

Department may condone, for reasons to be recorded in writing, shortage of attendance upto three in each course including practicals/project work.

26. Any student who participates in games, cultural and other co-curricular activities as defined below, with the prior approval of the Head of the Department, shall for the purpose of condoning deficiency in attendance incurred by him on account of such participation, be treated as present on all the working days during the days of his absence on such account for a period not exceeding seven working days in a semester:-
- i) State representation in the International/All India Competitions organized by agencies which are recognized by the Board of Sports and Youth Welfare of the University.
 - ii) Participation in the Inter-University Competitions held under the auspices of a University or any recognized Institution as a member of the University team.
 - iii) Participation in the N.C.C, N.S.S and National Integration Samiti activities as a member of the university contingent.
 - iv) Participation in the Coaching Camps/Rehearsal prior to participation as a member of State or University team in the National/All India/Inter-University Competitions.
 - v) Participation in the Mountaineering/Hiking/Trekking/Skiing/Rock Climbing or other such activities organized under the auspices of the State Government/University as a member of the University Team.
27. A candidate who falls short of attendance in one or more but in less than half the courses prescribed for the Semester shall be permitted to take the Semester examination only in such courses in which he fulfills the attendance requirement.
28. A candidate who falls short of attendance in more than half the number of courses prescribed for the semester shall be required to earn fresh eligibility to appear in the examination.
- A candidate who falls short of attendance in half or less than half of the total number of courses in any semester and is promoted to the next semester, after fulfilling other required conditions, shall have to repeat such courses in which he fell short of attendance alongwith the candidates of next academic session. However, a student who is detained on account of shortage of attendance in more than half the number of courses prescribed for the second, third, fourth, fifth and

sixth semesters may be permitted to rejoin the second, third, fourth, fifth and sixth semesters, as the case may be, during the next academic session but he will be required to repeat all the courses relating to that semester for earning eligibility to appear in the relevant semester examination.

29. i) Internal Assessment shall be a constituent part of the semester examinations. 30% of the total marks in each theory paper and 50% of the total marks in each practical paper or any other share as may be fixed by the Academic Council shall be reserved for Internal Assessment.
- ii) Internal Assessment shall be based on periodical tests, assignments, seminars etc. The Dean of the School/Head of the Department shall notify the detailed breakup of the components for Internal Assessment at the beginning of each semester for information of the students.

30. The Head of the Department/Dean of the School shall forward Internal Assessment marks awarded by the teachers of his Department/School duly signed by him and the concerned teacher to the Controller of Examinations atleast one week before the commencement of end-of-semester examination after the record has been checked by the Inspector(s) appointed for the purpose.

The Head of the Department/Dean of the School will maintain and preserve the detailed record of the Internal Assessment for inspection upto six months from the date of declaration of the result of the sixth semester examination of that batch by the university.

Project reports shall be submitted to the Head of the Department atleast 15 days before commencement of the examination. Reports received after the prescribed date shall ordinarily not be accepted.

31. The Internal Assessment awards of the candidates who fail in the end of semester examination shall be carried forward to the subsequent examination.
32. The title and work plan of the project shall be approved by the Convener, Board of Studies/Head of the Department, and in absence of both, senior most teacher of the Department, in consultation with the teacher (supervisor) of the Project. The Project work will carry 250 marks or marks as may be decided by the Board of Studies. The candidate shall be required to submit three copies and the soft copy of his Project. The External Examiner shall evaluate the Report out of 150 marks or an equivalent percentage and the remaining 100 marks or an equivalent percentage shall be allotted to viva-voce to be conducted jointly by the Internal Examiner (teacher supervisor), External Examiner and the Head of the Department.

In case a student fails to submit his Project Report by the date fixed by the Head of the Department or his work is found unsatisfactory, he may be asked to revise the Project Work in such a manner as may be decided by the Dean of the School/Head of the Department. Result of such student shall be announced separately.

33. The examination of each Laboratory course shall be conducted simultaneously by two examiners, one External (to be appointed from amongst teachers of the Universities, Technical Institutions, Engineering Colleges, persons from National Laboratories, Regional Computer Centres and renowned Public and Private Enterprises engaged in the work connected with computer) and one Internal from the Department.

The External Examiner shall be incharge of the practical examination. He will decide the distribution of marks for various components of the examination in consultation with the Internal Examiner. In case of any controversy, the opinion of the Dean of the School/Head of the Department shall prevail.

34. The minimum number of marks required to pass-

- i) each theory paper and Laboratory Course, from I to V semesters, shall be 40% (separately in the Internal Assessment and the University examination);
- ii) Project Work in the VI semester examination shall be 50%;
- iii) (i) & (ii) together shall be 50%;

Provided that a candidate who appears in the examination and fails in one or more than one course by a deficiency of not more than 1% of the maximum marks of the course(s) in which he appeared shall be declared to have passed the examination by adding in each Semester the required number of marks in the Course(s) and/or aggregate to his best advantage.

35. A candidate who fails to secure 40% marks in the university examination and Internal Assessment separately in one or more course(s) shall be permitted to continue his studies provisionally in the next Semester. He shall then be required to secure the requisite pass percentage in the course(s) of the Semester examination in the immediate next available chance.

In case the student fails in the second chance also, he can avail one more chance to clear the course(s) in which he has either not appeared or having appeared failed for want of requisite pass percentage. Such a candidate will be required to clear the course(s) within a period of five years commencing from the date he

was scheduled to appear in the first semester examination but could not appear or the date he first appeared in the first semester examination but failed.

A candidate who fails in any of the theory courses of 5th/6th semester examination may avail the first additional chance in the Supplementary examination.

Provided that the candidate who fails to clear the course within the prescribed number of chances may be allowed a Mercy Chance, by the Vice-Chancellor, immediately after the expiry of the statutory period.

If he still fails to secure 40% marks in the course(s) his provisional admission as well as result of all the examinations taken by him shall stand cancelled.

Unless otherwise provided such a candidate will have to appear in the course(s) according to the syllabus pertaining to the semester examination in which he could either not appear or having appeared failed.

(The provisions of this Statute supercede Statutes 11(vii) & 5(ii) given at pages 110&120 of the University Calendar 2005.)

36. After a candidate has appeared and passed all the courses offered by him in all the Semesters individually, he shall be declared successful in the Master's Degree Programme in Computer Applications and shall be classified as under:
 - a) First division with distinction if he has obtained 75% or more of the aggregate marks in all the courses of all the Semesters taken together;
 - b) First division, if he has obtained 60% or more of the aggregate marks but less than 75% marks;
 - c) Second division, if he has obtained 50% or more of the aggregate marks but less than 60% marks.
37. Notwithstanding anything contained in these Statutes, the Executive Council of the University shall have the powers to exclude any student from appearing in any examination if it is satisfied, after issuing show cause notice to the candidate and holding an enquiry, that such a candidate is not a fit person to be admitted thereto.
38. All legal disputes shall be subject to the jurisdiction of Rajouri courts only.



Chapter XXIX

Statutes governing Master's Degree Programme (M.A/M.Sc.)

1. There shall be such Schools of Studies to offer Master's Degree Programme in the university, as may be approved by the Executive Council.
2. Master's Degree Programme shall extend over a period ranging from 2-5 years as laid in the syllabus of the concerned programme of study.
3. Semester system will be followed for instruction and examination unless otherwise specified in the syllabus of the concerned programme of study.
4. A candidate shall be eligible to seek admission to the Master's Degree Programme of 2 or 3 years duration in a School after having passed either B.A/B.Sc. (Hons.) or Bachelor's Degree examination of 10+2+3 pattern with the subject offered for the Master's Degree Programme as main or elective subject or after having passed any other examination recognized equivalent to B.A/B.Sc. by the university with atleast 50% marks (40% for the candidates belonging to Scheduled Caste/ Scheduled Tribe categories) or the percentage of marks as may be fixed by the Dean Academic Affairs/Vice-Chancellor before initiating the admission process every year.

For Master's Degree five year integrated programme spread over a minimum of 10 semesters, a candidate shall be eligible for admission if he has passed the Senior School Certificate Examination (10+2) of a recognized Board of Secondary Education or an examination recognized by the university as its equivalent.

5. While applying for admission a candidate shall submit with his application a certificate of good conduct signed by the Head of the Institute last attended.

A candidate who has not attended any institution as a regular student shall furnish a certificate of good conduct from a Magistrate Class First.

6. Every student seeking admission to the Master's Degree Programme shall be required to fill up the prescribed application form and pay the prescribed fees at the time of seeking admission to:-
 - i) first semester for the first and second semester of the programme; and
 - ii) third semester for the third and fourth semester and likewise:

Provided that the student continues his studies without interruption from first semester to second semester and from third semester to fourth semester.

However, if there is a gap of one or more semester he will have to fill up the prescribed application form and pay the fee at the time of seeking admission to the second semester or the fourth semester, as the case may be. Registration Return in respect of students admitted to the course of study will be sent by the Head of the Department concerned/ Dean of the School to the Registrar annually in respect of admissions made to the first and third semesters respectively, within the time prescribed under Statutes.

Provided also that the Vice Chancellor may permit payment of fee, semester wise.

7. The number of seats in each department shall be determined every year before initiation of the admission process by the Head of the Department /Dean of the School with prior approval of the Dean Academic Affairs/Vice-Chancellor.
8. Of the total seats available 51% shall be filled from the Open Merit Category and 49% from amongst candidates belonging to reserved categories as per breakup given below:

i) Scheduled Castes	8%
ii) Scheduled Tribes	9%
iii) Children of Defence Service personnel including Ex-servicemen who are permanent residents of the State and have/had a satisfactory service record	2%
iv) Permanent residents of Poonch & Rajouri districts	25%
v) Candidates belonging to other backward areas	5%
9. Candidates seeking admission to various programmes shall be required to pay such application fee (non-refundable) as may be determined by the university from time to time. All remittances shall be made through bank drafts drawn in favour of the Registrar, Baba Ghulam Shah Badshah University, payable at Rajouri.
10. Admission fee and other charges payable by each student shall be such as may be approved by the Vice-Chancellor from time to time.
11. Admission to each programme shall be made by the Admission Committee that will be constituted by the Vice-Chancellor for the respective department, on the basis of performance in the competitive examination and/or merit in the qualifying examination/interview, as the university may decide from time to time.
12. The Head of the Department shall look after admission arrangements including

receipt of admission forms, conduct of examination, if any, preparation of merit list, display of lists of selected candidates on the Notice Board of the Department, intimation to students etc. Applications for admission to various Master's Degree Programmes shall be invited through notification. Application forms shall be available for sale in the University office and any other place as may also be notified by the Head of the Department concerned/University Office.

13. Applications for admission in the prescribed form, complete in all respects, alongwith copies of the relevant certificates, shall be submitted to the department concerned within the stipulated period. No certificate/document shall ordinarily be accepted after deposition of the application form for admission in the office. The Admission Committee of the department may authorize late entertainment of an application upto a maximum of 5 days after the last date prescribed by the university on payment of such late fee as may be prescribed from time to time. An applicant seeking admission under any of the reserved categories must attach with the application form an attested copy of the appropriate Reservation Certificate issued by the Competent Authority, failing which his candidature under the reserved category shall not be considered.
14. The certificate of being beneficiary under the categories reserved for Scheduled Castes, Scheduled Tribes, Defence service personnel/ex-servicemen and resident of backward areas shall not be considered if it is not in conformity with the latest order issued for the purpose by the J&K Government. No certificate/document or its attested photocopy shall be accepted after the expiry of the date prescribed for submission of application forms for admission to the course with late fee.
15. Names of the candidates selected for admission shall be notified on the Notice Board of the Department from time to time. However, as a matter of abundant care and caution the Department will also send intimation to the selected candidates about their selection to the course under registered cover/speed post. The responsibility arising out of non-delivery/delay of such intimation shall rest with the candidates, who are required in their own interest to keep in touch with the concerned department and comply with the instructions issued from time to time. Failure to comply with the instructions as contained in admission notice(s) shall amount to cancellation of admission. No complaint in this behalf shall be entertained in the university.
16. Admission of students to a course shall start and end on the dates prescribed for the purpose. However, the Vice-Chancellor may grant late admission upto 7 days on payment of such late fee as may be prescribed by the University.

17. A candidate admitted to the Master's Degree programme shall not take up any employment or engage himself in any business or profession or attend any other course of instruction or appear in any other examination so long as he is on the rolls of the university.

Provided that a candidate, who was scheduled to appear in the examination either as a regular or private candidate before the commencement of the class work of first semester shall be eligible to appear in that examination.

18. The names of students, who take up an employment or engage in business or profession in violation of the undertaking, shall be struck off the rolls of the concerned teaching department.

19. The Admission Committee, with the approval of Dean Academic Affairs/Vice-Chancellor, shall have the authority to refuse or cancel admission of a candidate who-

- i) either fails to produce any requisite certificate in original within the time prescribed by the Head of the Department/Dean of the School or suppresses/ conceals any relevant information or provides information in his application which is found incorrect or produces a certificate which is not genuine; or
- ii) fails to pay fee and/ or charges within the time prescribed by the Head of the Department/Dean of the school; or
- iii) violates provision of Statute 17.

20. The Head of the Department/Dean of the School shall be competent to cancel admission of a student enrolled for the course of study in the department if he remains absent without permission of the Head of the Department/ Dean of the School for a period of one month continuously, after an opportunity has been given to him to explain why such an action be not taken against him.

21. English shall be the medium of instruction/examination in all subjects except in Oriental Classical and Modern Indian Languages. The medium of examination in Oriental Classical Languages shall be the language itself or the cognate Modern Indian Language at the option of the candidate. The medium of examination in a Modern Indian Language shall be the language concerned.

22. A semester examination for the Master's Degree Programme shall be open to a candidate who has undergone course of study in a department of the University for the period specified for that course by having remained on the rolls of the Department immediately preceding the examination and has his name submitted

to the Controller of Examinations by the Head of the Department/ Dean of the School where he has pursued the course for the examination and has also fulfilled the following conditions to be certified by the concerned Head of the Department/ Dean of the School:

- i) has been a person of good conduct;
- ii) has attended not less than 75% of the lectures delivered including seminars, tutorials etc, in each course offered by him in that semester;
- iii) has in the case of laboratory course/practicals attended not less than 75% of the practicals conducted; and
- iv) has paid the prescribed fee.

23. Applications on the prescribed form for admission to the examination duly filled in and accompanied by the prescribed fees and certificates must reach the Controller of Examinations not later than the date fixed for the purpose by the Vice-Chancellor. Whenever the examination form/fee or both of a candidate is/ are received in the University office after the last prescribed date, he shall have to pay late fee as under or as may be prescribed from time to time:

- a) for first count of 15 days delay after the last date prescribed for receipt of form/fee or both Rs.100/-
- b) for another count of 15 days delay after the expiry of last date with late fee of Rs.100/- Rs.150/-
- c) an additional late fee after the expiry of last date with late fee of Rs.150/- Rs.25/-per day upto 10 days before the commencement of examination

Thereafter, with a late fee of Rs. 2000/- upto 5 days before the commencement of examination and with further late fee of Rs. 3000/- with special permission of the Vice-Chancellor upto 2 days before the commencement of examination provided question papers are available.

- 24. If a candidate falls short of attendance, the Dean of the School/Head of the Department may condone, for reasons to be recorded, shortage upto 3 lectures/ practicals per course per semester.
- 25. Any student who participates in games, cultural and other co-curricular activities as defined below, with the prior approval of the Head of the Department, shall for

the purpose of condoning deficiency in attendance incurred by him on account of such participation, be treated as present on all the working days during the days of his absence on such account for a period not exceeding seven working days in a semester:-

- i) State representation in the International/All India Competitions organized by agencies which are recognized by the Board of Sports and Youth Welfare of the University.
 - ii) Participation in the Inter-University Competitions held under the auspices of a University or any recognized Institution as a member of the University team.
 - iii) Participation in the N.C.C, N.S.S and National Integration Samiti activities as a member of the university contingent.
 - iv) Participation in the Coaching Camps/Rehearsal prior to participation as a member of State or University team in the National/All India/Inter-University Competitions.
 - v) Participation in the Mountaineering/Hiking/Trekking/Skiing/Rock Climbing or other such activities organized under the auspices of the State Government/ University as a member of the University Team.
26. A candidate who falls short of attendance in one or more courses prescribed for the semester shall be permitted to take the semester examination only in such courses in which he fulfills the attendance requirement. A candidate promoted to the next semester, after fulfilling other required conditions, shall have to repeat such courses in which he fell short of attendance alongwith the candidates of next academic session.
27. The nature, scope and content of courses, contact hours, number of credits, break up of marks for the semester examination, sessional work and duration of examination of each course for a programme of study shall be approved by the Academic Council on the recommendation of the Board of Studies of the School concerned.
28. The School, where the students seek admission, shall appoint Advisor (s) for each student from within the members of its faculty to advise them about, among other things, the course(s) they may select keeping in view the facilities available in the School and the statutory requirements.

29. i) In order to earn eligibility for award of Master's Degree a candidate will be required to accumulate at least:-
- a) 96 credits for M.Sc. Degree of 2 years duration;
 - b) 64 credits for Master's Degree of 2 years in disciplines other than Sciences;

or the number of credits as may be approved by the Academic Council on the recommendation of the Board of Studies of the subject concerned.

- ii) In case of programmes extending beyond 2 years, the concerned Board of Studies and School shall work out and recommend the credit requirement for consideration and approval by the Academic Council.
 - iii) A 4 credit non-laboratory course shall have 70 marks for semester examination and 30 marks for Internal Assessment or a breakup as may be decided by the Academic Council on the recommendation of Board of Studies. For laboratory courses the semester examination and Internal Assessment shall carry 50 marks each.
 - iv) A 2 credit non-laboratory course shall carry 40 marks for semester examination and 10 marks for Internal Assessment or the breakup as may be decided by the Academic Council. For 2 credit laboratory courses the semester examination and Internal Assessment shall carry 25 mark each.
30. The duration of examination in course, other than laboratory course, may be from two to three hours. The duration of a laboratory course may be determined by the Academic Council on the recommendations of the Board of Studies of the School.
31. Continuous sessional assessment, except in case of dissertation, shall be an essential part of the semester programme. The breakup of marks between semester examination and continuous sessional assessment in a course shall be 70:30 for the theory and 50:50 for laboratory course or as will be decided by the Academic Council.

The sessional assessment shall be awarded and record thereof maintained in the manner prescribed by the Academic Council.

The Head of the Department/Dean of the School shall forward Internal Assessment marks awarded by the teachers of his Department/School duly signed by him and the concerned teacher to the Controller of Examinations atleast one week before the commencement of end-of-semester examination after the record has been checked by the Inspector(s) appointed for the purpose.

The Head of the Department/Dean of the School will maintain and preserve the detailed record of the Internal Assessment for inspection upto six months from the date of declaration of the result of the sixth semester examination of that batch by the university.

(This supercede Statute 4 (i) given at page 120 of the University Calendar, 2005)

32. Instruction in each course shall be in the form of lectures, tutorials, seminars, problem solving sessions, case studies, group discussion etc. to be determined by the Board of Studies concerned according to the needs of each course. In laboratory courses, instructions shall be in the form of practical work. Practical include laboratory work, field work, project work, workshop practice, survey, extension work, map work etc. as prescribed in the concerned syllabus.
33. Selection of courses shall be made by the student out of the approved courses ensuring fulfillment of the credit requirement prescribed for the programme.
34. There shall be an examination called the semester examination at the end of each semester. Examination in the first and third semesters will be held ordinarily in the month of December/January and examination of the second and fourth semesters will be held ordinarily in June/ July every year or on such dates as may be approved by the Vice-Chancellor.
35. Minimum marks required to pass the semester examination shall be 40% in the university examination and Internal Assessment separately in each course.

Provided that a candidate who appears in the examination and fails in one or more than one course by a deficiency of not more than 1% of the maximum marks of the course(s) in which he appeared shall be declared to have passed the examination by adding in each Semester the required number of marks in the course(s) and/or aggregate to his best advantage.

36. A student who fails to secure 40% marks separately in the university examination and Internal Assessment in one or more course(s) of a semester examination, shall be permitted to continue his studies provisionally in the next semester. He shall then be required to secure the requisite pass percentage in the course(s) of the semester examination in the immediate next available chance, or reappear in the semester examination as a private candidate.

In case the student fails in the second chance also he can avail one more chance to clear the course(s) in which he has either not appeared or having appeared failed for want of requisite pass percentage. Such a candidate will be required to

clear the course(s) within a period of four years commencing from the date he was scheduled to appear in the first semester examination but could not appear or the date he first appeared in the first semester examination but failed.

A candidate who fails in any of the theory courses of the 3rd/4th semester examination may avail the first additional chance in the Supplementary examination.

Provided that the candidate who fail to clear the course within the prescribed number of chances may be allowed a Mercy Chance, by the Vice-Chancellor, immediately after the expiry of the statutory period.

In case he still fails to secure 40% marks in the course(s) his provisional admission as well as result of all examinations taken by him shall stand cancelled.

Unless otherwise provided such a candidate will have to appear in the course(s) according to the syllabus prescribed by the University for the semester examination in which he could either not appear or having appeared failed.

(The provision of this Statute supercede Statutes 11(vii) & 5(ii) given at pages 110 & 120 of University Calendar, 2005)

37. After a candidate has appeared and passed all the courses offered by him in all the semesters and has earned the minimum credits required to pass, he shall be declared successful in the programme and shall be classified as under:-
- i) First division with distinction if he has obtained 75% or more of the aggregate marks in all the courses of all the semesters taken together;
 - ii) First division if he has obtained 60% or more of the aggregate marks but less than 75% marks;
 - iii) Second division if he has obtained 50% or more of the aggregate marks but less than 60% marks;
 - iv) Third division if he has obtained 40% or more of the aggregate marks but less than 50% marks;
38. Notwithstanding anything contained in these Statutes, the Executive Council shall have the powers to exclude any student from appearing in any examination if it is satisfied after issuing show cause notice to the candidate and holding an enquiry that such a candidate is not a fit person to be admitted thereto.
39. All legal disputes shall be subject to the jurisdiction of Rajouri courts only.

Chapter XXX

Statutes governing M. Phil. Degree

1. There shall be a course leading to the award of Master of Philosophy (M. Phil.) degree in the disciplines approved by the Academic Council of the University from time to time, on the recommendation of the concerned Deans of Schools/ Heads of the Departments.
2. The objective of the M. Phil. Programme shall be to impart advanced knowledge in a particular area and initiation into research. Its components shall be either course work or course and research work.
3. For admission to M. Phil. Programme a candidate must hold atleast second class in Master's Degree in the concerned subject or in a cognate field, with atleast 55% marks or grade equivalent thereto, from a statutory university.
4. The minimum duration of M. Phil. course shall be one academic year consisting of two semesters.
5. Before issuing notification for Entrance Test for admission to M. Phil. Programme, the Dean Academic Affairs/ concerned Dean of the School will have consultation with the Deans of various Schools/Heads of the Departments regarding number of seats, specializations and Supervisors available in the Department and notify the same.
6. Admission to the M. Phil. Programme in the Schools of Studies shall be made on the basis of Entrance Test to be conducted by each Department followed by Interview to be conducted by the concerned Department. At the time of interview the candidates are expected to discuss areas in which they intend to pursue research.
7. In order to earn eligibility for enrolment to M. Phil. Course, a candidate shall be required to obtain atleast 50% marks in the Entrance Test. Merit for admission shall be determined on the basis of their score in the Entrance Test and the Interview.
8. At the beginning of the session the Dean Academic Affairs or the concerned Dean of the School/Head of the Department will issue notification inviting applications for admission to the M. Phil. Programme through Entrance Test. The admission to the programme shall be completed by the concerned School by the end of September every year without late fee. If seats are available, late admission shall be made with the permission of the Vice-Chancellor, on payment of late fee, as

may be prescribed from time to time. All admissions shall be completed upto 15th October:

Provided that, if result of the Master's Degree of a particular School/Department of the University is declared late, the admission may be completed within 15 days after the declaration of result without late fee.

9. Every student admitted to the M. Phil. Programme shall be required to offer and undertake course work or research work in the following manner:-
 - a) 8 courses of study (4 courses in each semester) each course carrying 100 marks.

OR

- b) 4 courses of study in the first term and dissertation in the second term. Each course of study will carry 100 marks and dissertation 400 marks.

The course work shall be treated as Pre-M.Phil. preparation and shall include a Course on research methodology which may include quantitative methods and Computer Applications.

10. The M. Phil. Programme in the School of Studies/Department will be administered by an M. Phil. Committee under the supervision of the Board of Research Studies of the concerned School/Department.
11. The M. Phil. Committee will consist of-
 - i) Professors and Associate Professors of the School/Department, and
 - ii) such other teachers/Scientists as have been approved by the Board of Research Studies as supervisors to guide research.

The Dean of the School/ Head of the Department shall be the Chairman of the Committee.

12. Majority of the members shall form the quorum of the Committee. All matters shall be decided by majority of the members present.
13. In the event of equality of votes, the Chairman, shall have the casting vote. If a meeting is adjourned for want of quorum, no quorum shall be necessary for the subsequent meeting called to discuss the same agenda.
14. The M. Phil. Committee shall perform the following functions:
 - i) make selection on the basis of merit in the Entrance Test and in the Interview together, availability of seats subject to the approval of the Vice-Chancellor;

- ii) decide whether a subject in which a candidate holds Master's degree is allied to the M.Phil. Programme to which he is seeking admission;
- iii) make allocation of Supervisor for a selected student in a formal manner depending upon the number of students already allocated to a faculty member, specializations of the faculty and the research interest of the student.
- iv) draw syllabus and other details of course work;
- v) assign different courses to the concerned teachers of the School for teaching;
- vi) organize lectures/seminars and arrange supervision of the dissertation;
- vii) approve topics for research work;
- viii) recommend names of examiners for theory and for dissertation work to the university;
- viii) recommend award of degree or otherwise to the students on the basis of assessments;
- ix) ensure that a Supervisor is not having, at any given point of time, more than 5 scholars

Provided that, in case of any difference of opinion in the M. Phil. Committee the matter shall be decided by the Board of Research Studies of the subject concerned.

15. The M. Phil. Committee shall be competent to cancel admission of a student if he:-
 - i) remains absent, without permission of the concerned Dean of the School/ Head of the Department, for a period of one month continuously;
 - ii) does not attend the Department for 50% or more of the total working days in a semester.
16. The minimum attendance required to earn eligibility to appear in the examination shall not be less than 75% of the total number of working days in each semester.
17. M. Phil. Programme is a whole-time course and a student admitted to the programme of study shall devote himself exclusively to the pursuit of study of this programme. There shall be atleast three contact hours per week for each course of study. Besides, every student shall also be required to participate in all seminars and group discussions arranged by the department during the course of the programme.
18. The duration of examination in each theory course will be three hours. The

examination in practical/research methodology/assignments shall be internal and the mode of assessment and maintenance of record shall be determined and scrutinized by the M Phil. Committee. Examination and evaluation in theory courses and dissertation will be external.

19. In order to pass the examination a candidate shall be required to obtain atleast grade "C" in each course separately and grade "B" in all courses taken together.

Provided that if a candidate after qualifying in each course separately fails to obtain grade "B" in the Courses taken together, he may be allowed to reappear in any Course(s) in which he has failed to obtain "B" grade.

The grades shall carry the following notation:

Notation	Grade Points	Equivalent numerical scores
O	4	80% & above
A	3	65% to 79%
B	2	50% to 64%
C	1	35% to 49%

The average grade point shall be calculated by dividing the total grade points secured by a student by the total number of papers comprising the course.

Provided that the fraction of less than 0.5 shall be ignored and fraction of 0.5 or more shall be raised to a whole for purpose of calculating the average grade point.

20. A candidate who has fulfilled all the requirements of eligibility to appear in first semester examination but either fails to appear in the examination or having appeared fails to qualify in all the courses of study prescribed for the first semester may be permitted to continue his studies in the second semester and appear in the course(s) of the first semester in which he has not qualified, alongwith the courses of the second semester. The admission form for the reappear-examination alongwith the prescribed fee should reach the Controller of Examinations within 15 days from the date of declaration of result/from the date of intimation regarding revision/rejection of dissertation.
21. A candidate shall be eligible for submitting his dissertation only if he has pursued regular course of study for the period prescribed and the supervisor concerned is satisfied that the dissertation is worthy of consideration in part fulfillment of the M. Phil. Degree.

The candidate may incorporate in his dissertation the contents of any work which may have been published by him on the subject and will inform the Controller of Examinations of having done so. He will, however, not include in his dissertation any work for which a degree has been conferred on him or anybody else by this or any other university.

22. Prior to submission of the thesis the student shall make a Pre-M. Phil. presentation in the Department that will be open to all faculty members and research scholars, for getting feedback and comments, which may be suitably incorporated in the draft thesis under the advice of the Supervisor.
23. A candidate offering dissertation shall supply atleast one soft copy and two type-written or printed copies of the dissertation on paper of 28 cms X 21 cms size with margins of 5 cms on one side and atleast 1 cm on the other. It must be properly bound with name of the author and the title of the dissertation printed on the cover.
24. The dissertation shall be accompanied by certificate from the Supervisor stating that-
 - a) the dissertation embodies the work of the candidate himself;
 - b) the candidate worked under him for the period required under Statues; and
 - c) the candidate has put in the required attendance and attended seminars organized in his Department during that period.
25. The dissertation shall be submitted in English, provided that in case the subject is connected with any of the Oriental Classical or Modern Indian Languages, the dissertation may be written either in English or in the Classical language concerned or the Cognate Modern Indian language.

Provided further that dissertation in the subject of Urdu/Persian will be presented in the form of calligraphy.
26. The dissertation shall be evaluated by two Examiners-
 - a) External Examiner from outside the State to be appointed by the Vice-Chancellor from within the list prepared by the M. Phil. Committee; and
 - b) the supervisor concerned.
27. Each examiner shall state in his report-
 - a) whether the dissertation be

- i) accepted;
 - ii) re-submitted after revision; or
 - iii) rejected.
- b) whether the dissertation is fit for publication in the original form or in a revised form.

In case there is divergence of opinion between the two examiners in regard to the acceptance of the dissertation, the Vice-Chancellor may refer the dissertation to another examiner to be appointed by him, whose decision shall be final.

28. Viva-Voce shall be compulsory for all the candidates offering dissertation. It will be conducted by a board comprising-
- i) Dean of the School/Head of the Department;
 - ii) External Examiner who examined the dissertation. In case concerned examiner is not available, another examiner shall be appointed by the Vice-Chancellor in his place; and
 - iii) Supervisor of the candidate.
29. In case a candidate is not able to submit his M. Phil. dissertation within the maximum period prescribed under Statutes, he may seek re-registration in the second semester and submit his dissertation not earlier than six months and not later than one year from the date of re-registration.
30. A candidate who is required to revise his dissertation shall re-submit it within a period of six months from the date the decision is intimated to him.
31. A candidate who has been on the rolls of a department for M. Phil. Programme for two semesters and has completed all requirements and earned eligibility to appear in the examination but has either failed to appear or qualify in all or any of the courses of study prescribed for the degree may be permitted to appear in the courses in which he could not appear or qualify in the following two semesters. In case he fails to do so his candidature to M. Phil. degree/examination shall stand cancelled.
32. A candidate may apply for permission to modify the topic of his dissertation within a period of one month from the date the approval of the topic by the M.Phil. Committee is communicated to him.
33. The courses and topics of dissertation approved by the M. Phil. Committee of a Department shall be reported to the Board of Research Studies concerned.

34. The dissertation shall be submitted to the Controller of Examinations alongwith prescribed fee, upon its approval by the Supervisor, through Dean of the School/ Head of the Department concerned provided the candidate has passed all written papers/practicals assigned to him.
35. Following successful completion of the evaluation process and announcement of the award of M. Phil., the Controller of Examinations shall submit a soft copy of the M.Phil. thesis to the UGC within a period of thirty days, for hosting the same in INFLIBNET, accessible to all Institutions/Universities.
36. Alongwith the Degree, the University shall issue a provisional certificate certifying that the Degree has been awarded in accordance with the provisions of Regulations of the UGC.
37. Every candidate is allowed to publish his work after successfully completing the M.Phil. Programme without seeking permission of M. Phil. Committee/Board of Research Studies, as a research article.
38. Subject to the provision of these Statutes, the Controller of Examinations shall publish the result on receipt of decision of the M. Phil. Committee.
39. The fee structure shall be as under or as will be prescribed by the University from time to time:-

i)	Application Fee	Rs. 600/-
ii)	University Sports Fee	Rs. 500/-
iii)	Magazine Fee	Rs. 500/-
iv)	Library Fee	Rs. 1000/-
v)	University Development Fund	Rs. 1000/-
vi)	Library Deposit (refundable)	Rs. 2000/-
vii)	Science Breakage Fee	Rs. 2000/-
viii)	Laboratory deposit (refundable)	Rs.2000/-
ix)	Identity Card	Rs. 100/-
x)	Supervisory Fee	Rs. 2000/-
xi)	Social Activities Fund	Rs. 200/-

Chapter XXXI

Statutes governing Degree of Doctor of Philosophy

1. The Degree of Doctor of Philosophy may be awarded in such programmes of the university as are recognized for the purpose.
2. For admission to the Doctor of Philosophy Programme a candidate must fulfill any of the following eligibility criteria-
 - i) M.Phil Degree in the subject or a subject allied to the one that he wishes to pursue for obtaining Ph.D Degree with atleast B grade on a 4 point scale or 50% marks.
 - ii) Master's Degree in the subject or an allied subject in which he desires to work for Ph.D., with not less than 55% marks in aggregate.
 - iii) Any other Degree with the requisite percentage of marks recognized as equivalent to (i) & (ii) above.

The Board of Research Studies shall decide whether or not the proposed field of research is allied to the subject in which the candidate holds M.A/ M.Sc/M.Phil Degree.

- iv) A candidate who has obtained Master's Degree with less than 55% marks may also be registered for Ph.D. Degree by the Board of Research Studies on grounds of academic and intellectual attainments as reflected by his research papers and/or other published work.
3. The Dean Academic Affairs/Registrar will issue advertisement for Entrance Test for admission to Ph.D. Programme 15 days after the notification of M.A/M.Sc/ MBA/MCA results of the University or any other date with the permission of the Vice Chancellor. The Entrance Test shall be followed by Interview to be conducted by the concerned Department. The admission process will be completed within 45 days of the issue of Admission Notice.
4. Before issuing the Notification for Entrance Test for admission to Ph.D. Programme the Dean Academic Affairs/Registrar will have consultation with the Deans of various Schools/ Heads of the Departments regarding number of seats, specializations and supervisors available in the Department for guiding research and may notify the same.
5. Every candidate seeking admission to Ph.D. Programme, except those holding M.Phil Degree, and those who have qualified NET/SLET examination, will be required to undergo Entrance Test and appear in Interview. All candidates including

those holding M.Phil degree and those having passed NET/SLET examinations shall have to apply for enrolment as per Notification of the Department and shall have to complete other formalities for pursuing the said course.

In order to earn eligibility for enrolment to Ph.D. Programme a candidate shall be required to obtain atleast 50% marks in the Entrance Test. Merit for admission shall be determined on the basis of the total marks scored by candidates in the Entrance Test and Interview. At the time of Interview the candidates are expected to discuss the areas in which they intend to pursue research.

The syllabus and other details about the Entrance Test shall be evolved by the Departmental Research Committee in consultation with the Dean of the School/ Head of the Department/Director and notified well in advance.

6. There shall be a Departmental Research Committee for each subject which will consist of the Dean of the School/ Head of the Department, one Professor, one Associate Professor and one Assistant Professor (Professor, Associate Professor & Assistant Professor by rotation) and such other teacher(s), whose participation may be considered necessary by the Dean of the School / Head of the Department.

The meetings of the Departmental Research Committee will be convened and Chaired by the Dean of the School /Head of the Department. Majority of the members shall form the quorum.

7. If the Departmental Research Committee is satisfied that the subject offered is such as can be profitably pursued under the superintendence of the university and that necessary facilities are available for the purpose it may permit the candidate to undergo probationary training including offering two theory courses for not less than six months and assign a Supervisor to guide him. The course work shall be treated as Pre-Ph.D preparation and it may include a course on research methodology based on quantitative methods and Computer Applications. If necessary, course work may be carried out by Doctoral candidates in sister departments/institutes within or outside the university for which due credit will be given to them. After the expiry of the period of 6 months if the Departmental Research Committee is satisfied that the candidate possesses necessary aptitude and knowledge related to the topic which he wants to pursue for Doctorate degree, it may forward and recommend his application in the prescribed Application Form, for registration, to the Registrar, through the concerned Dean, for consideration by the Board of Research Studies. The candidate shall be required to deposit the prescribed registration fee before his application is processed for registration.
8. The Board of Research Studies will consider the recommendation of the Departmental Research Committee and accordingly grant the application, approve

the topic of research and confirm appointment of Supervisor(s) to guide the candidate.

9. If the situation so warrants, the Board of Research Studies may appoint Co-supervisor in any such case from within or outside the university.
10. A candidate enrolled for Ph.D. Programme shall pursue research as whole time student of the university. He will be required to submit the thesis, based on his findings, not earlier than two years but not later than five years from the date of registration.

Provided that in exceptional cases, the Board of Research Studies may on the recommendations of the Supervisor and Departmental Research Committee, grant extension by a period of one more year. In rare cases, further extension of one more year may be granted on the report of the Supervisor and the Departmental Research Committee. If the scholar fails to submit the thesis within this period also, his registration shall stand cancelled. He will, however, be eligible to apply for re-registration on the same or on a new topic.

11. No candidate shall undertake any employment or appear in any other examination (except NET, SLET etc) or engage himself in any business/profession during the period of his study without the permission of the Board of Research Studies.
12. i) Notwithstanding anything to the contrary contained in Statute 11, the following categories of employees shall be eligible for registration for Ph.D. Programme of the University, as part-time scholars, on production of written permission of the employer and subject to fulfillment of other conditions of eligibility:
 - a) teachers of the University and Centres affiliated to it;
 - b) non-teaching employees of the University including Professional, Technical and Ministerial Staff;
 - c) scientific staff of Research Institutes recognized by the Executive Council of the University as Centres of research leading to Ph.D. Degree
- ii) Registration of part time research scholar who is member of the scientific/technical staff of a Research Institute or an industry shall be subject to the condition that the work of the scholar registered for Ph.D. Degree is outside the ambit of work assigned to him by his institution as part of his duty. The scholar will be required to submit a certificate, from his employer, to this effect before he is considered by the Departmental Research Committee for registration.

13. Candidates applying for registration for Ph.D. Degree under the provision of

Statute 12 shall be required to undergo and pass a Test conducted by the concerned Department at the completion of probationary period of six months. The pass percentage for such test will be 50%. Part time scholars shall not be permitted to supplicate for the Ph.D. Degree before the successful completion of a period of three years from the date of registration of which a minimum of 180 days will be spent in the concerned Department on the Campus of the University. The later condition may, however, be waved off by the Board of Research Studies in case the candidate is employed in an institution which is recognized by the Executive Council of the University as Centre of research leading to Ph.D. Degree. The maximum time limit for submission of thesis for part time scholars will be the same as prescribed for regular scholars.

14. i) A candidate may, on the recommendations of his Supervisor(s) modify his topic of research with the approval of Departmental Research Committee and the Board of Research Studies provided that the request for such modification is made not later than one year from the date of his registration.

The Board may accord approval to such modification provided that the courses offered by the applicant during the probationary period of the Ph.D. Programme are relevant to the proposed modified topic of research.
- ii) Applications for precision of the title shall, ordinarily, be submitted by the candidate through the Supervisor(s) and the Departmental Research Committee concerned not less than six months before the proposed date of submission of thesis.
- iii) At the time of seeking modification /precision of the title the candidate shall submit the original plan of work approved by the Board of Research Studies and indicate clearly and unambiguously the nature and extent of modification/ precision sought.
15. The Board of Research Studies, on the recommendation of the Supervisor and Departmental Research Committee, may permit a research scholar to work in any other institution for a period not exceeding six months at a stretch on the ground that it is in the interest of his research work. Such Scholar will be required to submit on his return certificate of his attendance in the host institution.
16. Apart from Professors and Associate Professors, permanent Assistant Professors/ Scientists of the university, who either hold Doctorate Degree or have published research work of good standard and have three years experience of teaching Postgraduate classes or 3 years post doctoral research experience to their credit, shall also be eligible for appointment as Supervisors to guide research work leading to Ph.D. Degree. The decision regarding recognition of Assistant Professors not

holding Ph.D. Degree as Supervisor(s) will be taken by the Board of Research Studies on the recommendation of Departmental Research Committee. In case the situation demands association of a person with supervision of the thesis who is not on the faculty of the University, his case for recognition as guide will be decided, on the basis of his qualifications and recommendation of the Departmental Research Committee, by the Board of Research Studies of the concerned School.

17. The maximum number of scholars that a supervisor will guide at one time shall be as under:

i)	Professor	6
ii)	Associate Professor	4
iii)	Assistant Professor	2

Provided that in exceptional cases, particularly in sponsored Research Projects undertaken by a University department where a group of scholars is involved in work, the Board of Research Studies may authorize suitable increase in the number of scholars assigned to the concerned Supervisor.

18. The Supervisor shall submit to the Board of Research Studies through the Departmental Research Committee a brief progress report of the work of each research scholar after every six months. The registration of a scholar for Ph.D. Degree shall be liable to cancellation, if the Supervisor and the Departmental Research Committee are satisfied that the Scholar is not making satisfactory progress.

19. A candidate shall not be permitted to submit his thesis for the Degree unless his Supervisor is satisfied that the thesis presented is worthy of consideration for the award of Ph.D. Degree and issues a certificate to this effect when the thesis is compiled.

Prior to submission of the thesis, the student shall present his/her findings of research before faculty members and research scholars of the department concerned in a Seminar for getting feedback and comments which may be suitably incorporated into the draft thesis under the advice of the Supervisor.

Ph.D candidates shall publish atleast one research paper in a referred journal before the submission of their thesis for adjudication and furnish evidence for the same in the form of Acceptance letter or the reprint.

20. Every Ph.D. scholar shall be governed by the Statutes and Regulations relating to discipline as prescribed by the university for all its students from time to time.

21. The Board of Research Studies may cancel registration of a scholar on grounds of

misconduct, on the basis of the recommendation of the Head of the Department/Dean of the School or may remove a scholar from rolls on his unsatisfactory progress or unauthorized absence reported by the concerned Supervisor.

22. A candidate shall supply at least one Soft Copy and four (five in case a candidate is working under two Supervisors) printed/typed/photocopies but not published copies of the thesis which shall comply with the following:-
- i) shall be a piece of research work characterized either by the discovery of new facts or by a fresh approach towards the interpretation of already known facts or theories. In either case, it should evince the candidate's capacity for thorough observation, critical examination and sound interpretation. The candidate shall mention how far the thesis embodies the result of his own observations and in what respect his investigations appear to him to advance knowledge in the subject;
 - ii) shall be satisfactory so far as literary and pictorial presentation are concerned and must be in a form suitable for publication;
 - iii) the type written, printed or photocopied thesis must originally be typed or printed on paper 28cms X 22cms in size with margins of 5cms on one side and atleast 1 cm on the other. It must be properly bound with the name of the author and title of the thesis printed on the face of the cover.
23. The thesis shall be accompanied by a certificate from the Supervisor(s) endorsed by the Dean of the School/Head of the concerned Department stating that-
- i) the thesis embodies the work of the candidate;
 - ii) the candidate worked as whole-time/part-time Scholar under him/them for the period required under Statutes; and
 - iii) the candidate has put in the required attendance in the Department/School, the record of which is maintained in the departmental office.
24. The thesis shall be compiled in English provided that in case the thesis is connected with any of the Oriental Classical or Modern Indian Languages, it may be written either in English or any other language approved by the Departmental Research Committee.
- Provided further, that the thesis in the subject of Urdu/Arabic may be presented in the form of calligraphy.
25. The candidate may incorporate in his thesis the contents of any work which he may have published on the subject and shall mention in the thesis that he has done

so. However, he shall not include in his thesis such work for which any Degree has already been conferred by this or any other university.

26. On receipt of report from the Supervisor through the Head of the Department/Dean of the School that a candidate's thesis is ready for submission, the Vice-Chancellor in consultation with the Dean of the School and the Head of the Department concerned shall appoint three external examiners, preferably from outside the State, from within the list prepared by the Supervisor and supplemented by the Head of the Department and the Dean of the School. The Supervisor(s) shall be the Internal examiner(s). Before appointing the examiners the Vice Chancellor shall have before him an abstract of the thesis including the title, list of contents, brief description of the findings and the conclusion(s).
27. The procedure for appointment of external examiners shall be as under:
 - i) the Supervisor shall submit a panel of 5 or 6 experts in the area to which the thesis relates, none below the rank of University Professor, to the Head of the Department;
 - ii) the Head of the Department may add to the panel one or two persons also not below the rank of University Professor and forward the same to the Dean of the concerned School;
 - iii) the Dean of the School may also add one or two persons, not below the rank of University Professor, to the panel and then seek the approval of three names from the Vice Chancellor and forward the same to the Controller of Examinations alongwith Abstract of the thesis, copy of the approved synopsis and other relevant papers for further action.

Note: In case Professors are not available in a particular specialization the panel may include Associate Professor and other Scholars of equivalent rank.

28. Before submission of the thesis a candidate shall be required to obtain "No outstanding certificate" from various concerned offices of the university and submit the same to the Dean of the School/Head of the Department. In the absence of this Certificate the Head of the Department/Dean of the School shall not forward the thesis to the Controller of Examinations.
29. The examiners to whom the thesis is referred shall satisfy themselves that the thesis is a piece of original research characterized by the discovery of new facts or by fresh interpretation of already known facts and that it evinces the candidate's capacity for critical examination and judgment and conforms to the synopsis approved by Board of Research Studies (a copy of which shall be sent to him alongwith the thesis).

Note: A copy of the approved synopsis shall be sent to each examiner alongwith the thesis.

30. After the examiners have read the thesis, they shall submit detailed report and make clear recommendation to the effect that –
- a) the thesis be accepted, or
 - b) the thesis be rejected, or
 - c) the candidate be asked to resubmit his thesis in a revised form in accordance with the report of the examiner which shall be made available to him by the Controller of Examinations.

The candidate, who is required to re-submit his thesis in the revised form must do so not earlier than six months and not later than two years from the date the decision in this regard is communicated to him. The revised thesis shall be referred again to the original panel of three examiners.

Note: In case any one of them or they all is/are not available or not willing to act, substitute examiner(s) shall be appointed, preferably from within the panel prepared earlier.

31. If all examiners unanimously recommend acceptance of the thesis the Supervisor in consultation with Head of the Department/Dean of the School and External examiner shall arrange for the viva-voce test as early as possible.
32. The Degree shall be awarded only after the viva-voce test is conducted by:-
- i) not less than two examiners, one external and one internal (Supervisor) if all the examiners who evaluated the thesis have recommended acceptance of the thesis; or
 - ii) not less than three examiners, two external and one internal (Supervisor) if any one of the three examiners has not recommended acceptance of the thesis.

In the later case the panel will include the examiner who has not recommended the thesis for acceptance.

In case any of the external examiners fails to send the evaluation report within six months from the date of dispatch of thesis, the Vice Chancellor may appoint a substitute examiner in his place from within the examiners approved in the panel.

Note: In case Internal examiner (Supervisor) is not available and is not likely to be available for conducting the viva-voce test, in the coming three months, after the receipt of the last report, the Vice-Chancellor in consultation with the Head of the Department/Dean of the School may appoint a substitute in his place.

33. The formal viva-voce will be followed by a seminar in which the candidate will present his findings to the examiners, teaching staff and research scholars of the Department. The seminar will be followed by discussion in which the candidate will defend his work. Information to the effect that the seminar has been conducted must be sent to the Controller of Examinations by the concerned Head of the Department/Dean of the School.
34. If a candidate is not recommended for the Degree by the examiners at the viva-voce test, he may be permitted to re-appear at a subsequent viva-voce test, to be held not earlier than three months from the date of his first viva-voce. The viva-voce test of the candidate for the second time shall be conducted by the original examiners unless they or any of them are/is not available or not willing to act as such. In such cases substitute examiners shall be appointed from the panel submitted earlier.
35. The reports of the examiners including the report on viva-voce test shall be placed before a Committee consisting of the following:
- i) Vice-Chancellor;
 - ii) Dean of the School;
 - iii) Head of the Department;
 - iv) Supervisor(s); and
 - v) any other person whom the Vice-Chancellor may like to co-opt.
- After considering the reports of the examiners, the Committee shall make such recommendation to the Executive Council as it deems proper.
36. If a candidate applies for supply of reports of the examiners for revision of his thesis, only those portions of the reports shall be supplied by the Controller of Examinations in consultation with the Head of the Department/Dean of the School as are considered relevant for this purpose.
37. A candidate, who wishes to get his thesis published, shall do so with the prior permission of the university and shall, on the publication of his thesis, state on the title page that it is a thesis approved for the Ph.D Degree of Baba Ghulam Shah Badshah University, Rajouri, J&K.
38. Following the successful completion of the evaluation and announcement of the award of Ph.D Degree, the university shall submit a soft copy of the Ph.D thesis to the UGC within a period of thirty days for hosting the same in INFLIBNET accessible to all institutions/universities. The university shall issue a Provisional

Certificate certifying that the Degree has been awarded in accordance with the provision of the Regulations of the UGC.

39. Every Scholar registered for Ph.D. shall be required to pay the following fees or as may be prescribed from time to time:-
- | | |
|---|----------------------|
| i) Application fee | Rs. 700/- |
| ii) Registration fee payable with application for registration. It shall be refundable if the application for registration is rejected. | Rs. 2000/- |
| iii) Examination fee to be paid at the time of submission of thesis. On resubmission of thesis, fresh examination fee shall be paid. | Rs. 1000/- |
| iv) Fee for supply of copy of Examiners reports of Ph. D. thesis. | Rs. 1000/- |
| v) Supervisory fee | Rs. 2000/- per annum |
| vi) Research fee | Rs. 1000/- per annum |
| vii) Identity card | Rs. 100/- |
| viii) Magazine fee | Rs. 500/- |
| ix) Library fee | Rs. 1000/- |
| x) Library deposit (refundable) | Rs. 2000/- |
| xi) Science breakage fee | Rs. 2000/- |
| xii) Laboratory deposit (refundable) | Rs. 2000/- |
| xiii) University sports fee | Rs. 500/- |
| xiv) Social activities fund | Rs. 200/- |
| xv) University Development fund | Rs. 1000/- |
40. The remuneration payable to an examiner shall be as under:
- | | |
|------------------------------|---|
| i) For evaluation of thesis | Rs. 1500/- per examiner; internal and external. |
| ii) For conducting viva-voce | Rs. 1000/- per examiner; internal and external. |

Chapter XXXII

Statutes relating to Unfairmeans and Misconduct in Examinations

1. No candidate shall bring with him in the examination hall any book, paper, note book or other material which can be used by him for the examination in which he is appearing nor shall he communicate with or receive from any other candidate or person any information connected with or related to the subject of the examination.
2. No candidate shall note or write anything on the question paper or on any other object/material, except the answer book supplied to him, nor will he copy in the examination hall from any paper, book or note or any other material relevant to the subject.
3. No candidate shall assist or receive assistance/guidance in the examination hall in respect of any matter connected with or related to the subject from any other candidate or person.
4. The Superintendent or concerned officer may make a search of a candidate's suspected of any malafide possession e.g. copying material or lethal weapon, etc., at anytime during the course of examination or even at the entrance of the Hall before the commencement of examination.
5. Any candidate detected cheating or making use of any unfairmeans in connection with examination shall be reported without delay to the Controller of Examinations by the Superintendent of Examination Centre or through him by an Invigilator or an official of the university, as the case may be. The Controller of Examinations shall place the aforesaid matter before the Unfairmeans Committee for consideration and decision.

In case the candidate refuses to give a statement only the fact of his refusal be recorded by the Superintendent or concerned officer and attested by two members of the supervisory staff on duty. The candidate may not be forced to give the statement.
6. A candidate alleged to be guilty of Misconduct/Unfairmeans shall be permitted to answer the remaining part of question paper on a separate answer-book. The answer-book in which the Misconduct/Unfairmeans is suspected shall be seized by the Superintendent or concerned officer and both the answer-books shall be sent to the Controller of Examinations with the report. In case the candidate refuses to surrender the answer-book and does not accept the separate answer-book, this

fact shall be recorded by the Superintendent or concerned officer and attested by two members of the supervisory staff on duty.

7. In all such cases in which the alleged Misconduct/Unfairmeans of the candidate is for the first time during the course of the examination or the examinations taken by him in the university, the following procedure shall be adopted.

An officer of the university authorized by the Controller of Examinations in this behalf shall, within 10 days after the receipt of the report of the Officer Incharge examination centre, send a notice to the candidate to appear before Sub-Committee. He shall be asked to defend himself by submitting a written explanation before the date fixed for the hearing. The candidate shall be supplied with the gist of the report of the supervisory staff alongwith the notice. If, for reasons to be recorded in writing, it is not possible to fix the date of hearing within 10 days, the Controller of Examinations may fix the date of hearing within 1½ months after the date of receipt of the report of the Officer Incharge.

- a) Papers connected with the case including the report of the supervisory staff and written explanation of the candidate, if any, shall be placed before the Sub-Committee of the Competent Authority by the Officer authorized in this behalf by the Controller of Examinations.
- b) The Sub-Committee shall afford an opportunity to the candidate of being heard in person on the date fixed for hearing.
- c) On consideration of the record of the case if the Sub-Committee is satisfied that the candidate has committed Misconduct/Unfairmeans it shall disqualify him from passing or from appearing at all university examinations for a period of one year:

Provided that if the Sub-Committee is of the opinion that the candidate is repentant and willing to sign an undertaking that he shall not repeat the Misconduct/Unfairmeans in any examination it may cancel the paper in which unfairmeans/misconduct was committed or disqualify the candidate from passing or appearing at that examination in all papers keeping in view the gravity of the offence.

8. Any candidate detected cheating or making use of any dishonest or unfairmeans such as -
 - i) threatening/assaulting the Officer Incharge or any person on duty in or outside the examination hall, or
 - ii) indulging in any other act of misconduct which results in damage to or

destruction of property in the examination hall, or

- iii) smuggling in an answer-book or continuation sheet or taking out or arranging to send out the question paper or answer-book or continuation sheet or replacing the answer-book during or after the examination with or without the connivance of the staff on duty in connection with the examination, or
 - iv) possessing any lethal weapon or fire arm or coming in drunken condition to the examination hall shall not be referred to the Sub-Committee but to the Competent Authority by the Controller of Examinations. The Competent Authority shall have the authority to punish this kind of misconduct by disqualifying the candidate from passing or from appearing in all university examinations for a period of two to five years.
9. In case a person, who is not a bonafide candidate, is found to be taking an examination on behalf of a bonafide candidate, it will be assumed that this impersonation is being done at the instance of and with the connivance of the bonafide candidate and action against such bonafide candidate would be taken as under:-
- i) the bonafide candidate, who did not take the examination himself shall be debarred from pursuing any course of studies or appearing at any examination of the university in future;
 - ii) in case, the person who has impersonated the bonafide candidate, is a student of the university, he shall also be debarred from taking any examination of the university in future;
 - iii) if the person, who has impersonated the bonafide candidate, is not a student of the university, he may be handed over to the police for appropriate action.
10. The notice regarding the date of hearing shall invariably be sent on the permanent address of the candidate by registered/speed post. If the candidate has yet to appear in other paper/s of that examination it shall be served through the Officer Incharge of the Centre. If the service of the notice is not affected owing to the fault of the candidate, the Sub-Committee shall proceed ex-parte. In such cases where delay has been caused in the service of the notice for no fault of the candidate, the Sub-Committee shall fix another date of hearing of the case.
11. The Sub-Committee shall consist of three persons nominated by the Competent Authority i.e. one Professor and two teachers not below the rank of Associate Professor and shall be assisted by an officer of the University to be nominated by the Controller of Examinations who shall act as Member Secretary.

12. The meeting of the members constituting the Sub-Committee shall take place as and when convened and majority of the members shall form the quorum. All matters shall be decided by majority of votes.
13. The 'Competent Authority' shall comprise of the following:-
 - i) Vice-Chancellor
 - ii) Dean Academic Affairs
 - iii) Three persons nominated by the Executive Council
 - iv) Legal Advisor of the university
 - v) Registrar
 - vi) Controller of Examinations-Member Secretary
14. The members constituting the 'Competent Authority' other than the Ex-officio members shall hold office for a period of three years.
15. The Vice-Chancellor shall preside at the meetings and he may convene the meeting whenever he desires.
16. The Controller of Examinations shall be the Member-Secretary of the 'Competent Authority'. The proceedings of the meetings shall be recorded in writing by the Secretary and got approved and signed by the Chairman and all the members present at the meeting.
17. Majority of the members shall form the quorum. All matters shall be decided by majority of votes of the members present. In the event of votes being equal, the Chairman shall have casting vote.
18. The 'Competent Authority' may suo-moto or at the request of the candidate concerned call for the record of any case pending before or disposed off/decided by the Sub-Committee and may pass such orders in regard thereto as it thinks proper.
19. Notwithstanding anything contained in these Statutes, if the Sub-Committee is satisfied that a case of unfair means/misconduct is of exceptional nature or involves complicated legal questions, it may refer the case to the 'Competent Authority'. In all such cases the 'Competent Authority' shall have the power to disqualify a candidate for a period of two years:
Provided that no case shall be reopened at the instance of the candidate unless application for revising the orders of the 'Sub-Committee' has been made to the

'Competent Authority' within two weeks of the decision or orders or proceedings sought to be revised.

Provided further that the 'Competent Authority' shall not pass an order revising or modifying any proceedings or order of the 'Sub-Committee' which adversely affects the candidate unless he has been given an opportunity of being heard.

20. In all cases in which the misconduct/unfairmeans is alleged to have been committed more than once during the course of examination or examinations taken by the candidate in the university, the procedure mentioned in Statutes 7 (a) to (c) and Statute 10 shall be followed, but the cases shall be considered by the 'Competent Authority'.

Explanation: When the first case of a candidate is pending disposal before Sub-Committee it shall be transferred to the Competent Authority on receipt of information about the candidate committing misconduct/unfairmeans for the second time.

21. On consideration of the record of the case, if the 'Competent Authority' is satisfied that the candidate is guilty of the charge of misconduct/unfairmeans for the second time, it shall disqualify him from passing the examination and debar him from appearing in and from passing all examinations of the university for a period of one to three years.

In case a candidate has resorted to the unfairmeans/misconduct more than twice the Committee shall disqualify him from passing and for appearing in that examination and declare him not fit and proper person to be admitted to any future examination of the university for a period not exceeding five years.

22. In case where the candidate, on being informed of the charges against him, fails to make any representation, the Competent Authority shall have the right to consider and decide the case ex-parte.
23. No proceedings under these Statutes shall be initiated against any candidate except at the instance of the Officer Incharge Examination or an Inspector of the Examination Centre or members of the Special team of Inspectors or Examiner of the Answer book or the Coding Officer or the Controller of Examinations.
24. Where the Officer Incharge Examination is of the opinion that the presence of a candidate committing misconduct in the examination hall is likely to create disorder or to prevent other candidates from taking the examination he may expel the candidate from the hall for that day only and report the matter to the Controller of Examinations forthwith.

Provided that if the candidate commits misconduct again on the next or a subsequent day of examination and the Officer Incharge feels that his presence would disrupt the examination, he may, for reasons to be recorded in writing, expel the candidate for the rest of the examination and send a detailed report to the Controller of Examinations, who shall place the same before the Committee for Unfairmeans/Misconduct cases for action under the Statutes.

25. The period of disqualification of a candidate shall, unless otherwise specified, commence from the session in which the candidate is found to have committed misconduct.
26. Any punishment imposed under these Statutes shall not reclude a candidate from any other criminal or civil liability under any law for the time being in force in the State.
27. If the Vice-Chancellor is satisfied on the report of the Officer Incharge Examination or otherwise that the integrity of a university examination has been violated at an examination centre as a consequence of misconduct/unfairmeans by all or a majority of the candidates appearing at the centre, he may order cancellation of the examination held at that centre without prejudice to any other action under the provisions of these Statutes which may be taken by the Competent Authority or the Sub-Committee, as the case may be.



Chapter XXXIII

Statutes governing Re-evaluation of Answer Scripts

1. The University is at present running the following Master's Degree Programmes in different schools:
 - ☞ Management Studies
 - ☞ Information Technology
 - ☞ Applied Mathematics
 - ☞ Computer Applications
 - ☞ MBA-Financial Management
 - ☞ Biotechnology & Bioresources
 - ☞ Arabic
 2. Re-evaluation of Answer Scripts shall be permissible only in:
 - a) Applied Mathematics; and
 - b) Arabicand such other programmes as the Executive Council may approve from time to time.

Re-evaluation shall not be permitted in Practicals, Internal Assessment, Project Reports, Dissertations, Thesis and Viva-voce.
 3. If a candidate feels dissatisfied with the evaluation of his answer script(s) he may apply for re-evaluation of the same to the Controller of Examinations.
 4. The prescribed application form, duly attested by a University teacher/officer, accompanied by original statement of marks issued to the candidate and requisite fee of Rs 300/- per script or the amount as may be notified by the University from time to time, should reach the Controller of Examinations within 15 days of the date of declaration of the result of main examination concerned.
 5. The application form for re-evaluation shall, however, be entertained for another 5 days, after the last date, with late fee of Rs.50/- per answer script. Thereafter, no application form shall be entertained even with late fee.
- Notwithstanding anything stated above, if the result of a candidate has been withheld

under 'later on' category and could not be declared by the University despite the candidate having completed all the formalities within the prescribed period, he may be permitted to apply for re-evaluation within 10 days after the date of declaration of his result.

6. The fees shall not be refunded in any case except when the marks are increased by more than 20% on re-evaluation.
7. A candidate who applies for re-evaluation will be permitted to see his answer script(s) within 20 days after declaration of result of re-evaluation on payment of Rs 50/- per answer script.
8. The marks awarded by the re-evaluator(s) shall supercede the marks earned by the candidate before re-evaluation. If the award of re-evaluator varies from the original award upto and including + 20% of maximum marks secured earlier, then the answer script shall be sent to second re-evaluator(third examiner). Average of marks awarded by the second and third examiners shall be final.
9. Instructions for evaluation, if any, prepared for original evaluation shall be made available to the re-evaluators.
10. The requisite answer books for re-evaluation shall be retrieved from the store under the supervision of Branch Officers Incharge evaluation and re-evaluation. These shall then be sent direct to the Code Officer for fresh coding. The Code Officer shall get the original marks defaced by his Checking Assistant who shall ensure that marks allotted anywhere else in the answer book are defaced to block them from the re-evaluators.
11. A teacher/officer shall be appointed as Coding Officer after approval by the Vice-Chancellor/Controller of Examinations. He shall ensure that every blank page or blank portion of every page is crossed in red ink.
12. The original code number allotted to the answer book on the cover shall be torn off by the Coding Officer. Thereafter, the answer script shall be coded again. The re-evaluator shall allot marks, question wise on the title cover as well as inside the answer book.
13. The Controller of Examinations shall select an examiner for re-evaluation from within the panel of examiners recommended by the Board of Studies for each paper.
14. If the University is unable to get the answer scripts of any candidate re-evaluated

due to their loss in transit or for some other compelling reason, the candidate shall be entitled to:

- a) refund of full fee paid by him for re-evaluation of concerned answer script(s);
or
 - b) re-examination in the concerned paper(s) at the subsequent examination, on the request of the candidate, without payment of any fee.
15. Each tabulator shall be paid remuneration @ Rs. 5/per candidate. The remuneration shall also include the work relating to transfer of entries of marks secured by such candidates from the result register. In case the work regarding the transfer of entries of marks secured earlier by the candidate is assigned to a different person, the said official shall be paid remuneration @ Rs 2/- per candidate and the tabulator shall be paid remuneration @ Rs.3/per candidate. However, two sets of registers shall be prepared. One set of register shall be tabulated by one senior officer of the rank of Professor of University Department, Registrar or Controller of Examinations and the other set shall be tabulated by senior officer or Associate Professor of the University Teaching Department.
16. The rate of remuneration for re-evaluation of each answer script shall be Rs.25/- subject to a minimum of Rs.100/-.



Chapter XXXIV

Statutes governing B.Tech Programmes

1. There shall be following B.Tech Programmes of study as approved by the University, each of 4 years duration, comprising eight semesters:-

- ◆ *B. Tech Computer Science & Technology*
- ◆ *B.Tech Information Technology;*
- ◆ *B.Tech Electronics & Communication;*
- ◆ *B.Tech Civil Engineering; and*
- ◆ *B.Tech Electrical & Renewable Energy*

A candidate may offer one of these programmes or such other as may be approved by the University from time to time.

2.
 - i) For admission to the first semester of 4 year B.Tech. Degree Programme candidates shall be required to have passed Higher Secondary Examination (10+2) of a recognized Board of Secondary Education or any other examination conducted by a recognized University/ Board of School Education recognized equivalent thereto by the University with English, Mathematics and Physics as elective subjects with atleast 50 % marks (45 % marks for Scheduled castes and Scheduled tribes categories).
 - ii) Candidates having passed the above examination in Biology stream shall also be eligible provided they have passed Mathematics as additional subject in the qualifying examination with atleast 50 % marks (45 % marks for Scheduled castes and Scheduled tribes categories).
 - iii) A candidate who has passed Diploma course in Engineering/ Technology with atleast 60% marks in the aggregate from any State Board of Technical Education recognized by the All India Council for Technical Education (AICTE) shall be eligible for admission to the 3rd semester of the 4 year B. Tech. Degree Programme in the same or in allied branch in which he has passed the Diploma.

Provided that the candidate who has passed Diploma in the same branch will get preference over the one who has passed Diploma in the allied branch.

3. Admission to the course shall be made on the basis of merit obtained in the Entrance Test or through the procedure as the University may approve, to be conducted at Rajouri/Jammu or such other places as may be approved by the Vice-Chancellor.

4. Each Semester shall normally consist of 120 working days with 600hrs/ 720 periods (each period of 50 minutes duration) of formal class work. The Head of the Department/Principal shall ensure that every teacher imparts instruction as per the number of periods specified in the Statutes and that he teaches the full content of the syllabus specified for the course assigned to him.
5. A candidate is ordinarily expected to complete the B.Tech Programme in 8 semesters (four academic years) but in any case not more than 14 semesters (7 years) for candidates admitted after Higher Secondary (10+2) examination and not more than 12 semesters (6 years) for candidates admitted after having passed Diploma in Engineering.
6. Admission to the 1st semester of 4 year B.Tech. Programme shall normally be made on or before 16th of August each year and the academic programme shall commence on 29th August or the next working day.
7. The Vice-Chancellor may, in exceptional case, on the recommendation of the Dean/ Principal of the College permit late admission to a candidate within a period of 15 calendar days from the date of classification on payment of a late fee of Rs.250/-per day.
8. The medium of instruction as well as examination for the B. Tech. Programme shall be English.
9. The syllabus and courses of study for each subject shall be approved by the Academic Council on the recommendation of the Board of Studies / Dean/ Principal of the College.
10. Regular examination of each semester shall be open to a candidate who fulfills the statutory requirements and whose name is recommended by the Principal of the College to the Controller of Examinations with the following:-
 - * Certificate of good conduct and character.
 - * Certificate to the effect that he has paid all the dues pertaining to College, hostel and mess.
 - * Certificate that he has attended not less than 75 % of the total number of classes held in each subject, theory as well as practical.
11. In case a student falls short of attendance, the Vice-Chancellor may, if he feels convinced about the compulsion of the student, condone 3 lectures in each subject of a semester.
12. A candidate whose deficiency in attendance is not condoned by the Vice-Chancellor,

shall not be permitted to appear in the examination and shall have to enroll himself as a regular candidate of the College in the subsequent year in the semester in which he has failed to fulfill the attendance requirement.

13. **Attendance in lieu of participation in games etc.**

Any candidate who participates in games, cultural and other co-curricular activities as defined below with the prior approval of the Principal concerned shall, for the purpose of condoning deficiency in attendance on account of such participations, be treated as present on a maximum of 7 days in a semester.

- i) State representation in International/National/All India Competitions organized by agencies which are recognized by the Board of Sports and Youth Welfare.
- ii) Participation in the Inter-University Competitions, held under the auspices of a university or any other recognized institutions as a member of the University team.
- iii) Participation in the N.C.C, N.S.S and National Integration Samiti activities as a member of the university contingent.
- iv) Participation in the Coaching Camps/Rehearsals prior to participation as a member of State or University team in the National/All India/Inter-University Competitions.
- v) Participation in the Mountaineering/Hiking/Trekking/Skiing/Rock Climbing or other such activities organized under the auspices of the State Government/ University as a member of the University team.

14. Examination forms alongwith the requisite examination fee prescribed by the University for seeking permission to sit in the examination shall ordinarily be filled up and submitted by the candidates within 45 days from the last date of admission without late fee.

15. Examination forms alongwith fee as prescribed by the University from time to time shall ordinarily be sent by the Principal of the College to the Controller of Examinations, two months before the date of examination of a semester programme. In case the forms alongwith fee are not received within the prescribed date, late fee will be charged as under:

- i) for first count of 15 days delay after the last date prescribed for receipt of form/fee or both Rs. 100/-
- ii) for another count of 15 days delay after the expiry of last date with late fee of Rs. 100/- Rs. 150/-

- iii) an additional late fee after the expiry of last date with late fee of Rs. 150/- Rs. 25/- per day upto 10 days before the commencement of examination

Thereafter, with a late fee of Rs. 2000/- upto 5 days before the commencement of examination and with further late fee of Rs. 3000/- with special permission of the Vice-Chancellor upto 2 days before the commencement of examination provided question papers are available.

16. There shall be two examinations in an academic year, one at the end of each Semester. Examinations for various Semesters shall ordinarily be held as per date sheet approved by the Vice-Chancellor.
17. The fee payable for admission to end-of-the semester examination of the 4 year B. Tech. Degree Programme and rates of remuneration for various assignments shall be as under or whatever the university may prescribe from time to time.

a) S. No.	Examination	Regular	Private
i)	Full subjects	Rs.1000/-	
ii)	Re-appear in one subject		Rs. 500/-
iii)	Re-appear in more than one subject		Rs. 1000/-

b) Paper setting and evaluation

i)	Paper setting	Rs.750/- per paper.
ii)	Evaluation	Rs. 15/- per script.
		Subject to a minimum of Rs.100/-

18. Promotion from one semester to another

After attending the course of study a candidate who appears in any semester examination and fails to pass minimum 33% of theory papers and labs separately in that semester will have to attend the course afresh as and when the fresh semester commences. A candidate, who fails in one or more papers but has passed 33% of the theory papers and labs separately in the examination, can appear for such course(s) at subsequent regular examinations without attending the course afresh in the College. Such a candidate meanwhile may prosecute his studies for the next Semester(s) and appear in the examination for the same alongwith the examination with the backlog of earlier semester(s).

Provided that a candidate shall not be allowed to attend classes and appear in the

semester examination(s) mentioned in column (a), unless he has passed in the semester examination(s) mentioned in column (b) below:-

(a)	(b)
6th semester	1st semester
7th semester	2nd semester
8th semester	3rd semester

Provided further that a candidate shall not be allowed to attend classes in the semesters mentioned in Column (c) below unless he has passed in Internal Assessment and has fulfilled the attendance requirement as per Statutes in all courses of the semesters mentioned in Column (d) below.

(c)	(d)
5th semester	1st & 2nd semester
7th semester	3rd & 4th semester

Students who are admitted to third semester after having passed Diploma in Engineering will be deemed to have passed 1st and 2nd semesters when subjected to provisions for promotion from one semester to another.

The students failing to pass one or more papers will have to appear in the next regular examinations. A student will get maximum of 03 chances i.e one regular and two additional to pass a specific paper.

Notwithstanding anything stated above, if the situation so demands, the Vice-Chancellor on the recommendation of the Principal and Dean, School of Mathematical Sciences & Engineering, may authorize any change in the provision of this Statute.

19. A candidate, whose result is declared late for no fault of his, may either attend classes of the next higher semester provisionally at his own risk and responsibility subject to his passing the concerned semester examination, or join the classes of the next semester within 10 days of the declaration of his result. In such cases the attendance will be counted from the date the candidate started attending classes or the date of declaration of result whichever is earlier. In case the candidate fails to pass the concerned semester examination his attendance in the next higher semester in which he was allowed to attend the classes provisionally shall automatically stand cancelled.
20. A candidate who is appearing in a particular semester examination for the first

time will be allowed to appear in addition to the regular papers prescribed for the semester in a maximum of ten subjects.

21. Industrial visit

Every candidate pursuing B. Tech. Programme is required to undergo industrial visit for every theory course offered starting from the third semester of the programme. Ordinarily the teacher teaching a particular subject shall take the students for at least one industrial visit in a semester.

22. Internal Assessment

Maximum marks for each theory and practical course (including the Project Work and viva-voce examination in the eighth semester) shall be 100 with the following break up or the breakup as may be approved by the Vice-Chancellor on the recommendation of the Board of Studies and the Academic Council:-

a)

Theory Courses

Internal Assessment	20% of the total marks for the course
End Semester examination	80% of the total marks for the course

b)

Practical Courses and Project Work

Internal Assessment	50% of the total marks for the course
Semester examination	50% of the total marks for the course.

23. Internal Assessment awards shall be sent to the Controller of Examinations in triplicate before the commencement of semester examination after the record has been checked by the Inspector(s) appointed for the purpose.

The Head of the Department/Dean of the School will maintain and preserve the detailed record of the internal assessment for inspection upto six months from the date of declaration of result of the eighth semester examination of that batch by the university.

24. Requirements for Passing

- i) The minimum number of marks required to pass each theory and practical paper shall be 40% (separately in the Internal Assessment and end semester examination) including Project Work.

Provided that a candidate who appears in all the courses of a semester and fails in one or more than one course(s) by a deficiency of not more than 1% of the maximum marks of the course(s) in which he/she appeared shall be

deemed to have passed the examination by adding in each semester the permissible number of marks in the course(s) to his/her best advantage.

Provided also that this concession shall not be granted in the Internal Assessment to a candidate who passes the theory courses of examination of a semester in parts.

- ii) If a candidate fails in a Laboratory course he can clear the backlog only when such a laboratory course examination is available next.
- 25. A candidate shall be admitted to the B. Tech. Degree only if he has been declared successful in the examinations of all the semesters in accordance with the Statutes.
- 26. Transcript of marks for all the eight semesters shall be given in a composite form to a student who has completed the B. Tech. Degree Programme and has been declared successful in the semester examinations in conformity with Statutes on payment of such fee as may be prescribed from time to time.
- 27. The successful candidates of the B. Tech. Degree shall be classified in the following categories:-
 - i) First Division with Distinction 75% marks or more
 - ii) First Division 60% marks or more but less than 75%
 - iii) Second Division 50% marks or more but less than 60%
 - iv) Pass Class less than 50%
- 28. A candidate holding a Bachelor's Degree of this university or any other recognized university in a particular branch of Engineering may be admitted to another branch of B. Tech. at the 5th semester level. However, he shall have to take and pass such courses of the first four semesters of the Branch to which he seeks admission as may be determined by the Dean of the Faculty.
- 29. Results of semester examinations shall be declared after each examination as early as possible so that the candidates who wish to appear at the time of next semester examination in the subjects in which they have failed may submit the examination forms for next semester examination well in time.
- 30. With a view to remove any difficulty or anomaly arising out of the application and implementation of these Statutes, the Vice-Chancellor shall be competent to give authoritative interpretation of these Statutes and his interpretation shall be final and binding on all concerned.
- 31. All legal disputes shall be subject to the jurisdiction of Rajouri Courts only.

Chapter XXXV

Statutes governing Bachelor's Degree in Computer Applications (BCA)

1. The University shall impart instructions in Bachelor's Degree Course in Computer Applications (BCA) which shall be of the duration of three academic years. Each academic year shall comprise two semesters.
2. A student shall be eligible to seek admission to Bachelor's Degree Course in Computer Applications (BCA) on the basis of having passed the Senior Secondary Certificate Examination (10+2) of a recognized Board of Secondary Education or an examination recognized equivalent thereto by the university with atleast 50% marks (45% for SC/ST candidates) with any subject combination.
3. Admission to the Course shall be made on the basis of merit obtained in the qualifying examination or through the procedure as may be notified by the university.
4. The medium of instruction and examination shall be English.
5. Semester examination for the BCA Course shall be open to a candidate who has undergone the course of study for the period specified by having remained on the rolls immediately preceding the examination and has his/her name submitted to the Controller of Examinations by the Head/Dean, School of Mathematical Sciences & Engineering, where he/she has pursued the course for the examination and has also fulfilled the following conditions to be certified by the Head/Dean of the School:
 - i) has been a person of good character;
 - ii) has attended not less than 75% of the total lectures delivered and practicals conducted (practicals include field studies, workshop practice, map work, surveying etc) in each course offered by him in that semester, upto 15 days before the commencement of examination; and
 - iii) has paid the prescribed fee.
6. For admission to the semester examination application in the prescribed form, duly filled in, and accompanied by the requisite certificates and fee, as prescribed by the university must reach the Controller of Examinations on the dates as may be approved by the Vice-Chancellor.
7. Whenever the examination form/fee or both of a candidate is/are received in

the University office after the last date prescribed by the university, he/she shall have to pay late fee as mentioned hereunder:-

- | | |
|--|--|
| a) for first count of 15 days delay after the last date prescribed for receipt of form/fee or both | Rs. 100/- |
| b) for another count of 15 days delay after the expiry of last date with late fee of Rs. 100/- | Rs. 150/- |
| c) additional late fee after the expiry of last date with late fee of Rs. 150/- | Rs. 25/- per day upto 10 days before the commencement of examination |

Thereafter, with a late fee of Rs. 2000/- upto 5 days before the commencement of examination and with further late fee of Rs. 3000/- with special permission of the Vice- Chancellor upto 2 days before the commencement of examination provided question papers are available.

8. The following shall be the rates of examination fee for regular and private candidates for each semester:

S. No.	Examination	Regular	Private
i)	Full subjects	Rs. 950/-	
ii)	Re-appear in one subject		Rs. 500/-
iii)	Re-appear in more than one subject		Rs. 950/-

The above rates shall be subject to change, as may be approved by the Vice-Chancellor, from time to time.

9. There shall be two examinations in an academic year, one at the end of each semester.
10. Examination for the first, third and fifth semesters shall ordinarily be held in the month of December/January, for the second, fourth and sixth semesters in the month of June/July or such other dates as may be approved by the Vice-Chancellor.
11. The examination shall be held in accordance with the syllabi approved by the Academic Council. In case where text books are prescribed, a candidate shall be required to possess and display not only thorough knowledge of text books but also ability to answer questions framed to test his general knowledge and skills related to the course.

12. If a candidate falls short of attendance, the Head/Dean of the School may condone, for sound reasons to be recorded in writing, shortage upto three lectures or practicals in each course separately. A student whose deficiency in lectures/practicals in a course is not condoned by the Head/Dean of the School or is beyond condonable limits, shall not be eligible to appear in the semester examination of that course.
13. Any student who participates in games, cultural and/or other co-curricular activities as defined below, with the prior approval of the Head/Dean of the School shall for the purpose of condoning deficiency in attendance incurred by him on account of such participation be treated as present on all working days during the days of his absence on such account for a period not exceeding seven working days in a semester:-
- i) State representation in the International/All India Competitions organized by the agencies which are recognized by the Board of Sports and Youth Welfare of the University.
 - ii) Participation in the Inter-University Competitions held under the auspices of a University or any recognized Institution as a member of the University team.
 - iii) Participation in the N.C.C., N.S.S. and National Integration Samiti activities as a member of the University contingent.
 - iv) Participation in the Coaching Camps/Rehearsals prior to the participation as a member of State or University team in the National/All India/Inter-University Competitions.
 - v) Participation in the Mountaineering/Hiking/Trekking/Skiing/Rock Climbing or other such activities organized under the auspices of the State Government/University as a member of the University team.
14. The Head/Dean of the School shall be competent to cancel admission of a student enrolled for the course if he remains absent without permission of the Head/Dean of the School for a period of one month continuously after an opportunity has been provided to him to explain why such action be not taken against him.
15. Continuous Sessional Assessment shall be an essential part of the programme; 20% of the total marks allotted to each theory paper and 50% of the total marks allotted to each practical course or as the Academic Council of the University may approve, shall be reserved for Internal Assessment. The Internal Assessment

shall be awarded and record thereof maintained in accordance with the Regulations prescribed for the purpose. The Internal Assessment awards of a candidate who fails in the examination shall be carried forward to the subsequent examination.

16. The Head/Dean of the School shall forward Internal Assessment awards maintained by the class teacher to the Controller of Examinations within a week before the commencement of end-of-semester examination after the record has been checked by the Inspector(s) appointed for the purpose.

The Head/Dean of the School shall preserve detailed record of the Internal Assessment for inspection upto six months from the date of declaration of result of the sixth semester examination of that batch by the University.

17. Prior to the beginning of end-of-semester examination of the fourth semester the subject on which each student shall be pursuing his/her Minor Project and the respective Internal Supervisor shall be finalized by the Head in consultation with Dean of the School. After completion of the assigned project, a Project Report in respect of the same shall be submitted to the Head/Dean of the School within two weeks of the commencement of the fifth semester. The Minor Project shall carry 100 marks and it shall be pursued by every student under the supervision of one Internal Supervisor from within the Faculty members of the BCA Course. It shall be evaluated jointly by one Internal and one External Examiner. Each examiner shall award marks out of 50.
18. During the sixth semester each student shall undertake a Project and execute it under the supervision of an Internal Supervisor. The Project Report in duplicate alongwith one soft copy in a CD will be submitted prior to commencement of sixth semester examination. The Project Report shall carry 100 marks. It shall be evaluated for 50 marks by an External Examiner appointed for the purpose by the University and for 50 marks by an Internal Board of atleast two Examiners.
19. Supplementary examination shall be held for 5th & 6th semester students only. Supplementary examination for 5th semester shall immediately follow the regular examination of 2nd/4th semester. Similarly, supplementary examination for 6th semester shall follow the regular examination of 1st/3rd/5th semester.

The following categories of students shall be eligible for admission to supplementary examination:-

- i) re-appear cases;
- ii) candidates who have completed the prescribed course and fulfill all the required

eligibility criteria but have for some reason not appeared in the end-of-semester examination; and

iii) failures.

20. Minimum marks required to pass the semester examination shall be 40% in the end-of-semester examination, practicals and Internal Assessment separately in each course:

Provided that a candidate who appears in full examination but fails in one or more papers in end-of-semester examination and/or Internal Assessment by a deficiency of not more than 1% of the total marks allotted to a paper(s) in which he/she appeared, shall be deemed to have passed the examination by adding the permissible number of marks in the paper(s) to his/her best advantage.

21. A student who fails to secure 40% marks in the end-of-semester examination and Internal Assessment separately in one or more course(s) of a semester examination shall be permitted to continue his/her studies provisionally in the next semester. He/she will then be required to secure pass percentage in the course(s) of the semester examination in the immediate next available chance, or re-appear in the semester examination as a private candidate. In case the student fails in the next chance also he/she can avail one more chance to clear the course(s) in which he/she has either not appeared or having appeared failed for want of requisite pass percentage. Such a student will be required to clear the course(s) within a period of five years commencing from the date he was scheduled to appear in the first semester examination but could not appear or the date he first appeared in the first semester examination but failed.

Candidate who fails in any of the theory courses of the 5th/6th semester examination may avail the first additional chance in the supplementary examination:

Provided that the candidate who fails to clear the course within the prescribed number of chances may be allowed a Mercy Chance by the Vice-Chancellor, immediately after the expiry of statutory period.

In case he/she still fails to secure 40% marks in the course(s) his provisional admission as well as result of all examinations taken by him shall stand cancelled.

Unless otherwise provided such a candidate will have to appear in the course(s) according to the syllabus prescribed by the University for the semester examination in which he/she could either not appear or having appeared failed.

22. A candidate who appears and passes the Laboratory course(s) (separately in the university examination and Internal Assessment) of a subject but fails in the theory papers shall be exempted from appearing in practical examination of that subject subsequently and marks obtained by him in the Laboratory course(s) shall be carried over. He shall be required to appear in theory part of the subject(s) only at the subsequent examination.
23. After a candidate has appeared and passed all the courses offered by him in all the semesters he/she shall be declared successful and classified as under:-
- i) First division with distinction if he has obtained 75% or more of the aggregate marks in all the courses of all the semesters taken together.
 - ii) First division if he has obtained 60% or more of the aggregate marks but less than 75% marks;
 - iii) Second division if he has obtained 50% or more of the aggregate marks but less than 60% marks; and
 - iv) Third division if he has obtained 40% or more of the aggregate marks but less than 50% marks.
24. Notwithstanding anything contained in these Statutes, the Executive Council shall have the authority to exclude any student from appearing in any examination if it is satisfied after issuing show cause notice to the candidate and holding an enquiry that such a candidate is not a fit person to be admitted thereto.
25. If any difficulty arises in giving effect to these Statutes or in dealing with a situation not envisaged in the Statutes, the matter shall be referred to the Vice-Chancellor who shall issue such orders as he may deem fit.
26. All legal disputes shall be subject to the jurisdiction of Rajouri Courts only.



Chapter XXXVI

Statutes governing Bachelor's Degree in Business Administration (BBA)

1. There shall be a Bachelor's Degree Course in Business Administration in the School of Management Studies/Centre for Industrial Technology & Management.
2. The BBA Course shall be of the duration of three academic years. Each academic year shall comprise two semesters.
3. A student shall be eligible to seek admission to Bachelor's Degree Course in Business Administration (BBA) on the basis of having passed the Senior Secondary Certificate Examination (10+2) of a recognized Board of Secondary Education or an examination recognized as equivalent thereto by the university with atleast 50% marks (45% for SC/ST candidates) with any subject combination.
4. Admission to the Course shall be made on the basis of merit obtained in the qualifying examination or through the procedure as will be notified by the university.
5. The medium of instruction and examination shall be English.
6. Semester examination for the BBA Course shall be open to a candidate who has undergone the course of study for the period specified, by having remained on the rolls immediately preceding the examination and has his/her name submitted to the Controller of Examinations by the Head/Dean, School of Management Studies, where he/she has pursued the course and has fulfilled following conditions to be certified by the Head/ Dean, School of Management Studies:
 - i) has been a person of good character;
 - ii) has attended not less than 75% of the total lectures delivered including seminars, tutorials etc. in each course offered by him in that semester, upto 15 days before the commencement of examination; and
 - iii) has paid the prescribed fee.
7. Application in the prescribed form for admission to the semester examination, duly filled in, and accompanied by the requisite certificates and fee, as prescribed by the university must reach the Controller of Examinations on the dates as may be notified by the University.
8. Whenever the examination form/fee or both of a candidate is/are received in the University office after the last date prescribed by the university, he/she shall have to pay late fee as mentioned hereunder:-

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 - i) has been a person of good character;
 - ii) has attended not less than 75% of the total lectures delivered including seminars, tutorials etc. in each course offered by him in that semester, upto 15 days before the commencement of examination; and
 - iii) has paid the prescribed fee.
7. Application in the prescribed form for admission to the semester examination, duly filled in, and accompanied by the requisite certificates and fee, as prescribed by the university must reach the Controller of Examinations on the dates as may be notified by the University.
8. Whenever the examination form/fee or both of a candidate is/are received in the University office after the last date prescribed by the university, he/she shall have to pay late fee as mentioned hereunder:-

- | | |
|--|--|
| a) for first count of 15 days delay after the last date prescribed for receipt of form/fee or both | Rs. 100/- |
| b) for another count of 15 days delay after the expiry of last date with late fee of Rs. 100/- | Rs. 150/- |
| c) additional late fee after the expiry of last date with late fee of Rs. 150/- | Rs. 25/- per day upto 10 days before the commencement of examination |

Thereafter, with a late fee of Rs. 2000/- upto 5 days before the commencement of examination and with further late fee of Rs. 3000/- with special permission of the Vice- Chancellor upto 2 days before the commencement of examination provided question papers are available.

9. The following shall be the rates of examination fees for the regular and private candidates for each semester:

S. No.	Examination	Regular	Private
i)	Full subjects	Rs. 800/-	
ii)	Re-appear in one subject		Rs. 475/-
iii)	Re-appear in more than one subject		Rs. 800/-

The above rates of fee shall be subject to change, as may be approved by the Vice-Chancellor, from time to time.

10. There shall be two examinations in an academic year, one at the end of each semester.
11. Examination for the first, third and fifth semesters shall ordinarily be held in the month of December/January and for the second, fourth and sixth semesters in the month of June/July or on such other dates as may be notified by the University.
12. The examination shall be held in accordance with the syllabi approved by the Academic Council. In case where text books are prescribed, a candidate shall be required to possess and display thorough knowledge of text books and the ability to answer questions aimed at testing his general knowledge and skills related to the course.
13. If a candidate falls short of attendance, the Head/Dean, School of Management Studies, may condone, for sound reasons to be recorded in writing, shortage upto

- three lectures per course per semester. A student whose deficiency in lectures in a course is not condoned or is not condonable, shall not be eligible to appear in the semester examination of that course.
14. Any student who participates in games, cultural and/or other co-curricular activities as defined below, with the prior approval of the Head/Dean of the School shall for the purpose of condoning deficiency in attendance incurred by him on account of such participation be treated as present on all working days during the days of his absence on such account for a period not exceeding seven working days in a semester:-
- i) State representation in the International/All India Competitions organized by the agencies which are recognized by the Board of Sports and Youth Welfare of the University.
 - ii) Participation in the Inter-University Competitions held under the auspices of a University or any recognized Institution as a member of the University team.
 - iii) Participation in the N.C.C., N.S.S. and National Integration Samiti activities as a member of the University contingent.
 - iv) Participation in the Coaching Camps/Rehearsals prior to participation as a member of State or University team in the National/All India/Inter-University Competitions.
 - v) Participation in the Mountaineering/Hiking/Trekking/Skiing/Rock Climbing or other such activities organized under the auspices of the State Government/University as a member of the University team.
15. The Head/Dean, School of Management Studies shall be competent to cancel admission of a student enrolled for the course if he remains absent without permission of the Head/Dean, School of Management Studies for a period of one month continuously, after an opportunity has been provided to him to explain why such action be not taken against him.
16. Continuous Sessional Assessment shall be an essential part of the programme; 20% of the total marks allotted to each theory paper and 50% of the total marks allotted to each practical paper or as the Academic council of the University may approve, shall be reserved for Internal Assessment. The Internal Assessment shall be awarded and record thereof maintained in accordance with the Regulations prescribed for the purpose. The Internal Assessment awards of a candidate who fails in the examination shall be carried forward to the subsequent examination.

17. The Head/Dean, School of Management Studies shall forward Internal Assessment marks awarded by the concerned teacher to the Controller of Examinations one week before the commencement of end-of-semester examination after the record has been checked by the Inspector(s) appointed for the purpose.

The Head/Dean shall preserve detailed record of the Internal Assessment for inspection upto six months from the date of declaration of result of the sixth semester examination of that batch by the University.
18. Prior to the beginning of end-of-semester examination of the second semester the topic on which each student shall be pursuing his/her Minor Project during Summer Vacation and the Internal Supervisor shall be finalized by the Head/Dean, School of Management Studies. After completion of the project, a report in respect of the project shall be submitted to the Head/Dean within two weeks of the commencement of the third semester. The Minor Project shall carry 100 marks and it shall be pursued by every student under the supervision of one Internal Supervisor from within the Faculty of the BBA Programme. It shall be evaluated jointly by one Internal and one External Examiner. Each examiner shall award marks out of 50.
19. Each student shall undergo practical training of eight weeks during the vacations following the fourth semester in an approved business/industrial/service organization on the specialization to be allotted by the Department. After completion of the training, a certificate of successful completion of the training from the Head of the concerned organization shall be obtained and one soft and two hard copies of the Project Report on the training undergone shall be submitted by each candidate to the Head/Dean, School of Management Studies within two weeks of the commencement of fifth semester. The seminar and the Project Report shall carry 100 marks. It shall be evaluated for 50 marks by an Internal Board of at least two Examiners and by an External Examiner for 50 marks.
20. During the sixth semester each student shall undertake a Project that will be executed by him/her under the supervision of an Internal Supervisor. The Project Report in duplicate alongwith one soft copy in a CD will be submitted prior to the commencement of the end-of-semester examination of the sixth semester. Project Report shall carry 100 marks. It shall be evaluated for 50 marks by an External Examiner appointed by the University and for 50 marks by an Internal Board of Examiners comprising atleast two Faculty Members.
21. Supplementary examination shall be held for 5th & 6th semester students only. Supplementary examination for 5th semester shall immediately follow the regular

examination of 2nd/4th semester. Similarly, supplementary examination for 6th semester shall follow the regular examination of 1st/3rd/5th semester.

The following categories of students shall be eligible for admission to supplementary examination:-

- i) re-appear cases;
 - ii) candidates who have completed the prescribed course and fulfill all the required eligibility criteria but have for some reason not appeared in the end-of-semester examination; and
 - iii) failures.
22. Minimum marks required to pass the semester examination shall be 40% in the end-of-semester examination, practicals and internal assessment separately in each course.

Provided that a candidate who appears in all subjects but fails in one or more than one paper in the end-of-semester examination and/or Internal assessment by a deficiency of not more than 1% of the total maximum marks allotted to paper(s) in which he/she appeared, shall be deemed to have passed the examination by adding the permissible number of marks in the Paper(s) to his best advantage.

23. A student who fails to secure 40% marks in the university examination and Internal Assessment separately in one or more course(s) of a semester examination shall be permitted to continue his/her studies provisionally in the next semester. He/she shall then be required to secure pass percentage in the course(s) of the semester examination in the immediate next available chance, or re-appear in the semester examination as a private candidate. In case the student fails in the next chance also he/she can avail one more chance to clear the course(s) in which he/she has either not appeared or having appeared failed for want of requisite pass percentage. Such a student will be required to clear the course(s) within a period of five years commencing from the date he was scheduled to appear in the first semester examination but could not appear or the date he first appeared in the first semester examination but failed.

A candidate who fails in any of the theory courses of the 5th/6th semester examination may avail the first additional chance in the supplementary examination:

Provided that the candidate who fails to clear the course within the prescribed

number of chances may be allowed a Mercy Chance, by the Vice-Chancellor, immediately after the expiry of statutory period.

In case he/she still fails to secure 40% marks in the course(s) his provisional admission as well as result of all examinations taken by him shall stand cancelled.

Unless otherwise provided such a candidate will have to appear in the course(s) according to the syllabus prescribed by the University for the semester examination in which he/she could either not appear or having appeared failed.

24. After a candidate has appeared and passed all the courses offered by him in all the semesters he/she shall be declared successful and classified as under:-
 - i) First division with distinction if he has obtained 75% or more of the aggregate marks in all the courses of all the semesters taken together;
 - ii) First division if he has obtained 60% or more of the aggregate marks but less than 75% marks;
 - iii) Second division if he has obtained 50% or more of the aggregate marks but less than 60% marks; and
 - iv) Third division if he has obtained 40% or more of the aggregate marks but less than 50% marks.
25. Notwithstanding anything contained in these Statutes, the Executive Council shall have the authority to exclude any student from appearing in any examination if it is satisfied after issuing show cause notice to the candidate and holding an enquiry that such a candidate is not a fit person to be admitted thereto.
26. If any difficulty arises in giving effect to these Statutes or in dealing with a situation not envisaged in the Statutes, the matter shall be referred to the Vice-Chancellor who shall issue such orders as he may deem fit.
27. All legal disputes shall be subject to the jurisdiction of Rajouri Courts only.



Chapter XXXVII

Statutes governing Diploma Engineering Courses

1. Centre for Industrial Technology & Management (CITM) or any other Institute/ College established by the University shall provide instructions in the following Diploma Programmes:
 - i) Electronics & Communication
 - ii) Electrical & Renewable Energy
 - iii) Civil Engineering
 - iv) Mechanical Engineeringand such other branches of Engineering as may be introduced by the university from time to time.
2. For admission to the Diploma Course a candidate must have passed the qualifying examination i.e Matriculation from any recognized Board of School Education or any other examination recognized as equivalent thereto by the Board, with atleast 50% marks (45% for SC/ST candidates)
3. Diploma Course shall be of 3 years duration, with 6 semesters, each followed by University examination.
4. The Academic Council may approve the courses of study of Diploma programmes on the recommendation of the concerned Board of Studies or any other Technical body. It may also make such changes in the prescribed courses of study as may be considered necessary from time to time.
5. Admission to the Diploma Course shall be made on the basis of merit obtained in the qualifying examination i.e. Matriculation or through any other procedure that may be notified by the university.
6. Each semester examination shall consist of written papers, practicals and sessionals according to the approved syllabi.
7. The medium of instruction and examination shall be English.
8. The semester examination shall be open to a candidate who has undergone the course of study for the period specified by having remained on the rolls immediately preceding the examination, has his/her name submitted to the Controller of Examinations by the Head of the Department/Director of the Centre where he/she has pursued the course for the examination and has fulfilled the

following conditions to be certified by the Principal/Head of the Department/
Director of the Centre:

- i) has been a person of good character;
 - ii) has attended not less than 75% of the total lectures delivered and tutorials and practicals conducted in each subject offered by him in that semester, upto 10 days before the commencement of examination;
 - iii) has paid the prescribed fee; and
 - iv) has earned eligibility in terms of Regulations governing Internal Assessment
9. Application in the prescribed form for admission to the semester examination, duly filled in and accompanied by the requisite certificates and fee, as prescribed by the university from time to time, must reach the Controller of Examinations on the date fixed for the purpose by the university.
10. Each candidate shall pay the following fees for each semester alongwith his/her Application for admission to an examination:

S. No.	Examination	Regular	Private
i)	Full subjects	Rs. 800/-	
ii)	Re-appear in one subject		Rs. 475/-
iii)	Re-appear in more than one subject		Rs. 800/-

The above rates of fee shall be subject to change, as may be approved by the Vice-Chancellor, from time to time.

11. Whenever the examination form/fee or both of a candidate is/are received after the last date prescribed by the university, he/she shall pay late fee as mentioned hereunder:-
- a) for first count of 15 days delay after the last date prescribed for receipt of form/fee or both Rs. 100/-
 - b) for another count of 15 days delay after the expiry of last date with late fee of Rs. 100/- Rs. 150/-
 - c) additional late fee after the expiry of last date with late fee of Rs. 150/- Rs. 25/- per day upto 10 days before the commencement of examination

Thereafter, with a late fee of Rs. 2000/- upto 5 days before the commencement of examination and with further late fee of Rs. 3000/- with special permission of

the Vice-Chancellor upto 2 days before the commencement of examination provided question papers are available.

12. There shall be two examinations in an academic year, one at the end of each semester.
13. The examination of 1st, 3rd and 5th Semesters shall be held in the month of December/January and for the 2nd, 4th & 6th semesters in the month of June/July or such other dates as may be approved by the Vice-Chancellor.
14. The examination shall be held in accordance with the syllabi approved by the Academic Council.
15. The Principal/Director of the Centre for Industrial Technology & Management/Dean may condone shortage of a student in attendance, for special reasons to be recorded, upto three lectures delivered/practicals conducted in each course separately. A student whose deficiency in lectures/practicals in a course is not condoned by the Competent Authority or is not condonable, shall not be eligible to appear in the Semester examination in that course.
16. Any student who participates in games, cultural and/or other co-curricular activities as defined below, with the prior approval of the Principal/Director of the Centre shall for the purpose of condoning deficiency in attendance incurred by him on account of such participation be treated as present on all working days during the days of his absence on such account for a period not exceeding seven working days in a semester:-
 - i) State representation in the International/All India Competitions organized by agencies which are recognized by the Board of Sports and Youth Welfare of the University.
 - ii) Participation in the Inter-University Competitions held under the auspices of a University or any recognized Institution as a member of the University team.
 - iii) Participation in the N.C.C., N.S.S. and National Integration Samiti activities as a member of the university contingent.
 - iv) Participation in the Coaching Camps/Rehearsals prior to the participation as a member of State or University team in the National/All India/Inter-University Competitions.
 - v) Participation in the Mountaineering/Hiking/Trekking/Skiing/Rock Climbing or other such activities organized under the auspices of the State Government/University as a member of the University team.

17. The Department/Centre shall be competent to cancel admission of a student enrolled for the course if he remains absent without permission of the Principal/Director for a period of one month continuously after an opportunity has been provided to him to explain why such action be not taken against him.
18. Continuous Sessional Assessment shall be an essential part, 20% of the total marks allotted to each theory paper shall be reserved for Internal Assessment and shall be awarded on the basis of monthly review of tutorials, exercise books, lecture notebooks etc. maintained by the students in accordance with the Regulations prescribed for the purpose. In each practical paper 50% of the total marks shall be reserved for Internal Assessment. The Internal Assessment awards of a candidate who fails in the examination shall be carried forward to the subsequent examination.

The marks obtained by the student in all evaluations shall be communicated by the Principal/Director to the Controller of Examinations within one week before the commencement of end-of-semester examination after the record has been checked by the Inspector(s) appointed for the purpose.

The Principal/Director shall preserve detailed record of the Internal Assessment for inspection upto six months from the date of declaration of result of the sixth semester examination of that batch by the University

19. Apart from formal theory and laboratory courses, all students are required to participate in two Awareness Camps, one on Ecology & Environment and the other on Entrepreneurship.
20. Each student shall undergo practical training of eight weeks during the vacations following fourth semester in an approved business/industrial/service organization to be allotted by the Institute/Centre. After completion of job/training, a certificate of successful completion of training from the Head of the concerned organization shall be obtained and two copies of the Project Report on the training undergone shall be submitted by each candidate to the Principal/Director of the Centre, within two weeks of the commencement of fifth semester. The Project Report shall carry 100 marks. It shall be evaluated for 50 marks by an Internal Board of Examiners, which shall comprise a minimum of two faculty members, and for 50 marks by an External Examiner.
21. During the last Semester each student shall undertake a Project to be pursued by him/her under the supervision of an Internal Supervisor. The Project Report in duplicate alongwith one soft copy in a CD will be submitted atleast four weeks prior to the commencement of the end-of-semester examination. Project Report shall carry 100 marks. It will be evaluated by an External Examiner appointed for

the purpose by the University for 50 marks and for 50 marks by an Internal Board of Examiners comprising a minimum of two Internal Faculty Members.

22. Supplementary examination shall be held for 5th & 6th semester students only. Supplementary examination for 5th semester shall immediately follow the regular examination of 2nd/4th semester. Similarly, supplementary examination for 6th semester shall follow the regular examination of 1st/3rd/5th semester.

The following categories of students shall be eligible for admission to supplementary examination:-

- i) re-appear cases;
 - ii) candidates who have completed the prescribed course but have for some reason not appeared in the end-of-semester examination and fulfill all the required eligibility criteria; and
 - iii) failures.
23. Minimum marks required to pass the semester examination shall be 40% in the university examination, practicals and Internal Assessment separately in each course.

Provided that a candidate who appears in full examination but fails in one or more than one paper in the university examination and/or Internal Assessment by a deficiency of not more than 1% of the total maximum marks allotted to the paper(s) in which he/she appeared, shall be deemed to have passed the examination by adding the permissible number of marks in the paper(s) to his best advantage.

24. A student who fails to secure 40% marks in the end-of-semester examination and Internal Assessment separately in one or more course(s) shall be permitted to continue his/her studies provisionally in the next semester. He/she will then be required to secure pass percentage in the course(s) of the semester examination in the immediate next available chance or re-appear in the semester examination as a private candidate.

In case the student fails in the next chance also he/she can avail one more chance to clear the course(s) in which he/she has either not appeared or having appeared failed for want of requisite pass percentage. Such a student will be required to clear the course(s) within a period of five years commencing from the date he was scheduled to appear in the first semester examination but could not appear or the date he first appeared in the first semester examination but failed.

A candidate who fails in any of the theory courses of the 5th/6th semester examination may avail the first additional chance in the supplementary examination:

- Provided that the candidate who fails to clear the course within the prescribed number of chances may be allowed a Mercy Chance, by the Vice-Chancellor, immediately after the expiry of statutory period.
- In case he/she still fails to secure 40% marks in the course(s) his provisional admission as well as result of all examinations taken by him shall stand cancelled.
- Unless otherwise provided such a candidate will have to appear in the course(s) according to the syllabus prescribed by the University for the semester examination in which he/she could either not appear or having appeared failed.
25. A candidate who appears and passes in the Laboratory course(s) but fails to pass the theory courses shall be exempted from appearing in the Laboratory course(s) examination subsequently and marks obtained by him in the Laboratory Course(s) shall be carried over. He shall be required to appear in theory course(s) only at the subsequent examination.
26. After a candidate has appeared and passed all the courses offered by him in all the semesters he/she shall be declared successful and classified as under:-
- i) First division with distinction if he has obtained 75% or more of the aggregate marks in all the courses of all the semesters taken together;
 - ii) First division if he has obtained 60% or more of the aggregate marks but less than 75% marks;
 - iii) Second division if he has obtained 50% or more of the aggregate marks but less than 60% marks; and
 - iv) Third division if he has obtained 40% or more of the aggregate marks but less than 50% marks.
27. Notwithstanding anything contained in these Statutes, the Executive Council shall have the authority to exclude any student from appearing in any examination if it is satisfied after issuing show cause notice to the candidate and holding an enquiry that such a candidate is not a fit person to be admitted thereto.
28. If any difficulty arises in giving effect to these Statutes or in dealing with a situation not envisaged in the Statutes, the matter shall be referred to the Vice-Chancellor who shall issue such orders as he may deem fit.
29. All legal disputes shall be subject to the jurisdiction of Rajouri Courts only.