

भोपाल, दिनांक 16 मई 2023

क्रमांक आर-282/सीसी/19/अडतीस - मध्यप्रदेश निजी विश्वविद्यालय (स्थापना एवं संचालन) अधिनियम-2007 की धारा 29 (1) के अनुक्रम में सैम ग्लोबल निजी विश्वविद्यालय, रायसेन के पश्चातवर्ती अध्यादेश क्रमांक 63 से 70 तक के साधारण राजपत्र में प्रकाशन राज्य शासन के निर्देशों के अनुसार अधिनियम, 2007 की धारा 35 अनुसार प्रकाशित किया जाता है। संस्था के उक्त अध्यादेश प्रकाशित होने की तारीख से प्रवृत्त होंगे।

पश्चातवर्ती अध्यादेश क्रमांक 63 से 70

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

ORDINANCE No. 63**Bachelor of Science (B. Sc.)**

(This ordinance is framed as per the "Guidelines for multiple entry and exit in Academic programmes offered in Higher Education Institutions" issued by UGC, under NEP 2020)

The Provisions of this ordinance are similar to the provisions pertaining to regular students and UTDs/ SoS in the ordinance 14 A, promulgated for the universities covered under M.P. University Act, 1973.

This ordinance shall be applicable to the concerned programs from the academic session 2022-23

Any subsequent amendment in 14 A shall be suo-moto adopted.

- 63.1. **Title of the Degree** : B. Sc./ B. Sc (Honors/Research)
 63.2. **Faculty Name** : Faculty of Science and IT
 63.3. **Course Name** : Bachelor of Science

B. Sc./ B. Sc (Honors/Research) will be offered in following different specializations.

1) Data Science 2) Artificial Intelligence & Machine Learning 3) Fire Safety & Hazard Management 4) Food & Nutrition 5) Hospitality & Hotel Administration

- 63.4. **Duration of the Course:** The provisions of this ordinance shall apply to the three year/six semester Bachelor's Degree or four years/eight semester Bachelor's Degree (Honors/Research) in undergraduate programme Bachelor of Science.

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

- 63.5. **Eligibility for Admission:**

This course shall be open to candidates who have passed 10 +2 exam with relevant subjects from any recognized Board or equivalent examination from a Statuary Institution.

OR

Any other examination Recognized by the Board of Management of this University as an Equivalent Courses/ Examination thereto, from time to time.

- 63.6. **Eligibility for Admission to NRI/ Other Privileged Candidates: -**

Non-Resident Indian & other privileged candidates shall be eligible for admission to the course for accordance with the directives of Govt. of India and or State Government.

- 63.7. **Admission Procedure: -**

The Eligible candidate a specified in clause 63.5 & 63.6 above, should secure a place in the merit list prepared on the basis of academic credentials or through the university entrance test/ Merit list of received applications.

- 63.8. **Intake: -**

The Intake and fees for the course shall be decided by the Board of Management of the University from time to time, subject to approval by the concerned Regulatory Body.

- 63.9. To enable multiple entry and exit points in the academic programmes, qualifications such as certificate, diploma, and degree are organized in a series of levels in an ascending order from level 5 to level 8. Level 5 represents certificate and level 8 represents Bachelor Degree (Honours/Research) (Table 1). The four-year undergraduate programme shall comprise courses under following subjects/Categories:

- i) Disciplinary/interdisciplinary/Major (48 credits)
- ii) Disciplinary/interdisciplinary/Minor (32 credits)
- iii) Generic Elective (16 credits)
- iv) Discipline Specific Elective (16 credits)
- v) Skill Enhancement Courses/Vocational Courses (12 credits)
- vi) Ability Enhancement Courses (08 credits)
- vii) Field projects/internship/apprenticeship/community engagement and service/ research project (28 credits).

Qualification and Credit Requirements are given in Table. 2. The *entry and exit* options for students, who enter the undergraduate programme, are as follows:

1st Year

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

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

2nd Year

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

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

3rd Year

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

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

4th Year

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

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

Table-1: Qualification Type and Credit Requirements

Levels	Qualification title	Credit requirements
Level 5	Undergraduate Certificate in the faculty of the Major Subject for those who exit after the first year (two semesters) of the undergraduate programme. (Programme duration: first year or two semesters of the undergraduate programme)	40
Level 6	Undergraduate Diploma in the faculty of the Major Subject for those who exit after two years (four semesters) of the undergraduate programme (Programme duration: First two years or four semesters of the undergraduate programme)	80
Level 7	Bachelor Degree in the faculty of the Major Subject (Programme duration: Three years or six semesters)	120
Level 8	Bachelor Degree in the faculty of Major Subject (Honours/Research) (Programme duration: Four years or eight semesters).	160

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

- One hour of theory or one hour of tutorial or two hours of laboratory work, per week for a duration of 15 weeks resulting in the award of one credit;
- Credits for internship shall be *one credit per week* of internship, subject to a *maximum of six credits in a semester*.

63.10. The minimum duration of the *undergraduate degree programme* shall be of three academic years/six semesters whereas that of *undergraduate degree leading to Honours/Research* shall be of four academic years/eight semesters.

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

The maximum duration for completion of *Undergraduate Degree and Undergraduate Degree (Honours/Research)* programme for regular students shall be of 6 and 8 years, respectively; there shall be no such bar for non-collegiate (private) students.

63.11. TYPES OF COURSES

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

63.11.1 **Core Course:** Such courses which shall compulsorily be studied by the student as a core requirement of the programme.

63.11.2 **Elective Course:**

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

63.11.3 **Discipline Specific Elective (DSE) Course:**

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

63.11.4 Dissertation/Project:

An elective course designed to acquire special/ advanced knowledge, such as supplement study/support study to a project work, and a student studies such a course on his own with an advisory support by a teacher/faculty member is called dissertation/ project. It is considered as a special course involving application of knowledge in solving/analysing/exploring a real life situation /difficult problem for bachelor degree with honours/research. A Project/Dissertation work would be of credits, as decided by the competent body. The student will do this work under the guidance of a faculty member.

63.11.5 Generic Elective (GE) Course:

An elective course chosen generally from an unrelated discipline/subject, with an intention to seek exposure of other field is called a Generic Elective course.

P.S.: A core course offered in a discipline/subject may be treated as an elective by other discipline/subject and vice-versa and such electives may also be referred to as Generic Elective Course.

63.11.6 Enhancement Courses (AEC):

The Ability *Enhancement* Courses (AEC) are of two types:

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

“AECC” courses are the courses based upon the content that leads to Knowledge enhancement, such as;

- Environmental Education
- English/Hindi Communication are mandatory for all disciplines.

SEC courses are value-based/skill-based and may also be designed to focus on enhancement of skills pertaining to the Major Subject. They are aimed to provide hands-on-training, competencies, skills, etc.

The syllabus for a specific programme will be decided by the concerned Board of Studies of the University.

63.12. STRUCTURE FOR UNDERGRADUATE PROGRAMME: SEMESTER SYSTEM**63.12.1. First Year (Level 5):**

A student shall be declared to have successfully completed the Level 5, if he/she acquires credits as given in Table 2.

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

63.12.2. Second Year (Level 6):

A student shall be declared to have successfully completed the Level 6, if he/she acquires credits as given in Table 2. The student shall be given the single chance at the entry of level 6 to interchange the major and minor subjects; however, in such cases.

it will be responsibility of the students to earn additional credits to fulfil the minimum requirement of credits prescribed for the major course; and only after fulfilment of such credits he/she will be entitled to earn an Undergraduate Diploma or an Undergraduate Degree.

63.12.3. Third Year (Level 7):

A student shall be declared to have successfully completed the Level 7, if he/she acquires credits as given in Table 2 .

63.12.4. Fourth Year (Level 8):

(a) Bachelor with Honours: A student shall be declared to have successfully completed the Level 8 for Bachelor with Honours degree, if he/she acquires credits as given in Table 2.

(b) Bachelor with Research:

A student shall be declared to have successfully completed the Level 8 for Bachelor with Research degree, if he/she acquires credits as given in Table 2 .

The nomenclature of degrees shall strictly conform to the relevant provisions of the act/regulations/guidelines of the UGC.

63.12.5. Credit Distribution for Semester:

The credit distribution for first to eight semesters related to Levels 5 to 8 shall be as per the Table 2 as shown in clause 63.13.

63.12.6. Additional Courses:

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

63.13 Table-2: Proposed Structure for Undergraduate Programme:UGCCBCS System for University

Level	Semester	Main Faculty (as per prerequisite)			Any Faculty		Skill Enhancement Course (SEC)	Ability Enhancement Course (AEC)	DSE	Field projects/internship/apprenticeship/ community engagement and service	Credits	Qualification title(Creditrequirement)
		Subject I	Subject II	Subject III	Generic Elective Course	Vocational Course						
Level 5	1	Major	Minor									
		1 (6 Credits)	1 (6 Credits)	1 (4 Credits)							6+6+4+4 =20	(40) Undergraduate Certificate in Main Faculty
	2	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)							6+6+4+4 =20	
	3	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)							6+6+4+4 =20	(80) Undergraduate Diploma in Main Faculty
Level 6	4	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)							6+6+4+4 =20	
		1 (6 Credits)	1 (6 Credits)	1 (4 Credits)							6+6+4+4 =20	
Level 7	5	1 (6 Credits)							DSE-1 (4 credits)	Field project/internship/ apprenticeship 1 (6 Credits)	6+4+4+6 =20	(120) Bachelor Degree in Main Faculty
		1 (6 Credits)							DSE-2 (4 credits) DSE-3 (4 credits)	Field project/internship/ apprenticeship 1 (6 Credits)	6+4+4+6 =20	
Level 8	7	1 (6 Credits)	1 Research Methodology (4 Credits)						DSE-3 (4 credits)	Field project/internship/ apprenticeship 1 (6 Credits)	6+4+4+6 =20	(160) Bachelor Degree (Honours) in Main faculty Bachelor Degree (Research) in Main faculty
		1 (6 Credits)	1 (4 Credits)							1 (10 Credits) Research Project 28Credits	6+4 +10 =20	
Total		48Credits	32Credits	16Credits	12Credits	08Credits	16 credits	28Credits	160 Credits			

63.14. Choice to Select the MOOC Courses:

- a. The University/UTD/SOS can allow up to 40% of the total credits being offered in a particular programme in a semester through the online learning courses provided under SWAYAM platform or any other MOOC platform recognised by the central government or the state government for credit transfer.
- b. The students will have the choice to opt elective-generic/Skill Enhancement/Ability Enhancement courses from the courses available within the University/UTD or in other UTDs of the same universities but from same level of the programmes. An alternate choice will also be available to the students to opt courses from Massive Open Online Courses (MOOCs) available at SWAYAM (Study Webs of Active-Learning for Young Aspiring Minds) platform with the permission of the UTD.
- c. The UTDs shall offer elective-generic courses in each programme on merit basis across the disciplines. The number of seats in the course will depend on available facilities in the University/UTD.
- d. The students can also opt a course under DSE of Major subject from Massive Open Online Courses (MOOCs) available at SWAYAM platform.
- e. The University will take a decision for allowing the online courses of SWAYAM if:
 - (i) The courses offered on SWAYAM would supplement the teaching-learning process in the institution.
 - (ii) Every student opting a course available on SWAYAM platform would be required to register for the course at SWAYAM. The student will pay the stipulated fee to SWAYAM for registering the course, if required.
 - (iii) While allowing the online learning courses offered by SWAYAM, it shall be ensured that the physical facilities like laboratories, computer facilities and library etc. essential for pursuing the courses shall be made available free in adequate measure by the UTD. The parent institution must designate a course coordinator/facilitator to guide the students throughout the course and to facilitate/conduct the lab/practical sessions/examinations.
- f. The requirement of project/dissertation, as notified by the respective UTD need to be undertaken by the candidate for the specified credits. The project may be undertaken in any of the National and State Laboratories/Institutes/Universities/ Companies /Industries with the approval of UTD.

63.15. Requirement of attendance will be as per University Ordinance governing the examinations. In general attendance of atleast seventy-five percent of theory lectures and practicals separately will be required in each course to sit in the semester end examination.

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

63.16. Examination & Evaluation:

- i. Generally each course will correspond to an examination paper comprising of external and internal valuations. The semester theory examinations will be of 3 hours. The credit structure for theory /practical/ tutorial, internal, and external examinations and total marks for an examination are shown in the Table 3 in clause

63.16.(v)

- ii. The question paper of the external examination should preferably contain long answer, short answer and objective type questions. The continuous evaluation of the student will be conducted at three points of time in a semester by conducting three tests of 20 marks each. Of these, two must be written tests and the third may be written test/Quiz/Seminar/Assignment for theoretical courses. Marks obtained in best two tests out of three will be awarded to the student. Each student shall have to appear in at least two tests and End Semester Examination; failing which, the student will be awarded Ab Grade in that course. In case of Laboratory/Field/Project work based courses, appropriate distribution of marks for Practical Record/Project Report, Practical Semester end exam, viva, if any be decided by the UTD. In case of internal assessment, University shall distribute and design their assessment so that at least two tests are conducted in a semester.
- iii. UTD may design their own mode of internal assessment with due approval from respective academic council in view of the "Evaluation Reforms in Higher Educational Institutions, 2019" published by the UGC.
- iv. Total marks obtained in Semester-End Examination and continuous evaluation will be considered for awarding the grade in the course as explained in 16.6.
- v. The grading will be made on 10-point scale as described below:

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

- vi. In case, statutory bodies of the programme issue the guidelines regarding minimum passing percentage of marks, then grading will be done in the following manner:
- vii. If the marks obtained by the student in a course are less than the minimum cut-off percentage of marks, then F grade will be awarded, otherwise the grades will be awarded as per above mentioned table.
- viii. If a student obtains For Ab grade in any course(s), he/she will be treated to have failed in the course(s). He/she has to reappear in the examinations of that course(s) as and when conducted by the University. Marks obtained earlier in continuous assessment may be carried forward and added to the marks obtained in repeat semester-end examination to decide the grade in the repeat course(s).
- ix. The student will be promoted to the next semester if he/she secures at least half of the total credits in a semester. In case the student secures less than half of the total credits in any semester, then the student will be declared fail in that semester and he/she will be asked to repeat the entire semester and that semester will be treated as zero semester. In such cases the student will not be promoted to the next semester.
- x. If a student passes in all the courses offered in any semester then will be declared pass in that semester. If a student secures at least half of the total credits in a

- semester and fails in some courses offered in that semester then he/she will be provisionally promoted to the next semester with ATKT (Allowed To Keep Term) in those courses in which he/she fails.
- xii. If the student fails to pass all the courses in the next ATKT examination, the provisional promotion will be terminated, but he/she will be given second chance to pass the failed courses. If the student does not successfully complete the concerned semester even after the aforesaid second chance, she/he shall be treated as fail in that semester and will be asked to repeat the entire semester and that semester will be treated as zero semester.
 - xiii. Repetition of a theory/practical course is allowed only to those candidates who get F or Ab grade in the course or has failed in the semester. The student has to pay the prescribed fee for repeating the course.
 - xiv. On account of valid reasons, a student may withdraw from a semester. In such case that semester will be treated as zero semester.
 - xv. In case of zero semester, the student will not be promoted to the next semester till he/she clears that semester. The university may allow such a student to re-register in that semester in the coming semesters. The student has to pay semester fee again in such case and may not be eligible for scholarships. If the student withdraws within one month from starting of the academic semester then semester fee will not be charged again.
 - xvi. The provision for review of answer book in semester system will be available as per the existing rules of the University.
 - xvii. The theoretical and practical courses can be repeated whenever offered or conducted by the University/UTD but within maximum duration of the programme. He/she can avail multiple repeat attempts to pass the course.
 - xviii. Applicable to UTDs in the same universities: The UTD, where students from other UTDs are registered for choice based elective course(s), will send the Grade to the concerned UTD where the student is enrolled. The result will be declared by the UTD where the student has taken admission.

Table 3: Structure of Credit Course (Semester System)

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

63.17 Evaluation and Certification of MOOCs and Vocational courses:

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

63.18 Calculation of SGPA/CGPA:

- i. The Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) will be calculated as weighted average of credit points secured by the student, except the credits of additional courses, if any. The, SGPA and CGPA shall be rounded off up to 2 decimal places and reported in the grade sheet.
- ii. The calculation of SGPA and CGPA in semester system will be carried as per provisions of Ordinance 14.
- iii. 18.2 CGPA is a measure of overall cumulative performance of a student over all the semesters completed. In case of semester system CGPA will be calculated as per provisions of Ordinance 14 A of MP Higher Education Department.
- iv. On completing all requirements for award of the undergraduate certificate/ diploma/ degree, the CGPA will be calculated and this value will be indicated on the certificate/ diploma/ degree. The 3-years and 4-years undergraduate degrees should also indicate the Division obtained as per follows:

Division	Criterion
First division with distinction	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 8.00 or above
First division	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 6.50 above but less than 8.0
Second division	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 6.00 or above but less than 6.50

- v. The conversion of CGPA into percentage will be as follow to facilitate its application in other academic matters:
- vi. Equivalent Percentage = CGPA x 10
- vii. The percentage will be rounded off upto second decimal point.
- viii. The student will be examined by the university as per the prevailing syllabus and scheme of examination.
- ix. The candidate shall be awarded a certificate/diploma/degree when he/she successfully earns the minimum requisite credits for the certificate/diploma/degree.
- x. A Grade Card shall be issued to all the students after every semester based on the grades earned. The course details (code, title, number of credits, grade secured) along with SGPA of every semester and CGPA earned till that Academic Year will be displayed in the grade card.
- xi. Grade sheets will be developed as given in Ordinance 14 of M.P. Higher Education Department.

63.19 Credit Transfer:

- a. The credit transfer shall be implemented as per the policy of the university framed in accordance with the guidelines issued by the UGC from time to time.

- b. The member institutions of the Academic Bank of Credit established vide University Grants Commission (Establishment and Operation of Academic Bank of Credits in Higher Education) Regulations, 2021 shall accept and transfer the credits as per the provisions of this regulation as amended from time to time.
- c. Except for the cases of provisional promotions, the universities established by M.P. University Act, 1973 shall facilitate credit transfer of students between them. However, the student may be required to fulfil some eligibility criteria, drawing parity for a course, framed by the university in which the admission is sought by the student.
- 63.20 If any question arises relating to the interpretation of the provisions of this ordinance, it shall be referred to the Academic Council of the University whose decision thereon shall be applicable.
- 63.21 The guidelines, related to this programme, issued by the statutory bodies e.g. UGC/ AICTE/ BCI/ NCTE/ PCI issued from time to time will be adopted for implementation.
- 63.22 In matters not covered under this Ordinance, general rules of the University shall be applicable; otherwise the directions of the state government shall be applicable.
- 63.23 If UGC notifies any change in future in its Regulations in this regard, then the same will be incorporated in the existing Ordinance with the approval of the Executive Council of the University (in case of UTDs) and shall be implemented with immediate effect.

ORDINANCE No. 64**Bachelor of Science (B. Sc.)**

(This ordinance is framed as per the "Guidelines for multiple entry and exit in Academic programmes offered in Higher Education Institutions" issued by UGC. under NEP 2020)

The Provisions of this ordinance are similar to the provisions pertaining to regular students and UTDs/ SoS in the ordinance 14 A, promulgated for the universities covered under M.P. University Act, 1973.

This ordinance shall be applicable to the concerned programs from the academic session 2022-23
Any subsequent amendment in 14 A shall be suo-moto adopted.

- 64.1. **Title of the Degree** : B. Sc./ B. Sc (Honors/Research)
64.2. **Faculty Name** : Faculty of Medical and Paramedical Science
64.3. **Course Name** : Bachelor of Science

B. Sc./ B. Sc (Honors/Research) will be offered in following different specializations. Also if Any Course is Regulated by the Paramedical Council, the Course will be run as per the Councils norms.

1) Clinical Research and Healthcare 2) Yoga 3) X Ray Radiographer Technician 4) Human Nutrition 5) Pathology 6) Nutrition and Wellness

- 64.4. **Duration of the Course:** The provisions of this ordinance shall apply to the three year/six semester Bachelor's Degree or four years/eight semester Bachelor's Degree (Honors/Research) in undergraduate programme Bachelor of Science.

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

- 64.5. **Eligibility for Admission:**

This course shall be open to candidates who have passed 10 +2 exam with relevant subjects from any recognized Board or equivalent examination form a Statuary Institution.

OR

Any other examination Recognized by the Board of Management of this University as an Equivalent Courses/ Examination thereto, from time to time.

- 64.6. **Eligibility for Admission to NRI/ Other Privileged Candidates: -**

Non-Resident Indian & other privileged candidates shall be eligible for admission to the course for accordance with the directives of Govt. of India and or State Government.

- 64.7. **Admission Procedure: -**

The Eligible candidate a specified in clause 64.5& 64.6 above, should secure a place in the merit list prepared on the basis of academic credentials or through the university entrance test/ Merit list of received applications.

- 64.8. **Intake: -**

The Intake and fees for the course shall be decided by the Board of Management of the University from time to time, subject to approval by the concerned Regulatory Body.

- 64.9. To enable multiple entry and exit points in the academic programmes, qualifications such as certificate, diploma, and degree are organized in a series of levels in an ascending order from level 5 to level 8. Level 5 represents certificate and level 8 represents Bachelor Degree (Honours/Research) (Table 1). The four-year undergraduate programme shall comprise courses under following subjects/Categories:

- i) Disciplinary/interdisciplinary/Major (48 credits)
- ii) Disciplinary/interdisciplinary/Minor (32 credits)
- iii) Generic Elective (16 credits)
- iv) Discipline Specific Elective (16 credits)
- v) Skill Enhancement Courses/Vocational Courses (12 credits)
- vi) Ability Enhancement Courses (08 credits)
- vii) Field projects/internship/apprenticeship/community engagement and service/ research project (28 credits).

Qualification and Credit Requirements are given in Table. 2. The *entry and exit* options for students, who enter the undergraduate programme, are as follows:

1st Year

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

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

2nd Year

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

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

3rd Year

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

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

4th Year

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

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

Table-1: Qualification Type and Credit Requirements

Levels	Qualification title	Credit requirements
Level 5	Undergraduate Certificate in the faculty of the Major Subject for those who exit after the first year (two semesters) of the undergraduate programme. (Programme duration: first year or two semesters of the undergraduate programme)	40
Level 6	Undergraduate Diploma in the faculty of the Major Subject for those who exit after two years (four semesters) of the undergraduate programme (Programme duration: First two years or four semesters of the undergraduate programme)	80
Level 7	Bachelor Degree in the faculty of the Major Subject (Programme duration: Three years or six semesters)	120
Level 8	Bachelor Degree in the faculty of Major Subject (Honours/Research) (Programme duration: Four years or eight semesters).	160

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

- One hour of theory or one hour of tutorial or two hours of laboratory work, per week for a duration of 15 weeks resulting in the award of one credit;
- Credits for internship shall be *one credit per week* of internship, subject to a *maximum of six credits in a semester*.

64.10. The minimum duration of the *undergraduate degree programme* shall be of three academic years/six semesters whereas that of *undergraduate degree leading to Honours/Research* shall be of four academic years/eight semesters.

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

The maximum duration for completion of *Undergraduate Degree* and *Undergraduate Degree (Honours/Research)* programme for regular students shall be of 6 and 8 years, respectively; there shall be no such bar for non-collegiate (private) students.

64.11. TYPES OF COURSES

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

64.11.1 **Core Course:** Such courses which shall compulsorily be studied by the student as a core requirement of the programme.

64.11.2 **Elective Course:**

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

64.11.3 **Discipline Specific Elective (DSE) Course:**

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

64.11.4 **Dissertation/Project:**

An elective course designed to acquire special/ advanced knowledge, such as supplement study/support study to a project work, and a student studies such a course on his own with an advisory support by a teacher/faculty member is called dissertation/project. It is considered as a special course involving application of knowledge in solving/analysing/exploring a real life situation /difficult problem for bachelor degree with honours/research. A Project/Dissertation work would be of credits, as decided by the competent body. The student will do this work under the guidance of a faculty member.

64.11.5 **Generic Elective (GE) Course:**

An elective course chosen generally from an unrelated discipline/subject, with an intention to seek exposure of other field is called a Generic Elective course.

P.S.: A core course offered in a discipline/subject may be treated as an elective by other discipline/subject and vice-versa and such electives may also be referred to as Generic Elective Course.

64.11.6 **Enhancement Courses (AEC):**

The Ability *Enhancement* Courses (AEC) are of two types:

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

“AECC” courses are the courses based upon the content that leads to Knowledge enhancement, such as:

- Environmental Education
- English/Hindi Communication are mandatory for all disciplines.

SEC courses are value-based/skill-based and may also be designed to focus on enhancement of skills pertaining to the Major Subject. They are aimed to provide hands-on-training, competencies, skills, etc.

The syllabus for a specific programme will be decided by the concerned Board of Studies of the University.

64.12. STRUCTURE FOR UNDERGRADUATE PROGRAMME: SEMESTER SYSTEM

64.12.1. First Year (Level 5):

A student shall be declared to have successfully completed the Level 5, if he/she acquires credits as given in Table 2.

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

64.12.2. Second Year (Level 6):

A student shall be declared to have successfully completed the Level 6, if he/she acquires credits as given in Table 2. The student shall be given the single chance at the entry of level 6 to interchange the major and minor subjects, however, in such cases.

it will be responsibility of the students to earn additional credits to fulfil the minimum requirement of credits prescribed for the major course; and only after fulfilment of such credits he/she will be entitled to earn an Undergraduate Diploma or an Undergraduate Degree.

64.12.3. Third Year (Level 7):

A student shall be declared to have successfully completed the Level 7, if he/she acquires credits as given in Table 2 .

64.12.4. Fourth Year (Level 8):

(a) Bachelor with Honours: A student shall be declared to have successfully completed the Level 8 for Bachelor with Honours degree, if he/she acquires credits as given in Table 2.

(b) Bachelor with Research:

A student shall be declared to have successfully completed the Level 8 for Bachelor with Research degree, if he/she acquires credits as given in Table 2 .

The nomenclature of degrees shall strictly conform to the relevant provisions of the act/regulations/guidelines of the UGC.

64.12.5. Credit Distribution for Semester:

The credit distribution for first to eight semesters related to Levels 5 to 8 shall be as per the Table 2 as shown in clause 64.13.

64.12.6. Additional Courses:

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

64.13 Table-2: Proposed Structure for Undergraduate Programme: UGCCBCS System for University

Level	Semester	Main Faculty (as per prerequisite)			Any Faculty	Skill Enhancement Course (SEC)	Ability Enhancement Course (AEC)	DSE	Field projects/internship/apprenticeship/community engagement and service	Credits	Qualification title (Credit requirement)
		Subject I	Subject II	Subject III							
Level 5	1	Major	Minor	Generic Elective Course	Vocational Course			# Inter/Intra Faculty			
		1 (6 Credits)	1 (6 Credits)	1 (4 Credits)	1 (4 Credits)	1 (4 Credits)			6+6+4+4 = 20	Undergraduate Certificate in Main Faculty (40)	
	2	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)	1 (4 Credits)	1 (4 Credits)			6+6+4+4 = 20		
	3	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)	1 (4 Credits)	1 (4 Credits)			6+6+4+4 = 20	Undergraduate Diploma in Main Faculty (80)	
Level 6	4	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)	1 (4 Credits)	1 (4 Credits)			6+6+4+4 = 20	Undergraduate Certificate in Main Faculty (120)	
		5	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)	1 (4 Credits)	1 (4 Credits)	DSE-1 (4 credits)	Field project/internship/apprenticeship (6 Credits)	6+4+4+6 = 20	Bachelor Degree in Main Faculty
Level 7	6	1 (6 Credits)					DSE-2 (4 credits)	Field project/internship/apprenticeship (6 Credits)	6+4+4+6 = 20		
							DSE-3 (4 credits)	Field project/internship/apprenticeship (6 Credits)			
Level 8	7	1 (6 Credits)	Research Methodology (4 Credits)				DSE-3 (4 credits)	Field project/internship/apprenticeship (6 Credits)	6+4+4+6 = 20	Bachelor Degree (Honours) in Main faculty	
											Bachelor Degree (Research) in Main faculty
	8	1 (6 Credits)	1 (4 Credits)					1 (10 Credits) Research Project	6+4+4+6 = 20		
	Total	48 Credits	32 Credits	16 Credits	12 Credits	08 Credits	16 credits	28 Credits	160 Credits		

64.14. Choice to Select the MOOC Courses:

- a. The University/UTD/SOS can allow up to 40% of the total credits being offered in a particular programme in a semester through the online learning courses provided under SWAYAM platform or any other MOOC platform recognised by the central government or the state government for credit transfer.
- b. The students will have the choice to opt elective-generic/Skill Enhancement/Ability Enhancement courses from the courses available within the University/UTD or in other UTDs of the same universities but from same level of the programmes. An alternate choice will also be available to the students to opt courses from Massive Open Online Courses (MOOCs) available at SWAYAM (Study Webs of Active-Learning for Young Aspiring Minds) platform with the permission of the UTD.
- c. The UTDs shall offer elective-generic courses in each programme on merit basis across the disciplines. The number of seats in the course will depend on available facilities in the University/UTD.
- d. The students can also opt a course under DSE of Major subject from Massive Open Online Courses (MOOCs) available at SWAYAM platform.
- e. The University will take a decision for allowing the online courses of SWAYAM if:
 - (i) The courses offered on SWAYAM would supplement the teaching-learning process in the institution.
 - (ii) Every student opting a course available on SWAYAM platform would be required to register for the course at SWAYAM. The student will pay the stipulated fee to SWAYAM for registering the course, if required.
 - (iii) While allowing the online learning courses offered by SWAYAM, it shall be ensured that the physical facilities like laboratories, computer facilities and library etc. essential for pursuing the courses shall be made available free in adequate measure by the UTD. The parent institution must designate a course coordinator/facilitator to guide the students throughout the course and to facilitate/conduct the lab/practical sessions/examinations.
- f. The requirement of project/dissertation, as notified by the respective UTD need to be undertaken by the candidate for the specified credits. The project may be undertaken in any of the National and State Laboratories/Institutes/Universities/ Companies /Industries with the approval of UTD.

64.15. Requirement of attendance will be as per University Ordinance governing the examinations. In general attendance of atleast seventy-five percent of theory lectures and practicals separately will be required in each course to sit in the semester end examination. For special reasons such as prolonged illness deficiency in percentage of attendance not exceeding fifteen percent of the total number of lectures delivered and practical/sessional held in each course may be condoned by the Vice Chancellor of University.

64.16. Examination & Evaluation:

- i. Generally each course will correspond to an examination paper comprising of external and internal valuations. The semester theory examinations will be of 3 hours. The credit structure for theory /practical/ tutorial, internal, and external examinations and total marks for an examination are shown in the Table 3 in clause 64.16.

- ii. The question paper of the external examination should preferably contain long answer, short answer and objective type questions. The continuous evaluation of the student will be conducted at three points of time in a semester by conducting three tests of 20 marks each. Of these, two must be written tests and the third may be written test/Quiz/Seminar/Assignment for theoretical courses. Marks obtained in best two tests out of three will be awarded to the student. Each student shall have to appear in at least two tests and End Semester Examination; failing which, the student will be awarded Ab Grade in that course. In case of Laboratory/Field/Project work based courses, appropriate distribution of marks for Practical Record/Project Report, Practical Semester end exam, viva, if any be decided by the UTD. In case of internal assessment, University shall distribute and design their assessment so that at least two tests are conducted in a semester.
- iii. UTD may design their own mode of internal assessment with due approval from respective academic council in view of the "Evaluation Reforms in Higher Educational Institutions, 2019" published by the UGC.
- iv. Total marks obtained in Semester-End Examination and continuous evaluation will be considered for awarding the grade in the course as explained in 16.6.
- v. The grading will be made on 10-point scale as described below:

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

- vi. In case, statutory bodies of the programme issue the guidelines regarding minimum passing percentage of marks, then grading will be done in the following manner:
- vii. If the marks obtained by the student in a course are less than the minimum cut-off percentage of marks, then F grade will be awarded, otherwise the grades will be awarded as per above mentioned table.
- viii. If a student obtains For Ab grade in any course(s), he/she will be treated to have failed in the course(s). He/she has to reappear in the examinations of that course(s) as and when conducted by the University. Marks obtained earlier in continuous assessment may be carried forward and added to the marks obtained in repeat semester-end examination to decide the grade in the repeat course(s).
- ix. The student will be promoted to the next semester if he/she secures at least half of the total credits in a semester. In case the student secures less than half of the total credits in any semester, then the student will be declared fail in that semester and he/she will be asked to repeat the entire semester and that semester will be treated as ~~zero~~ zero semester. In such cases the student will not be promoted to the next semester.

If a student passes in all the courses offered in any semester then will be declared pass in that semester. If a student secures at least half of the total credits in a semester and fails in some courses offered in that semester then he/she will be

- provisionally promoted to the next semester with ATKT (Allowed To Keep Term) in those courses in which he/she fails.
- xii. If the student fails to pass all the courses in the next ATKT examination, the provisional promotion will be terminated, but he/ she will be given second chance to pass the failed courses. If the student does not successfully complete the concerned semester even after the aforesaid second chance, she/he shall be treated as fail in that semester and will be asked to repeat the entire semester and that semester will be treated as zero semester.
 - xiii. Repetition of a theory/practical course is allowed only to those candidates who get F or Ab grade in the course or has failed in the semester. The student has to pay the prescribed fee for repeating the course.
 - xiv. On account of valid reasons, a student may withdraw from a semester. In such case that semester will be treated as zero semester.
 - xv. In case of zero semester, the student will not be promoted to the next semester till he/she clears that semester. The university may allow such a student to re-register in that semester in the coming semesters. The student has to pay semester fee again in such case and may not be eligible for scholarships. If the student withdraws within one month from starting of the academic semester then semester fee will not be charged again.
 - xvi. The provision for review of answer book in semester system will be available as per the existing rules of the University.
 - xvii. The theoretical and practical courses can be repeated whenever offered or conducted by the University/UTD but within maximum duration of the programme. He/she can avail multiple repeat attempts to pass the course.
 - xviii. Applicable to UTDs in the same universities: The UTD, where students from other UTDs are registered for choice based elective course(s), will send the Grade to the concerned UTD where the student is enrolled. The result will be declared by the UTD where the student has taken admission.

Table 3: Structure of Credit Course (Semester System)

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

64.17 Evaluation and Certification of MOOCs and Vocational courses:

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

64.18 Calculation of SGPA/CGPA:

- i. The Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) will be calculated as weighted average of credit points secured by the student, except the credits of additional courses, if any. The, SGPA and CGPA shall be rounded off up to 2 decimal places and reported in the grade sheet.
- ii. The calculation of SGPA and CGPA in semester system will be carried as per provisions of Ordinance 14.
- iii. CGPA is a measure of overall cumulative performance of a student over all the semesters completed. In case of semester system CGPA will be calculated as per provisions of Ordinance 14 A of MP Higher Education Department.
- iv. On completing all requirements for award of the undergraduate certificate/ diploma/ degree, the CGPA will be calculated and this value will be indicated on the certificate/diploma/degree. The 3-years and 4-years undergraduate degree should also indicate the Division obtained as per follows:

Division	Criterion
First division with distinction	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 8.00 or above
First division	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 6.50 above but less than 8.0
Second division	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 6.00 or above but less than 6.50

- v. The conversion of CGPA into percentage will be as follow to facilitate its application in other academic matters:
- vi. Equivalent Percentage = CGPA x 10
- vii. The percentage will be rounded off upto second decimal point.
- viii. The student will be examined by the university as per the prevailing syllabus and scheme of examination.
- ix. The candidate shall be awarded a certificate/diploma/degree when he/she successfully earns the minimum requisite credits for the certificate/diploma/degree.
- x. A Grade Card shall be issued to all the students after every semester based on the grades earned. The course details (code, title, number of credits, grade secured) along with SGPA of every semester and CGPA earned till that Academic Year will be displayed in the grade card.
- xi. Grade sheets will be developed as given in Ordinance 14 of M.P. Higher Education Department.

64.19 Credit Transfer:

- a. The credit transfer shall be implemented as per the policy of the university framed in accordance with the guidelines issued by the UGC from time to time.

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- b. The member institutions of the Academic Bank of Credit established vide University Grants Commission (Establishment and Operation of Academic Bank of Credits in Higher Education) Regulations, 2021 shall accept and transfer the credits as per the provisions of this regulation as amended from time to time.
 - c. Except for the cases of provisional promotions, the universities established by M.P. University Act, 1973 shall facilitate credit transfer of students between them. However, the student may be required to fulfil some eligibility criteria, drawing parity for a course, framed by the university in which the admission is sought by the student.
- 64.20 If any question arises relating to the interpretation of the provisions of this ordinance, it shall be referred to the Academic Council of the University whose decision thereon shall be applicable.
- 64.21 The guidelines, related to this programme, issued by the statutory bodies e.g. UGC/ AICTE/ BCI/ NCTE/ PCI issued from time to time will be adopted for implementation.
- 64.22 In matters not covered under this Ordinance, general rules of the University shall be applicable; otherwise the directions of the state government shall be applicable.
- 64.23 If UGC notifies any change in future in its Regulations in this regard, then the same will be incorporated in the existing Ordinance with the approval of the Executive Council of the University (in case of UTDs) and shall be implemented with immediate effect.

ORDINANCE No. 65**Master of Science (M.Sc.)**

- 65.1 Title of the Degree** : Master of Science (M.Sc.)
65.2 Faculty Name : Faculty of Medical and Paramedical Science
65.3 Course Name : Master of Science (M.Sc.)
 The Master of science will be awarded in following different specializations.

1. Naturopathy
2. Clinical Research and Healthcare
3. Yoga
4. X-Ray Radiographer Technician
5. Human Nutrition
6. Pathology
7. Nutrition and Wellness

- 65.4 Duration of the Course** : Two Years (Four Semesters)

- 65.5 Eligibility for Admission**

This course shall be open to candidates who have passed B. Pharmacy/MBBS/ BDS/BAMS/ BHMS/ BUMS/ BNYS/ BMLT/ BPT/ B.Sc. Nursing/B.Sc. Life Science/Bioinformatics graduate or equivalent examination from a Statuary Institution/ University.

OR

Any other examination Recognized by the Board of Management of this University as an Equivalent Courses/ Examination thereto, from time to time.

- 65.6 Eligibility for Admission to NRI/ Other Privileged Candidates: -**

Non-Resident Indian & other privileged candidates shall be eligible for admission to the course for accordance with the directives of Govt. of India and or State Government.

- 65.7 Admission Procedure: -**

The Eligible candidate a specified in clause 65.5 & 65.6 above, should secure a place in the merit list prepared on the basis of academic credentials or through the university entrance test/ Merit list of received applications.

- 65.8 Intake: -**

The Intake and fees for the course shall be decided by the Board of Management of the University from time to time, subject to approval by the concerned Regulatory Body.

- 65.9 Academic Cycle / Years: -**

There will be two academic cycles for the course every year as decided by the University or concerned regulatory council if any.

- 65.10 Medium of Instruction & Examination: -**

The Medium of Instruction during the Examination shall be English.

- 65.11 Course Structure**

If any of the above course of this ordinance is regulated by the paramedical council, the course structure shall be adopted as per the instructions of council. If the university will regulate the course, The CBCS system will be applied that provides the opportunity for the students to choose courses from the prescribed courses comprising core, elective/minor or skill-based courses. The courses shall be evaluated by the grading system in assessing the performance of the candidates.

In order to bring uniformity in evaluation system and computation of the Cumulative Grade Point Average (CGPA) based on student's performance in examinations, following are the guidelines that will be followed.

Outline of Choice Based Credit System:

1. **Core Course:** A course, which should compulsorily be studied by a candidate as a core requirement is termed as a Core course.
2. **Elective Course:** Student will choose a course from a pool of courses which shall be very specific or specialized or advanced or supportive to the discipline/ subject of study or which provides an extended scope or which enables an exposure to some other discipline/subject/domain or nurtures the candidate's proficiency/skill as per his choice.
 - 2.1 **Discipline Specific Elective (DSE) Course:** Elective courses will be offered by the main discipline/subject of study is referred to as Discipline Specific Elective. The University may also offer discipline related Elective courses of interdisciplinary nature (to be offered by main discipline/subject of study).
 - 2.2 **Dissertation/Project:** An elective course designed to acquire special/advanced knowledge, such as supplement study/support study to a project work, and a candidate studies such a course on his own with an advisory support by a teacher/faculty member is called dissertation/project.
 - 2.3 **Generic Elective (GE) Course:** An elective course chosen generally from an unrelated discipline/subject, with an intention to seek exposure is called a Generic Elective. A core course offered in a discipline/subject may be treated as an elective by other discipline/subject and vice versa and such electives may also be referred to as Generic Elective.

For the award of Master of Science in any of the specialization student will have to earn total of 96 credits (24 per semester)

A student will be admitted for the award of Master Degree in science if at the end of the 4th semester he / she has clearly passed all the subjects of his choice. The examination shall be end at the end of each semester and results announced thereafter. Each paper shall carry 100 marks out of which the written papers shall be of 60 marks and internal assessment of 40 marks.

3. **Minimum Passing Percentage:** For passing a semester examination and for promotion to the next semester (from 1st to 2nd, from 2nd to 3rd and from 3rd to 4th semester) a student shall have to obtain a minimum of 36% marks in each paper separately of Theory and Practical Examinations including dissertation / thesis / project work (wherever applicable) and a minimum of 48% marks in aggregate. Provided that in respect of the student who have completed to pass of all the four semester of M.Sc. programme. The division shall be declared on the basis of total marks scored in all the foursemesters as follows.
 - a. First division with honor, where student score 75 % or more marks
 - b. First division, where student score 60% or more marks
 - c. Second division, where student score 48% abcve but less than 60 % marks

65.11 Examination: -

Examination will be conducted as per Ordinances 5 & 6 of SAM Global University as per Regulations made in this respect as described in the Scheme of examination promotion to subsequent semesters and course of studies shall be as per the recommendation of the concerned Board of Studies with due approval of Academic Council.

65.12 Eligibility for Award of the M.Sc. Degree: -

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

- a. Registered and successfully completed/ passed all subjects of Core courses, Optional and Specialized courses, Lab classes and Practical's, including Seminars, workshops, Presentations, Group Discussions, Field Work, Industrial Visit, Industrial Training, Paper Presentations and Publications, Project Work, Dissertations / thesis work, Assignments etc. whichever applicable.
- b. Successfully acquired the minimum required marks as specified in the regulation corresponding to his/ her study within the stipulated time, wherever applicable.
- c. Earned the specified marks in all the categories of subjects as applicable.
- d. The award of the division / class shall be as per the recommendation of concerned Board of Studies of the University.
- e. No dues to the University, Hostel, Library, NCC/NSS/ NSO etc.
- f. No disciplinary action pending against him.

65.13 Attendance Requirement: -

A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause, it shall be relaxed by Vice Chancellor as up to 15% admissible within applicable regulation.

65.14 Maximum Duration for Completion of Course: -

A candidate has to complete the entire course of M. Sc degree ordinarily within a maximum period of four years respectively from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of the relevant rules and regulations.

65.15 General Instructions: -

- i. The admission of the M. Sc. course shall be governed in accordance and provisions of the rules /directives of the relevant regulatory body or any other competent authority of the Govt. of India/ State Govt. as amended from time to time.
- ii. The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with rules and directives of relevant regulatory authority of the Govt. of India / State Government as amended from time to time.
- iii. For matters not covered in this specific ordinance, general rules and regulations of SGU, Raisen, regarding specific courses shall be applicable. In other matters Board of Management of SGU shall be competent to take any decision which shall be final.

ORDINANCE No. 66**Master in Medical Laboratory Technology (MMLT)**

- 66.1 Title of the Degree** : Master in Medical Laboratory Technology (MMLT)
- 66.2 Faculty Name** : Faculty of Medical and Paramedical Science
- 66.3 Course Name** : Master in Medical Laboratory Technology (MMLT)
- 66.4 Specializations** : The MMLT will be awarded in following specializations.
1. Hematology
 2. Histopathology
 3. Microbiology
 4. Biochemistry
 5. Any other branch recognized by Paramedical Council
- 66.5 Duration of the Course:** Two Years (yearly exams)
- 66.6 Eligibility for Admission**
For admission candidate should have passed full time regular Bachelor's in Medical Laboratory Technology (BMLT) from any recognized university with minimum 50% aggregate. In case of SC/ST/OBC students the relaxation of the eligibility percentage for the admission will be as per the Madhya Pradesh state Government rules. Admission to the course will be as per the performance of the student in the entrance examination; however, the student should have minimum 50% aggregate in BMLT for appearing in the entrance exam/direct counselling.
- 66.7 Eligibility for Admission to NRI/ Other Privileged Candidates**
Non Resident Indian & other privileged candidates shall be eligible for admission to the course for accordance with the directives of Govt. of India and or State Government.
- 66.8 Admission Procedure**
The Eligible candidate as specified in clause 66.6 & 66.7 above, should secure a place in the merit list prepared on the basis of academic credentials or through the university entrance test/ Merit list of received applications.
- 66.9 Intake**
The Intake and fees for the course shall be decided by the Board of Management of the University from time to time, subject to approval by the Paramedical Council.
- 66.10 Academic Cycle / Years**
There will be one academic cycle for the course every year or as prescribed by the Paramedical Council from time to time.
- 66.11 Medium of Instruction & Examination**
The Medium of Instruction during the study and for Examination shall be English for MMLT Course.
- 66.12 Course of Study**
There are four specialties in MMLT course. Both main & subsidiary subjects in first year shall be common to all the specialties. In the second year the student will study subject of his/ her specialization.
Following subjects will be taught in first year (Common for all branches)
1. Biochemistry
 2. Clinical Pathology & Hematology
 3. Immunopathology
 4. General Microbiology Immunology and Immunological Techniques
- Subjects of specialization & hours of teaching for 2nd year MMLT shall be as per the Paramedical Councils Instructions.

66.13 Examination: -

1. Examination will be conducted as per Ordinances 5 & 6 of SAM Global University as per the Regulations made in this respect as described in the Scheme of examination promotion to subsequent semesters and course of studies shall be as per the recommendation of the concerned Board of Studies with due approval of Academic Council.
2. The Examination pattern shall be CBCS with continuous assessment of students. The passing criteria will be 50% including internal exam for both theory and practical separately.
3. The Studies and examination of the course shall be basis on the marks/marks cum credit / credit system as recommended by Board of Studies from time to time.

66.12 Eligibility for Award of the MMLT Degree: -

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

- a. Registered and successfully completed/ passed all subjects of Core courses, Optional and Specialized courses, Lab classes and Practical's, including Seminars, workshops, Presentations, Group Discussions, Field Work, Industrial Visit, Industrial Training, Paper Presentations and Publications, Project Work, Dissertations / thesis work, Assignments etc whichever applicable.
- b. Successfully acquired the minimum required marks as specified in the regulation corresponding to his/ her study within the stipulated time, wherever applicable.
- c. Earned the specified marks in all the categories of subjects as applicable.
- d. The award of the division / class shall be as per the recommendation of concerned Board of Studies of the University.
- e. No dues to the University, Hostel, Library, NCC/NSS/ NSO etc.
- f. No disciplinary action pending against him.

66.13 Attendance Requirement: -

A candidate must have at least 75% attendance in each semester, provided that, in case of illness or because of other reasonable cause, it shall be relaxed by Vice Chancellor as up to 15% admissible within applicable regulation.

66.14 Maximum Duration for Completion of Course: -

The duration of the certified study for the Master's in Medical Lab Technology (MMLT) shall be full time regular course and its duration shall extend over a period of two continuous academic Years on a full-time basis for the award of the degree. *The student for the award of the MMLT degree shall have to qualify in all papers prescribed for the MMLT course within a period of FOUR years from the date he/she joined the course.*

66.16 Dissertation/Thesis

Every candidate pursuing MMLT degree course is required to carry out work on a selected research Project under the guidance of a recognized postgraduate teacher. The results of such a work shall be submitted in the form of dissertation. The dissertation is aimed to train a graduate student in research methods and techniques. It includes identification of a problem, formulation of a hypothesis search and review of literature getting acquainted with recent advances, designing of a research study, collection of data, critical analysis, and comparison of results and drawing conclusions. Every candidate shall submit to the Registrar of university in the prescribed Proforma a synopsis containing particulars of

proposed dissertation work within 4 months from the date of commencement of the course on or before the dates notified by the university.

The synopsis shall be sent through the proper channel. Such synopsis will be reviewed and the university will register the dissertation topic. All the synopses of Dissertation have to be approved by the Institutional Ethical Committee. No change in the dissertation topic or guide shall be made without prior approval of the university. Guide will be only a facilitator, advisor of the concept and hold responsible in correctly directing the candidate in the methodology and not responsible for the outcome and results.

The dissertation should be written under the following headings.

1. Introduction
2. Aims or objectives of study
3. Review of literature
4. Material and methods
5. Results
6. Discussion
7. Conclusion
8. References
9. Appendices
10. Certificate of Plagiarism

The written text of dissertation shall not be less than 50 pages and shall not exceed 100 pages excluding references, tables, questionnaires and other annexure. It should be neatly typed in double line spacing on one side of paper (A4 size, 8.27" x 11.69" and bound properly. Spiral binding should be avoided. The guide, head of the department and head of the institution shall certify the dissertation.

Four copies of dissertation thus prepared shall be submitted to the Registrar (Evaluation), three months before final examination on or before the dates notified by the university.

The examiners appointed by the university shall value the dissertation, along with plagiarism check report certified by the candidate and the Guide. Approval of dissertation work is an essential precondition for a candidate to appear in the university examination. The dissertation shall be valued by the evaluator (Examiners) apart from the guide out of which one is external outside the institution zone of university / from other college of the same university. Evaluator acceptance other than the guide will be considered as a precondition for eligibility to take.

66.15 General Instructions: -

- i. The admission of the MMLT shall be governed in accordance and provisions of the rules /directives of the relevant regulatory body or any other competent authority of the Govt. of India/ State Govt. as amended from time to time.
- ii. The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with rules and directives of relevant regulatory authority of the Govt. of India / State Government as amended from time to time.
- iii. For matters not covered in this specific ordinance, general rules and regulations of SGU, Raisen, regarding specific courses shall be applicable. In other matters Board of Management of SGU shall be competent to take any decision which shall be final.

ORDINANCE No. 67
DIPLOMA COURSES

67.1. Faculty and Title of the Diploma Course: -

Various Diploma programmes shall be awarded in different faculties of the University as mentioned in 67.2

67.2. Courses with Duration & Eligibility: -

Faculty	Course	Duration	Eligibility
Arts, Humanities, Education & Social Sciences	Vastuvigyan	1 Year	10+2
	D.P.S.E. (Diploma in Pre School Education)	1 Year	10+2
	Stenography	1 Year	10+2
	Nursery Teacher Training	1 Year	10+2
	Film Technology & TV Production (Cinematography)	3 Year	10 th
	Interior Decoration and design	3 Year	10 th
Engineering	Mechanical & Automobile	3 Year	10 th
	Mining & Mine Surveying	3 Year	10 th
	Printing Technology	3 Year	10 th
	Refinery and Petro Chemical (Petroleum Technology)	3 Year	10 th
	Textile Design	3 Year	10 th
	Applied Videography	3 Year	10 th
	Cement Technology	3 Year	10 th
Agriculture Sciences	Food Technology	3 Year	10 th
Management and Commerce	Retail Management & IT	1 Year	10+2
	Fire Technology & Industrial Safety Management	1 Year	10+2
	Hospital Management	1 Year	10+2
	Logistics and Supply Chain Management	1 Year	10+2
	Urban and Rural Development	1 Year	10+2
	Geoinformatics	1 Year	10+2
	Public Health	1 Year	10+2
Digital Marketing	1 Year	10+2	
AYUSH	Yoga and Naturopathy	1 Year	10+2 in science
	First Aid Specialist	1 Year	10+2 in science
	First Aid Medication	1 Year	10+2 in science
	Natural Pharma	1 Year	10+2 in science
	Electro-Homeopathy	2 Year	10+2 in science
Medical and Paramedical Sciences	Speech Therapy	1 Year	10+2 in science
	Dietitian	1 Year	10+2 in science
	Nutrition	1 Year	10+2 in science
	Fitness Instructor	1 Year	10+2 in science
	Yoga Instructor	1 Year	10+2 in science
	Gym Instructor	1 Year	10+2 in science
	Allopathy Compounder	2 Year	10+2 in science
	Anesthesia Technician	2 Year	10+2 in science
	Clinical Biochemistry	2 Year	10+2 in science
	Dialysis Technician	2 Year	10+2 in science
	Human Nutrition	2 Year	10+2 in science
	Microbiology	2 Year	10+2 in science
	Naturopathy	2 Year	10+2 in science
Pathology	2 Year	10+2 in science	

- 67.3. **Eligibility for Admission to NRI/ other Privileged Candidates: -**
Non-Resident Indian & other privileged candidates shall be eligible for admission to the course for accordance with the directives of Govt. of India and or State Government.
- 67.4. **Admission Procedure: -**
The Eligible candidate specified in clause 67.2 & 67.3 above, should secure a place in the merit list prepared on the basis of academic credentials or through the university entrance test/ Merit list of received applications.
- 67.5. **Intake: -**
The Intake and fees for the course shall be decided by the Board of Management of the University from time to time, subject to approval by the concerned Regulatory Body.
- 67.6. **Academic Cycle / Years: -**
There will be one academic cycle for the course every year as decided by the University/ Department
- 67.7. **Course Structure**
The one-year diploma courses shall be awarded after earning the 36-40 Credits by the students during his course of study, whereas for two-year diploma 72-80 Credits and for three-year diploma 108-120 credits shall be required.
The curriculum will be focused on basics/theoretical knowledge and Practical/ skill development (in a ratio to 40-60% of theory and skill elements respectively)
- 67.8. **Medium of Instruction & Examination: -**
The Medium of Instruction during the Examination shall be English / Hindi.
- 67.9. **Attendance Requirement: -**
A Candidate must have at least 75% of attendance. Provided that in case of illness or because of other reasonable issues it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.
- 67.10. **Course Structure: -**
The Curriculum of the Course shall be approved by the concerned Board of Studies and the Academic Council of the University.
- 67.11. **Examination: -**
Examination will be conducted as per Ordinances 5 & 6 of SAM Global University as per Regulations made in this respect as described in the Scheme of examination promotion to subsequent semesters and course of studies shall be as per the recommendation of the concerned Board of Studies with due approval of Academic Council.
- 67.12. **Eligibility for Award of the Diploma: -**
Student shall be declared to be eligible for the award of the diploma if he / she have:
- Registered and successfully completed/ passed all subjects, Lab classes and Practical's, Field Work, Industrial Visit and Industrial Training.
 - Successfully acquired the minimum required marks as specified in the regulation corresponding to his/ her study within the stipulated time, wherever applicable.
 - Earned the specified credits in all the categories of subjects as applicable.
 - No dues to the University, Hostel, Library, NCC/NSS/ NSO etc.
 - No disciplinary action pending against him.

67.13. Maximum Duration for Completion of Course: -

Candidate has to complete the entire course of Diploma ordinarily within a maximum period of two/four/six years respectively for one/two/three-year course from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of the relevant rules and regulations.

67.14. General Instructions: -

- i. The admission of the Diploma course shall be governed in accordance and provisions of the rules /directives of the relevant regulatory body or any other competent authority of the Govt. of India/ State Govt. as amended from time to time.
- ii. The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with rules and directives of relevant regulatory authority of the Govt. of India / State Government as amended from time to time.
- iii. For matters not covered in this specific ordinance, general rules and regulations of SGU, Raisen, regarding specific courses shall be applicable. In other matters Board of Management of SGU shall be competent to take any decision which shall be final.

ORDINANCE No: 68
Post Graduate Diploma Courses

68.1 Faculty and Title of the PG Diploma Courses

Following one year Post Graduate Diploma Courses shall be awarded in different faculties of the University.

Faculty/ Department	Course	Duration	Eligibility
AYUSH	Naturopathy and Yogic Science	1 Yr.	Any Science Graduate
	Yoga with Alternative Therapy	1 Yr.	
Arts	Fashion Designing	1 Yr.	Any Graduate
	Guidance & Counseling	1 Yr.	
	Human Rights	1 Yr.	
	Photography	1 Yr.	
	School Counseling	1 Yr.	
Sciences and IT	Computer applications	1 Yr.	Any Graduate
	Cyber Law	1 Yr.	
Engineering and Technology	Tele Communications	1 Yr.	Engineering Graduate
	Computer & Data Science	1 Yr.	
	Cloud Technology	1 Yr.	
Management	Hospital management	2 Yr.	Any Graduate
	Forestry Management	2 Yr.	
	Human Resource Management	2 Yr.	
	International Business Management	2 Yr.	
	Modern office Management	2 Yr.	
	Rural Management	2 Yr.	
	Travel and Tourism Management	2 Yr.	
	Public Health	2 Yr.	

68.2 Duration of the Course: -as described in 68.1

68.3 Eligibility of the Course: -Graduation & its Equivalent in relevant stream with minimum 40% Marks.

68.4 Eligibility for Admission to NRI/ other Privileged Candidates:-
Non Resident Indian & other privileged candidates shall be eligible for admission to the course for accordance with the directives of Govt. of India and or State Government.

68.5 Admission Procedure: -

The Eligible candidate as specified in clause 68.3 & 68.4 above, should secure a place in the merit list prepared on the basis of academic credentials or through the university entrance test/ Merit list of received applications.

68.6 Intake:-

The Intake and fees for the course shall be decided by the Board of Management of the University from time to time, subject to approval by the concerned Regulatory Body.

68.7 Academic Cycle:-

There will be two academic cycle for the course every year as decided by the University/ Department.

68.8 Medium of Instruction & Examination:-

The Medium of Instruction during the Examination shall be English / Hindi.

68.9 Attendance Requirement:-

A Candidate must have at least 75% of attendance. Provided that in case of illness or because of other reasonable issues it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

68.10 Course Structure:-

The Curriculum of the Course shall be approved by the concerned Board of Studies and the Academic Council of the University.

The post graduate diploma courses shall be awarded after earning the 36-40 Credits by the students during his course of study per year and a total of 72-80 Credits shall be required for course completion.

The curriculum will be focused on basics/theoretical knowledge and Practical/ skill development (in a ratio to 40-60% of theory and skill elements respectively)

68.11 Examination:-

Examination will be conducted as Ordinances 5 & 6 of SAM Global University as per Regulations made in this respect as described in The Scheme of examination.

The Studies and examination of the course shall be basis on the credit system.

68.12 Eligibility for Award of the PG Diploma:-

A student shall be declared to be eligible for the award of the PG diploma if he / she have:

- a. Registered and successfully completed/ passed all subjects, Lab classes and Practical's, Field Work, Industrial Visit and Industrial Training.
- b. Successfully acquired the minimum required marks as specified in the regulation corresponding to his/ her study within the stipulated time, wherever applicable.
- c. Earned the specified credits in all the categories of subjects as applicable.
- d. No dues to the University, Hostel, Library, NCC/NSS/ NSO etc.
- e. No disciplinary action pending against him.

68.13 Maximum Duration for Completion of Course:-

A candidate has to complete the entire course of PG Diploma ordinarily within a maximum period of two/four years respectively for one/two year programme from the session of first admission. However for any exceptional case the matter shall be decided by the University as per the provisions of the relevant rules and regulations.

68.14 General Instructions:-

- i. The admission of the PG Diploma course shall be complied in accordance and provisions of the rules /directives of the relevant regulatory body or any other competent authority of the Govt. of India/ State Govt. as amended from time to time.
- ii. The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with rules and directives of relevant regulatory authority of the Govt. of India / State Government as amended from time to time.
- iii. For matters not covered in this specific ordinance, general rules and regulations of SGU, Raisen, regarding specific courses shall be applicable. In other matters Board of Management of SGU shall be competent to take any decision which shall be final.

ORDINANCE No. 69

ADMISSION OF INTERNATIONAL STUDENTS TO UNIVERSITY

69.1 FOR ADMISSION OF INTERNATIONAL STUDENTS

69.1.1 International Affairs

69.1.1.1 SAM Global University in compliance after the approval of the competent authority agreed in principle to open admissions to International Students. The University has created a separate entity to look after the matters related to admissions of International Students in terms of procedure, process, admission, and related administration. This new entity of the University is INTERNATIONALAFFAIRS headed by Director. The University has planned to provide accommodation to all the International Students.

69.1.1.2 Applicants seeking admission to such programmes are advised to send their applications on the prescribed form (which can also be downloaded from the University website www.samglobaluniversity.ac.in) along with duplicate Photostat copies of the transcripts to The Director, International Affairs, Administrative Building, and SAM Global University.

69.1.1.3 The admission of International Students to Medical/Biotechnology and Engineering programmes is privilege of the Ministry of External Affairs, Government of India, and New Delhi. A number of seats in these programmes are reserved for the International Students of various countries. International students desirous of joining these professional programmes should contact the nearest Indian Embassy for necessary information.

69.1.2 International Students

Under UGC Guidelines, International Students" will include the following:

69.1.2.1 Foreign students: Students holding passports issued by any foreign country including people of Indian origin who have acquired the nationality of foreign countries.

69.1.2.2 Non-Resident Indians (NRI): Only those Non-Resident Indian students who have studied and passed the qualifying examinations from schools or colleges in foreign countries will be included as international students. This will include the students studying in the schools or colleges situated in foreign countries even if affiliated to the Boards of Secondary Education or Universities located in India, but will not include students studying in those schools or colleges (situated in India) which are affiliated to the Boards of Secondary Education or Universities of the foreign countries. The students passing the qualifying examinations from Boards or Universities located in foreign countries as external students and dependents of NRIs studying in India will not be included as International Students. Entry level status of International Students on entry to the country will be maintained.

69.1.3 Documents required for admission of International Students:**69.1.3.1 Visa**

All the International Students will require a student Visa endorsed to this University for joining full time courses. No other endorsement is acceptable. Students wishing to join a research programme will require a Research Visa endorsed to this University. The Visa should be valid for the prescribed duration of the course. A visa is not required for NRI students. Students who are doing full time courses, in some other institutions, do not require a separate visa for joining part time courses provided that their current visa is valid for the entire duration of the course.

69.1.3.2 No Objection Certificate

Students are no longer required a No Objection Certificate (NOC) for joining professional courses. (This has been withdrawn by the Government of India vide letter No. F.No.33- 17/2002-U.4 dated 20th August 2004.) All International Students wishing to undertake any research work or join a Ph.D. or M. Phil. programme will have to obtain prior security clearance from the Ministry of Home Affairs and the approval of Department of Secondary & Higher Education, Ministry of Human Resource Development, Government of India and this must be on the Research Visa endorsed to this University.

69.1.4 Admission of International Students

69.1.4.1 Admission of all the International Students will be done through the University's Office of the International Affairs. The students will generally be admitted in the beginning of the course. However, students can also be admitted as transfer cases in the middle of the course from other institutes if there is an understanding for accepting the students as transfer cases, after NOC from both the institutions.

The admission of International Students is done in two stages. First, a student wish to join the University gets the application form along with the information on the eligibility requirements, courses available and admission procedure from the prospectus or the website of the University. The application for provisional admission is then submitted to the International Student's Cell along with the prescribed fees. The Cell will then check the eligibility and issue the provisional admission letter to get the visa and to complete other formalities if found eligible.

69.1.4.2 After getting provisional admission, the student should get the Student Visa and complete all other formalities. The student should then report for final admission to the University where he wants to join the course. The next step is to fill up the admission form from the concerned institute and pay the required fees. After this, the student shall undergo the medical examination. Students are required to pass the English proficiency test if applicable. Final admission shall be given after completion of aforementioned formalities.

69.1.4.3 The International Students will have to pay the fees in US dollars. In special cases, permission will be given for payment of fees in Indian currency.

69.1.5 Equivalence Committee

On the basis of the recommendations of the Board of Management, SGU has constituted an Equivalence Committee for the verification of Certificate/Degrees of the International Students which shall be comprised of Dean Academics/Chairman-Admissions as Chairman, and the Director, International Affairs, Concerned Deans of the Schools and Admission Coordinator as the members of the above-mentioned committee. Some special members may also be invited if need arises.

69.1.6 Application Procedure for International Students

- 69.1.6.1 Applicants seeking admission to programmes of this University and have passed a recognized examination are advised to send their application form on the prescribed form (which can also be downloaded from the University website www.samglobaluniversity.ac.in) along with duplicate Photostat copies of the transcripts to The Director, International Affairs, SAM Global University. International students are exempted from entrance tests for admission. However, they should pass the equivalent Qualifying Examination from a recognized Indian or International University / Institution.
- 69.1.6.2 International students have to follow the following steps for applying for admission in different programmes of SAM Global University:
For those International students who are already studying in India or having an Indian degree (for all programmes):
- 69.1.6.3 Channelize their admission application form routed through their Embassy / High Commission / Consulate in India (for the purpose of verification of their educational qualification viz. mark sheet, degree, etc.)
- 69.1.6.4 Application form should be routed through the Embassy / High Commission / Consulate to which the student is concerned, addressed to The Director, International Affairs, SAM Global University.
- 69.1.6.5 The Office of the International Affairs, SAM Global University will send the application to the Department/School where applicant wants to join (Application must have three options for their choice of programmes for each candidate.
- 69.1.6.6 The Director, International Affairs, SAM Global University will issue provisional admission letter for applicant when receiving approval letter from concern Department/School.
- 69.1.6.7 The Provisional admission letter will be sent to the Embassy addressed to the First Secretary (in charge of Science, Technology & Education).
- 69.1.6.8 Then the First Secretary will inform the applicant to take admission in SGU in their choice of program.
- 69.1.6.9 The applicant will then apply to their country of domicile for getting visa formalities (Student Visa for Diploma /Graduate/Post-Graduate courses; Research Visa for Ph.D. course).



- 69.1.6.10 After getting the Student/Research VISA, the student shall get confirmed admission in their program of choice after paying the University Fee.
- 69.1.6.11 Admission of International Students will be confirmed only after verification of original certificates, medical fitness test and payment of required fees.
- 69.1.6.12 Within two weeks of arrival in India registers their names with the police in the Foreigner Regional Registration Office (FRR0) of the local Police.
Note: For those International Students who are eager to apply from their own country (for all programmes):
- 69.1.6.13 Channelize their admission application form routed through Indian Embassy/ High Commission/ Consulate in India (for the purpose of verification of their educational qualification viz. mark sheet, degree, etc.). The rest of the procedures are the same as mentioned above.
- 69.1.6.14 If the candidate meets the eligibility requirements and is found eligible, University will issue provisional admission letter to him.
- 69.1.6.15 A copy of the same letter will be endorsed to the concerned Indian Embassy in the country of domicile of the candidate on the basis of which the concerned Embassy will issue a Research / Student's Visa so that the student can come to India and join the University.
- 69.1.6.16 No International Student shall be admitted to this University without a Research / Student's Visa. Such Student's Visa will be extended by the Ministry of Home Affairs after ascertaining that student pursuing his studies, is receiving remittance through proper banking channels.
- 69.1.6.17 A number of seats in these programmes are reserved for the nationals of various countries. International Students desirous of joining these professional programmes should contact the nearest Indian Embassy for necessary information.

69.1.7 General Eligibility Criterion for International Students:

- 69.1.7.1 The Degrees/Certificates of the International Students should have been recognized and approved by the Association of Indian Universities (AIU)/ Commonwealth Universities/ International Association of Universities (IAU) as equivalent to the corresponding Indian Degrees/Certificates.
- 69.1.7.2 They hold a valid passport from their respective countries subject to bilateral clearance.

69.1.8 Additional Eligibility Requirements:

- 69.1.8.1 A candidate studying in the final year of or having qualified for a Degree in General Course of Study from SGU or any other University/Institution shall be entitled to apply for admission to the next higher course/Degree.
- 69.1.8.2 If the applicant has passed the qualifying examination where grades are awarded:

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69.1.8.2.1 Where the grade sheet doesn't mention the equivalent percentage of marks from grade points, the candidate should submit a certificate of conversion from the concerned institution mentioning either the converted percentage or the formula for the actual conversion of grade point average to percentage of marks and

69.1.8.2.2. Where the grade sheet itself mentions the equivalent percentage of marks from the grade points or formula for such conversion, the candidate should get both sides of the Degree/Grade Sheet photocopied showing the equivalent percentage of marks/conversion formula and enclose with the Application Form.

6.9.1.9 Candidates admitted to any course in this University shall not be eligible to pursue simultaneously any other full-time course in this or in any other University/Institution.

69.2 Eligibility for Admission to Under Graduate Programmes:

- 69.2.1 Evidence of required academic performance must be in the form of certified English transcripts listing all the programmes with the grades or marks earned.
- 69.2.2 Transcripts in languages other than Hindi/English are not acceptable.
- 69.2.3 Applicants for any of the Under-Graduate Course must have completed the 12 years or 10+2 years of formal schooling from a recognized board or University.
- 69.2.4 The applicants who have passed final School Certificate Examination of twelve-year duration from a recognized board or University.
- 69.2.5 The minimum admission requirement in terms of the percentage of marks that are required by a candidate for being admitted to a course varies in many cases from Course to Course.

69.3 Eligibility for Admission to Post-Graduate Programmes:

For admission to a post-graduate programme of studies in any discipline, one must have completed 12 years or 10+2 years of formal education at the school level followed by a Bachelor's Degree. However, the admission to post-graduate programmes is otherwise restricted for other universities but the applicant with excellent academic records stands a fair chance for admission if fulfills other eligibility criteria.

69.4 Eligibility for Admission to M. Phil. and Ph. D. Programmes:

SAM Global University also offers Ph.D. Programmes of concerned Schools. The minimum admission requirement for the Research Degree (Ph.D.) is a post graduate degree of two years duration of any Indian University or any other degree recognized as equivalent to it. The admission for these programmes is very limited and is decided by the respective Schools on the basis of a very sound academic record along with a detailed research proposal. A separate ordinance is provided for M. Phil/ Ph. D Course.

69.5 Age Requirements:

No candidate is qualified for admission to the University in the first year of the degree course unless he has attended 18 years of age before the first day of October in the year

in which he seeks admission. Likewise for post graduate and research programmes the applicant must be 21 years of age before the first day of October in the year in which admission is being sought. However, the Admission Committee may give some relaxation to meritorious students if otherwise pretended by the regulation.

69.6 Transfers & Change of Course:

An International Student who has been granted admission to a particular course shall not be allowed to change the course. Transfer from one institution in India to another is also ordinarily not allowed. In exceptional cases, the International Students Cell may permit this, based on the availability of the course, eligibility rules and with the permission of the Competent Authority of the University.

69.7 Government of India Scholars:

International Students who are awarded scholarships by the Indian Council for Cultural Relation, New Delhi shall be given preferential treatment while granting admission and for hostel accommodation. Sponsored candidates from different Foreign Governments for training and studies are also given preference for the same.

69.8 VISA Requirements:

The University shall issue a Bonafide Certificate to the International Student covering all the important information of the student like Name of the student, Gender, Date of Birth, Passport No., VISA No., Name of the programme, etc. for VISA requirements.

69.9 Health or Medical Requirements

All the International Students are required to produce medical fitness certificate. As per government rules all International Students entering India on Student Visa have to be tested for HIV and will not be given admission if found to be positive. All the resident students (National/International) in the University Campus are covered under Health Insurance. For any medical emergencies, the University will facilitate medical aid to students.

69.10 Discipline

The International Students will abide by all the rules of the University and the code of conduct as applicable to Indian students doing same courses.

69.11 Examination and Award of Degrees & Diplomas

The procedure for examination, payment of examination fees, issue of mark list, issue of passing certificates and award of degrees will be same as for the Indian students doing same courses.

The above rules will be applicable for admissions done after the issue of these rules. In case there are any differences on the interpretation of rules then the opinion of the Office of the International Affairs in consultation with the competent authority of the University will be final. The fees are liable to revision and students will have to pay the revised fees when applicable. On the points not specifically covered, the decision of the Universities authorities will be final.

Notwithstanding anything contained in forgoing parts of the ordinance shall not repercuss the rules framed by the UGC and other authorities of government of India for international students or otherwise rules of the general administration of the University. The jurisdiction for any legal proceedings, Bhopal shall be the court of Law.

ORDINANCE No. 70**Bachelor of Physical Education and Sports (B.P.E.S)**

(This ordinance is framed as per the "Guidelines for multiple entry and exit in Academic programmes offered in Higher Education Institutions" issued by UGC, under NEP 2020)

The Provisions of this ordinance are similar to the provisions pertaining to regular students and UTDs/ SoS in the ordinance 14 A, promulgated for the universities covered under M.P. University Act, 1973.

This ordinance shall be applicable to the concerned programs from the academic session 2022-23

Any subsequent amendment in 14 A shall be suo-moto adopted.

- 70.1. **Title of the Degree** : Bachelor of Physical Education and Sports (B.P.E.S)
- 70.2. **Faculty Name** : Faculty of Education
- 70.3. **Course Name** : Graduation in Physical Education and Sports
- 70.4. Bachelor of Physical Education and Sports (B.P.E.S) course shall be run as per the recommendation of Academic Council of the University
- 70.5. **Duration of the Course:** The provisions of this ordinance shall apply to the three year/six semester Bachelor's Degree or four years/eight semester Bachelor's Degree (Honors/Research) in undergraduate programme Bachelor of Science.
The maximum duration for completing the Undergraduate Degree and Undergraduate Degree (Honors/Research) Programme for regular students shall be 6 and 8 years, respectively.
- 70.6. **Eligibility for Admission:**
This course shall be open to candidates who have passed 10 +2 exam with relevant subjects from any recognized Board or equivalent examination form a Statuary Institution.
OR
Any other examination Recognized by the Board of Management of this University as an Equivalent Courses/ Examination thereto, from time to time.
- 70.7. **Eligibility for Admission to NRI/ Other Privileged Candidates: -**
Non-Resident Indian & other privileged candidates shall be eligible for admission to the course for accordance with the directives of Govt. of India and or State Government.
- 70.8. **Admission Procedure: -**
The Eligible candidate a specified in clause 70.6 & 70.7 above, should secure a place in the merit list prepared on the basis of academic credentials or through the university entrance test/ Merit list of received applications.
- 70.9. **Intake: -**
The Intake and fees for the course shall be decided by the Board of Management of the University from time to time, subject to approval by the concerned Regulatory Body.
- 70.10. To enable multiple entry and exit points in the academic programmes, qualifications such as certificate, diploma, and degree are organized in a series of levels in an ascending order from level 5 to level 8. Level 5 represents certificate and level 8 represents Bachelor Degree (Honours/Research) (Table 1). The four-year undergraduate programme shall comprise courses under following subjects/Categories:
- Disciplinary/interdisciplinary/Major (48 credits)
 - Disciplinary/interdisciplinary/Minor (32 credits)
 - Generic Elective (16 credits)
 - Discipline Specific Elective (16 credits)
 - Skill Enhancement Courses/Vocational Courses (12 credits)
 - Ability Enhancement Courses (08 credits)
 - Field projects/internship/apprenticeship/community engagement and service/ research project (28 credits).

Table-1: Qualification Type and Credit Requirements

Levels	Qualification title	Credit requirements
Level 5	Undergraduate Certificate in the faculty of the Major Subject for those who exit after the first year (two semesters) of the undergraduate programme. (Programme duration: first year or two semesters of the undergraduate programme)	40
Level 6	Undergraduate Diploma in the faculty of the Major Subject for those who exit after two years (four semesters) of the undergraduate programme (Programme duration: First two years or four semesters of the undergraduate programme)	80
Level 7	Bachelor Degree in the faculty of the Major Subject (Programme duration: Three years or six semesters)	120
Level 8	Bachelor Degree in the faculty of Major Subject (Honours/Research) (Programme duration: Four years or eight semesters).	160

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

- One hour of theory or one hour of tutorial or two hours of laboratory work, per week for a duration of 15 weeks resulting in the award of one credit;
- Credits for internship shall be *one credit per week* of internship, subject to a *maximum of six credits in a semester*.

70.11. The minimum duration of the *undergraduate degree programme* shall be of three academic years/six semesters whereas that of *undergraduate degree leading to Honours/Research* shall be of four academic years/eight semesters.

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

The maximum duration for completion of *Undergraduate Degree* and *Undergraduate Degree (Honours/Research)* programme for regular students shall be of 6 and 8 years, respectively; there shall be no such bar for non-collegiate (private) students.

70.12. TYPES OF COURSES

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

70.12.1 **Core Course:** Such courses which shall compulsorily be studied by the student as a core requirement of the programme.

70.12.2 **Elective Course:**

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

70.12.3 **Discipline Specific Elective (DSE) Course:**

Qualification and Credit Requirements are given in Table. 2. The *entry and exit* options for students, who enter the undergraduate programme, are as follows:

1st Year

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

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

2nd Year

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

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

3rd Year

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

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

4th Year

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

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

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

70.12.4 Dissertation/Project:

An elective course designed to acquire special/ advanced knowledge, such as supplement study/support study to a project work, and a student studies such a course on his own with an advisory support by a teacher/faculty member is called dissertation/project. It is considered as a special course involving application of knowledge in solving/analysing/exploring a real life situation /difficult problem for bachelor degree with honours/research. A Project/ Dissertation work would be of credits, as decided by the competent body. The student will do this work under the guidance of a faculty member.

70.12.5 Generic Elective (GE) Course:

An elective course chosen generally from an unrelated discipline/subject, with an intention to seek exposure of other field is called a Generic Elective course.

P.S.: A core course offered in a discipline/subject may be treated as an elective by other discipline/subject and vice-versa and such electives may also be referred to as Generic Elective Course.

70.12.6 Enhancement Courses (AEC):

The Ability Enhancement Courses (AEC) are of two types:

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

“AECC” courses are the courses based upon the content that leads to Knowledge enhancement, such as:

- Environmental Education
- English/Hindi Communication are mandatory for all disciplines.

SEC courses are value-based/skill-based and may also be designed to focus on enhancement of skills pertaining to the Major Subject. They are aimed to provide hands-on-training, competencies, skills, etc.

The syllabus for a specific programme will be decided by the concerned Board of Studies of the University.

70.13. STRUCTURE FOR UNDERGRADUATE PROGRAMME: SEMESTER SYSTEM

70.13.1. First Year (Level 5):

A student shall be declared to have successfully completed the Level 5, if he/she acquires credits as given in Table 2.

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

be chosen from any faculty. However, allotment of choices will be subject to the provisions of admission guidelines.

70.13.2. Second Year (Level 6):

A student shall be declared to have successfully completed the Level 6, if he/she acquires credits as given in Table 2 . The student shall be given the single chance at the entry of level 6 to interchange the major and minor subjects, however, in such cases.

it will be responsibility of the students to earn additional credits to fulfil the minimum requirement of credits prescribed for the major course; and only after fulfilment of such credits he/she will be entitled to earn an Undergraduate Diploma or an Undergraduate Degree.

70.13.3. Third Year (Level 7):

A student shall be declared to have successfully completed the Level 7, if he/she acquires credits as given in Table 2 .

70.13.4. Fourth Year (Level 8):

(a) Bachelor with Honours: A student shall be declared to have successfully completed the Level 8 for Bachelor with Honours degree, if he/she acquires credits as given in Table 2.

(b) Bachelor with Research:

A student shall be declared to have successfully completed the Level 8 for Bachelor with Research degree, if he/she acquires credits as given in Table 2 .

The nomenclature of degrees shall strictly conform to the relevant provisions of the act/regulations/guidelines of the UGC.

70.13.5. Credit Distribution for Semester:

The credit distribution for first to eight semesters related to Levels 5 to 8 shall be as per the Table 2 shown in clause 13.8.

70.13.6. Additional Courses:

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

70.14. Table-2: Proposed Structure for Undergraduate Programme: UGCCBCS System for University

Level	Semester	Main Faculty (as per prerequisite)		Any Faculty		Skill Enhancement Course (SEC)	Ability Enhancement Course (AEC)	DSE	Field projects/internship/apprenticeship/community engagement and service	Credits	Qualification (Credit requirement)
		Subject I	Subject II	Subject III	Generic Elective Course						
Level 6	1	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)	1 (4 Credits)	1 (4 Credits)	1 (4 Credits)			6+6+4+4 = 20	(40) Undergraduate Certificate in Main Faculty
	2	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)	1 (4 Credits)	1 (4 Credits)	1 (4 Credits)			6+6+4+4 = 20	
	3	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)	1 (4 Credits)	1 (4 Credits)	1 (4 Credits)			6+6+4+4 = 20	(80) Undergraduate Diploma in Main Faculty
	4	1 (6 Credits)	1 (6 Credits)	1 (4 Credits)	1 (4 Credits)	1 (4 Credits)	1 (4 Credits)			6+6+4+4 = 20	
Level 7	5	1 (6 Credits)				1 (4 Credits)		DSE-1 (4 credits)	Field project/internship/apprenticeship 1 (6 Credits)	6+4+4+6 = 20	(120) Bachelor Degree in Main Faculty
	6	1 (6 Credits)						DSE-2 (4 credits) DSE-3 (4 credits)	Field project/internship/apprenticeship 1 (6 Credits)	6+4+4+6 = 20	
Level 8	7	1 (6 Credits)	1 Research Methodology (4 Credits)					DSE-3 (4 credits)	Field project/internship/apprenticeship 1 (6 Credits)	6+4+4+6 = 20	(160) Bachelor Degree (Honours) in Main faculty Bachelor Degree (Research) in Main faculty
	8	1 (6 Credits)	1 (4 Credits)						1 (10 Credits) Research Project	6+4+10 = 20	
Total		48 Credits	32 Credits	16 Credits	12 Credits	08 Credits	16 credits	28 Credits	160 Credits		

70.15. Choice to Select the MOOC Courses:

- a. The University/UTD/SOS can allow up to 40% of the total credits being offered in a particular programme in a semester through the online learning courses provided under SWAYAM platform or any other MOOC platform recognised by the central government or the state government for credit transfer.
- b. The students will have the choice to opt elective-generic/Skill Enhancement/Ability Enhancement courses from the courses available within the University/UTD or in other UTDs of the same universities but from same level of the programmes. An alternate choice will also be available to the students to opt courses from Massive Open Online Courses (MOOCs) available at SWAYAM (Study Webs of Active-Learning for Young Aspiring Minds) platform with the permission of the UTD.
- c. The UTDs shall offer elective-generic courses in each programme on merit basis across the disciplines. The number of seats in the course will depend on available facilities in the University/UTD.
- d. The students can also opt a course under DSE of Major subject from Massive Open Online Courses (MOOCs) available at SWAYAM platform.
- e. The University will take a decision for allowing the online courses of SWAYAM if:
 - (i) The courses offered on SWAYAM would supplement the teaching-learning process in the institution.
 - (ii) Every student opting a course available on SWAYAM platform would be required to register for the course at SWAYAM. The student will pay the stipulated fee to SWAYAM for registering the course, if required.
 - (iii) While allowing the online learning courses offered by SWAYAM, it shall be ensured that the physical facilities like laboratories, computer facilities and library etc. essential for pursuing the courses shall be made available free in adequate measure by the UTD. The parent institution must designate a course coordinator/facilitator to guide the students throughout the course and to facilitate/conduct the lab/practical sessions/examinations.
- f. The requirement of project/dissertation, as notified by the respective UTD need to be undertaken by the candidate for the specified credits. The project may be undertaken in any of the National and State Laboratories/Institutes/Universities/ Companies /Industries with the approval of UTD.

70.16. Requirement of attendance will be as per University Ordinance governing the examinations. In general attendance of at least seventy-five percent of theory lectures and practicals separately will be required in each course to sit in the semester end examination.

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

70.17. Examination & Evaluation:

- i. Generally each course will correspond to an examination paper comprising of external and internal valuations. The semester theory examinations will be of 3 hours. The credit structure for theory /practical/ tutorial, internal, and external

examinations and total marks for an examination are shown in the Table 3 in clause 73.17.(v)

- ii. The question paper of the external examination should preferably contain long answer, short answer and objective type questions. The continuous evaluation of the student will be conducted at three points of time in a semester by conducting three tests of 20 marks each. Of these, two must be written tests and the third may be written test/Quiz/Seminar/Assignment for theoretical courses. Marks obtained in best two tests out of three will be awarded to the student. Each student shall have to appear in at least two tests and End Semester Examination; failing which, the student will be awarded Ab Grade in that course. In case of Laboratory/Field/Project work based courses, appropriate distribution of marks for Practical Record/Project Report, Practical Semester end exam, viva, if any be decided by the UTD. In case of internal assessment, University shall distribute and design their assessment so that at least two tests are conducted in a semester.
- iii. UTD may design their own mode of internal assessment with due approval from respective academic council in view of the "Evaluation Reforms in Higher Educational Institutions, 2019" published by the UGC.
- iv. Total marks obtained in Semester-End Examination and continuous evaluation will be considered for awarding the grade in the course as explained.
- v. The grading will be made on 10-point scale as described below:

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

- vi. In case, statutory bodies of the programme issue the guidelines regarding minimum passing percentage of marks, then grading will be done in the following manner:
- vii. If the marks obtained by the student in a course are less than the minimum cut-off percentage of marks, then F grade will be awarded, otherwise the grades will be awarded as per above mentioned table.
- viii. If a student obtains For Ab grade in any course(s), he/she will be treated to have failed in the course(s). He/she has to reappear in the examinations of that course(s) as and when conducted by the University. Marks obtained earlier in continuous assessment may be carried forward and added to the marks obtained in repeat semester-end examination to decide the grade in the repeat course(s).
- ix. The student will be promoted to the next semester if he/she secures at least half of the total credits in a semester. In case the student secures less than half of the total credits in any semester, then the student will be declared fail in that semester and he/she will be asked to repeat the entire semester and that semester will be treated as zero semester. In such cases the student will not be promoted to the next semester.

- x. If a student passes in all the courses offered in any semester then will be declared pass in that semester. If a student secures at least half of the total credits in a semester and fails in some courses offered in that semester then he/she will be provisionally promoted to the next semester with ATKTKT (Allowed To Keep Term) in those courses in which he/she fails.
- xi. If the student fails to pass all the courses in the next ATKTKT examination, the provisional promotion will be terminated, but he/she will be given second chance to pass the failed courses. If the student does not successfully complete the concerned semester even after the aforesaid second chance, she/he shall be treated as fail in that semester and will be asked to repeat the entire semester and that semester will be treated as zero semester.
- xii. Repetition of a theory/practical course is allowed only to those candidates who get F or Ab grade in the course or has failed in the semester. The student has to pay the prescribed fee for repeating the course.
- xiii. On account of valid reasons, a student may withdraw from a semester. In such case that semester will be treated as zero semester.
- xiv. In case of zero semester, the student will not be promoted to the next semester till he/she clears that semester. The university may allow such a student to re-register in that semester in the coming semesters. The student has to pay semester fee again in such case and may not be eligible for scholarships. If the student withdraws within one month from starting of the academic semester then semester fee will not be charged again.
- xv. The provision for review of answer book in semester system will be available as per the existing rules of the University.
- xvi. The theoretical and practical courses can be repeated whenever offered or conducted by the University/UTD but within maximum duration of the programme. He/she can avail multiple repeat attempts to pass the course.
- xvii. Applicable to UTDs in the same universities: The UTD, where students from other UTDs are registered for choice based elective course(s), will send the Grade to the concerned UTD where the student is enrolled. The result will be declared by the UTD where the student has taken admission.

Table 3: Structure of Credit Course (Semester System)

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

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

70.19. **Calculation of SGPA/CGPA:**

- i. The Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) will be calculated as weighted average of credit points secured by the student, except the credits of additional courses, if any. The SGPA and CGPA shall be rounded off up to 2 decimal places and reported in the grade sheet.
- ii. The calculation of SGPA and CGPA in semester system will be carried as per provisions of Ordinance 14.
- iii. CGPA is a measure of overall cumulative performance of a student over all the semesters completed. In case of semester system CGPA will be calculated as per provisions of Ordinance 14,
- iv. On completing all requirements for award of the undergraduate certificate/ diploma/ degree, the CGPA will be calculated and this value will be indicated on the certificate/diploma/degree. The 3-years and 4-years undergraduate degrees should also indicate the Division obtained as per follows:

Division	Criterion
First division with distinction	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 8.00 or above
First division	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 6.50 above but less than 8.0
Second division	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 6.00 or above but less than 6.50

- v. The conversion of CGPA into percentage will be as follow to facilitate its application in other academic matters:
- vi. Equivalent Percentage = CGPA x 10
- vii. The percentage will be rounded off upto second decimal point.
- viii. The student will be examined by the university as per the prevailing syllabus and scheme of examination.
- ix. The candidate shall be awarded a certificate/diploma/degree when he/she successfully earns the minimum requisite credits for the certificate/diploma/degree.
- x. A Grade Card shall be issued to all the students after every semester based on the grades earned. The course details (code, title, number of credits, grade secured) along with SGPA of every semester and CGPA earned till that Academic Year will be displayed in the grade card.
- xi. Grade sheets will be developed as given in Ordinance 14A of M.P. Higher Education Department..

70.20. **Credit Transfer:**

- a. The credit transfer shall be implemented as per the policy of the university framed in accordance with the guidelines issued by the UGC from time to time.

- b. The member institutions of the Academic Bank of Credit established vide University Grants Commission (Establishment and Operation of Academic Bank of Credits in Higher Education) Regulations, 2021 shall accept and transfer the credits as per the provisions of this regulation as amended from time to time.
- c. Except for the cases of provisional promotions, the universities established by M.P. University Act, 1973 shall facilitate credit transfer of students between them. However, the student may be required to fulfil some eligibility criteria, drawing parity for a course, framed by the university in which the admission is sought by the student.
- 70.21. If any question arises relating to the interpretation of the provisions of this ordinance, it shall be referred to the Academic Council of the University whose decision thereon shall be applicable.
- 70.22. The guidelines, related to this programme, issued by the statutory bodies e.g. UGC/ AICTE/ BCI/ NCTE/ PCI issued from time to time will be adopted for implementation.
- 70.23. In matters not covered under this Ordinance, general rules of the University shall be applicable; otherwise the directions of the state government shall be applicable.
- 70.24. If UGC notifies any change in future in its Regulations in this regard, then the same will be incorporated in the existing Ordinance with the approval of the Executive Council of the University (in case of UTDs) and shall be implemented with immediate effect.
-