester Examination of shall be held after 15(fifteen) instructional weeks from commencement of the semester and will cover entire syllabus of a course.
ii) For a course with laboratory session, the End Semester Practical Examination shall be based on Lab records, performance, experiments conducted/demonstration and viva-voce.
iii) 60% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the End Semester Examination of a course will contribute towards the final composite score of that course.

11.5 Evaluation of Answer Sheets:

11.5.1 Evaluation for Sessional Examination:

i) Examination-In-Charge designated by the constituent college shall be responsible for distributing all the answer sheets amongst the respective Course Coordinators for evaluation and award of scores.
ii) The respective Course Coordinators shall then uniformly distribute the answer sheets to the course instructor(s) for evaluation within the stipulated time frame.
iii) Evaluated answer sheets shall then be handed over to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

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iv) The course coordinators shall be responsible to submit the consolidated award list for the respective component to the designated Examination-In-Charge.

11.5.2 Evaluation for End Semester Examination:

i) Centralized Evaluation process shall be adopted for the End Semester Examination.
ii) Once the answer booklets are received by the Examination Cell of the University, for fair evaluation to conceal the identity of an examinee coding of answer booklet shall be done by the Examination Cell before distribution to the Dean/ Head of the constituent college for evaluation.
iii) Evaluation of answer booklets shall be done at such place as decided by the University.
iv) Examination In-charge of the constituent college shall distribute the encoded answer sheets to the concerned Course Coordinators. The respective Course Coordinators shall then uniformly distribute the answer sheets to the evaluators designated by the University for Evaluation within the stipulated time frame.
v) Subsequent to evaluation, it shall be the responsibility of the concerned course coordinators to hand over the evaluated answer sheets to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.
vi) All the evaluated answer sheets, along with award list of End Semester Examination and composite scores of all the components i.e. Sessional, Day to Day Assessment and ESE, shall be submitted separately by the respective course coordinator to the Dean/ Head of the constituent college for further forwarding to the University Examination Cell.

12. Criteria for passing a course:

In order to be declared pass, student must obtain minimum 50% marks of total composite score (40% marks of Continuous Internal Assessment (CIA) and 60% marks of End Semester Exams (ESE) taken together) in a course.

13. Course-wise Grading

The letter-grades and their equivalent grade points are indicated below:

Percentage of marks after normalization	Letter Grade	Grade Point	Description	Performance
90 to100	O	10	Outstanding	Pass/Satisfactory
80 to <90	A+	9	Excellent	
70 to< 80	A	8	Very Good	
60 to < 70	B+	7	Good	
55 to < 60	B	6	Above Average	
50 to <55	C	5	Average	
<50	F	0	Fail	Fail/Unsatisfactory

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* Performance of a student in Audit/Compulsory Audit Course shall be reported as Satisfactory / Unsatisfactory.

A student who cannot be awarded any of the above grades on account of any of the reasons mentioned here in under shall be given the corresponding report in the grade card.

Status of student	Report*
Withdrawal from the Course	W
Detained in End Semester Examination due to Shortage of Attendance	SA
Abstaining from the End Semester Examination	AB
Incomplete Term work/ Evaluation Component	I
Result withheld due to administrative reasons	WH
Cancellation of Registration in a course(s) due to Disciplinary action	RC

** Report obtained by a student in any of the course shall not be used for the purpose of SGPA/ CGPA calculation. Wherever this applies, SGPA and CGPA are not calculated and marked NC.

14. Method of Awarding the Grades

Grading of the students shall be carried-out course-wise for all courses, separately. Marks obtained by the students in each evaluation component shall be normalized on the scale of 100 (hundred) marks. The final composite score in a course shall be calculated by adding the normalized marks in the following proportion of weightages so that the total percentage of the components taken together is 100 (hundred):

Theory Components

Name of the Assessment Component	Weightages (in %age)
Continuous Internal Assessment	40%
End Semester Examination	60%

Practical Components

Name of the Assessment Component	Weightages(in %age)
Continuous Internal Assessment	40%
End Semester Examination	60%

Subsequently, the absolute method of evaluation, based on percentage (as defined in course-wise grading) shall be used on normalized marks obtained by the students in a course and grades shall be awarded.

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15. Declaration of Results

15.1 The respective course coordinators shall prepare and submit a list of normalized marks, as per the standardized format prescribed by the university, to the Dean/ Head of the constituent college who shall forward the same to the University Examination Cell.

15.2 The University Examination Cell after getting the final normalized marks checked and verified will award the grades.

15.3 Subsequent to award of grades, University Examination Cell shall prepare the result and declare the same as per the procedure laid down.

16. Supplementary Examinations

16.1 Supplementary Examinations shall be conducted for a student who has either failed in earlier examination or abstained (***AB***) from the End Semester Examination or has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s).

16.2 Supplementary Examination for End Semester Examinations shall be held with regular End Semester Examinations.

16.3 Supplementary Examinations for ODD Semesters shall be held along with the End Semester Examinations of ODD Semesters and Supplementary Examinations for EVEN Semesters shall be held along with the End Semester Examinations of EVEN Semesters.

16.4 Examination fee for Supplementary Examination shall be charged as prescribed by the university.

17. Use of Unfair Means

All reported cases of use of unfair means shall be dealt with as per the Ordinance made by the University in this regard.

18. Promotion Criteria:

In order to declare pass in Programme student should pass all the courses of semester 1st and semester 2nd.

However, a special exam shall be conducted after the End Semester Exam of semester-II only for those final semester students, who are unable to pass a maximum of four courses or 50% courses(including all category of courses), whichever is lower, of their Academic year (Semester-I & Semester-II) only.

The examination fee, as decided by the University, will be charged for the special examination.

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19. Course Repetition

19.1 A student who has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s) shall have to repeat and pass the course(s) by registering a course(s) whenever it is offered as a regular course(s).

19.2 If the course (with same code/title/credit) is not offered due to the change in the curriculum, then student shall have to register and pass for the approved equivalent course (s) (with same credits) of the new curriculum.

19.3 A student who has once obtained the pass grade (***O-P***) shall not be allowed to repeat the course.

20. Grade Card

20.1 At the end of each semester a student shall be issued a Grade Card which includes the following details:

i) Credits of each course registered in the Semester.
ii) Letter Grades/Reports obtained in each Course.
iii) The total number of credits earned by a student up to the end of that semester.
iv) Calculation of ***SGPA*** for each semester.
v) CGPA for all the 02 (two) semesters for regular students, who have successfully completed the Programme.

20.2 Semester Grade Performance Average (SGPA)

The performance of a student in a semester shall be indicated by a number called Semester Grade Performance Average (SGPA), which is the weighted average of the grade points obtained in all the courses in a semester by a student.

$$SGPA = \frac{\sum_{i=1}^{n} C_i (GP)_i}{\sum_{i=1}^{n} C_i}$$

Where, C_i: *indicates the Credit for the* i^{th} *course,*
$(GP)_i$: *indicates the Grade point obtained for the* i^{th}*course,*
n: indicates the total number of Courses.

20.3 Cumulative Grade Point Average (CGPA):

An assessment of the overall performance of a student shall be indicated by Cumulative Grade Point Average (CGPA).

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$$CGPA = \frac{\sum_{i=1}^{m} S_i (SGPA)_i}{\sum_{i=1}^{m} S_i}$$

Where, *Si:Sum of credits in the i^{th} Semester,*
$(SGPA)_i$: *Semester Grade Point average obtained by the student in the i^{th}Semester, m: indicates the number of Semesters.*

20.4 Classification of Results:

Based on the CGPA obtained and successful completion of P.G Diploma (Yoga Science & Holistic Health) Programme, the result of a student shall be declared as follows:

Programme, the result of a student shall be declared as follows:

CGPA	Result
7.50 and above	Passed with Distinction (Passed all the courses in first attempt)
6.00 and above but less than 7.50	Passed with First class
5.00 and above but less than 6.00	Passed with Second class
Below 5.00	Failed

20.5 Equivalence between Grade Points and Percentage:

Equivalence between grade points and percentage of marks can be obtained by directly multiplying the grade points by a factor of 10.00.

21. Grade improvement

If a student who has passed in all the regular examinations, starting Semester I to Semester II, feels that his/ her CGPA is not satisfactory, such a student, for the purpose of improving their CGPA can reappear for any of the 02 (Two) core courses from Semesters I to II along with the Special examination to be conducted after the End Semester Examination of Semester II. No further chance shall be given to improve the CGPA.

22. Award of Degree

A student shall be declared to be eligible for award of the P.G Diploma (Yoga Science & Holistic Health) if he or she has:

(i) Successfully registered and acquired the minimum credits as prescribed by the University from time to time and as specified in the Scheme of Study and Evaluation of P.G Diploma (Yoga Science & Holistic Health) Programme corresponding to the discipline of his study within the stipulated time.

(ii) Completed the normal duration of Programme of study.

(iii) Earned a CGPA of 5.00 or above.

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23. Notwithstanding anything stated in these Regulations, for any unforeseen issues arising, and not covered by these Regulations, or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining the opinion/advice of a Committee constituted by the Vice Chancellor. The decision of the Vice-Chancellor shall be final.

24. The University reserves the right to amend this Ordinance as and when required.

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Academic Regulations for UG Programme - B.Sc. (Hons.) Data Science.

SWAMI RAMA HIMALAYAN UNIVERSITY

In exercise to the powers conferred by Statute 4.05(2)(b) of Swami Rama Himalayan University, the Board of Management has framed the following Ordinance for smooth functioning of the University:

Ordinance SRHU/ORD/107: Academic Regulations for UG Programme - B.Sc. (Hons.) in Data Science.

1. Short Title and Commencement:

1.1 These regulations shall be called ***"Academic Regulations for B.Sc. (Hons.) in Data Science Programme of Swami Rama Himalayan University."***

1.2 These regulations shall be deemed to have come into force from the date as approved by the Board of Management of the Swami Rama Himalayan University.

2. Definitions:

2.1 **Academic Programme** shall mean a combination of courses and/or any other component leading to a Bachelor's degree.

2.2 **Academic Year** shall mean a period of twelve months divided in to 02(two) ***Semesters*** of ~ 20 weeks each (inclusive of 90 instructional days) for course work. The Odd Semester may be scheduled from first week of August to January and Even Semester from first week of February to July.

2.3 **CBCS** shall mean ***Choice Based Credit System***; means a system that provides choice to students to select from the prescribed courses (core, elective, minor or soft skill courses).

2.4 **Course** shall mean a component of a Programme (referred to, as 'papers'). All courses need not carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed to comprise interactive lectures/ tutorials/seminars/ presentations/project work/ laboratory work/field work/ outreach activities/ vocational training/viva/ term papers/ assignments/ self-directed learning etc. or a combination of some of these.

2.5 **Credit Based Semester System (CBSS)** shall mean a system where the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be completed by the students.

2.6 **Continuous Internal Assessment (CIA)** is a form of educational evaluation that assess the student's progress throughout a prescribed course. It tracks the learning process throughout the semester allowing for identification of weak points/poor performance and self-amelioration.

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2.7 **Sessional Examination** shall mean Internal Test(s) to be conducted at fixed intervals as announced through the Academic calendar on commencement of Academic Year.

2.8 **Day to Day Assessment** shall mean all the assessments that are normally conducted by a Course Instructor and include assignments, group discussion, seminar, presentation, quizzes & viva-voce etc. throughout the Semester.

2.9 **Cumulative Grade Point Average (CGPA)** is a measure of overall cumulative performance of a student in all semesters taken together.

2.10 **Course Coordinator** shall mean a faculty member, who shall be responsible for coordinating the work of all faculty member(s) involved in teaching and evaluation of a course.

2.11 **Course Instructor** shall mean a faculty member involved in teaching and evaluation of a course.

2.12 **Credit** is a unit by which the course work is measured. It determines the number of hours of instructions required per week.

2.13 **Credit Point** is the product of grade point and number of credits for a course.

2.14 **Course Load** every student shall be required to register for a set of Courses in each *Semester*, with a total number of course *Credits* being limited by considering the permissible *weekly Contact Hours* (30-40 hrs. per Week, to enable the students to engage in homework assignments, self-learning outside the Class rooms/Laboratories, Extra/Co-Curricular activities and add-on Courses, if any, for their overall development). Thus, an average Course Load of 21-30 *Credits/Semester* (e.g.,6-8*Courses*)shall be offered/given in normal case.

2.15 **Course Registration** shall mean that every student shall formally register himself for prescribed set of *Courses (Credits),* offered, in an each Semester.

2.16 **Course Flexibility** shall mean flexibility provided to the students in selecting the courses, based on their learning capacities.

2.17 **Credit Courses** shall mean courses registered by a student in a *Semester* to earn *credits*, where he will earn *one Credit* by registering and passing, viz.:

- One hour/week/Semester for *Theory/Lecture(L)Courses* or *Tutorials;* and,
- Two hours/week/Semester for *Laboratory/Practical (P)Courses*

2.18 **Credit Representation** shall mean *Credit* values, as defined below, for different academic activities:

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Contact Hours/Week/Semester			Credits (L: T: P)	Total Credits
Lectures (hrs/wk/Sem)	Tutorials (hrs/wk/Sem)	Practical/Practices (hrs/wk/Sem)		
3	0	0	3:0:0	3
3	1	0	3:1:0	4
2	1	0	2:1:0	3
0	0	2	0:0:1	1

2.19 **Credits required for the Award of Degree** shall mean minimum prescribed number of *Credits* to be earned by a student for award of *B.Sc. (Hons.) in Data Science Degree.*

2.20 **End Semester Examination (ESE)** shall mean an examination conducted by the University at the end of the semester.

2.21 **Enrolment to the University** shall mean the enrolment of a student to Swami Rama Himalayan University after completion of admission related requirements.

2.22 **Grade** shall mean a prescribed alphabet awarded to a student based on his performance in the examinations.

2.23 **Grade Point** shall mean a numerical weight on a 10-point scale, allotted to each letter grade awarded to a student based on his performance in the examinations.

2.24 **Letter Grade** shall mean an index of the performance of students in the said course. Grades are denoted by letters O, A+, A, B+, B, C, P and F.

2.25 **Grade Card** shall mean a printed record reflecting student's performance.

2.26 **Registration to the Programme** shall mean registration of a student to the B.Sc. (Hons.) in Data Science Programme after completion of admission related requirements.

2.27 **Report(s)** shall mean prescribed alphabet(s) citing the reason for not being awarded the grades.

2.28 **Semester Grade Point Average (SGPA)** shall mean a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

2.29 **University** shall mean Swami Rama Himalayan University (SRHU).

3. Admissions:

Admission to B.Sc. (Hons.) in Data Science Programme shall be made by the University. Eligibility criteria and procedure for admission to B.Sc. (Hons.) in Data Science Programme shall be as prescribed by the University from time to time.

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4. Duration of the Programme:

The normal duration of B.Sc. (Hons.) in Data Science Programme is 03 (three) years for regular student. However, a student admitted to the Programme shall be required to complete the B.Sc. (Hons.) in Data Science degree within the duration of 05(five) years from the date of registration; failing which his registration to the Programme shall stand cancelled.

5. Programme Structure:

Broad categories of courses to be studied over the entire duration of the B.Sc. (Hons.) in Data Science Programme are as follows:

(a) Core Courses
(b) Elective Courses
  (i) Discipline Specific Elective Courses
  (ii) Generic Elective Courses
(c) Project Work/ Dissertation
(d) Ability Enhancement Courses
  (i) Ability Enhancement Compulsory Courses.
  (ii) Skill Enhancement Courses.
(d) Audit/ Value Added Courses

6. Registration:

6.1 **Registration to the Programme:**

The candidate shall be eligible for registration to the Programme subject to verification and submission of all the required documents and deposit of prescribed fee.

6.2 **Course Registration:**

(i) A student shall be required to register every semester, as per the schedule defined in Academic Calendar, for the prescribed set of courses offered.
(ii) A student while registering for the course(s) at Semester III and beyond, shall be given the option of registering for 02(two) additional courses in advance viz., one elective and the other as core course of the higher semester.
(iii) ***Withdrawal:*** A student shall have an option to withdraw from course(s), not exceeding 02(two), in a semester as per the schedule defined in Academic Calendar.
(iv) ***Substitution:*** A final year student shall have an option to substitute the already registered elective course, not exceeding 01(one), with other elective course offered in relevant semester as per the schedule defined in Academic Calendar.

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7. University Enrolment:

All the students admitted shall be enrolled with the university. Enrolment Number once allotted by the University shall be unique and will have to be quoted by the students for all the correspondence with the University and also wherever necessary.

8. Temporary Discontinuation from the Programme:

8.1 Temporary discontinuation from the Programme shall be allowed in exceptional cases for 02 (two) consecutive semesters but not more than 01 (one) year with prior approval of the Head of constituent academic unit. However, the student shall be allowed to rejoin the Programme from next Academic Semester/Year.

8.2 Any student who temporarily discontinues the Programme on medical ground shall be allowed rejoining the Programme from the next Academic Semester/Year provided that he is found medically fit by the medical board constituted by the University from time to time.

8.3 Any student who temporarily discontinues the Programme due to any other reasons shall be allowed to rejoin the Programme only after approval is granted by the competent authority of the University.

9. Attendance:

9.1 A student is required to maintain a minimum 75% attendance in theory classes before conduct of any evaluation component/ Examination.

9.2 Requirement of attendance in the practical classes shall be 100%. In case, any of the experiment is missed-out due to absence of the student, it shall be the responsibility of the student to carry out the same with due permission of the concerned course coordinator.

9.3 Head of constituent college shall review the cases of short attendance before commencement End Semester Examination in every semester and thereafter a list of students 'not eligible' shall be notified.

Name of the Assessment Component	Attendance Criteria for Appearance
Sessional Examination I	75% attendance up to start of component from commencement of the Semester.
Sessional Examination II	
End Semester Examination	
End Semester Practical Examination	100% attendance up to start of the component from the commencement of the Semester.

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10. Remedial Classes:

A student having short attendance till the last day of class work will be entitled to improve his attendance by joining remedial classes before the commencement of End Semester Examinations. Such a student shall be required to attend the College/Department during the period of preparatory leave and also to complete the work assigned by the Course Coordinator(s)/Instructor(s) of the respective course(s). The attendance so obtained by the student shall be added to his regular attendance of the respective courses of the semester. Student who is thus able to achieve 75% of attendance will be eligible to appear for the End Semester Examination.

11. Assessment:

There shall be comprehensive continuous assessment for all the students registered for B.Sc. (Hons.) in Data Science Programme. Procedure for assessment shall be as follows:

11.1 Continuous Internal Assessment

11.1.1 Theory

The Continuous Internal Assessment of theory course(s) shall comprise of:

(i) The Sessional Examination I, shall be based on the syllabus covered in first 05 (five) instructional weeks from the commencement of the semester.

(ii) The Sessional Examination II, shall be based on the syllabus covered in next 05 (five) instructional weeks from the commencement of the semester.

(iii) Day to Day Assessment: A teacher shall conduct Day to Day Assessment on regular basis continuously throughout the semester. It shall comprise of Assignment/Group Discussion/Seminar/Presentation/Quiz/Viva Voce etc. in a semester.

S. No.	Continuous Internal Assessment	Weightage (%)
1.	Sessional Examination I	25%
2.	Sessional Examination II	25%
3.	Day to Day Assessment	50%

11.1.2 Practical:

The continuous Internal Assessment for a course with laboratory session, shall be done on regular basis as per the course plan:

S. No.	Continuous Internal Assessment	Weightage (%)
1.	File record	20%
2.	Execution/demonstration	60%
3.	Viva-Voce	20%

A student must obtain a minimum 40% marks in the Continuous Internal Assessment (CIA) of a course, to appear in the End Semester Examinations.

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30% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the Continuous Internal Assessment of a course will be added to the final composite score of that course for the evaluation of the grade.

11.2 Make-up Examination for Sessional Examination:

i) Make- up examination for Sessional(s) is an opportunity given to the students who missed any or both the Sessional(s) either due to shortage of attendance, or not being able to appear for the components(s) due to some unforeseen circumstances.
ii) Make-up Examination for Sessional(s) shall be held after completion of Sessional II and before the commencement of End Semester Examination.
iii) A student shall be eligible to appear for the make-up examination for Sessional Exam, provided he fulfills the required attendance by the time of holding of make-up examination for the Sessional(s).

11.3 Eligibility Criteria for Appearing in the End Semester Examination:

A student must obtain a minimum 40% marks in the Continuous Internal Assessment (CIA) of a course, to be eligible to appear in the End Semester Examinations.

11.4 End Semester Examinations:

i) End Semester Examination of shall be held after 15(fifteen) instructional weeks from commencement of the semester and will cover entire syllabus of a course.
ii) For a course with laboratory session, the End Semester Practical Examination shall be based on Lab records, performance, experiments conducted/demonstration and viva-voce.
iii) 70% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the End Semester Examination of a course will contribute towards the final composite score of that course.

11.5 Evaluation of Answer Sheets:

11.5.1 Evaluation for Sessional Examination:

i) Examination-In-Charge designated by the constituent college shall be responsible for distributing all the answer sheets amongst the respective Course Coordinators for evaluation and award of scores.
ii) The respective Course Coordinators shall then uniformly distribute the answer sheets to the course instructor(s) for evaluation within the stipulated time frame.
iii) Evaluated answer sheets shall then be handed over to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

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iv) The course coordinators shall be responsible to submit the consolidated award list for the respective component to the designated Examination-In-Charge.

11.5.2 Evaluation for End Semester Examination:

i) Centralized Evaluation process shall be adopted for the End Semester Examination.

ii) Once the answer booklets are received by the Examination Cell of the University, for fair evaluation to conceal the identity of an examinee coding of answer booklet shall be done by the Examination Cell before distribution to the Dean/ Head of the constituent college for evaluation.

iii) Evaluation of answer booklets shall be done at such place as decided by the University.

iv) Examination In-charge of the constituent college shall distribute the encoded answer sheets to the concerned Course Coordinators. The respective Course Coordinators shall then uniformly distribute the answer sheets to the evaluators designated by the University for Evaluation within the stipulated time frame.

v) Subsequent to evaluation, it shall be the responsibility of the concerned course coordinators to hand over the evaluated answer sheets to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

vi) All the evaluated answer sheets, along with award list of End Semester Examination and composite scores of all the components i.e. Sessional, Day to Day Assessment and ESE, shall be submitted separately by the respective course coordinator to the Dean/ Head of the constituent college for further forwarding to the University Examination Cell.

12 Criteria for passing a course:

In order to be declared pass, student must obtain minimum 40% marks of total composite score (30% marks of Continuous Internal Assessment (CIA) and 70% marks of End Semester Exams (ESE) taken together) in a course.

13 Course-wise Grading:

The letter-grades and their equivalent grade points are indicated below:

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Composite Score	Letter Grades	Grade Points	Description	Performance
90 to 100	**O**	**10**	Outstanding	***Pass/Satisfactory****
80 to < 90	**A^+**	**9**	Excellent	
70 to < 80	**A**	**8**	Very Good	
60 to < 70	**B^+**	**7**	Good	
50 to < 60	**B**	**6**	Above Average	
45 to < 50	**C**	**5**	Average	
40 to < 45	**P**	**4**	Pass	
<40	**F**	**0**	Fail	***Fail/Unsatisfactory****

* *Performance of a student in Audit/Compulsory Audit Course shall be reported as Satisfactory / Unsatisfactory.*

A student who cannot be awarded any of the above grades on account of any of the reasons mentioned herein shall be given the corresponding report in the grade card.

Status of Student	Report**
Withdrawal from the Course	W
Detained in End Semester Examination due to Shortage of Attendance	SA
Abstaining from the End Semester Examination	AB
Incomplete Term work/ Evaluation Component	I
Result withheld due to administrative reasons	WH
Cancellation of Registration in a course(s) due to Disciplinary action	RC

** Report obtained by a student in any of the course shall not be used for the purpose of SGPA/CGPA calculation. Wherever this applied, SGPA and CGPA are not calculated and are marked as NC.

14 Method of Awarding the Grades:

Grading of the students shall be carried-out course-wise for theory and practical courses, separately. Marks obtained by the students in each assessment component shall be normalized on the scale of 100 (hundred) marks. The final composite score in a course shall be calculated by adding the normalized marks in the following proportion of weightages so that the total percentage of the components taken together is 100 (hundred):

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Theory Components

Name of the Assessment Component	Weightages (in %age)
Continuous Internal Assessment	30%
End Semester Examination	70%

Practical Components

Name of the Assessment Component	Weightages(in %age)
Continuous Internal Assessment	30%
End Semester Examination	70%

Subsequently, the absolute grading method, based on composite score (as defined in course wise grading) shall be used on normalized marks obtained by all the registered students in a course and grades shall be awarded.

15 Declaration of Results:

15.1 The respective course coordinators shall prepare and submit a list of normalized marks, as per the standardized format prescribed by the university, to the Dean/ Head of the constituent college who shall forward the same to the University Examination Cell.

15.2 The University Examination Cell after getting the final normalized marks checked and verified will award the grades.

15.3 Subsequent to award of grades, University Examination Cell shall prepare the result and declare the same as per the procedure laid down.

16 Compensatory Course(s):

16.1 Compensatory course(s) for theory component shall be offered, on payment of prescribed fee, to a student who has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s); failing which the student shall be required to register for the same/equivalent course(s) in a semester whenever it is offered as regular course.

16.2 Compensatory course(s) shall also be available to a student who has either failed in earlier examination or abstained (AB) from the end semester examination.

16.3 Compensatory course(s) will be offered during a semester along with regular courses.

16.4 On completion of the compensatory course(s), inclusive of appearance in Sessional I or Sessional II or their make-up examination, a student will be eligible to appear for the university supplementary examination.

16.5 A student can register for not more than 02(two) compensatory courses at a time.

16.6 Withdrawal from a compensatory course is not permissible.

16.7 There shall be no compensatory course for laboratory courses. However, University Practical Examinations will be conducted only during regular End Semester Examinations.

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17 Supplementary Examinations:

17.1 Supplementary Examinations shall be conducted for a student who has either failed in earlier examination or abstained (***AB***) from the End Semester Examination or has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s).

17.2 Supplementary Examination for End Semester Examinations shall be held with regular End Semester Examinations.

17.3 Supplementary Examinations for ODD Semesters shall be held alongwith the End Semester Examinations of ODD Semesters and Supplementary Examinations for EVEN Semesters shall be held alongwith the End Semester Examinations of EVEN Semesters.

17.4 Examination fee for Supplementary Examination shall be charged as prescribed by the university.

18 Use of Unfair Means:

All reported cases of use of Unfair Means shall be dealt with as per the ordinance made by the University in this regard.

19 Eligibility for Promotion& Registration to Higher Semesters:

19.1 A student having a maximum backlogs in 4 courses or 50% courses (including all category of courses), whichever is lower, of Academic year 1 (Semester-I & Semester-II) shall be promoted to Academic year 2 (Semester-III & Semester-IV).

19.2 A student having a maximum backlogs in 4 courses or 50% courses (including all category of courses), whichever is lower, of Academic year 2 (Semester- III & Semester-IV) shall be promoted to Academic year 3 (Semester-V & Semester- VI); subject to the condition that a student must have passed all the courses of Academic year 1 (Semester-1 & semester-II).

19.3 A special exam shall be conducted after the End Semester Exam of semester-VI only for those final semester students, who are unable to pass a maximum of four courses or 50% courses, whichever is lower, of their Academic year 3 (Semester-V & Semester- VI) only.

19.4 The examination fee, as decided by the University, will be charged for the special examination.

20 Course Repetition:

20.1 A student who has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s) shall have to repeat and pass the course(s):

i) By registering a course(s) whenever it is offered as a compensatory course(s).

Or

ii) By registering a course(s) whenever it is offered as a regular course(s).

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20.2 If the course (with same code/title/credit) is not offered due to the change in the curriculum, then student shall have to register and pass for the approved equivalent course (s) (with same credits) of the new curriculum.

20.3 A student who has once obtained the pass grade (***O-P***) shall not be allowed to repeat the course.

21 Grade Card:

At the end of each semester a student shall be issued a Grade Card which includes the following details:

i) Credits of each course registered in the Semester.
ii) Letter Grades/Reports obtained in each Course.
iii) The total number of credits earned by a student up to the end of that semester.
iv) Calculation of ***SGPA*** for each semester.
v) ***CGPA*** for all the 06(six) semesters for regular students, who have successfully completed the Programme.

21.1 Semester Grade Performance Average (SGPA):

The performance of a student in a semester shall be indicated by a number called Semester Grade Performance Average (SGPA), which is the weighted average of the grade points obtained in all the courses in a semester by a student.

$$SGPA = \frac{\sum_{i=1}^{n} C_i (GP)_i}{\sum_{i=1}^{n} C_i}$$

Where, C_i: *indicates the Credit for the* i^{th} *course,*
$(GP)_i$: *indicates the Grade point obtained for the* i^{th}*course,*
n: indicates the total number of Courses.

21.2 Cumulative Grade Point Average (CGPA):

An assessment of the overall performance of a student shall be indicated by Cumulative Grade Point Average (CGPA).

$$CGPA = \frac{\sum_{i=1}^{m} S_i (SGPA)_i}{\sum_{i=1}^{m} S_i},$$

Where, *Si: Sum of credits in the* i^{th} *Semester,*
$(SGPA)_i$: *Semester Grade Point average obtained by the student in the* i^{th} *Semester, m: indicates the number of Semesters.*

21.3 Classification of Results:

Based on the CGPA obtained and successful completion of B.Sc.(Hons.) in Data Science Programme, the result of a student shall be declared as follows:

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CGPA	Result
7.50 and above	Passed with Distinction (Passed all the courses in First Attempt)
6.00 and above but less than 7.50	Passed with First Class
4.50 and above but less than 6.00	Passed with Second Class
4.00 and above but less than 4.50	Passed
Below 4.00	Failed

21.4 Equivalence between Grade Points and Percentage:

Equivalence between grade points and percentage of marks can be obtained by directly multiplying the grade points by a factor of 10.00.

22 Grade Improvement:

A student who has passed in all the examinations, starting Semester-I to Semester-VI for B.Sc.(Hons.) in Data Science Programme shall qualify for the award of degree. Nevertheless, if student feels that his CGPA is not satisfactory; such a student, for the purpose of improving the CGPA, can reappear for any of the 04 (four) core courses from Semester-III to Semester VI, in the Supplementary Examination to be conducted after the End Semester Examination of the Semester-VI and take a chance to improve the CGPA. No further chance shall be given to improve the CGPA.

23 Award of Degree:

A student shall be declared to be eligible for award of the B.Sc.(Hons.) in Data Science Degree if he has:

(i) Successfully registered and acquired the minimum credits as prescribed by the University from time to time and as specified in the Scheme of Study and Evaluation of B.Sc.(Hons.) in Data Science Programme corresponding to the discipline of his study within the stipulated time.

(ii) Completed the normal duration of Programme of study.

(iii) Earned a CGPA of 4.00 or above.

24. Notwithstanding anything stated in these Regulations, for any unforeseen issues arising, and not covered by these Regulations, or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining the opinion/advice of a Committee constituted by the Vice Chancellor. The decision of the Vice-Chancellor shall be final.

25. The University reserves the right to amend this Ordinance as and when required.

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Academic Regulations for PG Programme - Master of Technology (M.Tech.) in Computer Science & Engineering.

SWAMI RAMA HIMALAYAN UNIVERSITY

In exercise to the powers conferred by Statute 4.05(2)(b) of Swami Rama Himalayan University, the Board of Management has framed the following Ordinance for smooth functioning of the University:

Ordinance SRHU/ORD/108: Academic Regulations for PG Programme - Master of Technology (M.Tech.) in Computer Science & Engineering.

1. **Short Title and Commencement:**

1.1 These Regulations shall be called ***"Academic Regulations for M.Tech. in Computer Science & Engineering Programme of Swami Rama Himalayan University."***

1.2 These Regulations shall be deemed to have come into force from the date as approved by the Board of Management of the Swami Rama Himalayan University.

2. **Definitions:**

2.1 **Academic Programme** shall mean a combination of courses and/or any other component leading to a Master's degree.

2.2 **Academic Year** shall mean a period of twelve months divided into 02(two) ***Semesters*** of ~ 20 weeks each (inclusive of 90 instructional days) for course work. The Odd Semester may be scheduled from first week of August to January and Even Semester from first week of February to July.

2.3 **CBCS** shall mean ***Choice Based Credit System***; means a system that provides choice to students to select from the prescribed courses (core, elective, minor or soft skill courses).

2.4 **Course** shall mean a component of a Programme (referred to, as 'papers'). All courses need not carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed to comprise interactive lectures/ tutorials/seminars/ presentations/project work/ laboratory work/field work/ outreach activities/ vocational training/viva/ term papers/ assignments/ self-directed learning etc. or a combination of some of these.

2.5 **Credit Based Semester System (CBSS)** shall mean a system where the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be completed by the students.

2.6 **Continuous Internal Assessment (CIA)** is a form of educational evaluation that assesses the student's progress throughout a prescribed course. It tracks the learning process throughout the semester allowing for identification of weak points/poor performance and self-amelioration.

2.7 **Sessional Examination** shall mean Internal Test(s) to be conducted at fixed intervals as announced through the Academic calendar on commencement of Academic Year.

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2.8 **Day to Day Assessment** shall mean all the assessments that are normally conducted by a Course Instructor and include assignments, group discussion, seminar, presentation, quizzes & viva-voce etc. throughout the Semester.

2.9 **Cumulative Grade Point Average (CGPA)** is a measure of overall cumulative performance of a student in all semesters taken together.

2.10 **Course Coordinator** shall mean a faculty member, who shall be responsible for coordinating the work of all faculty member(s) involved in teaching and evaluation of a course.

2.11 **Course Instructor** shall mean a faculty member involved in teaching and evaluation of a course.

2.12 **Credit** is a unit by which the course work is measured. It determines the number of hours of instructions required per week.

2.13 **Credit Point** is the product of grade point and number of credits for a course.

2.14 **Course Load** every student shall be required to register for a set of Courses in each *Semester*, with a total number of course *Credits* being limited by considering the permissible *weekly Contact Hours* (30-40 hrs. per Week, to enable the students to engage in homework assignments, self-learning outside the Class rooms/Laboratories, Extra/Co-Curricular activities and add-on Courses, if any, for their overall development). Thus, an average Course Load of 21-30 *Credits/Semester* (e.g.,6-8 *Courses*) shall be offered/given in normal case.

2.15 **Course Registration** shall mean that every student shall formally register himself for prescribed set of *Courses (Credits)*, offered, in an each Semester.

2.16 **Course Flexibility** shall mean flexibility provided to the students in selecting the courses, based on their learning capacities.

2.17 **Credit Courses** shall mean courses registered by a student in a *Semester* to earn *credits* where he will earn *one Credit* by registering and passing, viz.:

- One hour/week/Semester for *Theory/Lecture(L)Courses* or *Tutorials;* and,
- Two hours/week/Semester for *Laboratory/Practical (P)Courses*

2.18 **Credit Representation** shall mean *Credit* values, as defined below, for different academic activities:

Contact Hours/Week/Semester			***Credits***	***Total***
Lectures (hrs/wk/Sem)	**Tutorials** (hrs/wk/Sem)	**Practical/Practices** (hrs/wk/Sem)	(L: T: P)	***Credit***
3	0	0	3:0:0	3
3	1	0	3:1:0	4
2	1	0	2:1:0	3
0	0	2	0:0:1	1

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2.19 **Credits required for the Award of Degree** shall mean minimum prescribed number of *Credits* to be earned by a student for award of M. Tech (Computer Science & Engineering) *Degree.*

2.20 **End Semester Examination (ESE)** shall mean an examination conducted by the University at the end of the semester.

2.21 **Enrolment to the University** shall mean the enrolment of a student to Swami Rama Himalayan University after completion of admission related requirements.

2.22 **Grade** shall mean a prescribed alphabet awarded to a student based on his performance in the examinations.

2.23 **Grade Point** shall mean a numerical weight on a 10-point scale, allotted to each letter grade awarded to a student based on his performance in the examinations.

2.24 **Letter Grade** shall mean an index of the performance of students in the said course. Grades are denoted by letters O, A+, A, B+, B, C and F.

2.25 **Grade Card** shall mean a printed record reflecting student's performance.

2.26 **Registration to the Programme** shall mean registration of a student to the M. Tech (Computer Science & Engineering) Programme after completion of admission related requirements.

2.27 **Report(s)** shall mean prescribed alphabet(s) citing the reason for not being awarded the grades.

2.28 **Semester Grade Point Average (SGPA)** shall mean a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

2.29 **University** shall mean Swami Rama Himalayan University (SRHU).

3. Admissions:

Admission to M. Tech (Computer Science & Engineering) Programme shall be made by the University. Eligibility criteria and procedure for admission to M. Tech (Computer Science & Engineering) Programme shall be as prescribed by the University from time to time.

4. Duration of the Programme:

The normal duration of M. Tech (Computer Science & Engineering) Programme is 02 (two) years for a regular student. However, a student admitted to the Programme shall be required to complete the M. Tech (Computer Science & Engineering) degree within the duration of 04 (four) years from the date of registration; failing which his registration to the Programme shall stand cancelled.

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5. Programme Structure:

Broad categories of courses to be studied over the entire duration of the M. Tech (Computer Science & Engineering) Programme are as follows:

(a) Core Courses
(b) Elective Courses
  (i) Discipline Specific Elective Courses
  (ii) Interdisciplinary Elective Courses
(c) Dissertation

6. Registration:

6.1 Registration to the Programme:

The candidate shall be eligible for registration to the Programme subject to verification and submission of all the required documents and deposit of prescribed fee.

6.2 Course Registration:

(i) A student shall be required to register every semester, as per the schedule defined in Academic Calendar, for the prescribed set of courses offered.
(ii) A student while registering for the course(s) at Semester II and beyond, shall be given the option of registering for 02(two) additional courses in advance viz., one elective and the other as core course of the higher semester.
(iii) ***Withdrawal:*** A student shall have an option to withdraw from course(s), not exceeding 02(two), in a semester as per the schedule defined in Academic Calendar.
(iv) ***Substitution:*** A final year student shall have an option to substitute the already registered elective course, not exceeding 01(one), with other elective course offered in relevant semester as per the schedule defined in Academic Calendar.

7. University Enrolment:

All the students admitted shall be enrolled with the university. Enrolment Number once allotted by the University shall be unique and will have to be quoted by the students for all the correspondence with the University and also wherever necessary.

8. Temporary Discontinuation from the Programme:

8.1 Temporary discontinuation from the Programme shall be allowed in exceptional cases for 02 (two) consecutive semesters but not more than 01 (one) year with prior approval of the Head of constituent academic unit. However, the student shall be allowed to rejoin the Programme from next Academic Semester/Year.

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8.2 Any student who temporarily discontinues the Programme on medical ground shall be allowed rejoining the Programme from the next Academic Semester/Year provided that he is found medically fit by the medical board constituted by the University from time to time.

8.3 Any student who temporarily discontinues the Programme due to any other reasons shall be allowed to rejoin the Programme only after approval is granted by the competent authority of the University.

9. Attendance:

9.1 A student is required to maintain a minimum 75% attendance in theory classes before conduct of any evaluation component/ Examination.

9.2 Requirement of attendance in the practical classes shall be 100%. In case, any of the experiment is missed-out due to absence of the student, it shall be the responsibility of the student to carry out the same with due permission of the concerned course coordinator.

9.3 Head of constituent college shall review the cases of short attendance before commencement of any of the evaluation component in every semester and there after a list of students 'not eligible' shall be notified.

Name of the Assessment Component	Attendance Criteria for Appearance
Sessional Examination I	75% attendance up to start of component from the commencement of the Semester.
Sessional Examination II	
End Semester Examination	
End Semester Practical Examination	100% attendance up to start of the component from the commencement of the Semester.

10. Remedial Classes:

A student having short attendance till the last day of class work will be entitled to improve his attendance by joining remedial classes before the commencement of End Semester Examinations. Such a student shall be required to attend the College/Department during the period of preparatory leave and also to complete the work assigned by the Course Coordinator(s)/Instructor(s) of the respective course(s). The attendance so obtained by the student shall be added to his regular attendance of the respective courses of the semester. Student who is thus able to achieve 75% of attendance will be eligible to appear for the End Semester Examination.

11. Assessment:

There shall be comprehensive continuous assessment for all the students registered for M. Tech (Computer Science & Engineering) Programme. Procedure for assessment shall be as follows:

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11.1 Continuous Internal Assessment

11.1.1 Theory:

The Continuous Internal Assessment of theory course(s) shall comprise of:

(i) The Sessional Examination I, shall be based on the syllabus covered in first 05 (five) instructional weeks from the commencement of the semester.

(ii) The Sessional Examination II, shall be based on the syllabus covered in next 05 (five) instructional weeks.

(iii) Day to Day Assessment: A teacher shall conduct Day to Day Assessment on regular basis continuously throughout the semester. It shall comprise of Assignment/Group Discussion/Seminar/Presentation/Quiz/Viva Voce etc. in a semester.

S. No.	Continuous Internal Assessment	Weightage (%)
1.	Sessional Examination I	25%
2.	Sessional Examination II	25%
3.	Day to Day Assessment	50%

11.1.2 Practical:

The continuous Internal Assessment for a course with laboratory sessions shall be done on regular basis as per the course plan:

S.No.	Continuous Internal Assessment	Weightage (%)
1.	File record	20%
2.	Execution/demonstration	60%
3.	Viva-Voce	20%

A student must obtain a minimum 50% marks in the Continuous Internal Assessment (CIA) of a course, to appear in the End Semester Examinations.

40% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the Continuous Internal Assessment of a course will be added to the final composite score of that course for the evaluation of the grade.

11.2 Make-up Examination for Sessional Examination:

i) Make- up examination for Sessional(s) is an opportunity given to the students who missed any or both the Sessional(s) either due to shortage of attendance, or not being able to appear for the components(s) due to some unforeseen circumstances.

ii) Make-up Examination for Sessional(s) shall be held after completion of Sessional II and before the commencement of End Semester Examination.

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iii) A student shall be eligible to appear for the make-up examination for Sessional Exam, provided he fulfills the required attendance by the time of holding of make-up examination for the Sessional(s).

11.3 Eligibility Criteria for Appearing in the End Semester Examination:

A student must obtain a minimum 50% marks in the Continuous Internal Assessment (CIA) of a course, to be eligible to appear in the End Semester Examinations.

11.4 End Semester Examinations:

i) End Semester Examination of shall be held after 15(fifteen) instructional weeks from the commencement of the semester and will cover entire syllabus of a course.

ii) For a course with laboratory session, the End Semester Practical Examination shall be based on File record, performance, experiments conducted/demonstration and viva-voce.

60% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the End Semester Examination of a course will contribute towards the final composite score of that course.

11.5 Evaluation of Answer Sheets:

11.5.1 Evaluation for Sessional Examination:

i) Examination-In-Charge designated by the constituent college shall be responsible for distributing all the answer sheets amongst the respective Course Coordinators for evaluation and award of scores.

ii) The respective Course Coordinators shall then uniformly distribute the answer sheets to the course instructor(s) for evaluation within the stipulated time frame.

iii) Evaluated answer sheets shall then be handed over to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

iv) The course coordinators shall be responsible to submit the consolidated award list for the respective component to the designated Examination-In-Charge.

11.5.2 Evaluation for End Semester Examination:

i) Centralized Evaluation process shall be adopted for the End Semester Examination.

ii) Once the answer booklets are received by the Examination Cell of the University, for fair evaluation to conceal the identity of an examinee coding of answer booklet shall be done by the Examination Cell before distribution to the Dean/ Head of the constituent college for evaluation.

iii) Evaluation of answer booklets shall be done at such place as decided by the University.

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iv) Examination In-charge of the constituent college shall distribute the encoded answer sheets to the concerned Course Coordinators. The respective Course Coordinators shall then uniformly distribute the answer sheets to the evaluators designated by the University for Evaluation within the stipulated time frame.

v) Subsequent to evaluation, it shall be the responsibility of the concerned course coordinators to hand over the evaluated answer sheets to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

vi) All the evaluated answer sheets, along with award list of End Semester Examination and composite scores of all the components i.e. Sessional, Day to Day Assessment and ESE, shall be submitted separately by the respective course coordinator to the Dean/ Head of the constituent college for further forwarding to the University Examination Cell.

12 Criteria for passing a course:

In order to be declared pass, student must obtain minimum 50% marks of total composite score (40% marks of Continuous Internal Assessment (CIA) and 60% marks of End Semester Exams (ESE) taken together) in a course.

13 Course-wise Grading:

The letter-grades and their equivalent grade points are indicated below:

Composite Score	Letter Grades	Grade Points	Description	Performance
90 to 100	O	10	Outstanding	**Pass/Satisfactory***
80 to < 90	A+	9	Excellent	
70 to < 80	A	8	Very Good	
60 to < 70	B+	7	Good	
55 to < 60	B	6	Above Average	
50 to < 55	C	5	Average	
<50	F	0	Fail	**Fail/Unsatisfactory***

* *Performance of a student in Audit/Compulsory Audit Course shall be reported as Satisfactory / Unsatisfactory.*

A student who cannot be awarded any of the above grades on account of any of the reasons mentioned herein shall be given the corresponding report in the grade card.

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Status of Student	Report**
Withdrawal from the Course	W
Detained in End Semester Examination due to Shortage of Attendance	SA
Abstaining from the End Semester Examination	AB
Incomplete Term work/ Evaluation Component	I
Result withheld due to administrative reasons	WH
Cancellation of Registration in a course(s) due to Disciplinary action	RC

** Report obtained by a student in any of the course shall not be used for the purpose of SGPA/CGPA calculation. Wherever this applies, SGPA and CGPA are not calculated and are marked as NC.

14 Method of Awarding the Grades:

Grading of the students shall be carried-out course-wise for theory and practical courses, separately. Marks obtained by the students in each assessment component shall be normalized on the scale of 100 (hundred) marks. The final composite score in a course shall be calculated by adding the normalized marks in the following proportion of weightages so that the total percentage of the components taken together is 100 (hundred):

Theory Components

Name of the Assessment Component	Weightages (in %age)
Continuous Internal Assessment	40%
End Semester Examination	60%

Practical Components

Name of the Assessment Component	Weightages(in %age)
Continuous Internal Assessment	40%
End Semester Examination	60%

Subsequently, the absolute grading method, based on composite score (as defined in course wise grading) shall be used on normalized marks obtained by all the registered students in a course and grades shall be awarded.

15 Declaration of Results:

15.1 The respective course coordinators shall prepare and submit a list of normalized marks, as per the standardized format prescribed by the university, to the Dean/ Head of the constituent college who shall forward the same to the University Examination Cell.

15.2 The University Examination Cell after getting the final normalized marks checked and verified will award the grades.

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15.3 Subsequent to award of grades, University Examination Cell shall prepare the result and declare the same as per the procedure laid down.

16 Compensatory Course(s):

16.1 Compensatory course(s) for theory component shall be offered, on payment of prescribed fee, to a student who has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s); failing which the student shall be required to register for the same/equivalent course(s) in a semester whenever it is offered as regular course.

16.2 Compensatory course(s) shall also be available to a student who has either failed in earlier examination or abstained (AB) from the end semester examination.

16.3 Compensatory course(s) will be offered during a semester along with regular courses.

16.4 On completion of the compensatory course(s), inclusive of appearance in Sessional I or Sessional II or their make-up examination, a student will be eligible to appear for the university supplementary examination.

16.5 A student can register for not more than 02(two) compensatory courses at a time.

16.6 Withdrawal from a compensatory course is not permissible.

16.7 There shall be no compensatory course for laboratory courses. However, University Practical Examinations will be conducted only during regular End Semester Examinations.

17 Supplementary Examinations:

17.1 Supplementary Examinations shall be conducted for a student who has either failed in earlier examination or abstained (***AB***) from the End Semester Examination or has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s).

17.2 Supplementary Examination for End Semester Examinations shall be held with regular End Semester Examinations.

17.3 Supplementary Examinations for ODD Semesters shall be held along with the End Semester Examinations of ODD Semesters and Supplementary Examinations for EVEN Semesters shall be held along with the End Semester Examinations of EVEN Semesters.

17.4 Examination fee for Supplementary Examination shall be charged as prescribed by the university.

18 Use of Unfair Means:

All reported cases of use of Unfair Means shall be dealt with as per the ordinance made by the University in this regard.

19 Eligibility for Promotion & Registration to Higher Semesters:

19.1 A student having a maximum backlogs in 4 courses or 50% courses (including all category of courses), whichever is lower, of Academic year 1 (Semester-I & Semester-II) shall be promoted to Academic year 2 (Semester-III & Semester-IV).

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19.2 A special exam shall be conducted after the End Semester Exam of semester-IV only for those final semester students, who are unable to pass a maximum of four courses or 50% courses, whichever is lower, of their Academic year 2 (Semester-III & Semester- IV) only.

19.3 The examination fee, as decided by the University, will be charged for the special examination.

20 Course Repetition:

20.1 A student who has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s) shall have to repeat and pass the course(s):

i) By registering a course(s) whenever it is offered as a compensatory course(s).

Or

ii) By registering a course(s) whenever it is offered as a regular course(s).

20.2 If the course (with same code/title/credit) is not offered due to the change in the curriculum, then student shall have to register and pass for the approved equivalent course (s) (with same credits) of the new curriculum.

20.3 A student who has once obtained the pass grade (***O-C***) shall not be allowed to repeat the course.

21 Grade Card:

At the end of each semester a student shall be issued a Grade Card which includes the following details:

i) Credits of each course registered in the Semester.
ii) Letter Grades/Reports obtained in each Course.
iii) The total number of credits earned by a student up to the end of that semester.
iv) Calculation of ***SGPA*** for each semester.
v) ***CGPA*** for all the 04(four) semesters for regular students, who have successfully completed the Programme.

21.1 Semester Grade Performance Average (SGPA):

The performance of a student in a semester shall be indicated by a number called Semester Grade Performance Average (SGPA), which is the weighted average of the grade points obtained in all the courses in a semester by a student.

$$SGPA = \frac{\sum_{i=1}^{n} C_i (GP)_i}{\sum_{i=1}^{n} C_i}$$

Where, C_i: *indicates the Credit for the* i^{th} *course,*
$(GP)_i$: *indicates the Grade point obtained for the* i^{th} *course,*
n: *indicates the total number of Courses.*

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21.2 Cumulative Grade Point Average (CGPA):

An assessment of the overall performance of a student shall be indicated by Cumulative Grade Point Average (CGPA).

$$CGPA = \frac{\sum_{i=1}^{m} S_i (SGPA)_i}{\sum_{i=1}^{m} S_i}$$

Where, *Si: Sum of credits in the i^{th} Semester,*
$(SGPA)_i$*: Semester Grade Point average obtained by the student in the i^{th} Semester, m: indicates the number of Semesters.*

21.3 Classification of Results:

Based on the CGPA obtained and successful completion of M. Tech (Computer Science & Engineering) Programme, the result of a student shall be declared as follows:

CGPA	Result
7.50 and above	Passed with Distinction (Passed all the courses in First Attempt)
6.00 and above but less than 7.50	Passed with First Class
5.00 and above but less than 6.00	Passed with Second Class
Below 5.00	Failed

21.4 Equivalence between Grade Points and Percentage:

Equivalence between grade points and percentage of marks can be obtained by directly multiplying the grade points by a factor of 10.00.

22 Grade Improvement:

A student who has passed in all the examinations, starting Semester-I to Semester-IV for M. Tech (Computer Science & Engineering) Programme shall qualify for the award of degree. Nevertheless, if student feels that his CGPA is not satisfactory; such a student, for the purpose of improving the CGPA, can reappear for any of the 04 (four) core courses from Semester-II to Semester IV, in the Supplementary Examination to be conducted after the End Semester Examination of the Semester-IV and take a chance to improve the CGPA. No further chance shall be given to improve the CGPA.

23 Award of Degree:

A student shall be declared to be eligible for award of the M. Tech (Computer Science & Engineering) Degree if he has:

(i) Successfully registered and acquired the minimum credits as prescribed by the University from time to time and as specified in the Scheme of Study and Evaluation of M. Tech (Computer Science & Engineering) Programme corresponding to the discipline of his study within the stipulated time.

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(ii) Completed the normal duration of Programme of study.
(iii) Earned a CGPA of 5.00 or above.

24. Notwithstanding anything stated in these Regulations, for any unforeseen issues arising, and not covered by these Regulations, or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining the opinion/advice of a Committee constituted by the Vice Chancellor. The decision of the Vice-Chancellor shall be final.

25. The University reserves the right to amend this Ordinance as and when required.

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Academic Regulations for Fellowship Programmes in Nursing.

Academic Regulations for Fellowship Programmes in Nursing

(Effective from the Academic Year 2023-24)

Faculty of Nursing

SWAMI RAMA HIMALAYAN UNIVERSITY

Swami Ram Nagar, Jolly Grant, Doiwala, Dehradun

Registrar
Swami Rama Himalayan University

1. SHORT TITLE AND COMMENCEMENT

1.1 These regulations shall be called ***"Academic Regulations for the Fellowship Programmes in Nursing of Swami Rama Himalayan University."***

1.2 These Regulations shall be deemed to have come into force from the date as approved by the Board of Management of Swami Rama Himalayan University.

2. DEFINITIONS

2.1 Academic Programme shall mean a programme of subjects and/or any other component leading to a Fellowship Programme in Cardiac Care, Critical Care, Neonatology and Oncology.

2.2 **Academic Year** is a period of nearly 12 (twelve) months devoted to completion of requirements specified in the Scheme of Teaching including period of vacations and examinations.

2.3 **Candidate** means a person who is seeking admission to the Fellowship Programme.

2.4 **Subject** means a component of the academic programme, carrying a distinctive code number.

2.5 **Entrance Examination** means an Examination conducted by the University for admission in to the Academic Programme.

2.6 **External Examiner** shall mean an examiner who is not in employment of the same Constituent College of the University.

2.7 **Fellow** shall mean a person admitted to the Constituent College of the University for the Academic Programme, to which these Regulations are applicable.

2.8 **University** shall mean Swami Rama Himalayan University (SRHU).

3. ADMISSION

Admission to Fellowship Programme in Cardiac Care, Critical Care, Neonatology and Oncology shall be made by the University. Eligibility criteria and procedure for admission to Fellowship Programme shall be as prescribed by the University from time to time.

4. PROGRAMME STRUCTURE

The Program Structure of Fellowship Programme in Nursing in Neonatology, Critical Care, Oncology and Cardiac Care shall be as prescribed by the University from time to time.

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5. DURATION OF THE PROGRAMME

Duration of Fellowship Programme in Cardiac Care, Critical Care, Neonatology and Oncology shall be 01 (ONE) year.

6. TEMPORARY DISCONTINUATION FROM THE PROGRAMME

Temporary discontinuation from the programme shall be allowed in exceptional cases with prior approval of Head of Constituent Academic Unit, only once for a maximum period of one year. However, such a student shall be allowed to rejoin the programme from next academic year.

6.1 Any student who temporarily discontinues the programme on medical ground shall be allowed to rejoin the programme from the next academic year; provided that he/she is found medically fit by the medical board constituted by the University from time to time.

6.2 Any student who temporarily discontinues the programme due to any other reasons shall be allowed to rejoin the programme only after approval is granted by the competent authority of the University.

7. ATTENDANCE

A candidate must have minimum of 80% attendance in theory & Practical of a particular subject before appearing for final university examination. He/she must complete 100% attendance in Practical before the award of degree.

8. ASSESSMENT PROCEDURE:

8.1 Continuous Internal Assessment:

(i) Continuous Internal evaluation is done through regular sessional examinations, written assignments, case presentation, case study report, clinical performance evaluation, OSCE and class test.

(ii) Continuous Internal assessment marks in theory and practical shall have a weightage of 50% in University examination separately.

8.2 University Examination:

The University examination in theory and practical shall have a weightage of 50% marks in the University examination separately.

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The final result will be prepared as follows:

Theory (100%) : CIA (50%) + University examination (50%)

Practical (100%) : CIA (50%) + University examination (50%)

To be declared pass in the University examination, a student must secure a minimum of 50% marks in aggregate (CIA + University examination) in Theory and Practical separately.

9. ELIGIBILITY FOR APPEARING IN UNIVERSITY EXAMINATIONS

(i) A candidate must have 80% attendance in theory segment & 80% attendance in the Clinical/Practical segment of a particular subject.

(ii) There is no minimum cut off for Internal assessment marks, as internal and external marks are added together for declaring pass.

10. EVALUATION PROCEDURE

10.1 Appointment of an Examiner: To be qualified as an examiner for Fellowship Programme in a given subject the examiner must fulfill the eligibility criteria as laid down by the University.

10.2 Method of Evaluation of Answer Booklets:

(i) Once the answer booklets are received by the Examination Cell of the University, for fair evaluation to conceal the identity of an examinee coding of answer booklet shall be done by the Examination Cell.

(ii) There shall be provision of double evaluation of answer booklets as per university norms.

(iii) As far as possible evaluator for answer booklets shall not be the evaluator for practical/clinical/viva-voce examination. Evaluation shall be done by the internal examiner appointed by the University.

(iv) Evaluation of answer booklets shall be done at such place as decided by the University.

(v) Once Evaluation is over, marks of both Evaluation I & II shall be entered in the tabulation chart.

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(vi) If difference of marks between Evaluation I[st] & II[nd] is more than 20% in Fellowship Program of total marks, of a particular paper, then the answer booklets shall be evaluated by a third evaluator appointed by the University. The Controller of Examinations shall then obtain average out of the marks awarded by the third evaluator and the marks of the first or second evaluator whichever is nearer to the score of third evaluator. The average marks thus obtained after that third evaluation shall be final. Process to be followed for III[rd] Evaluation shall be the same as per I & II evaluation.

10.3 Conduct of Practical and Oral Examination:

10.3.1 Conduction of Oral Practical Examination:

(i) Practical examination must be held in the respective clinical areas and laboratories. Objective Structured Clinical Examination (OSCE) or Objective Structured Practical Examination (OSPE) type of examination will be followed alongside viva (oral examination) for practical examination.

(ii) There should be 5-7 hours of examination per student for practicum.

(iii) The team of two (02) practical examiners - One (01) Internal examiner (M.Sc. Nursing faculty specialized with Medical Surgical Nursing & Child Health Nursing) with 3 years of Post PG experience, and One (01) Medical Internal examiner who is a preceptor for Fellowship Programme should jointly conduct practical and oral examination for each student.

(iv) Internal medical examiner should be the medical preceptor for Fellowship Programme and having Post Graduation in medical (Cardiac Care, Critical Care, Neonatology and Oncology) with 3 years of Post PG experience.

10.3.2 Declare 'Pass' in Particular Subject:

(i) To be declared 'Pass' in a Fellowship programme, a student must obtain minimum of 50% marks in the aggregate of both internal and external university examination in theory and practical separately.

(ii) If he/she fails in either theory or practical of a subject, he/she shall reappear in the University examination for both theory and practical examination of that subject.

10.4 Grading of Fellow:

A fellow will be awarded distinction, if he/she secures more than or equal to 75% marks in a particular subject provided he/she has successfully clear the subject in one attempt.

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10.5 Declaration of Results:

University Examination Cell shall cross check the marks entered in the tabulation chart and shall declare the results as per the procedure laid down.

10.6 Supplementary Examination:

Supplementary examination will be conducted within 03 (Three) months of declaration of result of regular University Examination.

10.7 Re-evaluation of Answer Booklet:

(i) There shall be no provision for re-evaluation of answer booklet. However a fellow shall be entitled to apply for re-totaling of the marks in a particular subject as per the norms prescribed by the University.

(ii) A fellow if so desires can see his/her evaluated answer booklets after submitting his/her request to the University Examination Cell as per the norms prescribed by the University within 15 (fifteen) days of declaration of result. However the fellow shall not have any right to challenge the marks given by the evaluators. The identity of the evaluator shall not be disclosed to the fellow concerned.

(iii) The answer booklets shall be maintained for a period of 03 (three) months from the date of declaration of results and shall thereafter be disposed off in the manner as per the procedure laid down.

11. AWARD OF CERTIFICATE

On successful completion of all the examinations, a fellow shall be eligible for the award of the fellowship certificate.

12. USE OF UNFAIR MEANS

All reported cases of use of Unfair Means shall be dealt with as per the ordinance made by the University in this regard.

13. Notwithstanding anything stated in these Regulations, for any unforeseen issues arising, and not covered by these Regulations, or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining the opinion/advice of a Committee constituted by the Vice Chancellor. The decision of the Vice - Chancellor shall be final.

Registrar
Swami Rama Himalayan University

Academic Regulations for Bachelor of Pharmacy (B.Pharm.)

Academic Regulations

for

Bachelor of Pharmacy (B. Pharm.)

(Effective from the Academic Year 2023-24)

Himalayan School of Pharmaceutical Sciences

SWAMI RAMA HIMALAYAN UNIVERSITY

Swami Ram Nagar, Jolly Grant, Dehradun (Uttarakhand

Registrar
Swami Rama Himalayan University

1.0 Short Title and Commencement

1.1 These regulations shall be called as "Academic Regulations for the B. Pharm. Degree Program (CBCS) of *Swami Rama Himalayan University."*

1.2 These regulations shall be deemed to have come into force from the date as approved by the Board of Management of the Swami Rama Himalayan University.

2.0 Definitions:

2.1 **Academic Program** shall mean a combination of courses and/or any other component leading to a bachelor's degree.

2.2 **Academic Year** shall mean a period of twelve months divided in to 02 (two) ***Semesters*** of ~ 20 weeks each (inclusive of 90 instructional days) for course work. The Odd Semester may be scheduled from first week of August to January and Even Semester from first week of February to July.

2.3 **CBCS** shall mean ***Choice Based Credit System***; means a system that provides choice to students to select from the prescribed courses (core, elective, minor or soft skill courses).

2.4 **Course** shall mean a component of a Program (referred to, as 'papers'). All courses need not carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed to comprise interactive lectures/ tutorials/seminars/ presentations/project work/ laboratory work/field work/ outreach activities/ vocational training/viva/ term papers/ assignments/ self-directed learning etc. or a combination of some of these.

2.5 **Credit Based Semester System (CBSS)** shall mean a system where the requirement for awarding a degree or diploma, or certificate is prescribed in terms of number of credits to be completed by the students.

2.6 **Continuous Internal Assessment (CIA)** is a form of educational evaluation that assess the student's progress throughout a prescribed course. It tracks the learning process throughout the semester allowing for identification of weak points/poor performance and self-amelioration.

2.7 **Sessional Examination** shall mean Internal Test(s) to be conducted at fixed intervals as announced through the Academic calendar on commencement of Academic Year.

2.8 **Day to Day Assessment** shall mean all the assessments that are normally conducted by a Course Instructor and include assignments, group discussion, seminar, presentation, quizzes & viva-voce etc. throughout the Semester.

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2.9 **Cumulative Grade Point Average (CGPA)** is a measure of overall cumulative performance of a student in all semesters taken together.

2.10 **Course Coordinator** shall mean a faculty member, who shall be responsible for coordinating the work of all faculty member(s) involved in teaching and evaluation of a course.

2.11 **Course Instructor** shall mean a faculty member involved in teaching and evaluation of a course.

2.12 **Credit** is a unit by which the course work is measured. It determines the number of hours of instructions required per week.

2.13 **Credit Point** is the product of grade point and number of credits for a course.

2.14 **Course Registration** shall mean that every student shall formally register himself for prescribed set of *Courses (Credits)*, offered, in each Semester.

2.15 **Course Flexibility** shall mean flexibility provided to the students in selecting the courses, based on their learning capacities.

2.16 **Credit Courses** shall mean courses registered by a student in a *Semester* to earn *credits.*

2.17 **Credit Representation** shall mean *Credit* values, as defined below, for different academic activities:

Contact Hours/Week/Semester			***Credits***	***Total Credits***
Lectures (hrs/wk/Sem)	**Tutorials** (hrs/wk/Sem)	**Practical/Practices /Project**	(L: T: P)	
3	0	0	3:0:0	3
3	1	0	3:1:0	4
2	1	0	2:1:0	3
0	0	2	0:0:1	1

2.18 **Credits required for the Award of Degree** shall mean minimum prescribed number of *Credits* to be earned by a student for award of *B .Pharm. Degree.*

2.19 **End Semester Examination (ESE)** shall mean an examination conducted by the University at the end of the semester.

2.20 **Enrolment to the University** shall mean the enrolment of a student to Swami Rama Himalayan University after completion of admission related requirements.

2.21 **Grade** shall mean a prescribed alphabet awarded to a student based on his performance in the examinations.

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2.22 **Grade Point** shall mean a numerical weight on a 10-point scale, allotted to each letter grade awarded to a student based on his performance in the examinations.

2.23 **Letter Grade** shall mean an index of the performance of students in the said course. Grades are denoted by letters O, A, B, C, D, E and F.

2.24 **Grade Card** shall mean a printed record reflecting student's performance.

2.25 **Registration to the Program** shall mean registration of a student to the B.Pharm. after completion of admission related requirements.

2.26 **Report(s)** shall mean prescribed alphabet(s) citing the reason for not being awarded the grades.

2.27 **Semester Grade Point Average (SGPA)** shall mean a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

2.28 **University** shall mean Swami Rama Himalayan University (SRHU).

3.0 Admissions:

Admission to B. Pharmacy shall be made by the University. Eligibility criteria and procedure for admission to B. Pharm Programme shall be as prescribed by the Statutory Body and by the University from time to time.

4.0 Duration of the program:

The normal duration of B.Pharm programme is 04 (four) years for regular student. However, a student admitted to the programme shall be required to complete the B.Pharm degree within 08 (Eight) years and for Lateral Entry within 06 (six) years (double the normal duration of the program) from the date of registration; failing which his registration to the programme shall stand cancelled.

5.0 Registration to the Program:

The candidate shall be eligible for registration to the Program subject to verification and submission of all the required documents and deposit of the prescribed fee.

6.0 Course Registration:

A student shall be required to register every semester, as per the schedule defined in Academic Calendar, for the prescribed set of courses offered.

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7.0 University Enrolment:

All the students admitted shall be enrolled with the university. Enrolment Number once allotted by the University shall be unique and will have to be quoted by the students for all the correspondence with the University and wherever necessary.

8.0 Temporary Discontinuation from the Program:

8.1 Temporary discontinuation from the Program shall be allowed in exceptional cases for 02 (two) consecutive semesters but not more than 02 (two) year with prior approval of the Head of constituent academic unit. However, the student shall be allowed to rejoin the Program from next Academic Semester/Year.

8.2 Any student who temporarily discontinues the Program on medical ground shall be allowed rejoining the Program from the next Academic Semester/Year provided that he is found medically fit by the medical board constituted by the University from time to time.

8.3 Any student who temporarily discontinues the Program due to any other reasons shall be allowed to rejoin the Program only after approval is granted by the competent authority of the University.

9.0 Program Committee:

9.1 The B. Pharm. program shall have a Program Committee constituted by the Head of the institution in consultation with all the Heads of the departments.

9.2 The composition of the Program Committee and its duty, role and responsibility shall be as follows:

i) A senior teacher shall be the Chairperson; One Teacher from each department handling B.Pharm courses; and four student representatives of the program (one from each academic year), nominated by the Head of the institution.

ii) Periodically reviewing the progress of the classes.

iii) Discussing the problems concerning curriculum, syllabus and the conduct of classes.

iv) Discussing with the course teachers on the nature and scope of assessment for the course and the same shall be announced to the students at the beginning of respective semesters.

v) Communicating its recommendation to the Head of the institution on academic matters.

vi) The Program Committee shall meet at least thrice in a semester preferably at the end of each sessional exam (Internal Assessment) and before the endsemester exam.

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10.0 Attendance and progress:

10.1 A candidate is required to put in at least 80% attendance in individual courses considering theory and practical separately. The candidate shall complete the prescribed course satisfactorily to be eligible to appear for the respective examinations.

10.2 Requirement of attendance in the practical classes shall be 100%. In case, any of the experiment is missed-out due to absence of the student, it shall be the responsibility of the student to carry out the same with due permission of the concerned course coordinator.

10.3 Head of constituent college shall review the cases of short attendance before commencement End Semester Examination in every semester and thereafter a list of students 'not eligible' shall be notified.

Name of the Assessment Component	Attendance Criteria for Appearance
Sessional Examination I	80 % attendance up to start of component from commencement of the Semester.
Sessional Examination II	
End Semester Examination	
End Semester Practical Examination	100 % attendance up to start of the component from the commencement of the Semester.

11.0 Project work:

All the students shall undertake a project under the supervision of a teacher and submit a project report. The area of the project shall directly relate any one of the elective courses opted by the student in final semester. The project shall be carried out in group not exceeding 5 in number. The project report shall be submitted in triplicate (typed & bound copy not less than 25 pages).

The internal and external examiner appointed by the University shall evaluate the project at the time of End Semester Practical examinations. The projects shall be evaluated as per the criteria given below.

S. No.	Evaluation of Dissertation Book	Weightage (%)
1.	Objective(s) of the work done	20
2.	Methodology adopted	25
3.	Results and Discussions	30
4.	Conclusions and Outcomes	25
	Total	**100**

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S. No.	Evaluation of Presentation	Weightage (%)
1.	Presentation of work	35
2.	Communication skills	25
3.	Question and answer skills	40
	Total	**100**

12.0 Industrial Training:

Every candidate shall be required to work for at least 150 hours spread over four weeks in a Pharmaceutical Industry/Hospital (Includes Production unit, Quality Control department, Quality Assurance department, Analytical laboratory, Chemical manufacturing unit, Pharmaceutical R&D, Hospital (Clinical Pharmacy), Clinical Research Organization, Community Pharmacy, etc.) after the Semester – VI and before the commencement of Semester – VII and shall submit satisfactory report of such work and certificate duly signed by the authority of training organization to the head of the institute.

13.0 Practice School:

In the Pre-final semester, every candidate shall undergo practice school for a period of 150 hours evenly distributed throughout the semester. The student shall opt any one of the domains for practice school declared by the program committee from time to time.

At the end of the practice school, every student shall submit a printed report (in triplicate) on the practice school he/she attended (not more than 25 pages). Along with the semester examination, the report submitted by the student, knowledge and skills acquired by the student through practice school shall be evaluated by the subject experts at college level and based on his performance and marks obtained the grade shall be awarded.

14.0 Remedial Classes:

A student having short attendance till the last day of class work will be entitled to improve his attendance by joining remedial classes before the commencement of End Semester Examinations. Such a student shall be required to attend the College/Department during the period of preparatory leave and to complete the work assigned by the Course Coordinator(s)/Instructor(s) of the respective course(s). The attendance so obtained by the student shall be added to his regular attendance of the respective courses of the semester. Student who is thus able to achieve 80% of attendance will be eligible to appear for the End Semester Examination.

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15.0 Continuous Internal Assessment

15.1 Theory

The Continuous Internal Assessment of theory course(s) shall comprise of:

i. The Sessional Examination I, shall be based on the syllabus covered in first 05 (five) instructional weeks from the commencement of the semester.

ii. The Sessional Examination II, shall be based on the syllabus covered in next 05 (five) instructional weeks from the commencement of the semester.

iii. Day to Day Assessment: A teacher shall conduct Day to Day Assessment on regular basis continuously throughout the semester. It shall comprise of Assignment/Group Discussion/Seminar/Presentation/Quiz/Viva Voce etc. in a semester.

S. No.	Continuous Internal Assessment	Weightage (%)
1.	Sessional Examination I	25%
2.	Sessional Examination II	25%
3.	Day to Day Assessment	50%

iv. 25% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the Continuous Internal Assessment of a theory course will contribute towards the final composite score of that course.

15.2 Practical:

i. The continuous Internal Assessment for a course with laboratory session, shall be done on regular basis as per the course plan:

S. No.	Continuous Internal Assessment	Weightage (%)
1.	Synopsis	20%
2.	Experiment	60%
3.	Viva-Voce	20%

ii. 30% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the Continuous Internal Assessment of a course will contribute towards the final composite score of that course.

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iii. A student must obtain a minimum 40% marks in the Continuous Internal Assessment (CIA) of a course, to be eligible to appear in the University End Semester Examinations (Theory as well as practical).

16.0 Make-up Examination for Sessional Examination:

16.1 Make- up examination for Sessional(s) is an opportunity given to the students who missed any or both the Sessional(s) either due to shortage of attendance, or not being able to appear for the components(s) due to some unforeseen circumstances.

16.2 Make-up Examination for Sessional(s) shall be held after completion of Sessional II and before the commencement of End Semester Examination.

16.3 A student shall be eligible to appear for the make-up examination for Sessional Exam, provided he fulfills the required attendance by the time of holding of make-up examination for the Sessional(s).

17.0 Eligibility Criteria for Appearing in the University End Semester Examination:

A student must obtain a minimum 40% marks in the Continuous Internal Assessment (CIA) of a course, to be eligible to appear in the University End Semester Examinations.

18.0 End Semester Examinations:

18.1 End Semester Examination of shall be held after 15(fifteen) instructional weeks from commencement of the semester and will cover entire syllabus of a course.

18.2 For a course with laboratory session, the End Semester Practical Examination shall be based on Lab records, performance, experiments conducted/demonstration and viva-voce.

18.3 The End Semester Examinations for each theory and practical course through semesters I to VIII shall be conducted by the university except for the courses which are categories under the non university end semester examination as define in the board of studies of the B.Pharm program. Examinations for these courses shall be conducted by the subject matter experts at the level of academic unit. Post evaluation the score/marks shall be submitted to the university in the prescribe format.

18.4 75% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the End Semester Examination of a theory course will contribute towards the final composite score of that course.

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18.5 70% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the End Semester Examination of a practical course will contribute towards the final composite score of that course.

19.0 Evaluation of Answer Sheets:

19.1 **Evaluation for Sessional Examination:**

i) Examination-In-Charge designated by the constituent college shall be responsible for distributing all the answer sheets amongst the respective Course Coordinators for evaluation and award of scores.

ii) The respective Course Coordinators shall then uniformly distribute the answer sheets to the course instructor(s) for evaluation within the stipulated time frame.

iii) Evaluated answer sheets shall then be handed over to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

iv) The course coordinators shall be responsible to submit the consolidated award list for the respective component to the designated Examination-In-Charge.

19.2 **Evaluation for End Semester Examination:**

i) Centralized Evaluation process shall be adopted for the End Semester Examination.

ii) Once the answer booklets are received by the Examination Cell of the University, for fair evaluation to conceal the identity of an examinee coding of answer booklet shall be done by the Examination Cell before distribution to the Dean/ Head of the constituent college for evaluation.

iii) Evaluation of answer booklets shall be done at such place as decided by the University.

iv) Examination In-charge of the constituent college shall distribute the encoded answer sheets to the concerned Course Coordinators. The respective Course Coordinators shall then uniformly distribute the answer sheets to the evaluators designated by the University for Evaluation within the stipulated time frame.

v) Subsequent to evaluation, it shall be the responsibility of the concerned course coordinators to hand over the evaluated answer sheets to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

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vi) All the evaluated answer sheets, along with award list of End Semester Examination and composite scores of all the components i.e. Sessional, Day to Day Assessment and ESE, shall be submitted separately by the respective course coordinator to the Dean/ Head of the constituent college for further forwarding to the University Examination Cell.

20.0 Criteria for passing a course:

In order to be declared pass, student must obtain minimum 50% marks of total composite score (25% marks of Continuous Internal Assessment (CIA) and 75% marks of University End Semester Exams (UESE) taken together) in a course.

21.0 Course wise grading:

Based on the performances, each student shall be awarded a final letter grade at the end of the semester for each course. The letter grades and their corresponding grade points are given in Table.

Letter grades and grade points equivalent to Percentage of marks and performances.

Percentage of Marks Obtained	Letter Grade	Grade Point	Performance
90.00 – 100	O	10	Outstanding
80.00 – 89.99	A	9	Excellent
70.00 – 79.99	B	8	Very Good
60.00 – 69.99	C	7	Good
55.00-59.99	D	6	Fair
50.00 – 54.99	E	5	Average
Less than 50	F	0	Fail

A student who cannot be awarded any of the above grades on account of any of the reasons mentioned herein shall be given the corresponding report in the grade card.

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Status of Student	Report**
Detained in End Semester Examination due to Shortage of Attendance	SA
Absenting from the End Semester Examination	AB
Incomplete Term work/ Evaluation Component	I
Result withheld due to administrative reasons	WH
Cancellation of Registration in a course(s) due to Disciplinary action	RC

** Report obtained by a student in any of the course shall not be used for the purpose of SGPA/CGPA calculation. Wherever this applied, SGPA and CGPA are not calculated and are marked as NC.

22.0 Carry forward of marks:

In case a student fails to secure the minimum 50% in any Theory or Practical course,then he/she shall reappear for the end semester examination of that course. However, his/her marks of the Internal Assessment shall be carried over and he/she shall be entitled for grade obtained by him/her on passing.

23.0 Method of Awarding the Grades:

Grading of the students shall be carried-out course-wise for theory and practical courses, separately. Marks obtained by the students in each assessment component shall be normalized on the scale of 100 (hundred) marks. The final composite score in a course shall be calculated by adding the normalized marks in the following proportion of weightages so that the total percentage of the components taken together is 100 (hundred):

Theory Components

Name of the Assessment Component	Weightages (in %age)
Continuous Internal Assessment	25%
End Semester Examination	75%

Practical Components

Name of the Assessment Component	Weightages (in %age)
Continuous Internal Assessment	30%
End Semester Examination	70%

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Subsequently, the absolute grading method, based on composite score (as defined in course wise grading) shall be used on normalized marks obtained by all the registered students in a course and grades shall be awarded.

24.0 Declaration of Results:

24.1 The respective course coordinators shall prepare and submit a list of normalized marks, as per the standardized format prescribed by the university, to the Dean/ Head of the constituent college who shall forward the same to the University Examination Cell.

24.2 The University Examination Cell after getting the final normalized marks checked and verified will award the grades.

24.3 Subsequent to award of grades, University Examination Cell shall prepare the result and declare the same as per the procedure laid down.

25.0 Use of Unfair Means

All reported cases of use of Unfair Means shall be dealt with as per the ordinance made by the University in this regard.

26.0 Supplementary Examinations:

26.1 Supplementary Examinations shall be conducted for a student who has either failed in earlier examination or abstained (***AB***) from the End Semester Examination or has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s).

26.2 Supplementary Examination for End Semester Examinations shall be held with regular End Semester Examinations.

26.3 Supplementary Examinations for ODD Semesters shall be held alongwith the End Semester Examinations of ODD Semesters and Supplementary Examinations for EVEN Semesters shall be held alongwith the End Semester Examinations of EVEN Semesters.

26.4 Examination fee for Supplementary Examination shall be charged as prescribed by the university.

27.0 Eligibility for Promotion& Registration to Higher Semesters:

27.1 A student shall be eligible to carry forward all the courses of I, II and III semesters till the IV semester examinations. However, he/she shall not be eligible to attend the courses of V semester until all the courses of I and II semesters are successfully completed.

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27.2 A student shall be eligible to carry forward all the courses of III, IV and V semesters till the VI semester examinations. However, he/she shall not be eligible to attend the courses of VII semester until all the courses of I, II, III and IV semesters are successfully completed.

27.3 A student shall be eligible to carry forward all the courses of V, VI and VII semesters till the VIII semester examinations.

27.4 A lateral entry student shall be eligible to carry forward all the courses of III, IV and V semesters till the VI semester examinations. However, he/she shall not be eligible to attend the courses of VII semester until all the courses of III and IV semesters are successfully completed.

27.5 A lateral entry student shall be eligible to carry forward all the courses of V, VI and VII semesters till the VIII semester examinations.

27.6 Any student who has given more than 4 chances for successful completion of I / III semester courses and more than 3 chances for successful completion of II / IV semester courses shall be permitted to attend V / VII semester classes ONLY during the subsequent academic year as the case may be. In simpler terms there shall NOT be any ODD BATCH for any semester.

Note: Grade AB should be considered as failed and treated as one head for deciding academic progression. Such rules are also applicable for those students who fail to register for examination(s) of any course in any semester.

28.0 Semester Grade Performance Average (SGPA):

The performance of a student in a semester shall be indicated by a number called Semester Grade Performance Average (SGPA), which is the weighted average of the grade points obtained in all the courses in a semester by a student.

$$SGPA = \frac{\sum_{i=1}^{n} C_i (GP)_i}{\sum_{i=1}^{n} C_i},$$

Where, C_i: *indicates the Credit for the* i^{th} *course,*

$(GP)_i$: *indicates the Grade point obtained for the* i^{th}*course,*

n: indicates the total number of Courses.

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29.0 Cumulative Grade Point Average (CGPA):

An assessment of the overall performance of a student shall be indicated by Cumulative Grade Point Average (CGPA).

$$CGPA = \frac{\sum_{i=1}^{m} S_i (SGPA)_i}{\sum_{i=1}^{m} S_i},$$

Where, *Si:Sum of credits in the i^{th} Semester,*

$(SGPA)_i$: *Semester Grade Point average obtained by the student in the i^{th}Semester,*

m: indicates the number of Semesters.

30.0 Classification of Results:

Based on the CGPA obtained and successful completion of B. Pharm Program, the result of a student shall be declared as follows:

CGPA	Result
7.50 and above	First Class with Distinction (Passed all the courses in First Attempt)
CGPA of 6.00 to 7.49	First Class
CGPA of 5.00 to 5.99	Second Class

31.0 Equivalence between Grade Points and Percentage:

Equivalence between grade points and percentage of marks can be obtained by directly multiplying the grade points by a factor of 10.00.

32.0 Grade Improvement:

A student who has passed in all the examinations, starting Semester-I to Semester-VIII for B.Pharm Program shall qualify for the award of degree. Nevertheless, if student feels that his CGPA is not satisfactory; such a student, for the purpose of improving the CGPA, can reappear for any of the 04 (four) core courses from Semester-III to Semester VIII, in the Supplementary Examination to be conducted after the End Semester Examination of the Semester-VIII and take a chance to improve the CGPA. No further chance shall be given to improve the CGPA.

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33.0 Award of Degree:

A student shall be declared to be eligible for award of the B.Pharm Degree if he has:

(i) Successfully registered and acquired the minimum credits as prescribed by the University from time to time and as specified in the Scheme of Study and Evaluation of B.Pharm programme corresponding to the discipline of his study within the stipulated time.

(ii) Completed the normal duration of programme of study.

(iii) Earned a CGPA of 5.00 or above.

34.0 Not with standing anything stated in these Regulations, for any unforeseen issues arising, and not covered by these Regulations, or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining the opinion/advice of a committee constituted by the Vice Chancellor. The decision of the Vice-Chancellor shall be final and binding.

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Swami Rama Himalayan University

Academic Regulations

for

Professional Diploma in Clinical Psychology (P.D.Cl.Psy.) Programme

(Effective from the Academic Year 2023-24)

Himalayan Institute of Medical Sciences

SWAMI RAMA HIMALAYAN UNIVERSITY

Swami Ram Nagar, Jolly Grant, Doiwala, Dehradun

Registrar
Swami Rama Himalayan University

1. Short Title and Commencement

1.1 These Regulations shall be called "**Academic Regulations for Professional Diploma in Clinical Psychology (P.D.Cl.Psy.) Programme of Swami Rama Himalayan University.**"

1.2 These Regulations shall be deemed to have come into force from the date as approved by the Board of Management of the Swami Rama Himalayan University.

2. Definitions/ Descriptions

2.1 **Academic Programme** shall mean a combination of courses and/or any other component leading to a Professional Diploma.

2.2 **Academic Year** shall mean a period of twelve months. In 12 months dedicated teaching weeks are 45 weeks (inclusive of 270 instructional days) for course work. The remaining 05 weeks are for internal exams, final exams, submission preparation and leave, etc. The course period may be scheduled from the first week of August to the last week of July.

2.3 **Course** shall mean a component of a Programme (referred to, as 'papers'). All courses will carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed to comprise interactive lectures/tutorials/seminars/ presentations/project work/ laboratory work/field work/ outreach activities/ vocational training/viva/ term papers/ assignments/ self-directed learning etc. or a combination of some of these.

2.4 **Continuous Internal assessment (CIA)** is a form of educational evaluation that assesses the student's progress throughout a prescribed course. It tracks the learning process throughout the year allowing for the identification of weak points/poor performance and self-amelioration.

2.5 **Sessional Examination** shall mean Internal Test(s) to be conducted at fixed intervals as announced through the Academic calendar on the commencement of the Academic Year.

2.6 **Day to Day Assessment** shall mean all the assessments that are normally conducted by a Course Instructor and include assignments, group discussions, seminars, presentations, quizzes & viva voce etc. throughout the year.

2.7 **Course Coordinator** shall mean a faculty member, who shall be responsible for coordinating the work of all faculty member(s) involved in teaching and evaluation of a course.

2.8 **Course Instructor** shall mean a faculty member involved in teaching and evaluation of a course.

2.9 **Course Load** Every student shall be required to register for a set of Courses in the academic year, with the total number of course hours being limited by considering the permissible weekly Contact Hours (12 hrs. per Week), to enable the students to engage in homework assignments, self-learning outside the Classrooms/Laboratories, Extra/Co-Curricular activities and add-on Courses, if any, for their overall development). .

2.10 **University Examination** shall mean an examination conducted by the University at the end of the year.

2.11 **Enrolment to the University** shall mean the enrolment of a student to Swami Rama Himalayan University after completion of admission-related requirements.

2.12 **Registration to the Programme** shall mean registration of a student for the Professional Diploma after completion of admission-related requirements.

2.13 **Report(s)** shall mean prescribed alphabet(s) citing the reason for not being awarded the marks.

2.14 **RCI** shall mean Rehabilitation Council of India

2.15 **University** shall mean Swami Rama Himalayan University (SRHU).

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3. Admission

Admission to Professional Diploma in Clinical Psychology Programme shall be made by the University. Eligibility criteria and procedure for admission to *Professional Diploma in Clinical Psychology Programme* shall be as prescribed by the Statutory Council, i.e. Rehabilitation Council of India (RCI) and University from time to time.

A selection committee that includes the Head of the Department shall make an admission on the basis of an entrance examination consisting of an objective-type exam (to test knowledge base in related branches of psychology), a written test (to test the writing skills essential to communicate among other clinicians/ professionals), group discussion (to test the expressive skills), practical (to test the proficiency in administering and interpreting the basic psychological tests and conducting a problem-focused interview with a client) and an interview (to understand motivation and commitment to serve the disabled populations). It is desired that the selection committee take all of the above into consideration, assign weightage for each component, and make the final selection on the basis of the total score obtained.

A list of candidates so selected/admitted to the course should be sent to Statutory Council, i.e. RCI within a month of admission formalities being completed. No changes shall be permitted once the list of admitted candidates for the academic year is sent to the Council.

4. Duration of the Programme:

The normal duration of Professional Diploma in Clinical Psychology Programme is 01 (one) year on fulltime basis. However, a student admitted to the Programme shall be required to complete the Programme within the duration of 03 (three) years from the date of registration; failing which his registration to the Programme shall stand cancelled.

5. Programme Structure:

Broad categories of courses to be studied over the entire duration of the Professional Diploma Programme are as follows:

a) Core Course

b) Practical

c) Submission

i. Full-length Psychodiagnostics Report,

ii. Fully worked out Psychotherapy Records

6. Registration

The candidate shall be eligible for registration to the Programme subject to verification and submission of all the required documents and deposit of the prescribed fee.

7. University Enrolment

All the students admitted shall be enrolled with the University. The enrolment Number once allotted by the University shall be unique and will have to be quoted by the students for all correspondences with the University and also wherever necessary.

8. Temporary Discontinuation from the Programme

8.1 Temporary discontinuation from the Programme shall be allowed in exceptional cases with prior approval of the Dean/Principal/ HOD, but not more than 01 (one) year. However, the student shall be allowed to re-join the Programme from the next Academic Year.

8.2 Any student who temporarily discontinues the Programme on medical grounds shall be allowed to re-join the Programme from the next Academic Year provided that he/she is found medically fit by the medical board specified by the University from time to time.

8.3 Any student who temporarily discontinues the Programme due to any other reasons shall be allowed to re-join the Programme only after approval is granted by the competent authority of the University.

9. Attendance

The course of training must continuously be pursued and complete all the course requirements within a stipulated period from the date of registration. Any interruption in a candidate's attendance during the course of study, due to illness or other extraordinary circumstances must be notified to the Head of the institution/concerned authority and permission should be obtained.

9.1 A minimum attendance of 80% shall be necessary for appearing in the final qualifying examination in all cases.

9.2 Candidates are allowed a maximum of 15 days of casual leave during the course period.

9.3 The head of the constituent college shall review the cases of short attendance before the commencement of any of the evaluation components every year and thereafter a list of students not eligible shall be notified.

Name of the Assessment Component	Attendance Criteria for Appearance
Sessional Examination I (Theory/Practical)	80 % attendance up to the start of the component from the commencement of the Year.
Sessional Examination II Theory/Practical	
University Examination (Theory)	
University Examination (Practical)	

10. Remedial Classes:

A student having short attendance before the commencement of any of the evaluation components will be entitled to improve his/ her attendance by joining remedial classes before the commencement of the university examination. Such a student shall be required to attend the College/Department during the period of preparatory leave and to complete the work assigned by the Course faculty/instructor(s) of the respective course(s). The attendance so obtained by the student shall be added to his/her regular attendance of the respective courses of the year. A student who is thus able to achieve 80% of attendance will be eligible to appear for the university examination.

11. Assessment

There shall be a comprehensive continuous assessment for all the students registered for the Professional Diploma in Clinical Psychology. The procedure for assessment shall be as follows:

11.1 Continuous Internal Assessment (CIA)

a. Theory Paper:

The Continuous Internal Assessment of theory course(s) shall comprise of:

(i) The Sessional Examination-I, shall be based on the syllabus covered in the first 20 (twenty) instructional weeks from the commencement of the course.

(ii) The Sessional Examination-II shall be based on the syllabus covered in the next 20 (Twenty) instructional weeks.

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(iii) Day to Day Assessment: A teacher shall conduct Day to Day Assessment on regular basis continuously throughout the year. It shall comprise of Assignment/Group Discussion/Case Conference/ Journal Club/ Seminar/ Presentation /Quiz/Viva Voce etc. in a year.

Continuous Internal Assessment (CIA)	Weightage (%)
Sessional Examination -I	25%
Sessional Examination -II	25%
Day to Day Assessment	50%
Total	**100%**

b. Practical

The Continuous Internal Assessment of practical course(s) shall comprise of:

(i) The sessional examination-I, shall be based on the syllabus covered in the first 20 (twenty) instructional weeks from the commencement of the course.

(ii) The sessional examination-II, shall be based on the syllabus covered in the next 20 (Twenty) instructional weeks.

(iii) Day to Day Assessment: A teacher shall conduct Day to Day Assessment on regular basis continuously throughout the year. It shall comprise of Lab work/ Case Conference/ Psychological Assessment/Psychological intervention/Journal Club/Viva Voce etc. in a year.

Continuous Internal Assessment (CIA)	Weightage (%)
Sessional Examination -I	25%
Sessional Examination -II	25%
Day to Day Assessment (Seminar/Case conference/Journal club)	50%
Total	**100%**

30% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the Continuous Internal Assessment of the course will be added to the final composite score of that course for the evaluation of the marks.

A student must obtain a *minimum* of 50% marks in the Continuous Internal Assessment (in theory and practical, separately) of a course, to appear in the university examination.

11.2 Make-up Examination for Sessional Examination:

i. Make-up examination for Sessional(s) is an opportunity given to the students who missed/failed in any or both the Sessional(s) either due to shortage of attendance or not being able to appear for the components(s) due to some unforeseen circumstances.

ii. Make-up Examination for Sessional(s) shall be held after completion of Sessional II and before the commencement of the University Examination.

iii. A student shall be eligible to appear for the make-up examination for the Sessional Exam, provided he fulfils the required attendance by the time of the holding of make- up examination for the Sessional(s).

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iv. A candidate who has failed in the makeup examination shall not be eligible to take the university examination.

11.3 Eligibility Criteria for Appearing in the University Examination:

i. **Attendance:** A student must obtain a minimum of 80% of attendance in theory and 80% of attendance in practical course.

ii. **Continuous Internal Assessment**: A student must obtain a minimum of 50% marks (theory and practical, separately) of the course, to be eligible to appear in the University Examinations.

iii. **Clinical Work:** A student must undergo a minimum prescribed clinical work during one year training as prescribed by RCI and it is mandatory to maintain to log book for the same.

iv. **Certificate:** For appearing in the final examination candidate should submit a certificate issued by the head of the department that the candidate has carried out the specified minimum clinical work, submission, and has attended the required competence in core tests as prescribed in the syllabus.

11.4 University Examination:

University Examination shall be held after forty five (45) weeks instructional weeks from the commencement of the Programme and will cover:

a) Group A (Theory)

Paper I Psychosocial Perspective of Mental Disorders

Paper II Counselling and Therapy

Paper III Psychiatry

b) Group A (Practical)

For practical, the University Examination shall be based on Case history method, mental status examinations, arriving at the clinical diagnosis, rational of psychological testing, observations, response recording, analyze, interpret and communicate the findings to the team members.

Practical I Psychological Assessment and Viva Voce

Practical II Psychological Interventions and Viva Voce

c) Group B (Submission)

It shall comprise of:

Submission I (Three full length Psychodiagnostic Reports)

Submission II (Three fully worked out Psychotherapy Records)

Two months prior to the final examination the candidates are required to submit the records of Submission I and Submission II.

70% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the university examination of the course will be added to the final composite score of that course for the evaluation of the marks.

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11.5 Evaluation of Answer Sheets

11.5.1 Evaluation for Sessional Examination:

i) Examination In-Charge shall be appointed by the Head of the Academic Unit/Principal for smooth conduction of sessional examinations.

ii) The Head of the Department in consultation with Head of the Academic Unit/Principal shall designate a senior faculty member as a Programme coordinator. The Programme coordinator shall be responsible for coordinating with the course coordinators for the preparation of the question papers of the sessional examinations.

iii) The Programme coordinator shall handover the sealed question papers to the examination In-charge for the conduction of the theory sessional examination as per common schedule defined in academic calendar.

iv) After the conduction of the sessional examination of each course the examination In-charge will ensure that the sealed answer sheets shall be handed over to the respective Programme coordinators, who shall then handover the sealed answer sheets to the respective course coordinators.

v) The respective Course Coordinators shall then uniformly distribute the answer booklet to the course instructor(s) for evaluation within the stipulated time frame.

vi) The evaluators for each course shall handover the evaluated answer sheets to the course coordinators who shall then show the answer booklet to the students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

vii) The course coordinators shall be responsible to submit the consolidated award list of the respective courses to the Programme coordinator.

viii) The Programme coordinator shall be responsible for timely submission of award list of all the courses assessed in the academic year to the office of the Controller of Examinations.

11.5.2 Evaluation of Theory for University Examination:

i) The University will conduct the examinations having a board consisting of two examiners of which one shall be an external Clinical Psychology faculty appointed for this purpose, and the other shall be an internal Clinical Psychology faculty. Both internal and external examiners shall evaluate all theory papers and conduct the practical/clinical including viva-voce examination. Examiner shall be appointed as per the eligibility criteria of the Statutory Council, i.e. RCI, from time to time.

ii) Centralized Evaluation process shall be adopted for the University Examination.

iii) Once the answer sheets are received by the Examination Cell of the University, for fair evaluation and to conceal the identity of an examiner, coding of the answer booklet shall be done by the Examination Cell before distribution to the respective examiner for evaluation & and award of scores.

iv) Evaluation of answer sheets shall be done at such place as decided by the University.

v) There shall be provision of double evaluation of answer sheets of theory papers.

vi) Ist evaluation shall be done by the internal examiner & IInd evaluation shall be done by the external examiner appointed by the University.

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vii) Once evaluation is over, marks of both evaluations (Ist & IInd) shall be entered in the tabulation chart by the Examination Cell and average of two shall be calculated.

viii) If difference of marks between evaluation Ist & IInd is more than 20% of total marks of a particular paper, then the answer sheets shall be evaluated by a third evaluator appointed by the University. The Controller of examinations shall then obtain average out of the marks awarded by the third evaluator and the marks of the first & second evaluator whichever is nearer to the score of the third evaluator. The average marks thus obtained shall be final.

ix) Counter foils of the statement of marks shall be submitted to the Controller of Examination in sealed envelopes.

11.6 Conduct of Practical / Clinical & Oral Examination:

11.6.1 Oral and Practical examinations shall be conducted in the respective departments.

11.6.2 There shall be 02 (two) examiners, at least 50% of which shall be external examiners.

11.6.3 The Internal examiner shall head the Board of Practical/Clinical examiners and shall be fully responsible for the fair and smooth conduction of oral and practical/clinical examination.

11.6.4 The marks of oral and practical/clinical shall be sent in sealed envelopes to the controller of examinations by heads of the Board of examiners.

12 Criteria for passing a course:

In order to be declared pass, student must obtain minimum 50% marks in the University Examination of theory/practical/clinical & viva voce/submission.

In addition, student must obtain minimum 50% marks in total composite score (30% marks of Continuous Internal Assessment (CIA) and 70% marks of University Examination taken together for theory/practical/clinical & viva voce) in a course.

13 Grace Mark:

13.1 Grace marks up to a maximum of five marks in theory segment will be granted, if the examinee after having appeared in all subjects of a professional year together, fails in a single subject, irrespective of the number of attempts in a particular university examinations. No grace marks will be granted, if the examination is taken in parts.

13.2 Grace marks will not be granted in Practical /Clinical & Viva-Voce examination.

14 Declaration of Results

University Examination Cell shall cross-check the marks entered in the tabulation chart and grace marks given as per the provisions and shall declare the results as per the procedure laid down.

15. Supplementary Examinations:

15.1 In the event of not completing the course requirements on time or failing in the final exam, a student is allowed to appear in the supplementary exam after completing 3 months of additional training at the department.

15.2 A candidate failing in "Group-A" has to reappear again in all the "Group-A" subjects (three theory papers and two practical). A candidate failing in "Group-B" has to resubmit three Psychodiagnostic and Psychotherapy Records (Group "B").

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15.3 A candidate is allowed to take a maximum of 03 (three) attempts to qualify for the final exam and has to complete the course successfully within a period of 03 (three) years from the year of admission to the course.

15.4 Examination fee for Supplementary Examination shall be charged as prescribed by the university.

16. Use of Unfair Means

All reported cases of use of unfair means shall be dealt with as per the Ordinance made by the University in this regard.

17. Classification of Results

Based on the marks obtained and successful completion of the Professional Diploma in Clinical Psychology, the result of a student shall be declared as follows:

Marks in percentage (%)	RESULT
75 and above	Passed with Distinction (Passed all the courses in the first attempt)
60 and above but less than 75	Passed with First class
50 and above but less than 60	Passed with Second class
Below 50	Failed

18. Award of Professional Diploma

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

i) Successfully registered and acquired the minimum marks, as prescribed by the University from time to time and as specified in the Scheme of Study and Evaluation of Professional Diploma in Clinical Psychology corresponding to the discipline of their study within the stipulated time.

ii) Completed the normal duration of the Programme of study.

19. Notwithstanding anything stated in these Regulations, for any unforeseen issues arising, and not covered by these Regulations, or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining the opinion/advice of a committee constituted by the Vice Chancellor. The decision of the Vice-Chancellor shall be final.

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Academic Regulation for Four Year Under Graduate Programmes

Academic Regulations

for

Four Year Under Graduate Programmes (FYUGP)

(as per NEP 2020)

(Effective from the Academic Year 2023-24)

SWAMI RAMA HIMALAYAN UNIVERSITY

Swami Ram Nagar, Jolly Grant, Doiwala, Dehradun

Registrar
Swami Rama Himalayan University

1. Short Title and Commencement:

1.1 These Regulations shall be called ***"Academic Regulations for the Four Year Under Graduate Programmes of Swami Rama Himalayan University, as per NEP 2020".***

1.2 These Regulations shall be effective for the Programme of Study leading to a UG Certificate, UG Diploma, Three Year UG Degree, Four Year UG Degree (Honours) and Four Year UG Degree (Honours with Research).

1.3 These Regulations shall be deemed to have come into force from the date as approved by the Board of Management of the Swami Rama Himalayan University.

2. Definitions:

2.1 **ABC** shall mean ***Academic Bank of Credits*** is an online repository that stores and accumulates credits through a formal system of credit recognition, credit accumulation, credit transfers and credit redemption to promote distributed and flexible teaching-learning.

2.2 **APAAR (ABC) ID,** shall mean *Automated Permanent Academic Account Registry*, is a unique identification code for students that allows students to digitally store and manage their academic records, including degrees, diplomas, certificates, and co-curricular accomplishments.

2.3 **Academic Programme/ Programme of Study** shall mean a combination of courses and/or other components that lead to a higher education qualification, pursued for a degree specified under section 22 (3) of the University Grants Commission (UGC) Act.

2.4 **Academic Year** shall mean a period of 12 (twelve months), divided in to 02(two) ***Semesters*** of ~ 20 weeks each, inclusive of 15 weeks of teaching (90 instructional days for completion of course work) and the Conduct of examinations. The Odd Semester may be scheduled from first week of August to January and Even Semester from first week of February to July.

2.5 **Bloom's Taxonomy** is a framework used to create structured learning objectives, design assessments that evaluate different levels of cognitive complexity, and promote deeper cognitive engagement in students.

2.6 **CBCS** shall mean ***Choice Based Credit System***; means a framework that allows students to choose from a range of prescribed courses offered during a semester.

2.7 **CCFUP** shall mean ***Curriculum and Credit Framework for Undergraduate Programmes*** in alignment with the NEP 2020, features a flexible, student-focused system with choice-based credits, multidisciplinary options, and multiple entry and exit points, allowing students to customize their education to fit their career aspirations.

2.8 **Course** shall mean one of the specified units which go to comprise a specified programme of study. Courses may be designed to comprise interactive lectures/ tutorials/seminars/ presentations /project work/ laboratory work/field work/ outreach activities/ vocational training/viva/ term papers/ assignments/ self-directed learning etc. either individually or in combination and may vary in weight and should define their learning objectives and outcomes.

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2.9 **Credit Based Semester System (CBSS)** shall mean a system where the requirement for awarding a degree or Diploma or Certificate is prescribed in terms of number of credits to be completed by the students.

2.10 **Credit Transfer** shall means the mechanism by which the Higher Educational Institutions registered with the ABC are able to receive or provide prescribed credits to individual Academic Bank Accounts in adherence to the norms for the courses undergone/experiences gained by the students through the offline/online/ODL/MOOCS/RPL mode.

2.11 **Continuous Internal Assessment (CIA)** is a form of educational evaluation that assess the student's progress throughout a prescribed course. It tracks the learning process throughout the semester allowing for identification of weak points/poor performance and self-amelioration. Continuous Internal Assessment consist of both sessional examinations and Day to Day Assessment.

2.12 **Cumulative Grade Point Average (CGPA) is** a measure of overall cumulative performance of a student in all semesters taken together.

2.13 **Course Coordinator** shall mean a faculty member, who shall be responsible for coordinating the work of all faculty member(s) involved in teaching and evaluation of a course.

2.14 **Course Instructor** shall mean a faculty member involved in teaching and evaluation of a course.

2.15 **Credit** is a unit by which the course work is measured. It determines the number of hours of instructions required per week over the duration of a semester.

2.16 **Credit Courses** shall mean courses registered by a student in a *Semester* to earn *credits*, where he will earn *one Credit* by registering and passing, viz.:

S.No	Components	No. of Hours/week	No. of Hours/ Semester	Credit
1	Lecture (L)	1 Hour	15 Hours	1
2	Tutorial (T)	1 Hour	15 Hours	1
3	Practicum/Practices (P): Practical/Laboratory Work/Seminar/Group/Discussion/ Presentation/ Experiential Learning/Internship/Apprenticeship/ Community Engagement and Services/ Field Visit/Industrial Visit/Studio Activities/ Field Practices/ Projects/Research Work/ Dissertation/Thesis etc.	2 Hours	30 Hours	1

2.17 **Credit Point** is the product of grade point and number of credits for a course.

2.18 **Course Load** shall mean the number of courses or credit hours a student is enrolled in during a semester.

2.19 **Course Registration** shall mean that every student shall formally register himself for prescribed set of *Courses (Credits)*, offered, in each Semester.

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2.20 **Course Flexibility** shall mean flexibility provided to the students in selecting the courses, based on their learning capacities.

2.21 **Credit Representation** shall mean *Credit* values, as defined below, for different academic activities:

Contact Hours/Week			*Credits* (L: T: P)	*Total Credits* (C)
Lectures (hrs/wk)	**Tutorials** (hrs/wk)	**Practicum/Practices** (hrs/wk)		
4	0	0	4:0:0	4
3	1	0	3:1:0	4
3	0	2	3:0:1	4
2	1	2	2:1:1	4
3	0	0	3:0:0	3
2	1	0	2:1:0	3
2	0	2	2:0:1	3
1	0	2	1:0:1	2
0	0	2	0:0:1	1

3-credit lecture course in a semester means 3 one-hour lectures per week with each one-hour lecture counted as one credit. In a semester of 15 weeks duration, a three-credit lecture course is equivalent to 45 hours of teaching.

2.22 **Credits required for the Award of Degree** shall mean minimum prescribed number of *Credits* to be earned by a student for award of UG Certificate, UG Diploma, UG degree, UG Degree (Honours), or UG Degree (Honours with Research) as the case may be.

2.23 **Day to Day Assessment** shall mean all the assessments that normally conducted by a Course Instructor and includes assignments, group discussion, seminar, presentation, quizzes & viva-voce throughout the Semester.

2.24 **Degree** shall mean a degree awarded by a Higher Educational Institution in accordance with the provisions of section 22(3) of the UGC Act.

2.25 **End Semester Examination (ESE)** shall mean an examination conducted by the University at the end of the semester.

2.26 **Enrolment to the University** shall mean the enrolment of a student to Swami Rama Himalayan University after completion of admission related requirements.

2.27 **Grade** shall mean a prescribed alphabet awarded to a student based on his performance in the examinations.

2.28 **Grade Point** shall mean a numerical weight on a 10-point scale, allotted to each letter grade awarded to a student based on his performance in the examinations.

2.29 **Grade Card** shall mean a printed record reflecting student's performance.

2.30 **Letter Grade** shall mean an index of the performance of students in the said course. Grades are denoted by letters O, A+, A, B+, B, C, P and F.

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2.31 **LOCF** shall mean Learning Outcomes based Curriculum Framework that focuses on defining and achieving specific learning outcomes, integrating practical applications and real-world relevance into the curriculum. It signifies what a learner knows, understands, and is capable of doing upon completing a learning process or a programme/course of study.

2.32 **Levels** mean a series of sequential stages, as given in the National Credit Framework (NCrF), expressed in terms of a range of learning outcomes against which typical qualifications are positioned/located.

2.33 **Major Discipline** shall refers to the specific discipline, specialization or subject of main focus, the degree will be awarded in that discipline.

2.34 **Minor Discipline** shall refers to the specific discipline, specialization or subject that complements a student's major, providing additional breadth and a broader understanding beyond their primary field of study.

2.35 **MOOCs** shall mean Massive Open Online Courses, offer accessible, flexible learning on a wide range of subjects, often including video lectures, readings, and interactive components.

2.36 **MEME** shall mean Multiple Entry & Multiple Exit, is an approach that allows students to enter and exit their academic programs at various levels, with awards including a UG Certificate, UG Diploma, UG degree, UG Degree (Honours), or UG Degree (Honours with Research), depending on the number of credits secured.

2.37 **NCrF** shall mean National Credit Framework, seamlessly integrates higher education and vocational education by enabling multiple entry - multiple exit (ME-ME) pathways to learners in higher education eco system.

2.38 **NHEQF** shall mean National Higher Education Qualifications Framework, a descriptive framework that organizes qualifications according to a series of levels of knowledge/competencies/skills.

2.39 **NEP** shall mean National Education Policy 2020, is an education policy that aims to transform India's higher education system to make it more equitable, inclusive, and responsive to the needs of the 21st century.

2.40 **OBE** shall mean Outcome Based Education, is a teaching and learning method that focuses on student performance and outcomes based on bloom's taxonomy.

2.41 **Online Mode** shall means a mode of providing flexible learning opportunities by overcoming the separation of teacher and learner using the internet, e-learning Materials and full-fledged programme delivery through the internet using technology-assisted mechanisms and resources.

2.42 **Open and Distance Learning Mode** shall means a mode of providing flexible learning opportunities by overcoming the separation of teacher and learner using a variety of media, including print, electronic, online and occasional interactive face-to-face meetings with the learners or Learner Support Services to deliver teaching-learning experiences, including practical or work experiences.

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2.43 **Registration to the Programme** shall mean registration of a student to the Undergraduate Programme after completion of admission related requirements.

2.44 **Report(s)** shall mean prescribed alphabet(s) citing the reason for not being awarded the grades.

2.45 **Recognition of Prior Learning** shall means an assessment process designed to evaluate an individual's skills, knowledge, and experience acquired through formal, non-formal, or informal learning experiences.

2.46 **Transcript** shall mean a formal consolidated printed record reflecting student's performance after successful completion of programme.

2.47 **Semester Grade Point Average (SGPA)** shall mean a measure of performance of work done in a semester. It is a ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

2.48 **Sessional Examination** shall mean Internal Test(s) to be conducted at fixed intervals as announced through the Academic calendar on commencement of Academic Year.

2.49 **Summer Term** shall mean a term of 07-08 (seven-eight) week academic period during the summer vacation, offering courses, internships /apprenticeship, work-based vocational education and training. It allows students to accelerate their studies or complete course backlogs, based on faculty availability and student demand.

2.50 **SWAYAM** shall mean Study Webs of Active-Learning for Young Aspiring Minds, is an indigenous platform developed by the MHRD for open online courses (MOOCs), designed to supplement formal education, curriculum, continuing education, and skill development.

2.51 **UG Certificate** shall means a certificate after completing 01 (one) year of study (2 semesters) in the chosen fields of study in a UG programme.

2.52 **UG Diploma** shall means a diploma awarded after 2 (two) years (4 semesters) of study in the chosen fields of study in a UG programme;

2.53 **University** shall mean Swami Rama Himalayan University (SRHU).

3. Admissions:

Admission to Undergraduate Programme shall be made by the University. Eligibility criteria and procedure for admission to Undergraduate Programme shall be as prescribed by the University from time to time.

4. Registration to the Programme:

The candidate shall be eligible for registration to the programme subject to verification and submission of all the required documents and deposit of prescribed fee.

All students must register through the ABC portal to obtain an APAAR (ABC) ID. This ID is essential for accumulating, managing, and accessing academic credits, which can be redeemed for various awards throughout their academic journey.

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5. University Enrolment:

All the students admitted shall be enrolled with the university. Enrolment Number once allotted by the University shall be unique and will have to be quoted by the students for all the correspondence with the University and also wherever necessary.

6. Course Registration and Course Load:

6.1 A student shall be required to register every semester for the prescribed set of courses offered for the program in which they are registered/enrolled, as per the schedule defined in the Academic Calendar.

6.2 Every student register for a set of Courses in each *Semester,* with a total number of course *Credits* being limited by considering the permissible *weekly Contact Hours* (30-40 hrs. per week, to enable the students to engage in homework assignments, self-learning outside the Class rooms/Laboratories, Extra/Co-Curricular activities and add-on Courses, if any, for their overall development). Thus, a minimum Course Load of 20 *Credits/Semester* (e.g.6-8 *Courses*) shall be offered/given in normal case.

7. Summer Term:

A summer term is for 07-08 (seven-eight) weeks during summer vacation. Internship, apprenticeship, work-based vocational education and training can be carried out during the summer term, especially by students who wish to exit after two semesters or four semesters of study. Regular courses may also be offered during the summer on a fast-track mode to enable students to do additional courses or complete backlogs in coursework. The Academic Unit/Department can decide on the courses to be offered in the summer term depending on the availability of faculty and the number of students.

8. Duration of the Programme:

The duration of the UG programme is 4 years or 8 semesters. Students who desire to undergo a 3-year UG Programme will be allowed to exit after completion of the 3rd year. If a student wants to leave after the completion of the first or second year, the student will be given a UG Certificate or UG Diploma, respectively, provided they secure the prescribed number of credits. Students who exit with a UG Certificate or UG Diploma are permitted to re-enter within 03 (three) years and complete the degree programme.

9. Temporary Discontinuation from the Programme:

9.1 Students may be permitted to take a temporary discontinuation from the programme during the period of study. However, a student admitted to the programme shall be required to complete the undergraduate degree within the duration of 07 (seven) years from the date of registration; failing which his registration to the Programme shall stand cancelled.

9.2 Temporary discontinuation from the programme shall be allowed in exceptional cases for 02 (two) consecutive semesters but not more than 01 (one) year with prior approval of the Head of constituent academic unit. However, the student shall be allowed to rejoin the programme from next Academic Semester/Year.

9.3 Any student who temporarily discontinues the programme on medical ground shall be allowed rejoining the programme from the next Academic Semester/Year provided that he is found medically fit by the medical board constituted by the University from time to time.

9.4 Any student who temporarily discontinues the programme due to any other reasons shall be allowed to rejoin the programme only after approval is granted by the competent authority of the University.

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10. Awarding of UG Certificate/Diploma/ Degrees with MEME:

UG Certificate: Students who opt to exit after completion of the first year and have secured 40 credits will be awarded a UG certificate (in the chosen Field of Study/Discipline) if, in addition, they complete a skill/work based vocational course of 4 credits during the summer vacation of the first year. These students are allowed to re-enter the degree programme within three years and complete the degree programme within the stipulated maximum period of 07 (seven) years.

UG Diploma: Students who opt to exit after completion of the second year and have secured 80 credits will be awarded the UG Diploma (in the chosen Field of Study/Discipline) if, in addition, they complete skill/work based vocational course of 4 credits during the summer vacation of the second year. These students are allowed to re-enter within a period of three years and complete the degree programme within the maximum period of 07 (seven) years.

3-year UG Degree: Students who wish to undergo a 3-year UG programme will be awarded UG Degree in the Major discipline after successful completion of three years, securing 120 credits and satisfying the minimum credit requirement for award of degree.

4-year UG Degree (Honours): A four-year UG Honours degree in the major discipline will be awarded to those who complete a four-year degree programme with 160 credits and have satisfied the credit requirements for award of degree.

4-year UG Degree (Honours with Research): Students who secure a minimum of 7.5 CGPA or above in the first 06 (six) semesters and wish to undertake research at the undergraduate level can choose a research stream in the fourth year. The number of seats available for the research stream (i.e., Honours with Research) shall not exceed 50% of the total intake approved for the program by the university. They should do a research project or dissertation under the guidance of a faculty member of the Constituent Academic Unit of the University. The research project/dissertation will be in the major discipline. The students who secure 160 credits, including 12 credits from a research project/dissertation, are awarded UG Degree (Honours with Research) in the Major discipline.

11. Programme Structure:

Broad categories of courses to be studied over the entire duration of the Undergraduate Programme and the minimum credit requirements for 3-year UG and 4-year UG (Honours) or UG (Honours with Research) programmes are as follows:

SN	Broad Category of Courses	Minimum Credit Requirement		
		3-year UG Degree	4-Year UG Degree (Honours)	4-Year UG Degree (Honours with Research)
1	Major/Core (MJ/CC)	60	80+12 (MJ)*=92	80
2	Minor Stream (MS)	12+12=24	16+16=32	16+16=32
3	Multidisciplinary (MD)	09	09	09
4	Ability Enhancement Courses (AEC)	08	08	08
5	Skill Enhancement Courses (SEC)	09	09	09
6	Value Added Courses (VAC)	06- 08	06-08	06-0
7	Summer Internship	02- 04	02-04	02-04
8	Research Project / Dissertation (MJ)	-	-	12
	Total	120	160	160

Note:* Honours students, not undertaking research will do 3 courses in major discipline for 12 credits in lieu of a research Project/ Dissertation.

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Curriculum and Credit Framework for Undergraduate Program (CCFUP)

Broad Course Category-wise Distribution of Credits for Four year UG Program

Semester	Levels of Courses in Discipline-Specific Courses (Codes)	Focus Area	MJ- Discipline (Discipline-Specific Courses)	Minor Discipline (Discipline-Specific Courses & Vocational Courses)*	Multidisciplinary Courses (MD)	Ability Enhancement Courses (AEC)	Skill Enhancement Courses (SEC)/Internship	Value-Added Courses (VAC)- Common to All UG	Min Total Credit	NCrF Credit Level
I	**100-199:** *Foundation or Introductory courses.*	*-Should equip students to take up advanced courses/ specialized coursework.* *-to choose disciplinary/ interdisciplinary course of their interest prospective professional field*	MJ- 1 (4 Cr) (100 level) **Disciplinary/ Interdisciplinary Major**	MI-1 (4 Cr) (100 level) **(Disciplinary/ Interdisciplinary Minor/ Vocational Courses)**	MD-1 (3 Cr) **Introductory-level courses relating to any of the broad disciplines** • *Natural and Physical Sciences* • *Mathematics, Statistics, and Computer Applications* • *Library, Information, and Media Sciences.* • *Commerce and Management* • *Humanities and Social Sciences*	AEC-1 (2 Cr) **Modern Indian Language (MIL) & English language focused on language and communication skills** *Linguistic/communication Skills/critical reading/academic writing/cultural intellectual heritage of language /abilities to discuss/ debate*	SEC-1 (3 Cr) **Focus on various NSQF job roles across relevant sectors, aligned with the Sector Skill Councils and the National Skill Development Corporation of India.** *Practical skills, Hands on, soft skills and so on for employability in the disciplinary /interdisciplinary areas chosen.*	VAC-1 (2Cr) **Understanding India** *- National development policies, Fundamental duties and Constitutional values, Indian knowledge systems, the Indian education system, and the roles and obligations of teachers to the nation, Human Values and Professionals Ethics* VAC-2 (2Cr) **Environmental Science/Education** *-Environmental degradation, climate change, pollution, waste management, biodiversity conservation, resource management, and sustainable development. -Intends to deepen understanding of India's environment and effects on future*	20	

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II			MJ-2 (4 Cr) (100 level) **Disciplinary /Interdisciplinary Major**	MI-2 (4 Cr) (100 level) **(Disciplinary/ Interdisciplinary Minor/ Vocational Courses)**	MD-2 (3 Cr) **Introductory-level courses relating to any of the broad disciplines** • *Natural and Physical Sciences* • *Mathematics, Statistics, and Computer Applications* • *Library, Information, and Media Sciences.* • *Commerce and Management* • *Humanities and Social Sciences*	AEC-2 (2 Cr) **Modern Indian Language (MIL) & English language focused on language and communication skills** *-Linguistic/communication Skills/critical reading/academic writing/cultural intellectual heritage of language /abilities to discuss/ debate*	SEC-2 (3 Cr) **Focus on various NSQF job roles across relevant sectors, aligned with the Sector Skill Councils and the National Skill Development Corporation of India.** *Practical skills, Hands on, soft skills and so on for employability in the disciplinary /interdisciplinary areas chosen.*	VAC-3 (2 Cr) **Digital and Technological Solutions**: *Cutting-edge areas-Artificial Intelligence, 3-D machining, big data analysis, machine learning, drone technologies, and Deep learning with applications to health, environment, and sustainable living* VAC-4 (2 Cr) **Health & Wellness, Yoga Education, Sports, and Fitness** *Promoting an optimal state of wellbeing, yoga and fitness, enhancing physical, mental, and emotional health while developing essential life skills and sports abilities.* ***Academic Units may introduce other innovative value-added courses relevant to the discipline***	20	
• Students exiting the programme after securing 40 credits will be awarded UG Certificate in the relevant Discipline /Field of Study provided they secure 4 credits in skill/work based vocational courses or internship / Apprenticeship offered during summer term in addition to 6 credits from skill-based courses earned during first and second semester. • Students may be permitted to audit course(s) of their choice provided they meet the pre-requisite for the course. • 50% of the total credits from minors must be secured in the relevant discipline and another 50% of the total credits from a minor can be earned from any discipline as per students' choice. The minor stream courses include vocational courses which will help the students to equip with job- oriented skills.* • 40% of the credits in any category may be earned through online courses approved by the constituent academic unit/Department as per the existing UGC regulations. • Abbreviation. used MJ-MJ-; MI - Minor; MD - Multidisciplinary; AEC - Ability Enhancement Course; SEC - Skill Enhancement Course and VAC - Value Added Course.								40	4.5

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III	200-299:*Intermediate level courses*	*-Prerequisite for advanced level MJ- courses*	MJ-3 MJ-4 (8 Cr) 200 level **Disciplinary/ Interdisciplinary Major**	MI-3 (4 Cr) (200&above) **(Disciplinary/ Interdisciplinary Minor/ Vocational Courses)**	MD-3 (3Cr) **Introductory-level courses relating to any of the broad disciplines** *1. Natural and Physical Sciences* *2. Mathematics, Statistics, and Computer Applications* *3. Library, Information, and Media Sciences.* *4. Commerce and Management* *5. Humanities and Social Sciences*	AEC-3 (2 Cr) **Modern Indian Language (MIL) & English language focused on language and communication skills** *-Linguistic/communication Skills/critical reading/academic writing/cultural intellectual heritage of language /abilities to discuss/ debate*	SEC-3 (3 Cr) **Focus on various NSQF job roles across relevant sectors, aligned with the Sector Skill Councils and the National Skill Development Corporation of India.** *Practical skills, Hands on, soft skills and so on for employability in the disciplinary /interdisciplinary areas chosen.*		20	
IV			MJ-5 MJ- 6 MJ-7 (12 Cr) (200 level) **Disciplinary/ Interdisciplinary Major**	MI-4 (4 Cr) (200&above) **(Disciplinary/ Interdisciplinary Minor/ Vocational Courses)**		AEC-4 (2 Cr) **Modern Indian Language (MIL) & English language focused on language and communication skills** *-Linguistic/communication Skills/critical reading/academic writing/cultural intellectual heritage of language /abilities to discuss/ debate*		***Startup/ Innovation & Entrepreneurship/ Community Engagement and Services-e.g. NSS,NSC*** (2 Cr) *(Generating solutions to real life problems)*	20	
• Students exiting the programme after securing 80 credits will be awarded UG Diploma in the relevant Discipline /Field of Study provided they secure additional 4 credit in skill based vocational courses offered during first year or second year summer term. • A summer internship could be conducted during the summer term, with the assessment extending through to the fifth semester.										5

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V	300-399: Higher Level courses	*Disciplinary /interdisciplinary course study for the award of degree*	MJ- 8 MJ- 9 MJ- 10 (12 cr) (300 level)	MI-5 (4 Cr) (200&above) (Vocational)			Internship (4Cr) MJ- 11		20	
VI			MJ- 12 MJ- 13 MJ- 14 MJ- 15 (16 cr) 300 level	MI-6 (4 Cr) (200&above))					20	
• Students who want to undertake 3-year UG programme will be awarded UG Degree in the relevant Discipline / Field of study upon securing 120 credits. • A minimum of 12 credits will be allotted to the minor stream relating to vocational education and training spreading through 2, 3, 4 &5 semesters. • Internship is included as the MJ-11 course.										**5.5**
VII	400-499: Advanced Courses	*Lectures with seminars/term papers/ /labs/hands on, internships, Research/ projects and so on.* *(Research methodology/Statistic s course for UG with Research)*	MJ- 16 MJ- 17 MJ- 18 MJ- 19 (16 cr) (400 level)	MI-7 (4 Cr) (300&above)					20	

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UG Degree (Honours)										
VIII			MJ- 20 MJ- 21 MJ- 22 MJ- 23 (16 Cr) (400 level)	MI- 8 (4 Cr) (300&above)					20	
OR										
UG Degree (Honours with Research)										
VIII			MJ- 20 (4Cr) (400 level)	MI- 8 (4 Cr) (300&above)		MJ-21 Research Project/Dissertation (12 Cr)			20	
• Students will be awarded UG Degree (Honours) / (Honours with Research) in the relevant Discipline /Subject provided they secure 160 credits. • UG Degree (Honours) students not undertaking research will do 3 courses in major discipline for 12 credits in lieu of a research project / Dissertation. • Students of UG Degree (Honours with Research) will choose a research component in the 4th year and complete research methodology courses and advanced courses in Major-/Minor.										**6**

Important Note: *The Academic units/departments need to design course structures following suitable pedagogical approaches, learning outcomes, and assessment methods in line with the NEP 2020 related regulations, guidelines, and frameworks issued by the UGC from time to time. An outcome-based approach should be followed to ensure that students possess the characteristics expected of a graduate program, both in disciplinary and generic areas by encompassing both discipline-specific competencies and generic, transferable skills.*

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12. Attendance:

12.1 A student is required to maintain a minimum 75% attendance in theory classes before the conduct of any evaluation component/ Examination.

12.2 Requirement of attendance in the practical classes shall be 100%. In case, any of the experiment is missed-out due to absence of the student, it shall be the responsibility of the student to carry out the same with due permission of the concerned course coordinator.

12.3 Head of constituent academic unit shall review the cases of short attendance before commencement of any of the evaluation component in every semester and thereafter a list of students 'not eligible' shall be notified.

Assessment Component	Attendance Criteria for Appearance
Sessional Examination I	75% attendance up to start of component from commencement of the Semester.
Sessional Examination II	
End Semester Examination	
End Semester Practical Examination	100% attendance up to start of the component from the commencement of the Semester.

13. Remedial Classes:

A student having short attendance till the last day of class work will be entitled to improve his attendance by joining remedial classes before the commencement of End Semester Examinations. Such a student shall be required to attend the Academic unit/Department during the period of preparatory leave and also to complete the work assigned by the Course Coordinator(s)/Instructor(s) of the respective course(s). The attendance so obtained by the student shall be added to his regular attendance of the respective courses of the semester. Student who is thus able to achieve 75% of attendance will be eligible to appear for the End Semester Examination.

14. Assessment Design:

Student learning is assessed and evaluated by the faculty member or department responsible for the course. All assessments shall be designed in accordance with Bloom's Taxonomy, which emphasizes various levels of cognitive thinking and learning.

The process ensures that students' learning outcomes are met and that they are progressing in line with both Course Outcomes (COs) and Program Outcomes (POs).

15. Assessment:

There shall be comprehensive continuous assessment for all the students registered for undergraduate degree programme. Procedure for assessment shall be as follows:

15.1 Continuous Internal Assessment

15.1.1 Theory

The Continuous Internal Assessment of theory course(s) shall comprise of:

(i) The Sessional Examination I, shall be based on the syllabus covered in first 05 (five) instructional weeks from the commencement of the semester.

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(ii) The Sessional Examination II, shall be based on the syllabus covered in next 05 (five) instructional weeks after Sessional Examination I.

(iii) Day to Day Assignment: A teacher shall conduct Day to Day assessment on regular basis continuously throughout the semester. It shall comprise of Assessment/Group Discussion/Seminar/Presentation/Quiz/Viva Voce etc. in a semester.

S. No.	Continuous Internal Assessment	Weightage (%)
1.	Sessional Examination I	25%
2.	Sessional Examination II	25%
3.	Day to Day Assignment	50%

15.1.2 Practical:

The Continuous Internal Assessment for a course with laboratory session, shall be done on regular basis as per the course plan.

S. No.	Continuous Internal Assessment	Weightage (%)
1.	Practical Sessional Examination I	25%
2.	Practical Sessional Examination II	25%
3.	Practical Day to Day Assignment	50%

Practical Sessional Examinations I & II shall be conducted after the completion of first and second cycle of experiments, respectively. The practical day-to-day assessment shall be based on the appropriate weightage of marks for execution, demonstration, presentation, and file records, as outlined below:

Assessment Component	Description	Weightage (%)
Execution	Evaluating the practical application of skills or tasks as assigned	40%
Demonstration	Assessing the ability to explain, show, or showcase the execution of skills or tasks (e.g., demonstrating a process, procedure, or skill set)	25%
Presentation	Evaluating the student's ability to present findings, processes, or results effectively	20%
File Records	Reviewing the accuracy, completeness, and organization of students' documentation, records, or reports (e.g., project files, lab reports, notes)	15%

A student must obtain minimum 40% marks in the Continuous Internal Assessment (CIA) of a course, to appear in the end semester examinations.

30% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the Continuous Internal Assessment of a course will be added to the final composite score of that course for the evaluation of the grade.

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15.2 Make-up Examination for Sessional Examination:

i) Make- up examination for Sessional(s) is an opportunity given to the students who missed any or both the Sessional(s) either due to shortage of attendance, or not being able to appear for the components(s) due to some unforeseen circumstances.

ii) Make-up Examination for Sessional(s) shall be held after completion of Sessional II and before the commencement of End Semester Examination.

iii) A student shall be eligible to appear for the make-up examination for Sessional Exam, provided he fulfills the required attendance by the time of holding of make-up examination for the Sessional(s).

15.3 Eligibility Criteria for Appearing in the University End Semester Examination:

A student must obtain minimum 40% marks in the Continuous Internal Assessment (CIA) of a course, to be eligible to appear in the end semester examinations.

15.4 End Semester Examinations:

i) End Semester Examination of 03(three) hours duration shall be held after 15(fifteen) instructional weeks from commencement of the semester and will cover entire syllabus of a course.

ii) For a course with laboratory session, the End Semester Practical Examination shall be based on Lab records, performance, experiments conducted/demonstration and viva-voce.

iii) 70% of marks obtained (on the scale of 100 (hundred) marks after normalization) in the End Semester Examination of a course will contribute towards the final composite score of that course.

15.5 Appointment of an Examiner:

To be qualified as an examiner in a given course the examiner shall fulfil the eligibility criteria as laid down by statutory council (wherever applicable) and approved by the University from time to time.

15.6 Evaluation of Answer Sheets:

15.6.1 Evaluation for Sessional Examination:

i) Examination In-Charge shall be appointed by the Head of the Academic Unit/Principal for smooth conduction of sessional examinations.

ii) The Head of the Department in consultation with Head of the Academic Unit/Principal shall designate a senior faculty member as a Programme coordinator. The Programme coordinator shall be responsible for coordinating with the course coordinators for the preparation of the question papers of the sessional examinations.

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iii) The Programme coordinator shall handover the sealed question papers to the examination In-charge for the conduction of the theory sessional examination as per common schedule defined in academic calendar.

iv) After the conduction of the sessional examination of each course the examination In-charge will ensure that the sealed answer sheets shall be handed over to the respective Programme coordinators, who shall then handover the sealed answer sheets to the respective course coordinators.

v) The respective Course Coordinators shall then uniformly distribute the answer booklet to the course instructor(s) for evaluation within the stipulated time frame.

vi) The evaluators for each course shall handover the evaluated answer sheets to the course coordinators who shall then show the answer booklet to the students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

vii) The course coordinators shall be responsible to submit the consolidated award list of the respective courses to the Programme coordinator.

15.6.2 Evaluation for End Semester Examination:

i) Centralized Evaluation process shall be adopted for the End Semester Examination.

ii) Once the answer booklets are received by the Examination Cell of the University, for fair evaluation to conceal the identity of an examinee coding of answer booklet shall be done by the Examination Cell before distribution to the Head of the constituent academic unit for evaluation.

iii) Evaluation of answer booklets shall be done at such place as decided by the University.

iv) Examination In-charge of the constituent academic unit shall distribute the encoded answer sheets to the concerned Course Coordinators. The respective Course Coordinators shall then uniformly distribute the answer sheets to the evaluators designated by the University for Evaluation within the stipulated time frame.

v) Subsequent to evaluation, it shall be the responsibility of the concerned course coordinators to hand over the evaluated answer sheets to students. Discrepancy, if any, will be corrected then and there and signature of each of the student shall be obtained as a proof thereof.

vi) All the evaluated answer sheets, along with award list of End Semester Examination and composite scores of all the components i.e. Sessional, Day to Day assessment and ESE, shall be submitted separately by the respective course coordinator to the Head of the constituent academic unit for further forwarding to the office of Controller of Examination.

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16 Criteria for passing a course:

In order to be declared pass, student must obtain minimum 40% marks of total composite score (30% marks of Continuous Internal Assessment (CIA) and 70% marks of End Semester Exams (ESE) taken together) in a course.

17 Course-wise Grading:

The letter-grades and their equivalent grade points are indicated below:

Composite Score	Letter Grades	Grade Points	Description	Performance
90 to 100	O	10	Outstanding	*Pass/Satisfactory**
80 to < 90	A+	9	Excellent	
70 to < 80	A	8	Very Good	
60 to < 70	B+	7	Good	
50 to < 60	B	6	Above Average	
45 to < 50	C	5	Average	
40 to < 45	P	4	Pass	
< 40	F	0	Fail	*Fail/Unsatisfactory**

* *Performance of a student in Audit/Compulsory Audit Course shall be reported as Satisfactory / Unsatisfactory.*

A student who cannot be awarded any of the above grades on account of any of the reasons mentioned herein shall be given the corresponding report in the grade card.

Status of Student	Report**
Withdrawal from the Course	W
Detained in End Semester Examination due to Shortage of Attendance	SA
Detained in End Semester Examination due to Insufficient Marks in Continuous Internal Assessment.	IA
Abstaining from the End Semester Examination	AB
Incomplete Term work/ Evaluation Component	I
Result withheld due to administrative reasons	WH
Cancellation of Registration in a course(s) due to Disciplinary action	RC

** *Report obtained by a student in any of the course shall not be used for the purpose of SGPA/CGPA calculation. Wherever this applied, SGPA and CGPA are not calculated and are marked as NC.*

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18 Method of Awarding the Grades:

Grading of the students shall be carried-out course-wise for theory and practical courses, separately. Marks obtained by the students in each assessment component shall be normalized on the scale of 100 (hundred) marks. The final composite score in a course shall be calculated by adding the normalized marks in the following proportion of weightages so that the total percentage of the components taken together is 100 (hundred):

Theory Components

Assessment Component	Weightages (in %age)
Continuous Internal Assessment	30%
End Semester Examination	70%

Practical Components

Assessment Component	Weightages (in %age)
Continuous Internal Assessment	30%
End Semester Examination	70%

Subsequently, the absolute grading method, based on composite score (as defined in course-wise grading) shall be used on normalized marks obtained by all the registered students in a course and grades shall be awarded.

19 Declaration of Results:

19.1 The respective course coordinators shall prepare and submit a list of normalized marks, as per the standardized format prescribed by the university, to the Head of the constituent academic unit who shall forward the same to the University Examination Cell.

19.2 The University Examination Cell after getting the final normalized marks checked and verified will award the grades.

19.3 Subsequent to award of grades, University Examination Cell shall prepare the result and declare the same as per the procedure laid down.

20 Compensatory Course(s):

20.1 Compensatory course(s) for theory component shall be offered, on payment of prescribed fee, to a student who has obtained reports W or SA or IA or I or RC in any of the registered course(s) of previous semester(s); failing which the student shall be required to register for the same/equivalent course(s) in a semester whenever it is offered as regular course.

20.2 Compensatory course(s) shall also be available to a student who has either failed in earlier examination or abstained (AB) from the end semester examination.

20.3 Compensatory course(s) will be offered during a semester along with regular courses or during the summer term.

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20.4 On completion of the compensatory course(s), inclusive of appearance in Sessional I or Sessional II or their make-up examination, a student will be eligible to appear for the university supplementary examination.

20.5 Withdrawal from a compensatory course is not permissible.

20.6 There shall be no compensatory course for laboratory courses. However, University Practical Examinations will be conducted only during regular End Semester Examinations.

21 Supplementary Examinations:

21.1 Supplementary Examinations shall be conducted for a student who has either failed in earlier examination or abstained (AB) from the End Semester Examination or has obtained reports W or SA or I or RC in any of the registered course(s) of previous semester(s).

21.2 Supplementary Examination for End Semester Examinations shall be held with regular End Semester Examinations.

21.3 Supplementary Examinations for ODD Semesters shall be held along with the End Semester Examinations of ODD Semesters and Supplementary Examinations for EVEN Semesters shall be held along with the End Semester Examinations of EVEN Semesters.

21.4 Examination fee for Supplementary Examination shall be charged as prescribed by the University.

22 Use of Unfair Means:

All reported cases of use of Unfair Means shall be dealt with as per the ordinance made by the University in this regard.

23 Eligibility for Promotion & Registration to Higher Semesters:

23.1 A student having a maximum backlog in 4 courses or 50% courses (including all category of courses), whichever is lower, of Academic year 1 (Semester-I & Semester-II) shall be promoted to Academic year 2 (Semester-III & Semester-IV).

23.2 A student having a maximum backlog in 4 courses or 50% courses (including all category of courses), whichever is lower, of Academic year 2 (Semester- III & Semester-IV) shall be promoted to Academic year 3 (Semester-V & Semester- VI); subject to the condition that a student must have passed all the courses of Academic year 1 (Semester-I & semester-II).

23.3 A special exam shall be conducted after the End Semester Exam of semester-VI only for those final semester students, who are unable to pass a maximum of four courses or 50% courses, whichever is lower, of their Academic year 3 (Semester-V & Semester- VI) only.

23.4 The examination fee, as decided by the University, will be charged for the special examination.

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24 Course Repetition:

24.1 A student who has obtained reports ***W*** or ***SA*** or ***I*** or ***RC*** in any of the registered course(s) of previous semester(s) shall have to repeat and pass the course(s):

i) By registering a course(s) whenever it is offered as a compensatory course(s).

Or

ii) By registering a course(s) whenever it is offered as a regular course(s).

24.2 If the course (with same code/title/credit) is not offered due to the change in the curriculum, then student shall have to register and pass for the approved equivalent course (s) (with same credits) of the new curriculum.

24.3 A student who has once obtained the pass grade (***O-P***) shall not be allowed to repeat the course.

25 Grade Card:

At the end of each semester a student shall be issued a Grade Card which includes the following details:

i) Credits of each course registered in the Semester.
ii) Letter Grades/Reports obtained in each Course.
iii) The total number of credits earned by a student up to the end of that semester.
iv) Calculation of ***SGPA*** for each semester.
v) ***CGPA*** for all the semesters for regular students, who have successfully completed the programme.

25.1 Semester Grade Performance Average (SGPA):

The performance of a student in a semester shall be indicated by a number called Semester Grade Performance Average (SGPA), which is the weighted average of the grade points obtained in all the courses in a semester by a student.

$$SGPA = \frac{\sum_{i=1}^{n} C_i (GP)_i}{\sum_{i=1}^{n} C_i},$$

where, C_i: *indicates the Credit for the* i^{th} *course,*
$(GP)_i$: *indicates the Grade point obtained for the* i^{th} *course,*
n: *indicates the total number of Courses.*

25.2 Cumulative Grade Point Average (CGPA):

An assessment of the overall performance of a student shall be indicated by Cumulative Grade Point Average (CGPA).

$$CGPA = \frac{\sum_{i=1}^{m} S_i (SGPA)_i}{\sum_{i=1}^{m} S_i},$$

Where, Si: *Sum of credits in the* i^{th} *Semester,*
$(SGPA)_i$: *Semester Grade Point average obtained by the student in the* i^{th} *Semester, m: indicates the number of Semesters.*

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25.3 Classification of Results:

Based on the CGPA obtained and successful completion of undergraduate degree Program, the result of a student shall be declared as follows:

CGPA	Result
7.50 and above	Passed with Distinction (Passed all the courses in First Attempt)
6.00 and above but less than 7.50	Passed with First Class
4.50 and above but less than 6.00	Passed with Second Class
4.00 and above but less than 4.50	Pass
Below 4.00	Failed

25.4 Equivalence between Grade Points and Percentage:

Equivalence between grade points and percentage of marks can be obtained by directly multiplying the grade points by a factor of 10.00.

26 Grade Improvement:

A student who has passed in all the examinations, starting Semester-I to Semester-VIII for undergraduate degree programme shall qualify for the award of degree. Nevertheless, if student feels that his CGPA is not satisfactory; such a student, for the purpose of improving the CGPA, can reappear for any of the 04 (four) core courses from Semester-IV to Semester VIII, in the Supplementary Examination to be conducted after the End Semester Examination of the Semester-VIII and take a chance to improve the CGPA. No further chance shall be given to improve the CGPA.

27 Transcript:

Transcript shall be issued, on request to the registered students after the successful completion of the programme. These transcripts will include personal information, a complete course structure, grades earned, and both SGPA and CGPA earned by the student.

28 Eligibility for Award of UG Certificate/Diploma/ Degrees:

A student shall be declared to be eligible for award of UG Certificate, UG Diploma, UG degree, UG Degree (Honours), or UG Degree (Honours with Research) as the case may be, if he has:

(i) Successfully registered and acquired the minimum credits as prescribed by the university/statutory council from time to time and as specified in the Scheme of Study and Evaluation/ Curriculum and Credit Framework for Undergraduate Programmes corresponding to the discipline of his study within the stipulated time.

(ii) Successfully completed the prescribed duration for the program of study.

(iii) Earned a CGPA of 4.00 or above.

29 Notwithstanding anything stated in these Regulations, for any unforeseen issues arising, and not covered by these Regulations, or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining the opinion/advice of a committee constituted by the Vice-Chancellor. The decision of the Vice-Chancellor shall be final.

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Qualification and Experience for Paper setter, Moderator, Evaluator & Examiner.

SWAMI RAMA HIMALAYAN UNIVERSITY

In exercise to the powers conferred by Statute 4.05 (2) (b) of the First Statutes of Swami Rama Himalayan University, the Board of Management has framed the following Ordinance for smooth functioning of the University:

Ordinance SRHU/ORD/18: Qualification and Experience for Paper setter, Moderator, Evaluator & Examiner. *(Rule 6 (2)(a))*

1. This ordinance shall be called **"Qualification and Experience for Paper setter, Moderator, Evaluator & Examiner".**
2. This ordinance shall be deemed to have come into force from the date it has been approved by the Board of Management of the University.
3. Eligibility criteria for appointment of paper setters, moderators, evaluators and examiners shall be as follows:

3.1 **UNDER GRADUATE MEDICAL (MBBS) PROGRAMME:**

An examiner in any of the subjects a doctorate degree of a recognized university or an equivalent qualification in the particular subject as per recommendation of the Medical Council on teachers' eligibility qualifications and has had at least **five years of total teaching experience** in the subject concerned in a college affiliated to a recognized university at a faculty position.

3.2 **POST GRADUATE MEDICAL (MD/MS/DIPLOMA) PROGRAMMES:**

An internal examiner in any subject unless he/she has **three years experience as recognized PG teacher** in the concerned subject. For external examiner, he/she should have minimum **six years of experience as recognized PG teacher** in the concerned subject.

3.3 **UNDER GRADUATE PARAMEDICAL PROGRAMMES:**

Lecturer/ Assistant Professor with Post Graduate degree.

3.4 **POST GRADUATE PARAMEDICAL PROGRAMME:**

Minimum **two years** post PG teaching experience as Lecturer/ Assistant Professor.

3.5 **BASIC B. SC. NURSING & POST BASIC B. SC. NURSING PROGRAMMES:**

An examiner should be a lecturer or above in a college of nursing with M. Sc. Nursing in concerned subject and minimum of **3 years** of teaching experience. To be an examiner for nursing foundation course faculty having M. Sc. Nursing with any specialty shall be considered.

3.6 **M. Sc. NURSING PROGRAMME:**

An examiner should be M. Sc. Nursing in concerned subject and have minimum of **3 years** post graduate teaching experience. To be an examiner for nursing foundation course faculty having M. Sc. Nursing with any specialty shall be considered.

3.7 **MBA/ BBA PROGRAMMES:**

An examiner should have Masters Degree in concerned subject from recognized Institute and be at least lecturer/ Assistant Professor in a college of Management in concerned subject and having a minimum of **3 years** of teaching experience.

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3.8 **B.Tech./ MCA/ BCA PROGRAMMES:**

An examiner should have Masters Degree in concerned subject from recognized Institute and be a lecturer/ Assistant Professor or above in a college of Engineering & Technology in concerned subject and minimum of **3 years** of teaching experience.

4. The University reserves the right to amend this ordinance as and when required.

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Guidelines for using Scribes & Writers.

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Guidelines for using Scribes/Writers in University Examinations

1. **Title:** These guidelines shall be called the 'Guidelines for using Scribes/Writers in University Examinations'.
2. These guidelines shall apply to all examinations conducted by the University.
3. These shall come into force from the date of approval of the Board of Management.
4. **Definitions:**
   - 4.1 **'Examination'** means all Internal Assessment tests, Semester/ Annual University examinations and any other examination, conducted by the University.
   - 4.2 **'Physical Disability'** is a condition applicable to a student appearing for any examination conducted under supervision, due to which the student is unable to write on his / her own. The disability may be temporary or ongoing. The different types of physical disabilities/medical conditions are mentioned hereunder:
     - (i) Persons with Orthopaedic disability.
     - (ii) Persons with neurological disability.
     - (iii) Persons with visual, hearing/speech impairment. Visual impairment should be not less than 40%.
     - (iv) Persons with burn injuries or cut injuries.
     - (v) Any other medical condition which prevents the student from being able to write.
   - 4.3 **'Scribe/Writer'** is a person who is identified to transcribe the answers for a student in any University examination, conducted under supervision.
   - 4.4 **'Course'** refers to subject of a programme of study conducted by the University.
5. The facility of Scribe will be given to a student with physical disability and has limitation in writing, including that of speed. The facility will be provided upon written request, supported by medical certificate as per **Appendix 1** & **Appendix 2** by the student to the Principal of the concerned college.
6. The student will have the discretion of opting, preferably before four days in advance from commencement of examinations, for his / her own Scribe or request the Principal of his / her college for providing the same. However, the timeline of four days may be relaxed by the University in exceptional circumstances. The suitability of student's own Scribe must be approved by the

University on recommendations of the principal of the concerned constituent college/school. However, for dealing emergent situations, the University will have the discretion to take a decision on case-to-case basis. Where a student opts for his own Scribe, details of the Scribe in the prescribed format **(in Appendix 3)** along with the required documentary proof mentioned therein will be submitted by the student at least four days before the date of examination to the principal, for onward submission to the Controller of Examinations.

7. The Scribe should be a Bonafide citizen of India; should have an identity proof issued by any Govt. authority; should have academic qualification at least one step below that of the student; should have a minimum qualification of Matriculation; can be from any academic discipline but not from the same programme of the student; should not be a friend or a relative of the student; and should have no physical disability to write.

8. A student who opts for his own scribe shall submit the following documents alongwith an Undertaking:

   (i) A copy of the Aadhar Card or any identity proof of Scribe, issued by any Govt. Authority.

   (ii) Duly notarized affidavit on non-judicial stamp paper from the student desiring Scribe, stating therein that the minimum qualification of scribe is matriculation; highest qualification is at least one level below the qualification of the student; the scribe is not from the same programme as of the student; the scribe is neither a friend or relative of the student; and the scribe has no physical disability to write.

9. Where the Scribe is to be provided by the University, the student will be allowed to meet the Scribe preferably two days before examination for satisfaction of compatibility with the Scribe and give his / her approval. However, the University has the discretion to relax the timeline of two days in exceptional circumstances.

10. In case a student is unable to sign due to his / her disability, thumb impression of the student may be treated as valid. In case thumb impression also is not available due to injury, then impression of other fingers, toes etc., may be captured. In addition, the Scribe is authorized to sign on behalf of the student during the examination duration, as needed.

11. The student can opt to use the same Scribe or use a different Scribe for different days of the examination.

12. The same Scribe should not be used by another student with disability for the same course within the same academic year.

13. In case of unforeseen situations leading to difficulties for the student (for e.g., the scribe being non-cooperative, scribe falling sick, etc.), the student can seek to change the Scribe. However, the process of identifying and appointing a new Scribe should be done preferably 24 hrs before the examination date.

14. The mode of examination is only through writing. NO OTHER MODE like Braille, Computer Aided Examination, online examination, Large Prints, etc., will be permitted.
15. The compensatory time for the students who use Scribe will be twenty minutes per hour of examination time. For example, for a three hours duration examination, the student with Scribe facility will be allowed an additional time of one hour. In case the duration of examination is less than one hour, then the additional time will be on pro-rata basis. Additional time should not be less than five minutes and should be in multiples of five.
16. Seating arrangement should be made in a separate room preferably on ground floor. Separate invigilator(s) will be deputed for this room. The timing of giving the question paper should be marked accurately on the answer script, and timely supply of supplementary sheets should be ensured.
17. The student will bear the expenses, if any, towards travel, food, accommodation, compensation, honorarium, medical and any other incidental expenses incurred for availing the services of his own Scribe. No monetary compensation or reimbursement to the Scribe will be paid by the University.
18. The fee payable by the student to the University for availing the services of Scribe, provided by the University, will be as decided by the University from time to time.

Appendix 1

Date:…….

To

The Principal
[Name of the Constituent College]

Swami Rama Himalayan University Dehradun

Respected Sir,

I am unable to the write_____(mention the type of examination) on _____ (mention date) due to a temporary/permanent physical disability. The details of the disability are mentioned in the Medical Certificate attached herewith.

I request you to please allow me to use the services of a Scribe to write the above-mentioned examination.

I will follow the requisite formalities, submit the requisite documents and abide by the policies, rules and guidelines as stipulated by Swami Rama Himalayan University in connection with the utilization of Scribe Services.

Thanking you,

Yours faithfully

Signature / Thumb Impression Name of the student
[Programme and Semester]
[Registration ID]
[Enrolment Number]

Appendix 2

Certificate Regarding physical limitation to write an examination

This is to certify that I have examined Mr / Ms / Mrs._____ (name of the student with disability), a person with_____ _____ (nature and percentage of disability) son of /daughter of_____, a resident of_____ _____(complete postal address with landmark as mentioned in Aadhar card/ID issued by Govt. Authority) and with Aadhar Card/ID Proof Number _____and I state that he / she has temporary/permanent physical limitation which hampers her / her writing capabilities owing to his / her disability

Signature with seal:

Name:

Designation:

Name and address of the hospital:

Note: Certificate should be issued by a specialist of the relevant stream –

- Orthopedic disability – Orthopedic Surgeon
- Neurological disability – Neurological Surgeon
- Visual disability – Ophthalmologist
- Hearing/Speech disability-ENT specialist
- Physical injuries – Physician/surgeon

Appendix 3

Letter of Undertaking for using a scribe

Details of Student and Scribe

Photograph of Student

Name of the student:

Address of the student as in Aadhar Card/ID Proof:

Aadhar Card/ ID Proof Number of the student:

Photograph of Scribe

Name of the Scribe:

Address of the Scribe as in Aadhar Card/ ID Proof:

Aadhar Card/ ID Proof Number of the Scribe:

I _____ (name of the student) with _____ (name of the disability) am appearing for the _____(name of the examination, course code, course title)

I do state that Mr / Ms / Mrs._____(name of the scribe) will provide the services of the scribe for me for the aforesaid examination.

I do undertake that his / her educational qualification is_____(qualification of the scribe)

I do undertake that the above-mentioned scribe fulfils the stipulated requirements of scribe for the aforesaid examination.

In case, subsequently it is found that the information provided by me is incorrect, any disciplinary action as decided by the University can be taken against me.

Signature of the Student: Signature of the Scribe: Date:

For Official use:

The services of the Scribe mentioned above can be utilized for the student mentioned above.

Name of the principal:

Signature with Seal: Date: