उच्च शिक्षा विभाग

मंत्रालय, वल्लभ भवन, भोपाल

भोपाल, दिनांक 16 जून 2016

क्रमांक आर-175-सीसी-2016-अड़तीस.—मध्यप्रदेश निजी विश्वविद्यालय (स्थापना एवं संचालन) अधिनियम, 2007 की धारा 28 के अनुक्रम में, मालवांचल निजी विश्वविद्यालय, इन्दौर के प्रथम अध्यादेश क्र. 01 से 25, राज्य शासन के निर्देशों के अनुसार अधिनियम, 2007 की धारा 35 अनुसार प्रकाशित किया जाता है. संस्था के प्रथम अध्यादेश प्रकाशित होने की तारीख से प्रवृत्त होंगे.

प्रथम अध्यादेश क्र. 01 से 25.

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,
ए. एस. यादव, उपसचिव.

THE FIRST ORDINANCES OF MALWANCHAL UNIVERSITY, INDORE

2016

In exercise of the powers conferred by sub-section (1) of section 28 of the Madhya Pradesh Niji Vishwavidyalay (Sthapna Avam Sanchalan) Adhiniyam, 2007 the Vice Chancellor makes the following First Ordinances:

1. Short title and Commencement :

a. These Ordinances may be called the Malwanchal University First Ordinances, 2016.

b. They shall come into force from such date as the Vice-chancellor may by an order specify and different dates may be specified for different First Ordinances.

2. Definitions:

In these Ordinances, unless the context otherwise requires:

a. 'Act' means the Madhya Pradesh NijiVishwavidyalay (Sthapna Avam Sanchalan) Adhiniyam, 2007.

b. "Ordinances" means the Malwanchal University First Ordinances, 2016.

c. "Section", "Sub-section", "Item" shall mean section of the Act, Sub-section of the section and item of the Section or Sub-section respectively.

d. Words and expression used but not defined in these ordinances shall have the meaning assigned to them in the Act and Statutes.

e. "He" includes "She" and "His/Him" includes "Her".

f. The provisions of the rules under this ordinance will prevail over all orders, codes, manuals, circulars, memos, procedures, policies, schemes and such other documents of the Institutes of the University.

g. Unless the context otherwise requires, any abbreviations or shortened form of a word, shall represent and mean exactly that word as defined in the Act, Statutes, Ordinances and Regulations.

h. The rules under this programme offered by the Institutions, run by the Malwanchal University and any matter relating and incidental thereto.

Ordinance No .1

PROPOSED FACULTIES AND DEPARTMENTS OF MALWANCHAL UNIVERSITY

The University shall have following faculties mentioned in column (1) & the Departments as mentioned in column (2) of the following table thereof:

S. No.	Faculty	Department
1.	Faculty of Medicine	Dept. of Medical Sciences - • Medicine • Surgery • Pediatrics • OBG • ENT • Ophthalmology • T.B. & Chest • Skin & V.D. • Psychiatry • Anesthesiology • Radio Diagnosis • Radio Therapy • Orthopedics • Anatomy • Biochemistry • Microbiology • P.S.M • Pathology • Physiology • Pharmacology • Forensic Medicine • Gastroenterology • Cardio Thoracic Surgery • Neuro Surgery • Paediatric Surgery • Plastic Surgery • Urology • Cardiology • Nephrology • Neurology • Endocrinology
2.	Faculty of Dental Science	• Dept. of Dental Sciences • Oral Medicine & Radiology • Oral Pathology & Oral Microbiology

		• Public Health Dentistry • Paediatric & Preventive Dentistry • Orthodontic & Dentofacial Orthopaedics • Periodontology • Conservative Dentistry & Endodontics • Oral & Maxillofacial Surgery • Prosthodontics and Crown & Bridge
3.	Faculty of Ayush	• Homeopathy • Ayurvedic medicine • Unani medicine • Yoga.
4.	Faculty of Pharmacy	Dept of Pharmacy
5.	Faculty of Nursing	Dept. of Nursing • Medical Surgical Nursing • Child Health Nursing • Community Health Nursing • Obstetrics & Gynecology Nursing • Mental Health Nursing.
6.	Faculty of Science	• Biosciences • Bio-Technology • Chemistry • Mathematics • Physics • Nuclear Physics.
7.	Faculty of Education & Physical Education	• Adult and Continuing Education and Extension • Education • Physical Education • Teacher Training and Non-Formal Education (Institute of Teachers Education).
8.	Faculty of Commerce	• Commerce and Business Studies • BBM e-Banking & Finance.
9.	Faculty of Management	Dept. of Management • Business Management • Hospital Management • Rural Management • Health Management. • Dept. of Hotel Management & Catering Technology
10.	Faculty of Engineering & Technology	Dept. Engineering & Technology • Chemical Engineering

		• Civil and Structural Engineering • Computer Science & Engineering • Electrical and Electronics Engineering • Electronics and Communication Engineering • Electronics & Instrumentation Engineering • Food Engineering • Information Technology • Mechanical Engineering • Mining • Textile • Fire Technology &Safety Engineering • Nano-technology • Food Technology.
11.	Faculty of Architecture	• Dept of Architecture • Planning & Design.
12.	Faculty of Law	Dept. of Law
13.	Faculty of Computer Science & Application	• Computer Science & Application • Animation & Games.
14.	Faculty of Mass Media	• Advertising, • Public Relations. • Journalism • Printing and Media Technology • Mass Communication.
15.	Faculty of Fine Arts	• Applied Art • Art Education • Art History • Art Appreciation • Graphic Art • Painting • Sculpture.
16.	Faculty of Arts & Social Sciences	• Economics • Library and Information Science • Philosophy • Political Science • Population Studies • Psychology • Rural Development • Social Work • Sociology • Public Administration • Women Studies

		• History and Culture • Military Science.
17.	Faculty of Life Sciences	• Dept. of Botany • Zoology • Biochemistry • Microbiology • Life Science • Forensic Science.
18.	Faculty of Humanities and Languages	• English • Hindi • Urdu • Foreign Languages.
19.	Faculty of Agriculture	• Agronomy • Plant Breeding • Animal Husbandry • Horticulture • Plant Protection • Plant Pathology • Soil Science & Agriculture Chemistry • Food Processing • Post harvest Technology.
20.	Faculty of Performing Arts & Design	• Dance • Instrumental Music • Musicology • Vocal music • Performing Arts • Visual Arts • Design • Fashion Design • Textile Design • Interior/Habitat Design • Industrial & Products Design.
21.	Faculty of Vocational courses	Dept. of Different Vocational Courses.
22.	Faculty of Paramedical Science	• Dept. of Physio Therapy - • Dept. of other paramedical courses.
23.	Faculty of Home Science –	• Dept. of Home Science.

Addition of Institutes, Departments, Faculty and Program

• Other Institutes, Teaching Departments, Faculty and Program as recommended by Academic Council and approved by the Governing Body; shall be added from time to time, after due approval of MPPURC.

Ordinance No. 2

ADMISSION, ENROLLMENT AND MIGRATION

1.0 DEFINITIONS:

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

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

1.1.1 Any recognized Board of Higher Secondary Education, or

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

1.1.3 Any other Foreign qualifications considered equivalent by appropriate authority.

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

2.0 ADMISSION PROCEDURE:

2.1 Admission in the University shall be made strictly on the basis of Merit as per the rules of Government of M.P.

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

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

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

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

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

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

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

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

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

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

2.8 Admission of students to all institutions except those for Medicine, Dentistry, Nursing and Pharmacy in each academic year shall be completed by the first day of the academic session concerned.

Provided that, the Head of an institution may, in his/her discretion, admit a student to the institution till 31st July, and for special reasons with the approval of the Vice-Chancellor, by the 14th August of that year. Provided where, 31st July or 14th August is a holiday, the next working day will be the last date in each case. In institutions for Medicine, Dentistry, Pharmacy and Engineering (Undergraduate) the corresponding last date of admission shall be 30th Sept. or as prescribed by Apex Body.

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

2.9 'The list of admitted students in medical & other related courses should also be made available to MCI DCI to as well as Director Medical : education dept. Govt. of M.P. and Admission & Fee Regulating committee constituted under M.P. Niji Vyavasayik Shikshan (Pravesh ka Viniyaman Avam Shulk ka Nirdharan) Adhiniyam 2007 within One week from the last date of admission.'

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

3.0 LATE ADMISSIONS:

3.1 A student admitted to an Institution after the commencement of the session shall be required to pay tuition fees from July of the year unless he/she migrates from another constituent institution of the University and has paid his/her fees in the former institution up to the preceding month.

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

4.0 TRANSFER OF STUDENT:

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

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

4.3 If the change is to another Institution, the Head of the Institution shall consider the reasons given to justify such a change. If they are strong enough to justify such a change, he may pass order accordingly. In such case student should :-
i. Make payment of all fees due to the Institution up to the month of the application for the transfer certificate; and
ii. Refund whatever, if any, scholarship or studentship has been paid to him from the funds of the Institution, if required by the Head of the Institution to do so.

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

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

5.0 DISCIPLINE:

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

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

i. Suspend such a student from attending classes for not more than a week at a time; or

ii. Expel such a student from the institution; or

iii. Disqualify such a student from appearing at the next ensuing examination, or

iv. Rusticate such a student.

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

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

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

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

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

6.0 ENROLLMENT OF STUDENTS:

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

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

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

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

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

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

ii On the payment of late fee as prescribed, the Vice Chancellor may permit the enrolment of student whose application, enrolment fee or the migration certificate have been submitted after the due date if the Vice Chancellor is satisfied that the delay in submission is not due to any lack of diligence on the part of the student.

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

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

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

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

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

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

7.0 MIGRATION:

Migration of students from the University to another may be granted on any genuine grounds such as completion of studies, death of parents / near relative or on medical grounds. However, the migration in professional colleges will be governed by Rules/Regulation of Statutory Bodies, such as MCI, DCI, INC, IPC & AICTE.

8.0 CONSIDERATION FOR SPECIAL CATEGORIES:

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

Ordinance No .3

REGISTRATION OF STUDENTS AND THEIR ADMISSION TO THE COURSES OF STUDY AND TEACHING METHODOLOGY

(1) For registration / enrollment in the University courses of study, a candidate must apply on prescribed format and submit the application form along with the attested copy of the mark sheet of the qualifying examination and University fees. The registration form will be forwarded by the head of the Institute/ to the Registrar of the University.

(2) On receipt of the registration form at the University Institute the candidates will be allotted a temporary registration number.

(3) The registration application form will be subject to verification by the University and after due verification, the candidates will be given a permanent registration number.

(4) The application for admission of the student can be sent directly or through guidance centre or post or can be applied online, Any student from India or abroad seeking admission in the University can interact online with University, Mode of instruction of teaching of such student shall be decided by the Academic Council of the University.

(5) The Validity of the registration of student for different courses will be as under-

S. No.	Name of Courses	Maximum Validity Period (Year)
(1)	(2)	(3)
1	Certificate and one year Diploma course	2
2	Two year Degree and Masters Degree course	4
3	Three year Degree Course	6
4	Four year Degree Course	8
5	Four and Half years Degree Course	9
6	Three years Diploma Course	6

(6) No person who has been convicted by a court of justice and is undergoing punishment or is under expulsion or rustication from another University shall be admitted to any course of study during the period for which the sentence is in operation.

(7) (i) A student who is the University may apply for a change/Correction or alteration in one's own name or surname to the Registrar of the University with a fee as prescribed by University.

(ii) The Registrar, if he is satisfied with the reasonableness of the request, may pass order for change or correction of the name of the student.

(iii) The application for change or correction in the name shell be made through the Head of the Institution where the student is studying or will be supported by an affidavit and proof.

(iv) The fees deposited by the candidate is non- refundable.

(8) Teaching Days: Each Institution enrolling student for the degree/ diploma course shell ensure that the numbers of actual teaching days are not less than 180 in an academic year (90 days in a semester)

(a) Teaching methods of all the courses shall include one or more methods of teaching from class room Teaching, Assignment, Viva Voce, Lab Work, Seminar, Project Work Summer Training, Field Work, Presentation, Group Discussion etc.

(b) For better support to the students in conjunction with the traditional approaches, modern approaches based on information and communication technologies for teaching / learning will be adopted, these may include online teaching learning, material availability, webcasting, Podcasting, Online chatting with teachers, Online Discussion forums etc.

Ordinance No. 4
UNIVERSITY EXAMINATIONS

1.0 DEFINITIONS:

In this Ordinance and in all Ordinances and Regulations laying down conditions for appearing at an examination of the University for a Degree or a Diploma, either generally or for particular examination, unless there is anything repugnant in the subject or context:

1.1 "Regular candidate" means a person, who has attended a regular course of study in a University Teaching Department, School of Studies or Constituent College and seeks admission to an examination of the University as such.

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

1.3 "Non-collegiate candidate" means a person, who seeks admission to an examination of the University otherwise than as a regular candidate or Ex-student/Repeater candidate.

1.4 A "regular course of study" means:

1.4.1 In case of Faculties other than the Faculties of Medicine, Dental and Engineering, attend at least seventy five percent of lectures and practical separately have been conducted.

1.4.2 In case of the Faculties of Medicine and Dentistry, attendance of at least seventy five percent of lectures and eighty five percent of practical and clinical separately.

1.4.3 In case of the Faculty of Engineering and Pharmacy, attendance at least eighty five percent of lectures and practical/sessional work separately in a University Teaching Department, Schools of Studies, or College in each subject, which a candidate intends to offer for an examination.

1.4.4 "Forwarding officer" means:

1.4.4.1 In case of an ex-student candidate, the Principal of the college/HOD, where the candidate had prosecuted a regular course of study.

2.0 ADMISSION OF A REGULAR CANDIDATE TO AN EXAMINATION OF THE UNIVERSITY:

2.1 No regular candidate shall be admitted to an examination of the University unless he/she:

2.1.1 Has been enrolled as a student of the University.

2.1.2 Possesses the minimum academic qualification for admission to the examination to which he seeks admission and has prosecuted a regular course of study for that examination.

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

2.3 In computing the attendance for fulfillment of the condition regarding persuasion of regular course of study;

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

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

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

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

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

2.4 The aggregate number of lectures delivered and practical/ clinical/ sessional held in an academic session in a University Teaching Department, School of Studies or

College for a Post-graduate degree examination in the Faculties of Arts, Social Science, Life Science, Home Science and Commerce and for LL.B. Examinations shall not be less than 180/90 where semester system is being followed.

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

2.6 Except as otherwise provided, a regular candidate for an examination shall on or before the last date notified by the Controller of Examination.

2.6.1 Submit an application for admission to the examination in the prescribed form through the Principal of the College/Head of the University Teaching Department or School of Studies indicating the subject or subject in which he desires to present himself for the examination.

2.6.2 Pay along with the application, the fee prescribed for the examination concerned together with a fee for the supply of marks obtained by him/her in each paper at the examination. Application submitted by regular candidates together with the examination fee and marks fee shall be forwarded by the Head of Institutions, so as to reach the Controller of Examinations on or before the last date prescribed for the purpose by the University.

2.7 In case of each application, the Head of the Institutions, shall certify that the candidate;

2.7.1 Possesses the minimum academic qualification as prescribed by Regulatory Body, for appearing at the examination to which he seeks admission.

2.7.2 Is a good conduct. The Principal of the Institutions, concerned shall send to the Controller of Examinations at least three weeks before the commencement of the examination concerned three separate lists as detailed below :-

2.8 List A : These candidates who have full filled the minimum criteria of prescribed attendance

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

2.8.2 List C: of those candidates, whose shortage of attendance exceeds 10 percent and who are to be debarred from appearing at the Examination.

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

3.0 ADMISSION OF AN EX-STUDENT CANDIDATE TO EXAMINATIONS OF THE UNIVERSITY:

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

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

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

3.2 No person shall be admitted as an ex-student.

3.2.1 At any examination in the Faculty of Medicine or Dentistry.

3.2.2 At any examination in the Faculty of Engineering if he has failed to secure the minimum marks required for passing in the sessional.

3.2.3 In case of ex-student the norms of Statutory Bodies will always be followed.

3.3 An ex-student candidate for an examination shall:

3.3.1 Submit through the Head of the Institution, where he had pursued a regular course of study, an application for admission to the examination in the prescribed form on or before the last date notified by the University and specify there in.

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

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

3.3.2 Submit with his application evidence or having been admitted to the examination earlier as required in paragraph 3 (1) above.

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

3.3.4 Pay the fee prescribed for the examination together with the additional fee of Rs. 100/- per paper of the examination. Fees shall be paid through crossed Bank Draft in favor of the Registrar of Malwanchal University Indore or any other manner prescribed by the Malwanchal University.

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

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

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

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

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

4.0 GENERAL CONDITIONS APPLICABLE TO ALL CANDIDATES

4.1 No candidate shall appear in more than one degree examination or in more than one subject for the Master's Degree (Previous or Final) in one and the same Academic Year.

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

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

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

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

4.4.2 The candidate is eligible for admission to examination,

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

4.5 Where the practical examination is held earlier than the examination in theory paper, a candidate shall not be treated as admitted to the examination until he/she is issued an admission card for appearing in the examination.

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

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

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

4.7 The Registrar may, if he is satisfied that an admission card has been lost or destroyed, grant a duplicate admission card on payment of a further fee of Rs. 100/-. Such card shall show at a prominent place the world "Duplicate".

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

4.9 In the Examination Hall the candidate shall be under the disciplinary control of the Superintendent of the Center and he/she shall obey his/her instructions. In the event of a candidate disobeying the instructions of the Superintendent or his/her in disciplined conduct or insolent behaviour towards the Superintendent or any invigilator, the candidate

may be excluded from the day of examination and if he/she persists in misbehaviour he may be excluded from the rest of the examination by the Superintendent of the Center.

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

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

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

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

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

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

certificate documents.

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

4.14 A candidate, who due to sickness or other cause, is unable to present himself/herself at an examination, shall not receive a refund of his fee. Provided that, the Vice Chancellor may in a case in which he is satisfied about the genuineness, or merit of it, order for adjustment of the following portion of the fee towards the immediately next examination.

4.14.1 Examination Fee after deduction of 50%.

4.14.2 Full Fee for statement of marks.

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

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

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

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

Note : There shall be provision for re-totaling and revaluation of written

papers in the University Examination in Under Graduate Courses only.

4.17 A candidate, who has passed any Final Degree Examination may, after the declaration of his result and before the date of the next convocation apply to the Registrar for a Provisional Certificate of passing the examination of the University. Such application shall be accompanied by a fee of Rs. 200/-

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

4.19 Duplicate of University Degree/Diplomas Certificates shall not be granted except in cases in which the Vice Chancellor is satisfied by the production of an affidavit on a stamped paper of proper value required by Law for the time being in force, that the applicant has real need for a duplicate. In such cases, a duplicate of the Degree/Diploma may be granted on receipt of fee of Rs. 500/-

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

4.21 Notwithstanding anything contained in the concerned Ordinance, an examinee who fails by a total of not more than three marks in not more than two subject in any of the examinations, except where it is held on a Semester basis, but secures more than the minimum aggregate marks required to pass shall be given three grace marks to enable him to pass the examination. However, the provision of grace marks as given by Statutory Bodies will always be adhered to.

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

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

4.24 There shall be a second full examination as far as possible in August/September every year for candidates, who have failed earlier or having been admitted to the examination were unable to appear in the BA, B.Sc, B.Sc. (Home Science), B.Com and LL.B, examinations provided the examination concerned is not conducted on a Semester basis. Candidates who are declared eligible to appear at a Supplementary Examination shall also be eligible to appear as supplementary candidates in these examinations. Every candidate desirous of appearing at the Second Examination shall submit an application as indicated in this Ordinance with the requisite fees. The results of candidates appearing in the Second Examination shall be declared in ,accordance with the provisions of the Ordinances.

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

4.26 The following shall be eligible to appear at the Supplementary Examination.

4.26.1 Candidates who have failed at the BA, B.Sc, B.Sc (Home Science) or B. Com examination in not more than one subject or group as the case may be.

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

4.27 In the case of a subject for Supplementary Examination in which there is also a practical test, candidate shall be required to appear in the written papers only if he has passed at the main examination in the practical test and in practical only if he has passed in the written papers. A candidate who has failed both, in written paper and practical test shall be examined in both the parts of the subject.

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

the papers at the next examination.

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

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

Ordinance No. 5

CONDUCT OF UNIVERSITY EXAMINATIONS.

1.0 GENERAL

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

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

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

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

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

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

2.0 EXAMINATION CENTERS AND MANPOWER

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

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

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

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

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

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

2.7 The persons whose relative is appearing for the examination, shall no be assigned any responsibility of that examination or that Center.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

2.22 Authorized Manpower required to conduct the theory examinations.

2.22.1 The Chief Superintendent for each center.

2.22.2 Superintendent for the center.

2.22.3 Chief Invigilator for each hall / room.

2.22.4 Invigilators- One invigilator for every 20 students.

2.22.5 Supporting staff.

2.22.6 Examination clerk to prepare the data, stationery, and attendance Sheets, packing material etc

2.22.7 Clerk to help in sorting, packing and sealing of packets of answer books,

2.22.8 Water boys/ women - one each in Hall/ room.

2.23 Chief Superintendent shall appoint the personnel mentioned under 2.22.2 to 2.22.4 in the above list from among the teaching faculty. Care shall be taken to avoid teachers from the specialty of subject of examination and relatives of the examinees. Copy of appointment order shall be communicated to the Controller of Examinations.

2.24 Chief Superintendent shall appoint the personnel mentioned under 2.22.5 in the above list from among the non -teaching staff.

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

2.26 Authorized Manpower required to conduct Practical/clinical examinations.

2.26.1 The chief superintendent for each center.

2.26.2 Internal and external examiners.(appointed by the Controller).

2.26.3 Not more than two expert assistants from among the teaching staff in each subject to help in organizing, marking attendance, etc as required by the examiners. The expert assistant shall neither interfere in the actual examination process nor valuation of any part of assignments and awarding of marks.

2.26.4 One technical assistant (Staff nurse in case of clinical examinations) to Organize patients, material and instruments.

2.26.5 Not more than two attenders

2.27 Duties and Responsibilities of Chief Superintendent

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

2.27.2 He / She shall be responsible and custodian of the Seal of the Institution.

2.27.3 He / She shall be responsible and custodian of all the related confidential documents including question papers, answer books, marks sheets, blank pro forma etc.

2.27.4 He/she is authorized to appoint the personnel as mentioned in Section 2.22.2 to 2.22.5.

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

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

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

2.27.8 He/she shall ensure proper timely distribution of Answer books- and question papers, to the examinees in each hall/room.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

2.27.20 Unless otherwise directed, only teachers of the Institution shall be appointed as Invigilators by the Center Superintendent, provided that a teacher of the subject of the written examination shall not be an Invigilator at such session of the examination.

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

2.28. Duties and Responsibilities of Superintendent.

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

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

2.29 Duties and Responsibilities of Chief Invigilator

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

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

2.29.3 He / she shall make announcement drawing attention of students to check their pockets, clothing and desks for presence of any writing

material. Such material if any, shall be collected before commencement of examination.

2.29.4 He/She shall ensure that No student carries with him/her any prohibited material like Mobile phones, I pods, lap tops, palm discs, etc. Calculators shall not be permitted unless permitted by the examination protocol.

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

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

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

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

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

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

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

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

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

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

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

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

2.30 Examiners

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

2.30.2 Internal Examiner shall be a full time faculty member working in Constituent Institutions of the Malwanchal University.

2.30.3 External Examiner shall a full time teaching faculty from Universities other than the Malwanchal University.

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

2.31 Panel of Examiners

2.31.1 The Controller shall arrange to get the panel of both Internal and External Examiners for UG and PG courses prepared by respective Board of Studies. There shall be a minimum of 15 examiners in external panel in each subject. Such panels can be reviewed each year by additions and deletions as required.

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

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

2.31.4 Such panel also shall be approved by Vice Chancellor.

2.32 Theory Question Papers

2.32.1 The process of procuring Question papers for theory examinations shall be initiated 6 months in advance.

2.32.2 Controller shall short list three names from the panel of External examiners as paper setters for setting of Theory question paper.

2.32.3 He /She shall get two full question papers from above three papers setters.

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

2.32.5 He / She Shall make arrangement to procure adequate Number (Three Minimum) of sets of question papers 6 months in advance of commencement of each examination to maintain availability of adequate number sets of question papers as reserve.

2.33 Scrutiny and Moderation of Theory Question papers

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

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

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

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

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

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

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

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

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

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

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

2.33.12 These sets will be replaced by new sets of Question papers from time to time.

2.34 Printing of required number of Question papers at the time of Theory Examination.

2.34.1 Printing of question papers in all the subjects of each Examination shall be done 4 to 6 days prior to the commencement of respective Examination.

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

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

2.35 Printing and safe custody of question papers

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

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

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

2.36 Answer Books and additional sheets.

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

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

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

2.36.4 Other stationary like, examination application forms, Admit cards, mark award sheets, attendance sheets, daily reports of examinations, Malpractice repots, reports of Vigilance squad etc shall be made readily available in stock in advance.

2.36.5 Controller shall be responsible for distribution and proper accounting of stationary in various constituent Institutions.

2.37 Notification of schedule of registration for the examinations.

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

2.37.2 The H.O.I, shall collect duly filled forms and admit card along with fee before the due date. Consolidated amount collected shall be paid to the University account within 3 days, after the due date.

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

2.37.3.1 List A - The list shall contain all the eligible candidates with attendance of 75% and above 75%.

2.37.3.2 List B - The list shall contain the candidate's attendance of 65%and below 75%. Such students may submit documents in support of valid reasons for shortage. The Vice Chancellor may consider condonation of shortage of attendance, if he/she is convinced that the reasons of shortage are genuine and condonable The candidates whose shortage is condoned shall be permitted to appear in the examinations.

2.37.3.3 List C - The list shall contain the candidates with attendance of less than 65%. Such Candidates shall not be permitted to appear in the examinations.

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

2.373.5 Admit cards of the eligible candidates with the signature of Controller shall be sent to the respective Institutions for distributions not later, then 7 days before the commencement of examinations,

2.38. Malpractices and Unfair Means

23.8.1 Malpractices and unfair means in examinations are grouped in different categories, depending on the nature of offence and groupings may help in determining the quantum of penalty.

2.38.2 Group A- Talking and consulting with others in examination hall/room, Such candidates shall be warned to behave properly and the candidate shall be expelled from examination hall repetition of the offence and repot the matter the Chief Superintendent.

2.38.3 Group B- Creation of a nuisance or serious disturbance at the examination center and showed serious aggressive attitude towards invigilator or member of staff entrusted with examination work. Such candidate shall be expelled and debarred from writing the examination in one or more papers, by the Chief Superintendent. Controller shall be informed of offence and action taken in writing.

2.38.4 Group C- Revealing the personal identity in the answer book, by writing name, initials, religious marks, registration number in other places than earmarked for the purpose, using pressure while writing registration number to create impression on next page, notes to the examiners, and inserting sheets or papers, tearing of papers, and damaging the answer book.

2.38.5 Group D- Indulging in malpractice and unfair means like copying and possessing of weapons in the hall/room. Such candidates may booked for malpractice and the matter may be reported to the Controller for further enquiry and action.

2.39 Procedure to book malpractice/ copy cases.

2.39.1 If any student is found to possess any written slips, papers, books, printed matter, any written matter on admit card, or on any pat of body, or answer sheets of other students, he/she shall be booked for indulging in unfair means and malpractice.

2.39.2 If the answer sheet of any other student is found in possession of offender, both the students shall be booked for malpractice.

2:39:3 He / She shall be made to stop writing further, and the place all the material on the desk. Inform the Chief Superintendent about the case.

2.39.4 The Chief Invigilator shall instruct the student to give written statement on his/or action on paper. The statement shall include number and nature of material in possession and whether he/she has copied from the same.

2.39.5 The candidate shall not be allowed to continue in the examination. However he/she may be permitted to write remaining papers on subsequent days.

2.39.6 The answer books, material found in possession, and the written statement shall be sealed in separate envelop and handed over to the Chief Superintendent for onward transmission to the Controller.

2.40 Enquiry on such malpractice cases falling in Group D and other Serious offences.

2.40.1 Controller with prior approval of VC, shall constitute a enquiry committee, consisting of 2-3 senior faculty members, for the purpose to conduct enquiry within the prescribed time framework.

2.40.2 Enquiry committee may summon the offender student, invigilators and others who are witness to the incident and wish to record their statement.

2.40.3 While deciding on gravity of malpractice and quantum of penalty the enquiry committee shall examine whether the student has used the material to copy in his/her answers. If so, how much?

2.40.4 Gravity and nature of Malpractice shall be decided by the committee and may recommend the penalty.

2.40.5 If found guilty of charges by the enquiry committee, penalty shall be decided by the VC. In general penalty may include

2.40.5.1 Penalty recommended by the committee.

2.40.5.2 Cancellation of all the papers in the examinations.

2.40.5.3 Debar from appearing in examination for 2 years.

2.40.5.4 Any other as deemed fit by the VC.

2.41 Coding and Decoding

2.41.1 Controller shall appoint Coders from among the teaching staff of the University, on temporary basis as and when required to code the theory papers.

2.41.2 Controller shall arrange to code the answer books received from the Chief Superintendents of various centers to maintain the secrecy of Identity of the examinee.

2.41.3. The coder shall make bundles containing 40 answer books, one question paper and mark award sheets in each sealed bundle for valuation.

2.41.3 The coder shall arrange answer books in bundles as required in the subject/course.

2.41.4 The sealed bundles shall be sent to the Chief Superintendents of respective centers well before commencement of practical/clinical examinations for valuation by the authorized examiner/examiners.

2.41.5 Chief Superintendents of centers shall get the answer books valued by the examiners in a common center earmarked for confidential work like valuation of theory papers.

2.41.6 The Chief Superintendents shall arrange to send the valued answer books in sealed bundles and their marks award list in separate sealed envelop to the controller.

2.41.7 Coder then shall decode the codes to registration numbers in mark award list for compiling and computing the results.

2.42 Tabulations and Preparation of results

2.42.1 The Controller shall arrange to compile results in computer section by compiling the marks awarded in various sections of examination, like internal assessment marks, written, VIVA, and practical/clinical examinations.

2.42.2 Controller shall furnish the detailed scheme of examination in various subjects including maximum and minimum pass marks in sections, grace marks and marks to declare pass/ first/ Distinctions etc to the central computer section.

2.42.3 Central computer section shall prepare the results based on all the parameters furnished by Controller.

2.42.4 Controller shall nominate 2 senior teaching faculty in the course to scrutinize and approve the Result as per the stipulated regulations.

2.42.5 Controller shall declare and upload the result on website after due approval of VC. He/She shall send a copy of result sheet to the respective Institution.

2.42.6 Controller shall also arrange for printing and lamination of mark cards of individual students and send the same to the respective Institutions.

2.43 Re totaling and revaluation of written papers

2.43.1 Provision of system of re totaling and revaluation is available for written papers in UG courses only. The provision is not available in Practical or Clinical and VIVA examination.

2.43.2 Students who wish to apply for re totaling and/ or Revaluation in one or more subjects shall apply for the same in prescribed form along with prescribed fee within 7 days from the date of declaration of results,

2.43.3 Students who have failed can apply for re totaling and/or revaluation.

2.43.4 Students who have passed the examination can also apply for re totaling and/or revaluation for any revision and improvement in their marks / class. However their original marks and result become VOID and will be replaced by new marks and result after revaluation.

2.43.5 All the applications shall be submitted to the office of controller along with Demand draft of prescribed fee.

2.43.6 Office of the controller shall complete the process of re totaling and Revaluation within one month from the last date of receipt of applications.

2.43.7 Controller shall notify the time and dates of re totaling to enable the students to attend the same.

2.43.8 Student shall be made to view the answer books individually and totaling shall be done by the University official in the presence of candidate. Old and new marks shall be entered on the marks sheet prepared for the candidates who have applied for re totaling. Signature of students shall be obtained. Results shall be modified, if the total is found different in re totaling.

2.43.9 Answer books for revaluation shall be coded again and marks entered in the answer books shall be hidden/ covered with opaque tape.

2.43.10 Revaluation of answer books shall be done by two external examiners other than original valuer.

2.43.11 Revaluation shall be arranged by deputing University official in person or by sending the paper in secured and sealed envelope by courier.

2.43.12 The average of marks obtained in revaluation by two examiners, if is more than 10% of marks secured by the candidate earlier, then only shall be taken for recasting the results.

2.42.13 If the average marks obtained in revaluation by two examiners, is more than 20% of marks secured by the candidate earlier, then shall be revaluated by the third examiner, for recasting the results.

2.43.14 Fresh results of all the students who have applied, shall be recomputed and notified by the controller after due approval by Vice Chancellor and revised mark sheet will be issued.

Ordinance No. 6

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

1. The examination fees & rates of other fees, approved by the Finance Committee reviewed by M.P. Private University Regulatory Commission shall be payable by the students of the University Departments/Constituent Units for various examinations & other services.

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

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

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

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

Ordinance No. 7

Payment of Remuneration of Examination Work

1. The rates of remuneration for all purposes for paper-setters/examiners/ staff shall be as per decision of Board of Management of University.

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

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

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

Ordinance No. 8

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

1.0 1.1 The awards of Fellowships, Research and other Scholarships, Stipends etc shall be made by the Governing Body on the Recommendation of a Committee consisting of:

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

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

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

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

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

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

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

decided in rules.

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

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

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

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

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

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

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

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

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

7.0 The payment of scholarship shall be made only on receipt of scholar's receipted bills duly countersigned by the Head of the Institution where the candidate studies. No scholarship shall be drawn for a month unless the scholarship holder has attended the Institution regularly in that month.

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

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

10.0 A scholarship shall be cancelled in the Final Year if the scholarship-holder fails to secure at least 60% marks in the Previous Examination of the concerned Master's Degree of Arts, Science, Life Science, Social Science and Commerce and 65% in other Faculties.

11.0 If a scholarship-holder is unable to appear at the previous examination on account of sickness or any other reasonable cause, the scholarship for the months of March and April shall be paid only if the Head of the Institution certifies that the scholar diligently studied for the examination but was unable to take the examination for reasons beyond control. Such a scholar shall not receive scholarship during the next session, but shall be entitled to the scholarship during the studies for the Final Examination, if the scholar passes the Previous Examination with the requisite standard in the succeeding year in the first attempt.

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

13.0

13.1 A scholarship shall be liable to termination, if: The scholarship-holder discontinues studies during the middle of a session; or The scholarship-holder, after he has been given a reasonable opportunity to explain his conduct, is in the opinion of the Board of Management guilty of

a breach of para 13 of this Ordinance; and if the Board of Management so directs, the Scholarship-holder shall also be liable to refund the amount of scholarship drawn by him.

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

Award of University Medals and Prizes.

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

2. 0

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

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

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

3.0

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

3.2 Only such successful examinees of the year shall be eligible in accordance with the provisions of paragraph 04 following as have secured

(i) First division in the case of a Bachelor's degree examination and

(ii) First division in the case of a Master's degree examination, for award of Gold and Silver medals.

4. 0 A gold and a silver medal shall be awarded for each of the following examinations in all branches to successful candidates as mentioned below:-

4.1 A gold medal and a silver medal to the two successful candidates who have been placed in First division and have secured respectively highest and second highest percentage of Marks from among the candidates appeared at the M.B.B.S, BDS, BE, B.Sc. (.Nursing), BPT, B. Pharma and other courses being run by the University. However the candidate must have passed all semester examinations of the consecutive years in single and first attempt. To decide the Gold Medal marks obtained by the candidates from the first university to final university examination will be computed.

4.2 A gold medal and a silver medal to the two candidates who having been placed in First division and have secured respectively, highest and second highest percentage of Marks from among the successful candidates of degree of the (i) MDS. (ii) MD/MS. (iii) MBA (iv) M.C.A. and other post graduate courses being run by University. Provided that the candidate must have passed all University/semester examinations of the consecutive years in single and first attempt. The Committee comprising of the following shall select the candidates for the awards of medals and prizes:-

i. The Vice Chancellor (Chairman)
ii. Chancellor's Nominee.
iii. Three Deans of Faculties to be nominated by the Vice Chancellor in rotation,
iv. Two Chairpersons of Board of Studies to be nominated by Academic Council,
v. Registrar.

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

6.0 Notwithstanding anything contained in the foregoing paragraphs, award of University Medal for anyone or all of the Examinations mentioned in para 04 may be withheld, suspended or cancelled :-

a) If, in respect of a year no candidate is found eligible for the award under the provision of para 04 above.

b) If the Vice Chancellor finds, after considering a report of the Head of the Institution, that the eligible student concerned is not worthy to receive the award on account of a serious charge against him/her, like gross Misconduct etc.

c) If the Governing Body is satisfied that the conduct of the examination concerned at one or more of the centers was not proper.

7.0 The inscriptions on the medals shall be as follows:-

7.1 On one side of the Medal - the following words shall be inscribed over the round shaped University emblem, विष्वविद्यालय स्वर्ण पदक और रजत पदक as the case may be in hindi and University Gold/Silver medal in English.

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

(i)---------- (name of examination)
(ii)---------- (name of faculty)
(iii) ---------- (month/annual examination)
(iv) ---------- (merit one & merit two as the case may be)
(v) ---------- (short name of the recipient)

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

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

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

Ordinance No. 9

'ACADEMIC & RESEARCH ACTIVITY GRANTS'

1.0 PREAMBLE:

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

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

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

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

2.0 CLASSIFICATION OF STAFF:

The teaching staff is classified into the following groups:

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

3.0 FINANCIAL AIDS:

3.1 FOR RESEARCH WORK:

i. To encourage research activities, consolidated amount is granted as an aid for the projects

a. Quantum of grants is based on the requirements of individual projects.
b. The maximum amount shall not exceed Rs. 50,000/- per project.
c. Staff is required to submit the details of project including aims and objectives, material and methods, ethical clearance etc. and provisional cost, report along with time frame.
d. The project shall be submitted to the Head of Institution through the respective Heads of the Departments as per prescribed protocol.
e. Research work forms the property of the Sponsoring Body/Malwanchal University. Research worker shall seek prior written permission for presentation/publication of the research work in part or full.
f. If the work is not completed within stipulated time, Head of Institution may consider extending the time for a reasonable period, if required.
g. The grant may be recovered in case the work is either abandoned or incomplete.
h. Due credit shall be recorded in the research work. Publications on the role of the Sponsoring Body

FOR SCREENING COMMITTEE:

i. The Head of Institution shall constitute a "Screening Committee" consisting of Head of Institution and two other senior faculty members.
ii. The Screening Committee shall send its recommendation including Quantum of funds required to the management for the approval of grant.
iii. The Management reserves its right to accept fully/partially the recommendations of screening committee. PERMISSIONS/ SANCTIONS:

i. The permission may be accorded to attend national conferences, continuing Education Programs, seminars, workshops and symposium etc. related to respective field of individuals.
ii. Ordinarily the duration of such visits should not exceed more than two weeks.
iii. Not more than 50% of teaching staff from the same

department will be permitted to attend the conference at one time.

SANCTIONING AUTHORITY

I **Sanction Authority will consists -**

a. Vice Chancellor -Chairpersons
b. Nominee of Chancellor
c. Two Dean of Faculty - Nominated by Vice Chancellor
d. One Chairperson of Board of Studies - Nominated by Academic Council
e. Chief Finance Officer & Accounts Officer- Member
f. Registrar- Member Secretary

3.2 ELIGIBILITY OF STAFF:

i. For Head of the Institutions:

a. Minimum service in the organization shall be one year.
b. Eligible to attend one event in a year.
c. Eligible for Airfare/First A.C fare from Indore to the place of event and back.
d. Eligible for re-imbursement of registration fee in full.
e. Eligible for grant of accommodation at actual or at the rate not more than Rs. 3,000/- per day.
f. Eligible for additional grant of Rs.3000/-, if he/she is presenting a scientific research paper.
g. Re-imbursement will be done on production of tickets and receipts.

ii. For Professors/Associate Professors/ Readers:

a. Minimum service in the organization shall be one year.
b. Eligible to attend one event in a year.
c. Eligible for II A.C fare from Indore to the place of event and back.
d. Eligible for re-imbursement of registration fee in full but not exceeding Rs. 5,000/-
e. Eligible for grant of accommodation at actual rate or at the rate not more than Rs. 2,000/- per day.
f. Eligible for additional grant of Rs.2,000/-, if he/she is presenting research paper/poster/table presentation.

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

iii. For Assistant Professors / Sr. Lecturers:

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

b. Eligible to attend one event in a year.

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

d. Eligible for re-imbursement of registration fee in full but not exceeding Rs. 5,000/-

e. Eligible for grant of accommodation at actual or at the rate not more than Rs. 2,000/- per day.

f. Eligible for additional grant of Rs.1,500/-, if he/she is presentation research paper/paper/table presentation.

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

4.0 PUBLICATIONS:

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

4.1 An incentive of Rs. 5,000/- will be given on publication of research article in indexed Foreign journal.

4.2 An incentive of Rs. 3,000/- will be given on publication of research article in indexed Indian journal.

4.3 An incentive of Rs.2,000/- will be given to review/general /case repots article published in indexed Foreign/Indian journals.

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

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

5.0 SPECIAL PERMISSION:

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

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

Ordinance No. 10

Disciplinary Action against the Students

(1) Every student in the University shall at all times be of good behavior, show diligence in studies, maintain decorum and dignity, take proper interest in co-curricular activities and observe all rules of discipline of the institutions of which he/she is a student and of the University.

(2) (i) When a student has been guilty of breach of discipline within or outside the premises of University or an Institution, or persistent idleness or has been guilty of misconduct, the Head of the. Institution at which such student is studying should inform the Vice-Chancellor/ Registrar depending upon the nature of gravity of the offence student may the nature and gravity of the offence-

(a) Suspend such a student from attending classes for not more than a week at a time,

or

(b) Expel such a student from his institution;

(c) Disqualify such a student from appearing at the next ensuing examination;

or

(d) Rusticate such a student. Before inflicting any punishment as aforesaid, the Head of the Institution shall give the student concerned an opportunity of personal hearing and record the reasons of inflicting the punishment in writing.

(ii) The Head of the institution concerned shall have power to suspend for such time as may be necessary a student temporarily from the institution pending inquiry into his conduct in connection with an alleged offence.

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

(iv) The rustication of a student from an Institution shall entail the removal of his name from the register of enrolled student. All students prosecuting a course of

studies at the University Teaching Departments shall observe a code of conduct as may be laid down by the Board of Management and also abide by all rule and regulations of the University framed and notified from time to time.

(3) Any violation of the code of conduct or breach of any rule or regulation of the university by any student shall constitute an act of indiscipline and shall make him liable for disciplinary action against him.

(4) The following acts, in particular, shall constitutes acts of gross indiscipline and any student indulging in any of them shall render himself liable for disciplinary action against him:-

(i) Disobeying the teacher or misbehaving in the class;

(ii) Quarrelling or fighting in any University building or in the campus among them;

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

(iv) Satirizing or writing or slogans or any material, making of skeletons or figures on any wall or portions of any building within the campus which is not authorized by the university administration.

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

(vi) Any other act which the discipline committee may determine and Vice-Chancellor may accept as an act of gross indiscipline.

(vii) However, all cases of indiscipline within hostel premises shall be dealt by the warden concerned. To deal with such incidents the warden shall have all the powers prescribed for the proctor in this ordinance,

(5) There shall be a Proctorial Board consisting of a Proctor and such number of joint proctors as the Board of Management may decide from time to time.

(6) The Proctor and Joint Proctor shall be appointed by Vice-Chancellor from amongst the teachers of the University ordinarily for a period not exceeding two years at a time.

(7) Power and Duties of Proctor:- The Proctor shall take action in all matters which are referred to him for disciplinary action by any responsible person or constituted authority of the University, he may also take action in matters which come of his knowledge and which in his opinion call for disciplinary action.

(8) The Proctor may delegate any of his powers to Joint Proctor. In the absence of Proctor the senior most Joint Proctor shall act as Proctor and shall have all such Powers to Proctor.

(9) In the opinion of Proctor, the act of indiscipline requiring action if it is not of a serious nature, he may hold a summary inquiry and shall have powers to impose the penalties.

(10) If in the opinion of Proctor, the breach of discipline if it of a serious nature he may refer the case for investigation by the Proctorial Board, Proctor and Joint proctor or any two Joint Proctor shall constitute the quorum for sittings of such investigation.

(11) There shall be a Discipline Committee consisting of the following :-(I) Proctor Convener (ii) Dean, Student Welfare (iii) Professor in charge of Student Union (iv) Joint Proctors (v) Warden of the Hostels & Joint Wardens (vi) President of Student Society (if any) (vii) Two other student nominated by Vice-Chancellor. (viii) One of the Joint Proctor will be nominated by the Proctors as Secretary of the Discipline Committee.

(12) The Discipline Committee shall ordinarily convince meeting once in each academic year and it shall review general situation regarding discipline in the university and make suggestions in this regard. Any specific cases of indiscipline may also be referred to the Discipline committee for giving its opinion regarding the action to be taken.

(13) All punishment awarded to the students shall be recorded in a register to be maintained by the Proctor. The Register shall be permanent record of the university and shall contain such details as may be prescribed and approved by Board of Management.

(14) Certificate regarding Character and Conduct of student of the University Teaching Departments may be issued to him by the Proctor. However, in the case of a student who has been awarded punishment three or more times by the Proctor himself or on the recommendation of the Proctor, the fact that he was so penalized shall be mentioned in the certificates of character and conduct to be issued by the Proctor. The Certificates of Character and Conduct issued by the Proctor shall be the only valid Certificates of the University in that regard.

(15) If the Proctor finds that in any incident of disturbance or breach or peace, certain persons who are not in the rolls of the University are involved or are likely to be involved he may send recommendation to the Vice-Chancellor that the University campus be declared out of bounds for such persons. If the recommendation is accepted by the Vice-Chancellor a notification shall be sent to the District Magistrate and the other administrative authorities as the Vice-Chancellor may deem fit. So the notification issued under this paragraph in force entry into the campus of person/ debarred from entering the campus shall be an act of criminal trespass and shall be dealt with accordingly.

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

Ordinance No. 11

Co-Operation and Collaboration with Other Universities and Institutions & University Teaching Department and Colleges under the University

1 With reference to the decision of the sponsoring body of Malwanchal University, Indore takes over the management of following institutes as constituent University Institutes of the Malwanchal University Indore.

The following shall be the University Institutes:

1. Index Medical College Hospital & Research Centre, Indore
2. Index Institute of Dental Sciences
3. Index Nursing College
4. Index Medical College Hospital & RC Indore (Paramedical Courses).

2. The University Teaching Department will be as mentioned in ordinance 1

3. The above mentioned departments/Institutes will be governed by the Malwanchal University, Indore and their decision shall be binding upon it. All administrative. Academic and financial powers would be vested with constituent Bodies, Boards and Authorities of the University. The College would work as a Teaching Department of the University.

4. As soon as the above mentioned institutes admitted to the privileges of the University as its Constituent institutes all its assets and liabilities, the movable/immovable property with entire land, roads and buildings etc. will stand as transferred to the University and will be treated as University property in all the records maintained by sponsoring body of Malwanchal University and concerning corporate account. The University will not be bound to pay any cost towards this property. The decision regarding sale, mortgage or major alteration of the existing movable and immovable property these institutes would be taken after the approval of the Sponsoring body.

5 All provision of this Para subject to the provision of relevant Act / Laws of the country/State. The departments of the above mentioned institutes would henceforth be called the University Teaching Department of the Malwanchal University, Indore. The Principal of the Institute will be the Director of the Institute.

6. Objects of declaring as Constituent University department/University Institute:- The following shall be object of declaring as constituent colleges/ Polytechnics

a. To provide the desired quality Academic and Administrative Leadership for the further expansion of the institution.
b. To create a desired environment and develop a framework to pursue a path of Excellence in Higher Education.
c. To lay a firm and everlasting foundation for growth of Quality Technical Education in the Institution.
d. To develop the institution as a model for Curriculum Innovation and Examination Reforms., development of professional and moral values in the faculty, students and the staff.
e. To foster the growth of well informed knowledgeable and talented manpower to work in knowledge technology driven systems and enterprises.
f. To facilitate synergic partnership with the Industries of the state and the country for further qualitative growth.
g. For transforming technical education into a vibrant and dynamic system.
h. To foster Research Culture and promote industrial consultancy.
i. To foster international and national collaboration for academic programs for research and development

7 MANAGEMENT OF THE CONSTITUENT INSTITUTION

For all purposes, the sustenance and development of the constituent institution shall be a responsibility of the university. In fulfilling its responsibility, the Malwanchal University shall:-

a. Recruit and develop faculty of the constituent institution,
b. Investment in the development of the institution,
c. Encourage revenue generation in the institution through various means,
d. Formulate the institution budget and manage its finance
e. Provide Good Governance to the institution

8. STATUS OF THE STUDENT'S COURSES

All the students admitted after proper functioning of the University as per the Act 2007 shall be treated as the students of the University, Constituent University department/University Institute, All the courses of the concerned institution admitted to the privileges of the university, shall be continued and treated as the courses of the University department/University Institute.

Co-operation & Collaboration with other Universities & Institutes of Higher Education

The Malwanchal University shall be signing MOU with National and International level Institute and Universities for Co-operation & Collaboration for higher Education. The Co-operation/ Collaboration Shall be for

(1) Skill up gradation of Faculty members.

(1) Running for Twin Courses program at Graduate & Postgraduate Level.

(2) Exchange/partnership of different Degree Program.

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

Ordinance No. 12

Residence of Students

The University Premises has Hostel facility for students. The Conditions for providing residence facility are as under:-

GENERAL

1. These rules may be called the rules for Hostels of the Malwanchal University, Indore (M.P.).
2. These rules shall be applicable to all the Hostels of the University

ADMISSION

3. Application for admission to hostel shall be made on the prescribed form to be obtained from hostel office/office of the DSW, on payment of fees as prescribed. The application form filled should reach hostel/DSW office before the prescribed date.
4. Incomplete or wrongly filled application forms shall not be considered.
5. Each applicant for admission shall furnish a character certificate from the Head of the institution last attended, along with application.
6. After an applicant has been admitted or readmitted he/she may be allotted a bed in a room by the warden.
7. Old hostellers seeking readmission must also apply for admission ensuring clearance of No Dues of previous year (if any), then deposit their readmission dues.
8. No student, who has failed or dropped out in the examination or warned for any disciplinary action shall be readmitted to the hostel.
9. The parents of the students shall submit a pass-port size colored photograph of the local guardian, duly signed by both (parent and guardian), to the hostel warden at the beginning of the semester/admission to the hostel to enable the hostel warden to identify the person when he/she comes to meet the ward in the hostel, or makes a request for taking the ward home.
10. No student shall be allowed to reside in any hostel after completion of his/her degree for which he/she was admitted. In the event of taking admission in other course in the university his/her admission in the hostel shall be considered a fresh.
11. Initially a bonafide student may be considered for admission for one session only and in case of unsatisfactory conduct, re-admission in the university shall not be considered.

12. Hostel rooms shall have to be vacated during summer vacation for maintenance. In exceptional cases student may be permitted to stay on payment of special charges to be decided by the Hostel Management Committee.

13. Students shall not be allowed to keep any furniture other than those provided by the hostel in their rooms without prior permission of the warden.

14. Music systems/radio/T.V. are not allowed in the rooms, however it may be permitted with earphone attachment.

15. Students shall cooperate in keeping the Hostels and their surroundings clean by ,not disposing of garbage and waste materials here and there but in dustbins at designated places.

16. Hostellers shall be responsible for the security of .their own property. They must not leave their room/box unlocked in their absence. Luxury items are strongly discouraged and the management is not responsible for security/safety problems arising out of this.

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

FEES, RENTS & OTHER CHARGES

18. Hostellers shall pay a monthly rent as prescribed by the University for the term for which they have been admitted or readmitted. In addition to the above every student readmitted shall pay admission fee. Late fees shall be charged after the date fixed to deposit the fees notified by the University. A student, if admitted after beginning of the session, shall pay the admission fee and university dues and room rent from the commencement of academic year up to and including the fee for the month in which he has been admitted (not less than six month).

19. Every students admitted or readmitted to' the hostel shall pay caution money refundable at the time on leaving the hostel on completion of the course/degree.

20. In case, the study course is not completed within the stipulated period and the hosteller is required to extend his/her stay in the hostel for completing the course he/she may be allowed to continue his/her stay in the hostel on the recommendation of the course coordinator and concerned warden with payment of hostel in multiples of a semester. This facility however shall not be provided to the students who are required to prolong their stay on account of repeat examination.

CANTEEN

21. The facility of mess /canteen shall be provided by the University on payment basis; cooking is strictly prohibited in the hostel.

22. Every hosteller shall be required to pay monthly mess charges in advance as notified by the Hostel Committee. HOSTEL ROOM AND ALLOTMENT

23. The following priority is fixed for providing accommodation in the University Hostel. (a) Undergraduate boys/girls and whose parents are residing in rural areas and students belonging to economically weaker sections of the society shall be given preference over other boys/girls. (b) Physically Handicapped Students. (c) SCs / STs / OBCs Students. • (d) Students pursuing professional courses that require longer hour practical or fieldwork shall have priority over others. (e) Local students (staying within 15 kilometers from the campus), research scholars and married students shall not be allowed due to space limitation in the hostel. (f) All Hostel students residing in the hostel shall be required to submit an undertaking as per Proforma approved by Dean Student welfare. ATTENDANCE

24. Attendance shall be taken in hostel every evening at an appointed time. Absence without prior information to warden, at the time of attendance is an offense. The warden shall adversely deal with any attempt of proxy or wrong entry in the attendance register. The roll call hours will be as follows-

25. Attendance time for girls during summer -19: 00 h and for winter 18: 00 h.

26. Attendance time for boys - 21: 00 h. HOSTEL MANAGEMENT COMMITTEES

27. There shall be Hostel Management Committee, Standing committee for Hostellers Discipline and a Hostel Committee appointed by the Vice-Chancellor for the help of the warden for smooth running of the hostel. The term of the committee shall be one year, which may be extended by the Vice- Chancellor for another year. (a) Hostel Management Committee The Committee shall comprise:

(i)	Dean Student Welfare-	- Chairman
(ii)	Chief Warden and all Wardens	- Member
(iii)	One Student's representative from each Hostel	- Member
(iv)	One Dean nominated by the Vice-Chancellor	- Member

(a) **Hostel Disciplinary & Anti Ragging Committee**

There shall be a Hostellers Disciplinary & Anti Ragging Committee to deal with students indiscipline, misconduct & ragging cases defined in the Hostel ordinance:

(i)	Dean Student Welfare-	- Chairman
(ii)	One Dean nominated by the Vice-Chancellor	- Member
(iii)	Warden of concerned hostel	- Member
(iv)	Chief Proctor	- Member

(b) **Hostel Committees**

There shall be a Hostel Committee in every hostel nominated / elected by the warden with the consent of hostellers for smooth running of day-to-day affairs of the hostel. The Committee shall consist of the following-

(i)	Hostel Warden	- Chairman
(ii)	One hostel student representative approx. for 20-25	- Member members.
(iii)	One hostel Prefect and one-Associate Prefect for various functions like food, health and. extracurricular activities.	-Member

MISCONDUCT & INDISCIPLINE INCLUDING RAGGING

28. Gambling of any kind and use of liquor/drugs and smoking etc. is strictly prohibited in the hostel and campus.

29. Guests of the opposite sex shall not be entertained in the hostel. The Hostellers however may be permitted to meet their relatives at pre-permitted place during designated time.

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

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

32. Use of electric heater & iron etc. are not allowed in the hostel. Heavy fine may be imposed for violation of this rule.

33. Hostellers are strictly prohibited to keep firearms with them. No pets such as dog etc. are permitted to be kept in the hostel by the hostellers.

34. In exigencies all hostellers shall vacate their room at given order/time by the. Vice-Chancellor/Registrar for any reason whatsoever and hand over the charges of their rooms to the warden failing which warden shall be authorized to break open the locked room. The University shall accept no responsibility for the private property of the concerned students found in the rooms.

35. Hostellers shall not give shelter to any outsider, anyone found guilty on this account shall be severely punished including removal from the hostel of accommodation the University.

36. No meeting shall be held in the hostel premises without the prior permission of the warden.

37. No notice is allowed to be exhibited on a Notice Board or circulated to the hostellers unless it has been signed or countersigned by the warden /D.S.W/Registrar/V.C.

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

39. No Incidence of ragging should to be there in the hostels. **There will be Zero Tolerance for Ragging.**

Note: For notification or communication to the hostellers a notice by the warden on the hostel Notice Board shall be considered adequate. Hostellers should watch the Notice Board regularly and follow general or specific instructions given from time to time. For matters common to all, the hostellers or students, the display shall be on the Notice Board of the Dean of Students Welfare Hostel Office. No separate notice would be sent to them.

DISCIPLINARY ACTION

40. Every hosteller shall maintain a high standard of discipline, have respect for the tradition of the university and conduct in a dignified manner within and outside the hostel. They should do nothing, which may cause noise, disturbance or distraction in studies or may be deemed irregular in any way.

41. The warden shall keep a conduct register exclusively for recording the misconduct of the students along with details of punishment, warnings etc. While the register will

have one page for one student for noting misconduct, it should have another page to note down good conducts/acts in the nature of Good Samaritan.

42. Resort to any form of strike by the hostellers without following the legally provided remedial channels/procedures shall be deemed as a serious breach of discipline and the student shall ipso facto stand expelled from the hostel/university.

43. Any indiscipline or misconduct committed by the hosteller or group of hostellers shall be brought to the notice of Hostel Disciplinary Committee for taking appropriate action.

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

45. In case the situation in the hostel deteriorates to a level that requires protection, the Chief Proctor in consultation with DSW/Warden may call the security to get the Hostel vacated by the Hostellers. Such action taken however shall be brought to the notice of the Registrar Vice-Chancellor in writing.

46. Any hosteller found guilty of indiscipline, defiance of orders, rowdy behavior or any other misconduct is liable to be fined up to Rs. 1000/- and/or instant removal or expulsion or rustication from the hostel/university.

47. No student shall be permitted to appeal against the decision of the warden to any authority other than Hostel Management Committee. If the appeal is against the decision of the Hostel Management committee, it should be made to the Vice-Chancellor.

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

Ordinance No. 13

BACHELOR OF MEDICINE AND BACHELOR OF SURGERY (M.B.B.S.)

1.0 AIMS & OBJECTIVES

1.1 AIMS

1 Graduate medical curriculum is oriented towards training students to undertake the responsibilities of a physician of first contact who is capable of looking after the preventive, promotive, curative & rehabilitative aspect of medicine.

2. With wide range of career opportunities available today, a graduate has a wide choice of career opportunities. The training, though broad based and flexible shall aim to provide an educational experience of the essentials required for health care in our country. Training is designed to meet internationally acceptable standards.

3. To undertake the responsibilities of service situations which is a changing condition and of various types, it is essential to provide adequate placement training tailored to the needs of such services as to enable the graduates to become effective instruments of implementation of those requirements. To avail of opportunities and be able to conduct professional requirements, the graduate shall endeavor to have acquired basic training in different aspects of medical care.

4. The importance of the community aspects, of health care and of rural health care services is to be recognized. This aspect of education & training of graduates shall be adequately recognized in the prescribed curriculum. Its importance has been systematically upgraded over the past years and adequate exposure to such experiences should be available throughout all the three phases of education & training. This has to be further emphasized and intensified by providing exposure to field practice areas and training during the internship period. The aim of the period of

rural training during internship is to enable the fresh graduates to function efficiently under such settings.

5. The educational experience shall emphasize health and community orientation instead of only disease and hospital orientation or being-concentrated - on-curative -aspects. As such all the basic concepts of modern scientific medical education are to be adequately dealt with.

6. There, must be enough experiences to be provided for self learning. The methods and techniques that would ensure this must become a part of teaching-learning process.

7. The medical graduate of modern scientific medicine shall endeavor to become capable of functioning independently in both urban and rural environment. He/she shall endeavor to give emphasis on fundamental aspects of the subjects taught and on common problems of health and disease avoiding unnecessary details of specialization.

8. The importance of social factors in relation to the problem of health and diseases shall receive proper emphasis throughout the course and to achieve this purpose, the educational process shall also be community based than only hospital based. The importance of population control and family welfare planning shall be emphasized throughout the period of training with the importance of health and development duly emphasized.

9. Adequate emphasis is to be placed on cultivating logical and scientific habits of thought, clarity of expression and independence of judgment, ability to collect and analyze information and to correlate them.

10. The educational process shall be placed in a historic background as an evolving process and not merely as an acquisition of a large number of disjointed facts without a proper perspective. The history of Medicine with reference to the evolution of medical knowledge both in this country and the rest of the world shall form a part of this process.

11. Lectures alone are generally not adequate as a method of training and are a poor means of transferring/acquiring information and even less effective at skill development and in generating the appropriate attitudes. Every effort shall be made to encourage the use of active methods related to demonstration and on first hand experience. Students will be encouraged to learn in small groups, through peer interactions so as to gain maximal experience through contacts with patients and the communities in which they live. While the curriculum objectives often refer to areas of knowledge or science, they are best taught in a setting of clinical relevance and hands on experience for students who assimilate and make this knowledge a part of their own working skills.

12. The graduate medical education in clinical subjects shall be based primarily on out-patient teaching, emergency departments and within the community including peripheral health care institutions. The out-patient departments shall be suitably planned to provide training to graduates in small groups.

13. Clinics shall be organized in small groups of preferably not more than 10 students so that a teacher can give personal attention to each student with a view to improve his skill and competence in handling of the patients.

14. Proper records of the work shall be maintained which will form the basis for the students' internal assessment and shall be available to the inspectors at the time of inspection of the college by the Medical Council of India.

15. Maximal efforts shall be made to encourage integrated teaching between traditional subject areas using a problem based learning approach starting with clinical or community cases and exploring the relevance of various preclinical disciplines in both understanding and resolution of the problem. Every attempt shall be made to de-emphasize compartmentalization of disciplines so as to achieve both horizontal and vertical integration in different phases.

16. Every attempt shall be made to encourage students to participate in group discussions and seminars to enable them to develop personality, character, expression and other faculties which are necessary for a medical graduate to function either in solo practice or as a team leader when he begins his independent career. A discussion group shall not have more than 20 students.

17. Faculty member shall avail modern educational technology while teaching the students and to attain this objective, Medical Education Units/ Departments shall be established in the medical college for faculty development and providing learning resource material to teachers.

18. To derive maximum advantage out of this revised curriculum, the vacation period to students in one calendar year shall not exceed one month, during the 4 1/2 years Bachelor of Medicine and Bachelor of Surgery (MBBS) Course.

19. Institution shall insure that adequate financial and technical inputs are provided.

20. History of Medicine: The students will be given an outline on History of Medicine. This will be taught in an integrated manner by subject specialists and will be coordinated by the Medical Education Unit of the Institution.

21. The Institution shall have a curriculum committee which would plan curricula and instructional method which will be regularly updated.

22. Integration of ICT in learning process will be implemented.

1.2 OBJECTIVES

At the end of undergraduate program, the medical student should be able to:

1. Recognize 'health for all' as a national goal and health right of all citizens and by undergoing training for medical profession fulfill his/her social obligations towards realization of this goal.
2. Learn every aspect of National policies on health and devote himself/herself to its practical implementation.
3. Achieve competence in practice of holistic medicine, encompassing promotive, preventive, curative and Rehabilitative aspects of common diseases.
4. Develop scientific temper, acquire educational experience for proficiency in profession and promote healthy living.
5. Become exemplary citizen by observation of medical ethics and fulfilling social and professional obligations, so as to respond to national aspirations.
6. Be competent in diagnosis and management of common health problems of the individual and the community, commensurate with his/her position as a member of the health team at the primary, secondary or tertiary levels, using his/her clinical skills based on history, physical examination and relevant investigations.
7. Be competent to practice preventive, promotive, curative and rehabilitative medicine in respect to the commonly encountered health problems.
8. Appreciate rationale for different therapeutic modalities; be familiar with the administration of the "essential drugs" and their common side effects.
9. Be able to appreciate the socio-psychological, cultural, economic and environmental factors affecting health and develop humane attitude towards the patients in discharging one's professional responsibilities.
10. Possess the attitude for continued self learning and to seek further expertise or to pursue research in any chosen area of medicine.

11. Possess the attitude for continued self learning and to seek further expertise or to pursue research in any chosen area of medicine, action research and documentation skills.

12. Be familiar with the basic factors which are essential for the implementation of the National Health Programs including practical aspects of the following:

- -- Family Welfare and Material and Child Health(MCH)
- - Sanitation and water supply
- -- Prevention and control of communicable and non-communicable diseases
- -- Immunization
- ~ Health Education
- ~ IPHS standard of health at various level of service delivery, medical waste disposal.
- - Organizational institutional arrangements.

13. Acquire basic management skills in the area of human resources, materials and resource management related to health care delivery, ""General and hospital management principal inventory skills and counseling.

14. Be able to identify community health problems and learn to work to resolve these by designing, instituting corrective steps and evaluating outcome of such measures.

15. Be able to work as a leading partner in health care teams and acquire proficiency in communication skills.

16. Be competent to work in a variety of health care settings.

17. Have personal characteristics and attitudes required for professional life such as personal integrity, sense of responsibility and dependability and ability to relate to or show concern for other individuals.

18 All efforts must be made to equip the medical graduate to acquire the practical skills.

2.0 COURSE STRUCTURE

2.1 TRAINING PERIOD AND TIME DISTRIBUTION

2.1.1 Every student shall undergo a period of certified study extending over 4½ academic years divided into 9 semesters,(i.e. of 6 months each) from the date of commencement of his study for the subjects comprising the medical curriculum to the date of completion of the examination and followed by one year compulsory rotating internship. Each semester will consist of approximately 120 teaching days of 8 hours each college working time, including one hour of lunch.

2.1.2 The period of 4½ years is divided into three phases as follows –

2.1.2.1 Phase-I (two semesters) - consisting of Pre-clinical subjects (Human Anatomy, Physiology including Bio-Physics, Bio- chemistry and introduction to Community Medicine including Humanities). Besides 60 hours for introduction to Community Medicine including Humanities, rest of the time shall be somewhat equally divided between Anatomy and Physiology plus Biochemistry combined (Physiology 2/3 & Biochemistry 1/3).

2.1.2.2.Phase-II (3 semesters) - consisting of para-clinical/ clinical subjects. During this phase teaching of para-clinical and clinical subjects shall be done concurrently. The para-clinical subjects shall consist of Pathology, Pharmacology, Microbiology, Forensic Medicine including Toxicology and part of Community Medicine. The clinical subjects shall consist of all those detailed below in Phase III. Out of the time for Para-clinical teaching approximately equal time be allotted to Pathology, Pharmacology, Microbiology and Forensic Medicine and

Community Medicine combined (1/3 Forensic Medicine & 2/3 Community Medicine). See Appendix-C.

2.1.2.3.Phase-III (Continuation of study of clinical subjects for seven semesters after passing Phase-I) The clinical subjects to be taught during Phase II & III are Medicine and its allied specialties, Surgery and its allied specialties, Obstetrics and Gynaecology and Community Medicine. Besides clinical posting as per schedule mentioned herewith, rest of the teaching hours be divided for didactic lectures, demonstrations, seminars, group discussions etc. in various subjects. The time distribution shall be as per Appendix-C. The Medicine and its allied specialties training will include General Medicine, Paediatrics, Tuberculosis and Chest, Skin and Sexually Transmitted Diseases, Psychiatry, Radio-diagnosis, Infectious diseases etc. The Surgery and its allied specialties training will include General Surgery, Orthopaedics Surgery including Physio-therapy and Rehabilitation, Ophthalmology, Otorhinolaryngology, Anaesthesia, Dentistry, Radio-therapy etc. The Obstetrics & Gynaecology training will include family medicine, family welfare planning etc.

2.1.2.4 The first 2 semester (approximately 240 teaching days) shall be occupied in the Phase I (Pre-clinical) subjects and introduction to a broader understanding of the perspectives of medical education leading to delivery of health care. No student shall be permitted to join the Phase II (Para-clinical/clinical) group of subjects until he has passed in all the Phase I (Pre-clinical subjects).

2.1.2.5 After passing pre-clinical subjects, one and half year (3 semesters) shall be devoted to para-clinical subjects. Phase II will be devoted to para-clinical & clinical subjects, along with clinical postings. During

clinical phase (Phase III) pre-clinical and para-clinical teaching will be integrated into the teaching of clinical subjects where relevant.

2.1.2.6 Didactic lectures shall not exceed one third of the time schedule; two third schedule shall include practicals, clinicals or/and group discussions. Learning process shall include living experiences, problem oriented approach, case studies and community health care activities.

2.1.2.7 The University shall organize admission timings and admissions process in such a way that teaching in first semester starts by 1st of August each year.

2.1.2.8 Supplementary examination shall be conducted within 6 months. The students who pass the supplementary examination shall be allowed to appear in the second professional MBBS examination only after he/she completes the full course of study of three semesters (i.e. 18 months) for the second professional MBBS examination.

2.2 PHASE DISTRIBUTION AND TIMING OF EXAMINATION:

6 MONTHS	**6 MONTHS**	**6 MONTHS**	
1	2		1st professional examination (during second semester)
3	4	5	II professional examination (during fifth semester)
6	7		IIIrd professional Part I (during 7th semester)
8	9		IIIrd professional

Part II (Final Professional).

2.2.1 Passing in Ist Professional is Compulsory before/'proceeding to Phase II training.

2.2.2 A student who fails in the II[nd] professional examination, shall not be allowed to appear IIIrd Professional Part I examination unless he passes all subjects of IInd Professional examination.

2.2.3 Passing in IIIrd Professional (Part I) examination is not compulsory before entering for 8th & 9th semester training, however passing of IIIrd Professional (Part I) is compulsory for being eligible for IIIrd Professional (Part II) examination.

2.2.4 During third to ninth semesters, clinical postings of three hours duration daily as specified in the Table below is suggested for various departments, after Introductory Course in Clinical Methods in Medicine & Surgery of two weeks each for the whole class.

Table

Total Subject	3rd Semes-ter (weeks)	4th Semes-ter (weeks))	5th Semester (weeks)	6th Semester (weeks)	7th Semes-ter (weeks)	8th Semes-ter (weeks)	9th Semester (weeks)	Total (weeks)
General*** Medicine	6	-	4	-	4	6	6	26
Paediatrics	-	2	-	2	2	4	-	10
Tuberculosis and Chest Diseases	-	2	-	-	-	-	-	02
Skin & STD	-	2	-	2	-	2	-	06
Psychiatry	-	-	2	-	-	-	-	02
Radiology*	-	-	-	-	2	-	-	02
General **** Surgery	6	-	4	-	4	6	6	26
Orthopaedics**	-	-	4	4	-	-	2	10
Ophthalmology	-	4	-	4	-	-	2	10
Ear Nose and Throat	-	4	-	4	-	-	-	08
Obstetrics and Gynaecology including Family Welfare Planning	2	4	4	-	4	4	6	24
Community Medicine	4	4	-	4	-	-	-	12
Casualty	-	-	-	2	-	-	-	02
Dentistry	-	-	-	-	2	-	-	02
Total (in Weeks)	18	22	18	22	18	22	22	142

Clinical methods in Medicine and Surgery for whole class will be for 2 weeks each respectively at the start of 3rd semester

* This posting includes training in Radio-diagnosis and Radiotherapy where existent.

** This posting includes exposure to Rehabilitation and Physiotherapy.

*** This posting includes exposure to laboratory medicine and infectious diseases,

* This includes maternity training and Family medicine and the 3rd semester posting shall be in Family Welfare\Planning.

2.3 INTERNSHIP

2.3.1 General -- Internship is a phase of training wherein a graduate is expected to learn methods/modalities for actual practice of medical and health care and acquire skills under supervision so that he/she may become capable of functioning independently.

2.3.2 In order to make trained work force available, it may be considered as a phase of training wherein the graduate is expected to conduct actual practice under -the supervision of a trained doctor. The learning methods and modalities have to be done during the MBBS course itself with larger number of hands on session, practice on simulators including zoes models.

2.3.3 **Specific Objectives**

At the end of the internship training, the student shall be able to:

2.3.3.1 Diagnose clinical common disease conditions encountered in practice and make timely decision for referral to higher level;

2.3.3.2 Use discreetly the essential drugs, infusions, blood or its substitutes and laboratory services.

2.3.3.3 Manage all type of emergencies-medical, surgical obstetric, neonatal and paediatric, by rendering first level care;

2.3.3.4 Demonstrate skills in monitoring of the National Health Program and schemes, oriented to provide preventive and promotive health care services to the community;

2.3.3.5 Develop leadership qualities to function effectively as a leader of the health team organised to deliver the health and family welfare service in existing socio-ecomic, political and cultural environment;

2.3.3.6 Render services to chronically sick and disabled (both physical and mental) and to communicate effectively with patient and the community.

2.3.4 Time allocation to each discipline is approximate and shall be guided more specifically by the actual experience obtained. Thus a student serving in a district or taluk hospital emergency room may well accumulate skill in surgery, orthopaedics, medicine, obstetrics and Gynaecology and Paediatrics during even a single night on duty. Responsible authorities from the medical college shall adjust the intern experience to maximize intern's opportunities to practice skills in patient care in rough approximation of the time allocation suggested.

2.3.5 Internship - Time Distribution

2.3.5.1 **COMPULSORY**

Community Medicine	2 months
Medicine including 15 days of Psychiatry	2 months
Surgery including 15 days Anaesthesia	2 months
Obst./Gynae. including Family Welfare Planning	2 months
Paediatrics	1 month
Orthopaedics including PMR	1 month
ENT	15 days
Ophthalmology	15 days
Casualty	15 days

2.3.5.2 Elective Posting (1x15 days) 15 days Subjects for Elective posting will be as follows:

- Dermatology and Sexually Transmitted Diseases.
- Tuberculosis and Respiratory Diseases.
- Radio-Diagnosis
- Forensic Medicine
- Blood Bank
- Psychiatry

Note: Structure internship with college assessment at the end of the internship.

2.3.6 Other Details

2.3.6.1 All parts of the internship shall be done as far as possible in institutions of India. In case of any difficulties, the matter may be referred to the Medical Council of India to be considered on individual merit.

2.3.6.2 Every candidate will be required after passing the final MBBS examination to undergo compulsory rotational internship to the satisfaction of the College authorities and university for a period of 12 months so as to be eligible for the award of the degree of Bachelor of Medicine and Bachelor of Surgery (MBBS) and full registration.

2.3.6.3 The University shall issue a provisional MBBS pass certificate on passing the final examination.

2.3.6.4 The State Medical Council will grant provisional registration to the candidate on production of the provisional MBBS pass certificate. The provisional registration will be for a period of one year. In the event of the shortage or unsatisfactory work, the period of provisional registration and the compulsory rotating internship may be suitably extended by the appropriate authorities.

2.3.6.5 The intern shall be entrusted with clinical responsibilities under direct supervision of senior medical officer. They shall not be working independently.

2.3.6.6 Interns will not issue a medical certificate or a death certificate or a medico-legal document under their signature.

2.3.6.7 Adjustment to enable a candidate to obtain training in elective clinical subjects may be made.

2.3.6.8 One year's approved service in the Armed Forces Medical Services, after passing the final MBBS examination shall be considered as equivalent to the pre-registration training detailed above; such training shall, as far as possible, be at the Base/General Hospital.

2.3.7 Assessment of Internship

2.3.7.1 The intern shall maintain a record of work which is to be verified and certified by the medical officer under whom he works. Apart from scrutiny of the record of work, assessment and evaluation of training shall be undertaken by an objective approach using situation tests in knowledge, skills and attitude during and at the end of the training. Based on the record of work and date of evaluation, the Dean/Principal shall issue Certificate of satisfactory completion of training, following which the University shall award the MBBS degree or declare him eligible for it.

2.3.7.2 Satisfactory completion shall be determined on the basis of the following:-

- Proficiency of knowledge required for each case

SCORE 0-5

- The competency in skills expected to manage each case:
  - a) Competency for performance of self performance,
  - b) of having assisted in procedures,
  - c) of having observed.

SCORE 0-5

- Responsibility, punctuality, work up of case, involvement in treatment, follow-up reports.

SCORE 0-5

- Capacity to work in a team (Behaviour with colleagues, nursing staff and relationship with paramedicals).

SCORE 0-5

~ Initiative, participation in discussions, research aptitude.

SCORE 0-5

Poor / Fair / below average / average / above average /excellent

0 1 2 3 4 5

2.3.7.3 A Score of less than 3 in any of above items will represent unsatisfactory completion of internship.

2.3.7.4 Full registration shall only be given by the State Medical Council/Medical Council of India on the award of the MBBS degree by the university or it declaration that the candidate is eligible for it.

3.0 ACADEMIC QUALIFICATION AND SELECTION CRITERIA FOR ADMISSION

3.1 Eligibility Criteria: No Candidate shall be allowed to be admitted to the Medical Curriculum proper of first Bachelor of Medicine and Bachelor of Surgery (MBBS) Course until:

3.1.1 He/she shall complete the age of 17 years on or before 31st December of the year of admission to the MBBS Course.

3.1.2 He/she has passed qualifying examination as under:

3.1.2.1 The higher secondary examination or the Indian School Certificate Examination which is Equivalent to 10+2 Higher Secondary Examination after a period of 12 years study, the last two years of study comprising of physics, Chemistry, Biology/Biotechnology and any other elective subjects with English at a level not less than the core course for English as prescribed by the National Council for Educational Research and Training after the introduction of the 10+2+3 years educational structure as recommended by the National Committee on education.

Note: Where the course content is not as prescribed for 10+2 education structure of the National Committee, the candidates will have to undergo a period of one year pre professional training before admission to the Medical colleges.

Or

3.1.2.2 The Intermediate examination in science of an Indian University/Board or other recognized examining body with Physics, Chemistry and Biology/Bio-technology which shall include a practical test in these subjects and also English as a compulsory subject.

Or

3.1.2.3 The pre-professional/pre-medical examination with Physics, Chemistry and Biology/Bio technology, after passing either the higher secondary school examination, or the pre-university or an equivalent examination. The professional/pre-medical examination shall include a practical test in Physics, Chemistry & Biology/Bio-technology and also English as a compulsory subject.

Or

3.1.2.4 The first year of the three years degree course of a recognized University, with Physics, Chemistry and Biology/Bio-technology including a practical test in these subjects provided the examination is a "University Examination" and candidate has passed 10+2 with English at a level not less than a core course.

Or

3.1.2.5 B.Sc examination of an Indian University, provided that he/she has passed the B.Sc examination with not less than two of the following subjects Physics, Chemistry, Biology(Botany, Zoology)/Biotechnology and further that he/she has passed the earlier qualifying examination with the following subjects - Physics, Chemistry, Biology/Bio- technology and English.

Or

3.1.2.6 Any other examination which, in scope and standard is found to be equivalent to the intermediate science examination of an Indian University/Board, taking Physics, Chemistry and Biology/Bio technology including practical test in each of these subjects and English.

Note: The pre-medical course may be conducted either at Medical College or a Science College. Marks obtained in mathematics are not to be considered for admission to MBBS course. After the 10+2 course is introduced, the integrated courses should be abolished. Selection of Students: The selection of students to M.B.B.S. course shall be based solely on merit of the candidate and determination of merit shall be on the basis of a competitive entrance test.

3.2.1 Procedure for selection to MBBS course shall be as follows:-

3.2.1.1 A candidate must have passed in the subjects of Physics, Chemistry, Biology/Bio-technology and English individually and must have obtained a minimum of 50% marks taken together in Physics, Chemistry & Biology/Bio-technology at the qualifying examination and in addition must have come in the merit list prepared as a result of such competitive entrance test by securing not less than 50% marks in Physics, Chemistry and Biology/Bio-technology taken together, conducted as per direction of the Supreme Court/MCI & Medical Education Dept. Govt. of M.P. The Selection of students will be done as per guidelines & policy of Hon'ble Supreme Court/ GOI/MCI/Medical Education Dept. Govt. of M.P.

3.2.1.2 In respect of candidates belonging to Scheduled Castes, Scheduled Tribes or other Backward Classes the marks obtained in Physics, Chemistry and Biology/Bio-technology taken together in qualifying examination and competitive entrance examination be 40% instead of 50% as stated above.

3.2.1.3 Provided that a candidate who has appeared in the qualifying examination the result of which has not been declared, he may be provisionally permitted to take up the competitive entrance examination and in case of selection for admission to the MBBS course, he shall

not be admitted to that course until he fulfills the eligibility criteria.

3.2.1.4 Provided that the eligibility criteria for admission to persons with locomotory disability of lower limbs will be a minimum of 45% marks instead of 50% taken together in qualifying examination and competitive entrance examination for admission in MBBS course.

3.3 Migration

3.3.1 Migration from one medical college to other is not a right of a student. However, migration of students from one medical college to another medical college in India may be considered by the Medical Council of India only in exceptional cases on extreme compassionate grounds*, provided following criteria are fulfilled. Routine migrations on other grounds shall not be allowed.

3.3.2 Both the colleges, i.e. one at which the student is studying at present and one to which migration is sought, are recognized by the Medical Council of India.

3.3.3 The applicant candidate should have passed first professional MBBS examination.

3.3.4 The applicant candidate submits his application for migration, complete in all respects, to all authorities concerned within a period of one month of passing (declaration of results) the first professional Bachelor of Medicine and Bachelor of Surgery (MBBS) examination.

3.3.5 The applicant candidate must submit an affidavit stating that he/she will pursue 18 months of prescribed study before appearing at IInd professional Bachelor of Medicine and Bachelor of Surgery (MBBS) examination at the transferee medical college, which should be duly certified by the Registrar of the concerned University in which he/she is seeking transfer. The transfer will be applicable only after receipt of the affidavit.

3.3.6 Migration during clinical course of study shall not be allowed on any ground.

3.3.7 All applications for migration shall be referred to Medical Council of India by college authorities. The Institution / University shall not allow migrations directly without the approval of the Council. Council reserves the right, not to entertain any application which is not under the prescribed compassionate grounds and also to take independent

decisions where applicant has been allowed to migrate without referring the same to the Council.

3.3.8 Compassionate grounds criteria for migration as laid down by MCI-

3.3.8.1 Death of a supporting guardian.

3.3.8.2 Illness of the candidate causing disability.

3.3.8.3 Disturbed conditions as declared by Government in the Medical College area.

3.3.9 Migration of students from one medical college to another medical college may be granted on any genuine ground subject to the availability of vacancy in the college where migration is sought and fulfilling the other requirements laid down in the Regulations. Migration would be restricted to 5% of the sanctioned intake of the college during the year. No migration will be permitted on any ground from one medical college to another located within the same city.

3.3.10 Migration of students from one College to another is permissible only if both the colleges are recognized by the Central Government under section 11 (2) of the Indian Medical Council Act, 1956 and further subject to the condition that it shall not result in increase in the sanctioned intake capacity for the academic year concerned in respect of the receiving medical college.

3.3.11 The applicant candidate shall be eligible to apply for migration only after qualifying in the first professional MBBS examination. Migration during clinical course of study shall not be allowed on any ground.

3.3.12 For the purpose of migration an applicant candidate shall first obtain "No Objection Certificate" from the college where he is studying for the present and the university to which that college is affiliated and also from the college to which the migration is sought and the university to it that college is affiliated. He/She shall submit his application for migration within a period of 1 within a period of 1 month of passing (Declaration of result of the 1st Professional MBBS examination) along with the above cited four "No Objection Certificates" to: (a) the Director of Medical Education of the State, if migration is sought from one college to another within the same State or (b) the Medical Council of India, if the migration is sought from one college to another located outside the State.

3.3.13 A student who has joined another college on migration shall be eligible to appear in the IInd professional MBBS examination only after attaining the minimum attendance in that college in the subjects, lectures, seminars etc. required for appearing in the examination prescribed under Regulation 12(1).

Note-1: The Malwanchal University/Institutions shall frame appropriate guidelines for grant of No Objection Certificate or migration, as the case may be, to the students subject to provisions of these regulations.

Note-2 : Any request for migration not covered under the provisions of these Regulations shall be referred to the Medical Council of India for consideration on individual merits by the Director (Medical Education) of the State or the Head of Central Government Institution concerned. The decision taken by the Council on such requests shall be final.

Note-3: The Institution shall send intimation to the Medical Council of India about the number of students admitted by them on migration within one month of their joining. It shall be open to the Council to undertake verification of the compliance of the provisions of the regulations governing migration by the Colleges at any point of time.

4.0 COMMENCEMENT OF COURSE

4.1 The M.B.B.S. course shall commence with effect from 1st August of respective year or as per prevailing rules.

4.2 The last date up to which students can be admitted against vacancies arising due to any reason shall be 30th September of respective year or as per prevailing rules.

5.0 REGULATION RELATING TO ASSESSMENT OF ACADEMIC GROWTH OF STUDENTS

5.1 Examination Regulations - Essentialities for qualifying to appear in professional examinations. The performance in essential components of training are to be assessed, based on:

5.1.1 Attendance 75% attendance in a subject for appearing in the examination is compulsory inclusive of attendance in non-lecture teaching i.e. seminars, group discussions, tutorials, demonstrations, practicals, hospital (Tertiary Secondary, Primary) posting and bed side clinics etc.

5.1.2 Internal Assessment

5.1.2.1 It shall be based on day to day assessment (see note), evaluation of student assignment, preparation for seminar,clinical case presentation etc.:

5.1.2.2 Regular periodical examinations shall be conducted throughout the course. The questions of number of examinations shall be decided by the Institutions.

5.1.2.3 Day to day records shall be given importance during internal assessment.

5.1.2.4 Weightage for the internal assessment shall be 20% of the total marks in each subject.

5.1.2.5 Student must secure at least 35% marks of the total marks fixed for internal assessment in a particular subject in order to be eligible to appear in final university examination of that subject.

5.1.2.6 Internal assessment shall relate to different ways in which students participation in learning participation in learning process during semesters in evaluated. Some examples are as follows: Preparation of subject for students seminar. Preparation of a clinical case for discussion. Clinical case study/problem solving exercise. Participation in Project for health care in the community (planning stage to evaluation). Proficiency in carrying out a practical or a skill in small research project. Multiple choice questions (MCQ) test after completion of a system/teaching.

Each item tested shall be objectively assessed and recorded. Some of the items can be assigned as Home work/vacation work.

6.0 APPOINTMENT OF EXAMINERS

6.1 No person shall be appointed as an examiner in any of the subjects of the Professional examination leading to and including the final Professional examinations for the award of the MBBS degree unless he has taken at least five years previously, a doctorate degree of a recognized university or an equivalent qualification in the particular subject as per recommendation of the Council on teachers eligibility qualifications and has had at least five years of total teaching experience in the subject concerned in a college affiliated to a recognized university at a faculty position.

6.2 There shall be at least four examiners for 100 students, out of whom not less than 50% must be external examiners. Of the four examiners, the senior most internal examiner will act as the Chairman and co-ordinator of the whole examination program so that uniformity in the matter of assessment of candidates is maintained.

Where candidates appearing are more than 100, one additional examiner, for every additional 50 or part thereof candidates appearing, be appointed.

6.3 Non medical scientists engaged in the teaching of medical students as whole time teachers, may be appointed examiners in their concerned subjects provided they possess requisite doctorate qualifications and five year teaching experience of medical students after obtaining their postgraduate qualifications. Provided further that the 50% of the examiners (Internal & External) are from the medical qualification stream.

6.4 External examiners shall not be from the same university and preferably be from outside the state.

6.5 The internal examiner in a subject shall not accept external examiner ship for a college from which external examiner is appointed in his subject.

6.6 External examiners shall rotate at an interval of 2 years.

6.7 There shall be a Chairman of the Board of paper-setters who shall be an internal examiner and shall moderate the questions.

6.8 Except Head of the department of subject concerned in a college/institution, all other with the rank of reader or equivalent and above with requisite qualifications and experience shall be appointed internal examiners by rotation in their subjects; provided that where there are no posts of readers, then an Assistant Professor of 5 years standing as Assistant Professor may be considered for appointment as examiner.

7.0 UNIVERSITY EXAMINATIONS: THEORY AND PRACTICAL

7.1 Theory papers will be prepared by the examiners as prescribed. Nature of questions will be shot answer type/objective type and marks for each pat indicated separately. Question papers should preferably be of short structure/objective type.

7.2 Practicals/clinicals will be conducted in the laboratories or hospital wards. The objective will be to assess proficiency in skills, conduct of experiment, interpretation of data and logical conclusion. Clinical cases should preferably include common diseases and not esoteric syndromes or rare disorders. Emphasis should be on candidate's capability in eliciting physical signs and their interpretation. Clinical cases/practicals shall take into account common diseases which the student is likely to come in contact in practice. Rare cases/obscure syndromes, long cases of neurology shall not- be put for final examination

7.3 Viva/oral includes evaluation of management approach and handling of emergencies. Candidates skill in interpretation of common investigative data, x-rays, identification of specimens, ECG etc. also is to be evaluated.

7.4 The examinations are to be designed with a view to ascertain whether the candidate has acquired the necessary for knowledge, minimum skills along with clear concepts of the fundamentals which are necessary for him to carry out his professional day to day work competently. Evaluation will be carried out on an objective basis.

7.5 Question papers should preferably be of short structure/objective type.

7.6 Clinical cases/practicals shall take into account common diseases which the student is likely to come in contact in practice. Rare cases/obscure syndromes, long cases of neurology shall not be put for final examination.

7.7 During evaluation it shall be ascertained if the candidate has acquired the desired practical skills.

7.8 There shall be one main examination in a year and a supplementary to be held not later than 6 months after the publication of its results. Universities Examinations shall be held as under:-

7.8.1 First Professional:- In the second Semester of Phase 1 training, in the subjects of Anatomy. Physiology and Bio-Chemistry.

7.8.2 Second Professional:- In the Fifth Semester of Phase II training, in the subjects of Pathology, Microbiology, Pharmacy and Forensic Medicine.

7.8.3 Third Profesional :- Pat I- in the Seventh Semester of Phase III, in the subjects of Ophthamology, Oto-rhyno-laryngology and Community Medicine.

7.8.4 Third Professional :- Pat ll-(Final Professional) - At the end of Phase III training in the subjects of Medicine, Surgery, Obstetrics & Gynecology and Pediatrics."

Note:

a) Results of University examinations shall be declared before the stat of teaching for next semester.

b) Passing in 1st Professional is compulsory before proceeding to Phase II training.

c) A student who fails in the IInd professional examination, should not be allowed to appear IIIrd Professional Pat I examination unless he passes all subjects of IInd Professional examination.

d) Passing in IIIrd Professional (Part-1) is compulsory for being eligible for IIIrd Professional (Part II) examination

7.9 Distribution of marks to various disciplines:

7.9.1 First Professional examination:(Pre-clinical Subjects):-

7.9.1.1. Anatomy:

Theory-Two papers of 50 marks each {One applied question of 10 marks in each paper)	100marks
Oral (Viva)	20 marks
Practical	40 marks
Internal assessment (Theory-20; Practical-20)	40 marks
Total 200 marks	

7.9.1.2 Physiology including Biophysics

Theory-Two papers of 50 marks each {One applied question of 10 marks in each paper)	100marks
Oral (Viva)	20 marks
Practical	40 marks
Internal assessment (Theory-20; Practical-20)	40 marks
Total 200 marks	

7.9.1.3 Biochemistry :

Theory-Two papers of 50 marks each {One applied question of 10 marks in each paper)	100marks
Oral (Viva)	20 marks
Practical	40 marks
Internal assessment (Theory-20; Practical-20)	40 marks
Total 200 marks	

7.9.1.4 Pass: In each of the subjects, a candidate must obtain 50% in aggregate with a minimum of 50% in Theory including orals and minimum of 50% in Practicals.

7.9.2 Second Professional Examination:
(Para-clinical subjects)

7.9.2.1 Pathology

Theory-Two papers of {One applied question of 10 marks in each paper)	40 marks each 80marks
Oral (Viva)	15 marks
Practical	25 marks
Internal assessment (Theory-15; Practical-15)	30 marks
Total 150 marks	

7.9.2.2 Microbiology

Theory-Two papers of (One applied question of10 marks in each paper)	40 marks each
Oral (Viva)	80 marks
Practical	15 marks
Internal assessment (Theory-15; Practical-15)	25 marks 30 marks
Total 150 marks	

7.9.2.3 Pharmacology

Theory-Two papers of 40 marks each Containing one question on clinical therapeutics	80 marks
Oral (Viva)	15 marks
Practical	25 marks
Internal assessment (Theory-15; Practical-15)	30 marks
Total 150 marks	

7.9.2.4 Forensic Medicine

Theory-one paper	40 marks
Oral (Viva)	10 marks
Practical/Clinicals	30 marks
Internal assessment (Theory-10; Practical-10)	20 marks
Total 100 marks	

7.9.2.5 Pass: In each of the subjects, a candidate must obtain 50 % in aggregate with a minimum of 50% in Theory including oral and minimum of 50% in Practicals/clinicals.

7.9.3 Third Professional - Part I To be conducted during end period of seventh semester.

7.9.3.1 Ophthamology
Theory: One paper 40 marks /should contain one question on pre-clinical and para-clinical aspects, of 10 marks) oral (Viva) 10 marks Clinical 30 marks Internal assessment 20 marks (Theory-10; Practical-10) Total 100 marks

7.9.3.2 Oto-Rhino-Laryngology Theory:One paper 40 marks (should contain one question on pre-clinical and para-clinical aspects, of 10 marks) Oral(Viva) 10 marks Clinical 30 marks Internal assessment 20 marks (Theory-10 Practical-10) Total 100 marks

7.9.3.3 Community Medicine including Humanities

Theory: Two papers of 60 marks each 120 marks (includes problem solving, applied aspects of management at primary level including essential drugs, occupational (agro based) diseases, rehabilitation and social aspects of community). Oral (Viva) 10 marks Practical/Project evaluation 30 marks Internal assessment 40 marks (Theory -20; Practical-20) Total 200 marks

7.9.3.4 Pass: In each of the subjects a candidate must obtain 50% in aggregate with a minimum of 50% in Theory including orals and minimum of 50% in practicals/clinicals.

7.9.4 Third Professional - Part II Each paper shall have two sections. Questions requiring essay type answers may be avoided.

7.9.4.1 Medicine Theory- Two papers of 60 marks each 120 marks Paper 1- General Medicine Paper II- General Medicine (including Psychiatry, Dermatology and S.T.D.) (Shall contain one question on basic sciences and allied subjects) Oral (Viva) Interpretation of X-ray ECG, etc. 20 marks Clinical (Bed side) 100 marks Internal assessment 60 marks (Theory-30; Practical-0) Total 300 marks

7.9.4.2 Surgery Theory-Two papers of 60 marks each 120 marks Paper-1-General Surgery (Section 1) Orthopaedics (Section 2) Paper ll-General Surgery including Anaesthesiology, Dental diseases and Radiology. (shall contain one question on basic sciences and allied subjects) Oral (Viva) Interpretation of Investigative data 20 marks Clinical (Bed Side) 100 marks Internal assessment 60 marks (Theory-30; Practical-30) 60 marks Total 300 marks Paper 1 of Surgery shall have one section in Othopaedics. The questions on Orthopaedic Surgery be set and assessed by examiners who are teachers in the Orthopaedic surgery.

7.9.4.3 Obstetrics and Gynaecology Theory Two papers of 40 marks each 80 marks Paper I- Obstetrics including social obstetrics. Paper II - Gynaecology, Family Welfare an Demography (Shall contain one question on basic sciences and allied subjects) Oral (Viva) including record of delivery cases(20+10) 30 marks Clinical 50 marks Internal assessment (Theory-20; Practical-20) total 40 marks Total 200 marks

7.9.4.4 Pediatrics: (Including Neonatology) Theory: One paper 40 marks (Shall contain one question on basic sciences and allied subjects) Oral (Viva) 10 marks Clinical 30 marks Internal assessment 20 marks (Theory-10; Practical-10) Total 100 marks

7.9.4.5 Pass: In each of the subjects a candidate must obtain 50% in aggregate with a minimum of 50% in Theory including orals and minimum of 50% in Practicals/clinicals.

7.10 Criteria for passing

7.10.1 Results of University examinations shall be declared before the start of teaching for next semester.

7.10.2 Passing in 1st Professional is compulsory before proceeding to Phase II training.

7.10.3 A student who fails in the IInd professional examination, should not be allowed to appear lllrd Professional Part I

examination unless he passes all subjects of IInd Professional examination.

7.10.4 Passing in IIIrd Professional (Pat-1) is compulsory for being eligible for IIIrd Professional (Pat II) examination

7.11 Division and Merit list

7.11.1 The division shall be awarded only after 3rd part II university examination and shall be based on the aggregate marks obtained by the candidate at his /her successful attempts at the 1st, 2nd3rd part I and 3rd part II M.B.B.S. University examinations. There shall be only three divisions as follows—

- 1st division with honors : 75 % and above
-1st division : 60 % and above but below 75%
- 2nd division : 50 % and above but below 60%

7.11.2 The merit shall be declared by the university after the declaration of result of 3rd Part II M.B.B.S. university examination on the basis of the integrated performance of all the four M.B.B.S. university examinations. The merit list shall include first 10 candidates securing at least 1sl division and passing all M.B.B.S. university examination in first attempts with all subjects taken together.

7.12 Condonation of deficiency in marks

7.12.1 The grace marks up to a maximum of five marks may be awarded at the discretion of the University to a student who has failed only in one subject but has passed in all other subjects.

7.12.2 After condonation of marks the result of the concerned M.B.B.S. university examination shall be declared as "Pass by condonation" or "Pass by grace".

8.0 REVALUATION / RE-TOTALING

8.1 Re-totaling-The university on application and remittance of stipulated fees as prescribed by the university shall permit a recounting or opportunity to recount the marks received for various questions in an answer paper/papers for theory of all

subject for which a candidate has appeared in the university examination. Any error in addition of marks awarded, if identified shall be suitably rectified.

8.2 Revaluation- Revaluation of theory papers in all years of study of the M.B.B.S. course shall be permissible by the university on application and remittance of the prescribed fees within the stipulated time. Such answer scripts shall be reevaluated by not less than two duly qualified examiners and the average obtained shall be awarded to the candidate and the result reconsidered accordingly.

9.0 CANCELLATION OF ADMISSION

9.1 The admission of the student at any stage of the study shall be cancelled by the Vice Chancellor based on the recommendation of the head of the institution if:

9.1.1 He/ She is not found to be qualified or eligible as per MCI norms and guidelines.

9.1.2 He/She is found to have produced false I forged documents or found to have used unfair means to secure admission.

9.1.3 He/she is found to be involved in serious breach of discipline in the institution or the university campus.

APPENDIX-A

Prescribed Teaching Hours :-
Following minimum teaching hours are prescribed in various disciplines:

A,	**Pre-Clinical Subjects**	**(Phase-1-First and Second Semester)**
	Anatomy	650 Hrs.
	Physiology	480 Hrs.
	Biochemistry	240 Hrs.
	Community Medicine	60 Hrs.
B,	**Para-Clinical Subjects**	**(Phase-ll-5th to 7th Semester)**
	Pathology	300 Hrs.
	Pharmacology	300 Hrs.
	Microbiology	250 Hrs.
	Community Medicine (including 8 weeks postings of 3 hrs each)	200 Hrs.
	Forensic Medicine	100 Hrs.

Teaching of para-clinical subjects shall be 4 hrs per day in 3rd Hrs Semester and 3Hrs per day in 4th and 5th Semesters (See attached Time Table)

C Clinical Subjects

1. Clinical postings as per chart attached.
2. Theory lectures, demonstrations and Seminars etc. in addition to clinical postings as under. The clinical lectures to be held from 4th Semester onwards (See attached Time Table)

Gen-Medicine	300 Hours
Gen. Surgery	300 Hours

Paediatrics	100 Hours
Orhopedics	100 Hours
T.B. and Chest	20 Hours
Ophthalmology	100 Hours
Psychiatry	20 Hours
ENT	70 Hours
Skin and STD	30 Hours
Radiology	20 Hours
Community Medicine	50 Hours
Dentistry	10 Hours
Anaesthesia	20 Hours
Obst & Gynae.	300 Hours

Note:

This period of training is minimum suggested. Adjustments where required depending on availability of time shall be made.

This period of training does not include university examination period. Extra time available be devoted to other Sub-specialties.

Clinical methods in Medicine and Surgery for whole class will be for 2 weeks each respectively at the start of 3rd semester.

This posting shall include training in Radio diagnosis.

This posting includes exposure to Rehabilitation Physiotherapy-

This posting includes exposure to laboratory medicine and infectious diseases. This posting includes exposure to dressing and Anesthesia.

This includes maternity training and Family medicine and the 3rd semester posting shall be in Fairly Welfare Planning.

Ordinance No. 14

M.D., M.S. (Broad Specialty)
DM & MCh. (Super Specialty)

GENERAL RULE

These general rules are subject to alterations from time to time. The degree shall be conferred after the acceptance of thesis and passing in examination (Written, Viva and Practical).

SUBJECTS OF AWARDS

Broad Specialty

M.D.

1. Anatomy
2. Physiology
3. Biochemistry
4. Pathology
5. Pharmacology
6. Microbiology
7. Forensic Medicine
8. Community Medicine
9. General Medicine
10. Paediatrics
11. Anesthesiology
12. Dermatology, Venereology & Leprosy
13. Respiratory Medicine
14. Psychiatry
15. Radiodiagnosis
16. Radiotherapy
17. Emergency Medicine
18. lmmuno Hematology and Blood Transfusion
19. Infectious diseases
20. Physical Medicine Rehabilitation
21. Geriatrics

M.S.

1. General Surgery
2. Obstetrics& Gynecology
3. Orthopaedics
4. Ophthalmology
5. E.N.T.

Super Specialty

DM	MCh
• Gastroenterology	• Cardio Thoracic Surgery
• Cardiology	• Neuro Surgery
• Nephrology	• Paediatric Surgery
• Neurology	• Plastic Surgery
• Endocrinology	• Onco Surgery
	• Urology

1.0 AIMS & OBJECTIVES

1.1 AIMS

The goal of postgraduate medical education (Broad & Super Specialty) shall be to produce competent specialists and/or Medical teachers.

1.1.1 Who shall recognize the health needs of the community, and carry out professional obligations ethically and in keeping with the objectives of the national health policy.

1.1.2 Who shall have mastered most of the competencies, pertaining to the specialty, that are required to be practiced at the secondary and the tertiary levels of the health care delivery system;

1.1.3 Who shall be aware of the contemporary advance and developments in the discipline concerned;

1.1.4 Who shall have acquired a spirit of scientific inquiry and is oriented to the principles of research methodology and epidemiology; and

1.1.4 Who shall have acquired the basic skills in teaching of the medical and paramedical professionals

1.2 OBJECTIVES

At the end of the postgraduate training in the discipline concerned the student shall be able to;

1.2.1 Recognize the importance to the concerned specialty in the context of the health needs of the community and the national priorities in the health section.

1.2.2 Practice the specialty concerned ethically and in step with the principles of primary health care.

1.2.3 Demonstrate sufficient understanding of the basic sciences relevant to the concerned specialty.

1.2.4 Identify social, economic, environmental, biological and emotional determinants of health in a given case, and take them into account while planning therapeutic, rehabilitative, preventive and primitive measure/strategies.

1.2.5 Diagnose and manage majority of the conditions in the specialty concerned on the basis of clinical assessment, and appropriately selected and conducted investigations.

1.2.6 Plan and advice measures for the prevention and rehabilitation of patients suffering from disease and disability related to the specialty.

1.2.7 Demonstrate skills in documentation of individual case details as well as morbidity and mortality rate relevant to the assigned situation.

1.2.8 Demonstrate empathy and humane approach towards patients and their families and exhibit interpersonal behavior in accordance with the societal norms and expectations.

1.2.9 Play the assigned role in the implementation of national health programme, effectively and responsibly.

1.2.10 Organize and supervise the chosen/assigned health care services demonstrating adequate managerial skills in the clinic/hospital or the field situation.

1.2.11 Develop skills as a self-directed learner, recognize continuing education needs; select and use appropriate learning resources.

1.2.12 Demonstrate competence in basic concepts of research methodology and epidemiology, and be able to critically analyze relevant published research literature.

1.2.13 Develop skills in using educational methods and techniques as applicable to the teaching of medical/nursing students, general physicians and paramedical health workers.

1.2.14 Function as an effective leader of a health team engaged in health care, research or training.

1.3 STATEMENT OF THE COMPETENCIES:

Keeping in view the general objectives of postgraduate (Broad & Super Specialty) training, each discipline has developed specific competencies which has been defined and spelt out in clear terms. Each department has produced a statement to bring it to the notice of the trainees in the beginning of the program so that he or she can direct the efforts towards the attainment of these competencies.

1.4 COMPONENTS OF THE POSTGRADUATE CURRICULUM: (Broad & Super Specialty)

The major components of the Postgraduate curriculum shall be:

1.4.1 Theoretical knowledge

1.4.2 Practical and clinical skills.

1.4.3 Writing Thesis / Research articles.

1.4.4 Attitudes including communication skills.

1.4.5 Training in research methodology, Medical Ethics and Medico-legal aspects.-

2.0 COURSE STRUCTURE

2.1 Training Period and Time Distribution The period of training for obtaining the degrees (Broad & Super Specialty) shall be three completed years including the period of examination. Provided that in the case of students having a recognized two year postgraduate diploma course in the same subject, the period of training, including the period of examination, shall be two years in Broad Specialty.

2.2 Timing of Examinations:- The examinations shall be organized on the basis of grading or marking system to evaluate and certify candidate's level of knowledge, skill and competence at the end of the training and obtaining a minimum of 50% marks in theory as well as practical separately shall be mandatory for passing the whole examination. The examination for M.S.,/ M.D., DM & M.Ch. shall be held at the end of 3 academic years (six academic terms). The academic terms shall mean six months training period.

3.0 ACADEMIC QUALIFICATION AND SELECTION CRITERIA FOR ADMISSION

3.1 Eligibility Criteria: A. Candidate for M.D./M.S. degree must be

3.1.1 An M.B.B.S. degree of any University recognized by the Medical Council of India.

3.1.2 Completed one year of Internship by 30th March of calendar year of admission.

3.1.3 Eligibility Criteria: B. Candidate for DM/M.Ch. degree must possess MD/MS Degree in the subject as per MCI Norms.

3.2 Selection of Students: Students for Postgraduate medical courses (Broad & Super Specialty) shall be selected strictly on the basis of their academic merit:

3.2.1 The merit as determined by 'Common Entrance Test' conducted as per direction of the Supreme Court/MCI & Medical Education Dept. Govt. of M.P. The Selection of students will be done as per guidelines & policy of Hon'ble Supreme Court/ GOI/MCI/Medical Education Dept. Govt. of M.P. Provided that wherever entrance test for Postgraduate admission (Broad & Super Specialty) is held the minimum percentage of marks for eligibility for admission to postgraduate medical courses shall be fifty per cent for general category candidates and 40 per cent for the candidate belonging to Scheduled Castes, Scheduled Tribes and Other Backward classes or as prescribed by Statutory Body/Competent Authority.

3.3 Migration: Migration/transfer of students undergoing any postgraduate course (Broad & Super Specialty) shall not be permitted by any University or any authority.

4.0 COMMENCEMENT OF COURSE

The M.D /M.S. course shall commence with effect from 1st May of respective year & DM/M.Ch. Course shall commence from 1st Aug or as prescribed by Statutory Body/Competent Authority. _

5.0 REGULATION RELATING TO ASSESSMENT OF ACADEMIC GROWTH OF STUDENTS

5.1 Examination Regulations - Essentialities for qualifying to appear in professional examinations. The performance in essential components of training are to be assessed, based on:

5.1.1 Attendance: All candidates joining the Post Graduate training program shall work as full time residents during the period of training, attending not less than 80% (Eighty percent) of the training during each calendar year, and given full time responsibility, assignments and participation in all facets of the educational process.

5.1.2 Internal Assessment:

5.1.2.1 Post Graduate students shall maintain a record (log) book of the work carried out by them and the training program undergone during the period of training including details of surgical operations assisted or done independently by M.S. candidates.

5.1.2.2 The record books shall be checked and assessed by the faculty members imparting the training.

5.1.2.3 Internal assessment shall also be based on the following:-

5.1.2.3.1 Basic Medical Sciences Lectures, Seminars, Journal Clubs, Group Discussions, Participation in laboratory and experimental work, and involvement in research studies in the concerned specialty and exposure to the applied aspects of the subject relevant to clinical specialties.

5.1.2.3.2 Clinical disciplines In service training, with the students being given graded responsibility in the management and treatment of patients entrusted to their care; participation in Seminars, Journal clubs, Group Discussions, Clinical Meetings, Grand rounds. and Clinico Pathological Conferences; practical training in Diagnosis and medical and Surgical treatment; training in the Basic Medical Sciences, as well as in allied clinical specialties.

6.0 APPOINTMENT OF EXAMINERS

6.1 No person shall be appointed as an examiner in any subject unless he fulfils the minimum requirements for recognition as a Post Graduate teacher as laid down by the Medical Council of India and has teaching experience of 8 (Eight) years out of which he has not less than 5 (Five) years teaching experience after obtaining Post Graduate degree as a Lecturer / Asst. Professor. For external examiners, he should have minimum three years experience of examinership for Post Graduate diploma in the concerned subject. Out of internal examiners, one examiner shall be a professor and Head of Department or Head of Department.

6.2 There shall be at least four examiners in each subject at an examination out of which at least 50% (Fifty percent) shall be external examiners. The external examiner who fulfils the condition laid down in clause - 1 above shall ordinarily be invited from another recognized University, from outside the State: provided that in exceptional circumstances examinations may be held with 3 (three) examiners if two of them are external and Medical council of India is intimated whit the justification of such examination and the result shall be published in such a case with the approval of Medical council of India.

6.3 An external examiner shall be ordinarily been appointed for not more than three years consecutively. Thereafter he may be reappointed after an interval of two years.

6.4 The internal examiner in a subject shall not accept external examiner ship for a college from which external examiner is appointed in his subject.

6.5 The same set of examiners shall ordinarily be responsible for the written, practical or part of examination.

6.6 There shall be a Chairman of the Board of paper-setters who shall be an internal examiner and shall moderate the questions.

6.7 The Head of the Department of the institution concerned shall ordinarily be one of the internal examiners and second internal examiner shall rotate after every two year.

7.0 UNIVERSITY EXAMINATIONS: THEORY AND PRACTICAL

7.1 THESIS

7.1.1 Every candidate shall carry out work on an assigned research project under the guidance of a recognized Post Graduate Teacher, the result of which shall be written and submitted in the form of a thesis.

7.1.2 Thesis shall be submitted and approved before commencement of theory and clinical / practical examination.

7.1.3 The thesis shall be examined by a minimum of four examiners: two internal and two external, and on acceptance of the thesis by minimum two examiners, including one external, the candidate shall be eligible for appearing for final examination.

7.2 THEORY

7.2.1 There shall be four theory papers,

7.2.2. One paper out of these shall be on Basic Medical Sciences, and fourth paper on Recent Advances.

7.2.3 The second and third paper shall be based on syllabus as specified by the concerned subject specialty.

7.2.4 The first and fourth theory paper shall be set and evaluated by two internal examiners and the second and third paper shall be set and evaluated by two external examiners.

7.2.5 The theory examination will be held sufficiently earlier than the Clinical and Practical examination, so that the answer books can be assessed and evaluated before the start of the clinical/Practical and Oral examination.

7.3 CLINICAL / PRACTICAL AND ORAL EXAMINATION

Practical examination shall consist of carrying out special investigative techniques for Diagnosis and Therapy. Oral examination shall be comprehensive to test the candidate's overall knowledge of the subject.

7.4 CRITERIA FOR PASSING

A candidate shall secure not less than 50% marks in each head which shall include (1) Theory (2) Practical/ Clinical and viva voce examination. Provided, that an examinee should obtain minimum 40% marks in each theory paper.

7.5 RESULT OF EXAMINATION

7.5.1 No marks will be assigned.

7.5.2 The fitness of the candidate for award of degree will be decided by all four examiner.

7.5.3 The results of the examinations will be declared as Pass / Fail in the concerned subject.

8.0 CANCELLATION OF ADMISSION

8.1 The admission of the student at any stage of the study shall be cancelled by the Vice Chancellor based on the recommendation of the head of the institution if:

8.1.1 He/ She is not found to be qualified or eligible as per MCI norms and guidelines.

8.1.2 He/She is found to have produced false / forged documents or found to have used unfair means to secure admission.

8.1.3 He/ she is found to be involved in serious breach of discipline in the institution or the University camp.

Ordinance No. 15
BACHELOR OF DENTAL SURGERY (B.D.S.)

1.0 AIMS

1.1 The dental graduates during training in the institutions should acquire adequate knowledge, necessary skills and such attitudes which are required for carrying out all the activities appropriate to general dental practice involving the prevention, diagnosis and treatment of anomalies and diseases of the teeth, mouth, jaws and associated tissues.

1.2 GOALS OF EDUCATION AND TRAINING:
Dental curriculum shall be oriented towards educating students of B.D.S. course to:

1.2.1 Take up the responsibilities of dental surgeon of first contact and be capableof functioning independently in both urban and rural environment.

1.2.2 Provide educational experience that allows hands-on-experience both inhospital aswell as in community setting.

1.2.3 Make maximum efforts to encourage integrated teaching and de-emphasizecompartmentalization of disciplines so as to achieve horizontal and verticalintegration indifferent phases.

1.2.4 Offer educational experience that emphasizes health rather than only disease.Teachcommon problems of health and disease and to the nationalprograms.

1.2.5 Use learner oriented methods, which would encourage clarity of expression,independence of judgement, scientific habits, problem solving abilities, self-initiated andself-directed learning.

1.2.6 Use of active methods of learning such as group discussions,seminars, role play, field visits, demonstrations, peer interactions etc., whichwouldenable students to develop personality, communication skills and otherqualities which are necessary.

1.2.7 Regular periodic assessment be done throughout the course. Examinationsbedesigned with a view to assess not merely the knowledge but alsopracticaland clinicalskills, habits and values which are necessary for agraduate to carry out professional day to day work competently.

1.2.8 Establish a Dental Education Unit for faculty development, preparation oflearning resource materials and for improving evaluation methods.

1.2.9 The graduate should also understand the concept of community oral health education and be able to participate in the rural health care delivery programs existing in the country.

2.0 OBJECTIVES:

2.1 The objectives are dealt under three headings namely, (a) knowledge and understanding, (b)skills, and (c) attitudes.

2.1.1 Knowledge and understanding: The graduate shall acquire the followingduring theperiod of training.

2.1.2 Adequate knowledge of the scientific foundations on which dentistry isbased andgood understanding of various relevant scientific methods, principles of biologicalfunctions and shall be able to evaluate and analyzescientifically various established factsand data.

2.1.3 Adequate knowledge of the development, structure and function of the teeth,mouthand jaws and associated tissues both in health and disease and theirrelationship andeffect on the general state of health and also the bearing onphysical and social well-being of the patient.

2.1.4 Adequate knowledge of clinical disciplines and methods, which provide a coherent picture of anomalies, lesions and diseases of the teeth, mouth and jaws and preventive,diagnostic and therapeutic aspects of dentistry. Adequate clinical experience required forgeneral dental practice.

2.1.5 Adequate knowledge of biological function and behaviour of persons in health and sickness as well as the influence of the natural and social environment on the state ofhealth so far as it affects dentistry.

2.2 SKILLS:

2.2.1 A graduate shall be able to demonstrate the following skills necessary for practiceof dentistry.

2.2.2 Shall be able to diagnose and manage various common dental problems encountered ingeneral dental practice, keeping in mind the expectations and the right of the society to receive the best possible treatment available wherever possible.

2.2.3 Acquire skill to prevent and manage complications if encountered while carrying out various dental surgical and other procedures.

2.2.4 Possess skill to carry out required investigative procedures and ability tointerpretlaboratory findings.

2.2.5 Promote oral health and help to prevent oral diseases wherever possible.

2.2.6 Competent in control of pain and anxiety during dental treatment.

2.3 ATTITUDES:

2.3.1 A graduate shall develop during the training period the following attitudes.Willing to apply current knowledge of dentistry in the best interest of thepatients and the community.

2.3.2 Maintain a high standard of professional ethics and conduct and apply thesein allaspects of professional life.

2.3.3 Seek to improve awareness and provide possible solutions for oral health problemsand needs throughout the community.

2.3.4 Willingness to participate in the continuing education programs to updateknowledge and professional skills from time to time.

2.3.5 To help and to participate in the implementation of national health programs.

3.0 COURSE STRUCTURE:

3.1 INFRASTUCTURE:

The infrastructure like staff, equipment, instruments, materials, books and journals, space and clinical materials shall be as per the stipulations of Dental Council of India from time to time.

3.2 AGE :

He/she shall complete the age of 17 years on or before 31st December, of the year of admission to the BDS course.

3.3 ACADEMIC QUALIFICATION FOR ADMISSION :

3.3.1 He / she shall have passed qualifying examination as under :-

3.3.1.1 The higher secondary examination or the Indian School Certificate Examination which is equivalent to10 + 2 Higher Secondary Examination after a period of 12 yearsstudy, the last two years of study comprising of Physics, Chemistry, Biology and Mathematics or any other elective subjects with English at a level not less than the core course for English as prescribed by the National Council of Educational Researchand Training after the introduction of the 10+2+3 years educational structure as recommended by the National Committee on education;

Note: Where the course content is not as prescribed or 10+2 educationstructure of the National Committee, the candidates will have to undergo a period of one year pre-professional training before admission to the dental colleges;

Or

3.3.1.2 The intermediate examination in science of an Indian University/ Board or other recognized examining body with Physics, Chemistry and Biology which shall include practical tests in these subjects and also English as compulsory subjects.

Or

3.3.1.3 The pre-professional / pre-medical examination with Physics, ChemistryandBiology, after passing either the higher

secondary school examination, or the preuniversity or an equivalent examination. The preprofessional/ pre-medical examination shall include practical tests in Physics, Chemistry and Biology and alsoEnglish as compulsory subjects.

Or

3.3.1.4 The first year of three year degree course of a recognized university, with physics, Chemistry and Biology including practical tests in three subjects provided theexamination is a "University Examination" and candidate has passed 10+2 with English at a level not less than core courses.

Or

3.3.1.5 B.Sc. examination of an Indian University, provided that he/she has passed theB.Sc. examination with not less than two of the following subjects Physics, Chemistry, Biology (Botany, Zoology) and further that he/she has passed the earlier qualifyingexamination with the following subjects-Physics, Chemistry, Biology and English.

Or

3.3.1.6 Any other examination which, in scope and standard is found to be equivalent tothe intermediate sciences examination of an Indian University/ Board, taking Physics, Chemistry and Biology including practical tests in each of these subjects and English.

3.4 ELIGIBILITY

3.4.1 The candidate must have passed in the subjects of Physics, Chemistry, Biology and English individually and must have obtained a minimum of 50% marks taken together in Physics, Chemistry & Biology at the qualifying examination and in addition must have come in the merit list prepared as a result of such competitive entrance test, by securing not less than 50% marks in Physics, Chemistry & Biology taken together conducted as per direction of the Supreme Court/DCI & Medical Education Dept. Govt. of M.P. The Selection of students will be done as per guidelines & policy of Hon'ble Supreme Court/ GOI/DCI/Medical Education Dept. Govt. of M.P.

In respect of candidates belonging to scheduled castes, scheduled tribes or any other categories notified by the Government, the marks obtained in Physics, Chemistry & Biology taken together in

qualifying examination and competitive entrance test be 40% instead of 50% as stated above.

3.4.2 Provided that a candidate who has appeared in the qualifying examination the result of which has not been declared, he may be provisionally permitted to take up the competitive entrance examination and in case of selection for admission to the BDS course, he shall not be admitted to that course until he fulfills the ability criteria as per above regulations.

3.4.3 Marks obtained in Mathematics are not to be considered for admission to BDS course.

4.0 CRITERIA FOR SELECTION :

4.1 Students for Bachelor of Dental Surgery (BDS) course shall be selected strictly on the basis of their academic MERIT and on the basis of merit as determined by the competitive entrance test conducted as per direction of the Supreme Court/DCI & Medical Education Dept. Govt. of M.P. The Selection of students will be done as per guidelines & policy of Hon'ble Supreme Court/ GOI/DCI/Medical Education department Govt. of M.P.

4.2 The minimum percentage of marks for eligibility for admission to BDS Courses shall be 50% for general category candidates and 40% for the candidates belonging to Scheduled Castes and Scheduled Tribes, obtained in Common Entrance examination or as prescribed by Statutory Body/Competent Authority.

5.0 CANCELLATION OF ADMISSION & DISCHARGE FROM THECOURSE:

Admission shall be cancelled and discharged from the course on the written orders of the Vice Chancellor if:

5.1 Any student who does not clear the first BDS University Examinationin all subjects within 3 years from the date of admission.

5.2 Any studentfound to have obtained admission in fraudulent manner, if thedocuments furnished for gaining admission by any student are found to be forged/ false/ doctored at any stage ofstudy.

5.3 If any student is found to be involved in serious breach of discipline.

6.0 MIGRATION:

6.1 Migration of the candidate from one Institute to other is not a RIGHT.

6.2 However, migration of student of BDS course under Malwanchal University to any other Recognized Institute in India or Students from any other Recognized Institute in India to Malwanchal University shall be governed by the Migration rules as laid down by Dental Council of India from time to time.

7.0 DURATION OF THE COURSE:

7.1 The undergraduate dental training program leading to BDS degree shall be of 4 academic years with 240 teaching days in each academic year and 12 months of compulsory paid rotatory Internship training.

7.1.1 Candidates shall be permitted to undergo Twelve months of compulsory paid rotatory Internship training only after passing of all the subjects in final BDS course and it shall be done in a recognized Dental College/Institution as per the prescribed rules and regulations as laid down by the University from time to time.

7.2 During this period, the student shall be required to have engaged in full time study.

7.3 Subjects of Study - First Year:

7.3.1 General Human Anatomy, Embryology, Osteology, Histology including Medical Genetics.

7.3.2 General Human Physiology and Biochemistry, Nutrition and Dietetics.

7.3.3 Dental Anatomy, Embryology and Oral Histology

7.3.4 Dental Materials

7.3.5 Pre-Clinical Prosthodontic and Crown and Bridge

7.4 Subjects of Study - Second Year:

7.4.1 General Pathology and Microbiology

7.4.2 General and Dental Pharmacology and Therapeutics

7.4.3 Dental Materials

7.4.4 Pre-clinical Conservative Dentistry

7.4.5 Pre-clinical Prosthodontics and Crown & Bridge

7.4.6 Oral Pathology & Oral Microbiology

7.5 Subjects of Study - Third Year

7.5.1 General Medicine

7.5.2 General Surgery

7.5.3 Oral Pathology and Oral Microbiology

7.5.4 Conservative Dentistry and Endodontics

7.5.5 Oral & Maxillofacial Surgery

7.5.6 Oral Medicine and Radiology

7.5.7 Orthodontics &Dentofacial Orthopedics

7.5.8 Pediatric & Preventive Dentistry

7.5.9 Periodontology

7.5.10 Prosthodontics and Crown & Bridge

7.5.11 Public Health Dentistry

7.6 Subjects of Study - Fourth Year

7.6.1 Orthodontics &Dentofacial orthopedics

7.6.2 Oral Medicine & Radiology
7.6.3 Paediatric& Preventive Dentistry
7.6.4 Periodontology
7.6.5 Oral & Maxillofacial Surgery
7.6.6 Prosthodontics and Crown & Bridge
7.6.7 Conservative Dentistry and Endodontics
7.6.8 Public Health Dentistry

8.0 COURSE COMMENCEMENT:

8.1 The B.D.S. course shall commence with effect from 1st August of respective year or as per prevailing rules.

8.2 The last date up to which students can be admitted againstvacancies arising due toany reason shall be 30th September of respective year or as per prevailing rules.

9.0 EXAMINATIONS:

9.1 Evaluation is a continuous process, which is based upon criteria developed by the concerned authorities with certain objectives to assess the performance of the learner. This also indirectly helps in the measurement of effectiveness and quality of the concerned B.D.S. programme.

9.2 Evaluation is achieved by two processes.

9.3 Formative or internal assessment: Formative evaluation is done through a series of tests and examinations conducted periodically by the institution.

9.4 Summative or university examinations: Summative evaluation is done by the university through examination conducted at the end of the specified course.

10.0 METHODS OF EVALUATION:Evaluation may be achieved by the followingtested methods:

10.1 Written test
10.2 Practicals
10.3 Clinical examination
10.4 Viva voce

11.0 INTERNAL ASSESSMENT EXAMINATION:

11.1 Minimum of 3 periodical internal assessment examinations shall beconductedin each subject.

11.2 Average marks of three examinations shall be computed for the Universityexaminations.

11.3 The Internal assessment examinations shall be conducted in proper manner on the dates announced in the examination schedule prepared at Institutionlevel.

11.4 For repeater students, no amendment will be made in the final internalassessment marks once submitted in the university examination.

12.0 CRITERIA FOR A PASS:

12.1 To pass the examination in a subject, a candidate shall secure a minimum of50 % of the total marks in any subject computed as aggregate for(A)theory,i.e.,written, viva voce and internalassessment and (B) Practicals/Clinicalsincluding internal assessment, separately and50% in aggregate marks of A& B combined mentioned above.

12.2 In case of Pre-clinical Prosthodontics and Crown & Bridge and Pre clinicalconservative dentistry inII year BDS, where there is no written examination, minimum for pass is 50% ofmarksin Aggregate of Practical and Viva voce in University examination andInternalAssessment examination i.e. 50/100 marks.

12.3 CLASS DECLARATION IN THE RESULTS :

12.3.1 Class declaration is applicable to the candidates who are appearing for awhole (all the subjects) examination together in one and first attemptonly.

12.3.1.1 Second Class: Total Aggregate marks above 50% and below 65%.

12.3.1.2 First class: Total Aggregate marks 65% and above and below 75%.

12.3.1.3 Distinction class: Total Aggregate marks 75 % and above.

12.3.2 Candidates as defined in (12.3.1) and who have passed the examination inanyclass and have secured marks of 75% & above in aggregate ofindividual subject/ subjects shall also be declared to have passedindividual subject / subjects in DISTINCTION CLASS in the respectivesubject/subjects.

12.3.3 Candidates, appearing all the papers together or individual subjects insecond and subsequent attempts shall be declared to have passed theexamination in Pass class. There shall be no provision for declaration ofSecond, First andDistinction class, if even they secure requisite marks.

12.3.4 Grace Marks: Grace marks upto a maximum of 5 marks may be awardedtostudents who have failed only in one subject but passed in all other subjects.However, the total marks obtained without grace marks shall not be altered.

12.4 MERIT LIST IN THE UNIVERSITY:

12.4.1 University shall declare the list of students in Merit of maximum of 5% of regularcandidates appearing in the examinations, among Constituent Institution/Institutions.

12.4.2 In each professional examination of regular batch.

12.4.3 Overall Merit in the University based on aggregate of marks of all the professional examinations together.

12.4.4 Student passing the examination with grace marks shall not be considered foraward of merit.

13.0 RE-TOTALING & RE-VALUATION:

13.1 Re-evaluation: The objective of re-evaluation is to ensure that the student receives afaireváluation in the university examination and to minimize human error andextenuating circumstances. There shall be two mechanisms as prescribed by theMalwanchalUniversity from time to time.

13.2 The facility of retotaling and revaluation shall be permissible only for written theory papersand not for Viva voce or Practical/ Clinical examinations.

13.3 The University on application and remittance of a stipulated fee as prescribed by theuniversity, shall accord opportunity to recount the mark's received for variousquestionsin an answer paper/ papers for theory of all subjects for which thecandidate has appliedfor recounting. Error, if any in totaling of the marks shallbe suitably rectified and results modified if necessary.

13.4 Re-valuation of theory papers in all years of study of the BDS course shall bepermissibleby the university on application and remittance of a prescribed fee.Such answer scriptshall be re-valuated by not less than two duly qualifiedexaminers and theaverage of marks obtained in revaluation shall be awardedto the candidate and the result accordingly reconsidered.

14.0 ATTENDANCE REQUIREMENT, PROGRESS AND CONDUCT:

14.1 Minimum of 75% in theory and 75% attendance in practical /Clinical separately in each subject.

14.2 In case of a subject in which there is no examination at the end of the academic year/semester, the percentage of attendance shall not be less than 70%. However, at thetime of appearing for the professional examination in the subject, the aggregatepercentage of attendance in the subject should satisfy condition (14.1) above.

14.3 The HOI shall certify the progress and conduct of the candidates based on the periodical assessment and monitoring.

15.0 EXAMINERS FOR THE UNIVERSITY EXAMINATIONS:

APPOINTMENT OF EXAMINERS

Qualification and experience to be eligible for examinership for BDS examination.

15.1There shall be two examiners. One internal from within the Universityand one externalfrom outside the university.

15.2Both the examiners shall be appointed by the University.

15.3Shall possess M.D.S/MD/MS/Ph.D., Degree in the concernedspecialty from a recognized Institution.

15.4Shall possess a minimum of 4 years teaching experience in the specialty after PG qualification in the specialty in a Dental College / Medical College approved / recognized by the DCI / MCI.

15.5 In the Medical subjects, examiners shall be preferably from among theteachers teaching respective Medical subject/ subjects in any DentalCollege approved / recognized by the DCI.

15.6 Should be holding the post of a Reader or Associate Professor or above in a Dental/ Medical Institutionapproved/ recognized by the DCI / MCI.

15.7 In case of General Human Physiology and Biochemistry, Nutrition and Dietetics, if Internal examiner is from Physiology,External examiner should be from Biochemistry or vice versa.

15.8 Incase of General Pathology and Microbiology if Internal examiner is from Pathology,External examiner should be from Microbiology or vice versa.

15.9 In case of Dental Materials, if internal examiner is from Prosthodontics, external examinershould befrom Conservative Dentistry or vice versa.

15.10 Reciprocal arrangement of Examiners should be discouraged, in that, the Internal Examiner in a subject should not accept external examinership for a College from which External Examiner is appointed in his subject for the corresponding period.

15.11 No person shall be an Examiner to the same subject / Institution for more than 3 consecutive years. However, if there is a break of one year, the person can be re-appointed. This provision may be relaxed with prior approval of Vice Chancellor.

16.0 SCHEME OF UNIVERSITY EXAMINATIONS:

16.1 The scheme of examination for B.D.S. course shall be divided into 1st.B.D.S. professional examination at the end of the first academic year, 2nd B.D.S.professional examination at the end of second year, 3rd B.D.S. professionalexamination at the end of third, 4th BDSprofessional examination at theend fourth year.

16.2 There shall be two examinations in each academic year (Regular and Supplementary).

16.3 The examination shall be open to a candidate who satisfies the requirements ofattendance, progress and other rules as laid down by the University.

16.4 A candidate failed (or not allowed to appear due to any reason) in one or more subjects examinations,is not entitled to be promoted to the next higher class till the candidate clears all the subjects of the concerned year.

16.4.1 Any candidate not allowed to appear for examination due to shortage of attendance must make up the lagging attendance in the concerned subject to be eligible to appear in the next examination.

SUBJECTS IN EACH PROFESSIONAL EXAMINATION:

16.5 1st year B.D.S. Examination:

16.5.1 General Human Anatomy, Embryology, Osteology, Histology including Medical Genetics.

16.5.2 General Human Physiology and biochemistry, nutrition and dietetics

16.5.3 Dental Anatomy, Embryology and Oral Histology

16.6 2nd year B.D.S. Examination:

A candidate who has not successfully completed the 1st B.D.S. examination cannot appearin the 2nd year B.D.S Examination.

16.6.1 General pathology and Microbiology

16.6.2 General and Dental pharmacology and therapeutics

16.6.3 Dental Materials

16.6.4 Pre-Clinical Conservative Dentistry - Only Practical and Viva Voce

16.6.5 Pre-Clinical Prosthodontics& Crown & Bridge- Only Practical and Viva Voce

16.7 3rd Year B.D.S. Examination

A candidate who has not successfully completed the2nd B.D.S. examination cannot appearin the 3rd year B.D.S. Examination.

16.7.1 General Medicine

16.7.2 General Surgery

16.7.3 Oral Pathology and Oral Microbiology

16.8 4th Year B.D.S. Examination:

A candidate who has not successfully completed the 3rd B.D.S. examination cannot appear in the 4th year B.D.S. Examination.

16.8.1 Oral Medicine and radiology

16.8.2 Public Health Dentistry

16.8.3 Orthodontics &dentofacialorthopaedics

16.8.4 Periodontology

16.8.5 Prosthodontics and Crown & Bridge

16.8.6 Conservative Dentistry and Endodontics

16.8.7 Oral and Maxillofacial Surgery

16.8.8 Paediatric& Preventive Dentistry

0 SCHEME OF WRITTEN EXAMINATION:

17.1 The written examination in each subject shall consist of one paper of three hours duration and shall have maximum marks of 70. The paper shall contain Section A& B with 35 marks each.

17.2 In the subjects of General Human Physiology and Biochemistry, Nutrition and Dietetics, and Pathology & Microbiology each paper will be divided into two parts with Physiology in part A and Biochemistry in part B, similarly General Pathology in part A and Microbiology in part B with 35 marks each.

17.3 The nature of questions set, will be aimed to evaluate students of different standards ranging from average to excellent.

17.5 The questions should cover as broad an area of the content of the course. The essayquestions should be properly structured and the marks specifically allotted.

18.0 SCHEME OF PRACTICAL / CLINICAL EXAMINATION:

Objective Structured Clinical Evaluation:

18.1 The clinical and practical examination should provide a number of chances for the candidate to express one's skills. A number of examination stations with specific instructions to be provided. This can include clinical procedures, laboratory experiments, spotters, etc. Evaluation must be made objective and structured. The method of objective structured clinical examinations should be followed. This will avoid examiner bias because both the examiner and the examinee aregiven specific instructions on what is to be observed at each station.

18.2 Record & Log Books:

The candidate should be given credit for his/her records based on the scoresobtained in the record. The marks shall form part of practical/clinicalexamination.

19.0 VIVA VOCE:

Viva voce is an excellent mode of assessment because it permits a fairly broad coverage and it can assess the problem solving capacity of the student. An assessment related to the affective domain is also possible through viva voce. It is desirable to conduct the viva voce independently by each examiner. In order to avoid vagueness and to maintain uniformity of standard and coverage, questions can be pre-formulated before administering them to each student. Twenty marks are exclusively allotted for vivavoce and that can be divided equally amongst the examiners, i.e., 10 marks per examiner.

20.0 MARKS DISTRIBUTION IN EACH SUBJECT:

Each subject in every year of B.D.S. shall have a maximum of 200marks, with theory being 100 marks and practicals / clinicals being 100 marks,except Preclinical Prosthodontics and Pre-clinical Conservative dentistry in 2nd B.D.S. which shall have a maximum of 100 marks respectively as practicals and viva voce only.

20.1 Theory:

DIVISION	MARKS
Theory written exam	70

Viva Voce	20
Theory Internal assessment	10
TOTAL	100

20.2 Practical / Clinical:

DIVISION	MARKS
Practical exam	90
Practical Internal assessment	10
TOTAL	100

20.3 Only practical and viva voce in university examinations:
Pre-clinical Prosthodontics & Crown & Bridge in 2nd B.D.S.:

DIVISION	MARKS
Practical Exam	60
Viva voce	20
Practical Internal assessment	20
TOTAL	100

20.4 In 1st year B.D.S., the subject General Human Physiology and biochemistry, nutrition and dietetics, shall have the following marks distribution for Physiology and Biochemistry respectively:

DIVISION	MARKS
Theory written exam	35
Viva Voce	10
Theory Internal assessment	5
TOTAL	50

DIVISION	MARKS
Practical exam	45
Practical Internal assessment	5
TOTAL	50

21.0 SCHEME OF WRITTEN PAPERS ANDPRACTICAL/ CLINICALEXAMINATIONSIN VARIOUS SUBJECTS:

21.1 In theory written papers, each section A & B shall respectively have long essay questions and short notes.

21.2 In 1st year B.D.S., the subject General Human Physiology and biochemistry, nutrition and dietetic, section A shall be allotted to Physiology and section B to Biochemistry.

21.3 In 2nd year B.D.S., the subject General pathology and Microbiology, section A shall be allotted to General Pathology and section B to Microbiology.

21.4 All subjects shall have the following scheme:

22.0 QUALIFICATION AND EXPERIENCE OF TEACHING FACULTY:
Qualification and experience of various cadres of teaching faculty as prescribed by Dental Council of India from time to time shall be applicable to the Faculty in Dental Institutions of Malwanchal University.

23.0 TEACHING SCHEDULE:
The following are the minimum prescribed teaching hours in various subjects of BDS course as per DCI regulations:

S. NO.	SUBJECT	LECTURE HOURS	PRACTICAL HOURS	CLINICAL HOURS	TOTAL HOURS
1.	General Human Anatomy, Embryology, Osteology, Histology including Medical Genetics	100	175	-	275
2.	General Human Physiology	120	60	-	180
	Biochemistry, Nutrition and Dietetics	70	60	-	130
3.	Dental Materials	80	240	-	320
4.	Dental Anatomy, Embryology, and Oral Histology	105	250	-	355
5.	Dental Pharmacology and Therapeutics	70	20	-	90
6.	General Pathology	55	55	-	110
	Microbiology	65	50	-	115
7.	General Medicine	60	-	90	150
8.	General Surgery	60	-	90	150
9.	Oral Pathology and Oral Microbiology	145	130	-	275
10.	Oral Medicine and Radiology	65	-	200	265
11.	Paediatric& Preventive Dentistry	65	-	200	265
12.	Orthodontics &DentofacialOrthopaedics	50	-	200	250
13.	Periodontology	80	-	200	280
14.	Oral & Maxillofacial	70	-	360	430

S. NO.	SUBJECT	LECTURE HOURS	PRACTICAL HOURS	CLINICAL HOURS	TOTAL HOURS
	Surgery				
15.	Conservative Dentistry and Endodontics	135	200	460	795
16.	Prosthodontics & Crown & Bridge	135	300	460	895
17.	Public Health Dentistry	60	-	290	350
	TOTAL	1590	1540	2550	5680

24.0 CURRICULUM OF DENTAL INTERNSHIP PROGRAMME

24.1 The duration of Internship shall be one year.

24.2 All parts of Internship shall be done in a Dental College duly recognized / approved by the Dental Council of India for the purpose of imparting education and training to Dental graduates in the country.

24.3 The Interns shall be paid stipendiary allowance during the period of an internship not extending beyond a period of one year.

24.4 The internship shall be compulsory and rotating as per the regulations prescribed for the purpose.

24.5 The degree-BDS shall be granted after completion of internship.

24.6 Determinants of Curriculum for internship for Dental Graduates:

The curricular contents of internship training shall be based on:

24.6.1 Dental health needs of the society.

24.6.2 Financial, material and manpower resources available for the purpose.

24.6.3 National Dental Health Policy.

24.6.4 Socio-economic conditions of the people in general.

24.6.5 Existing Dental as also the primary health care concept for the delivery of health services.

24.6.6 Task analysis of what graduates in Dentistry in various practice settings, private and government service actually perform.

24.6.7 Epidemiological studies conducted to find out prevalence of different dental health problems, taking into consideration the magnitude of dental problems, severity ofdental problems and social disruption caused by these problems.

24.7 Objectives

24.7.1 To facilitate reinforcement of learning and acquisition of additional knowledge:

24.7.1.1 Reinforcement of knowledge.

24.7.1.2 Techniques & resources available to the individual and the community; Social and cultural setting.

24.7.1.3 Training in an phased manner, from a shared to a full responsibility.

24.7.2 To facilitate the achievement of basic skills: attaining competence vs. maintaining competence in:

24.7.2.1 History taking.

24.7.2.2 Clinical Examination.

24.7.2.3 Performance and interpretation of essential laboratory data.

24.7.2.4 Data analysis and inference.

24.7.2.5 Communication skills aimed at imparting hope and optimism in the patient.

24.7.2.6 Attributes for developing working relationship in the Clinical setting and Community team work.

24.7.3 To facilitate development of sound attitudes and habits:

24.7.3.1 Emphasis on individual and human beings, and not on disease/symptoms.

24.7.3.2 Provision of comprehensive care, rather than fragmentary treatment.

24.7.3.3 Continuing Dental Education and Learning of accepting the responsibility.

24.7.4 To facilitate understanding of professional and ethical principles:

24.7.4.1 Right and dignity of patients.

24.7.4.2 Consultation with other professionals and referral to seniors/institutions.

24.7.4.3 Obligations to peers, colleagues, patients, families and Community.

24.7.4.4 Provision of free professional services in an emergent situation.

24.7.5 To initiate individual and group action, leading to disease prevention and dental health promotion, at the level of individuals, families and the community.

24.8 Content (subject matter):

The compulsory rotating paid Dental Internship shall include training in:

24.8.1 Orthodontics &Dentofacial orthopedics

24.8.2 Oral Medicine & Radiology

24.8.3 Paediatric& Preventive Dentistry

24.8.4 Periodontology

24.8.5 Oral & Maxillofacial Surgery

24.8.6 Prosthodontics and Crown & Bridge

24.8.7 Conservative Dentistry and Endodontics

24.8.8 Public Health Dentistry

24.8.9 Oral Pathology and oral microbiology

24.9 General Guidelines:

24.9.1 It shall be takes oriented training. The interns should participate in various institutional and field programmes and be given due responsibility to perform theactivities in all departments of the Dental Colleges and associated institutions.

24.9.2 To facilitate achievement of basic skills and attitudes the following facilities should be provided to all dental graduates:

24.9.2.1 History taking examination, diagnosis, charting and recording treatment plan of case presentation of cases in a group of Seminar.

24.9.2.2 Care and sterilization of instruments used.

24.9.2.3 Performance and interpretation of essential laboratory tests and other relevant investigations.

24.9.2.4 Data analysis and inference.

24.9.2.5 Proper use of antibiotics, anti-inflammatory and other drugs, as well as other thereapeutive modalities.

24.9.2.6 Education of patients, their relatives and community on all aspects of dental health car while working in the institution as also in the field.

24.9.2.7 Communication aimed at inspiring hope, confidence and optimism.

24.9.2.8 Legal rights of patients and obligations of dental graduate under forensicjurisprudence.

24.10 Elective Posting:

The interns shall be posted for 15 days in any of the dental departments of their choice mentioned in the foregoing.

24.11 Departments of Postings:

24.11.1 Oral Medicine and Radiology

24.11.2 Paediatric& Preventive Dentistry

24.11.3 Orthodontics &DentofacialOrthopaedics

24.11.4 Periodontology

24.11.5 Oral & Maxillofacial Surgery

24.11.6 Conservative Dentistry and Endodontics

24.11.7 Prosthodontics & Crown & Bridge

24.11.8 Public Health Dentistry

24.11.9 Oral Pathology & Oral Microbiology

24.11.10 Elective

Ordinance No. 16

MASTER OF DENTAL SURGERY (MDS) COURSE 03 Years Course

1.0 AIMS

The aims of postgraduate training in various specialties is to train M.D.S. student who will:

1.1 Practice respective specialty efficiently and effectively, backed by scientific knowledge and skill.

1.2 Exercise empathy and caring attitude and maintain high ethical standards.

1.3 Continue to evince keen interest in continuing professional education in the specialty and allied specialties irrespective of whether in teaching or practice.

1.4 Willing to share the knowledge and skills with any learner, junior or a colleague.

1.5 To develop the faculty for critical analysis and evaluation of various concepts and views, to adopt the most rational approach.

2.0 OBJECTIVES:

The objective is to train a candidate so as to ensure higher competence in both general and special area of interest and prepare him for a career in teaching, research and specialty practice. A candidate must achieve a high degree of clinical proficiency in the subject matter and develop competence in research and its methodology as related to the concerned field. The above objectives are to be achieved by the time the candidate completes the course. The objectives may be considered asknowledge (cognitive domain), skills (psychomotor domain), human values, ethical practice and communication abilities.

2.1 KNOWLEDGE:

2.2.1 Demonstrate understanding of basic sciences relevant to specialty.

2.2.2 Describe etiology, pathophysiology, principles of diagnosis and management of common problems within the specialty in adults and children.

2.2.3 Identify social, economic, environmental and emotional determinants in a given case and take them into account for planning treatment.

2.2.4 Recognize conditions that may be outside the area of specialty/ competence and to refer them to an appropriate specialist.

2.2.5 Update knowledge by self study and by attending courses, conferences and seminars relevant to specialty.

2.2.6 Undertake audit, use information technology and carryout research both basic and clinical with the aim of publishing or presenting the work at various scientific gatherings.

2.2 SKILLS:

2.3.1 Take a proper clinical history, examine the patient, perform essential diagnostic procedures and order relevant tests and interpret them to come to a reasonable diagnosis about the condition.

2.3.2 Acquire adequate skills and competence in performing various procedures as required in the specialty.

2.3 HUMAN VALUES, ETHICAL PRACTICE AND COMMUNICATION ABILITIES:

2.3.1 Adopt ethical principles in all aspects of practice.

2.3.2 Professional honesty and integrity are to be fostered.

2.3.3 Patient care is to be delivered irrespective of social status, caste, creed or religion of the patient.

2.3.4 Develop communication skills, in particular and skill to explain various options available in management and to obtain a true informed consent from the patient.

2.3.5 Provide leadership and get the best out of his team in a congenial working atmosphere.

2.3.4 Apply high moral and ethical standards while carrying out human or animal research.

2.3.5 Be humble and accept the limitations in his knowledge and skill and to ask for help from colleagues when needed.

2.3.6 Respect patient's rights and privileges including patient's right to information and right to seek a second opinion.

3.0 INFRASTRUCTURE

3.1 The Infrastructure like staff, equipment, instruments, materials, books and journals, space, clinical material and number of students in each specialty shall be as per the stipulations of Dental Council of India from time to time.

4.0 M.D.S COURSE BRANCHESSPECIALITIES FOR THE MDS DEGREE

4.1 Prosthodontics and Crown & Bridge

4.2 Periodontology

4.3 Oral & Maxillofacial Surgery

4.4 Conservative Dentistry and Endodontics

4.5 Orthodontics &Dentofacial Orthopedics

4.6 Oral Pathology & Microbiology

4.7 Public Health Dentistry

4.8 Paedodontics& Preventive Dentistry

4.9 Oral Medicine & Radiology

5.0 ELIGIBILITY FOR ADMISSION

5.1 A candidate for admission to the MDS course (Master of Dental Surgery) must have a recognized degree of BDS (Bachelor of Dental Surgery) awarded by an Indian University in respect of recognized Dental College under Section 10(2) of the Dentists Act, 1948 or an equivalent qualification recognized by the Dental Council of India (DCI) and should have obtained permanent registration with any State Dental Council on or before date as per DCI norms with respect to date of admission. Candidates not possessing a recognized Dental qualification for the above purpose shall secure the prior approval of his qualifications by the DCI before he can be admitted to the MDS Course.

5.2 Provided that in the case of a foreign national, the Dental Council of India may, on payment of the prescribed fee for registration, grant temporary registration or the duration of the postgraduate training under Malwanchal University. Provided he/she is admitted for the time being exclusively for postgraduate studies.

5.4 Provided that further temporary registration to such foreign national shall be subject to the condition that such person is duly registered as dental practitioner in his own country from which he/she has obtained his/her basic dental qualification and that his/her degree is recognized by DCI.

6.0 SELECTION OF STUDENTS FOR MDS COURSES:

Students for MDS course shall be selected strictly on the basis of their academic merit based on:

6.1 The merit as determined by the Common entrance test conducted as per direction of the Supreme Court/DCI & Medical Education Dept. Govt. of M.P. The Selection of students will be done as per guidelines & policy of Hon'ble Supreme Court/ GOI/DCI/Medical Education Dept. Govt. of M.P.

6.2 The minimum percentage of marks for eligibility for admission to postgraduate Dental Courses shall be50% for general category candidates and 40% for the candidates belonging to Scheduled Castes and Scheduled Tribes, obtained in Common Entrance examination or as prescribed by Statutory Body/Competent Authority.

7.0 DURATION OF THE MDS COURSE:

7.1 The MDS Course shall be of three academic years duration as full time study. All the candidates for the degree of MDS are required to pursue the prescribed course for three academic years as full time candidates. No candidate is permitted to run a clinic or work in clinic / laboratory / nursing home/ College while studying postgraduate course.

7.2 The candidates shall undertake the study, under the direction of the Head of the Department, who has to be a recognized postgraduate teacher in that specialty.

7.3 The students undergoing postgraduate courses shall be exposed tothe following:

7.3.1 Regular study of all the aspects as given in syllabus of thespecialty.

7.3.2 Basics of statistics to understand and critically evaluate published research papers.

7.3.3 Few lectures on other type of exposure to human behavior studies.

7.3.4 Basic understanding of pharmacodynamics.

7.4 A candidate who is already possessing MDS degree from any Institute and who wishes to study MDS again in another specialty shall be subjected to admission process as stipulated above and shall study the course again for three years as a full time student.

8.0 COMMENCEMENT OF COURSE

MDS course shall commence each year as prescribed by Statutory Body/Competent Authority.

9.0 TEACHING AND LEARNING ACTIVITIES

9.1 All the candidates registered for MDS course in various specialties shall pursue the course for a period of three years as fulltime students. During this period each students shall take part actively in learning and teaching activities designed by Malwanchal University.

9.2 Lectures: There shall be some didactic lectures in the specialty and in the allied fields. The postgraduate departments should encourage the guest lectures in the required areas to strengthen the training programs. It is also desirable to have certain integrated lectures by multidisciplinary teams on selected topics.

9.3 Journal clubs: The journal review meetings shall be held at least once a week. All trainees are expected to participate actively and enter relevant details in logbook. The trainee should make presentations from the allotted journals of selected articles.

9.4 Seminars: The seminars shall be held at least twice a week in each postgraduate department. All trainees are expected to participate actively and enter relevant details in logbook. Each trainee shall makeseminar presentation in each year.

9.5 Symposium: It is recommended to hold symposium on topics covering multiple disciplines.

9.6 Clinical postings: Each trainee shall work in the clinics on regular basis to acquire adequate professional skills and competency in managing various cases to be treated by a specialist.

9.8 Clinico-pathological conference: The clinico-pathological conferences should be held once in a month involving the faculties of oral medicine and radiology, oral

pathology and concerned clinical department. The trainees should be encouraged to present the clinical details, radiological and histo-pathological interpretations and participation in the discussions.

9.9 Interdepartmental meetings: To bring in more integration among various specialties there shall be interdepartmental meeting chaired by the dean with all heads of postgraduate departments at least once a month.

9.10 Teaching skills: All the trainees shall be encouraged to take part in undergraduate teaching programs either in the form of lectures or group discussions.

9.11 Continuing dental education programs: Each postgraduate department shall organize these programs on regular basis involving the other institutions. The trainees shall also be encouraged to attend such programs conducted elsewhere.

9.12 Conferences/ Workshops/ Advanced courses: The trainees shall be encouraged not only to attend conference/ workshops/ advance course but also to present at least two papers at state/ national specialty meetings during their training period.

9.13 Rotation & posting in other departments: To bring in more integration between the specialty and allied fields each postgraduate department shall workout a program to rotate the trainees in related disciplines.

9.14 Dissertation: The Malwanchal University appreciates the importance of Research activities for the growth of the profession, Institution and trainee students. Therefore, preparation of Dissertation based on clinical or research or experimental or any other method of study is one of the criteria for the award of MDS degree.

10.0 METHOD OF TRAINING

10.1 The training of a postgraduate student shall be full time with graded responsibilities in the management and treatment of patients entrusted to his/ her care. The participation of the students in all facets of educational process is essential. Every candidate should take part in lectures, seminars, group discussions, case demonstration, clinics, journal review meetings, and clinical meetings. Every candidate shall be required to participate in the teaching and training program of undergraduate students. Training should include involvement in laboratory and experimental work, and research studies.

11.0 ATTENDANCE, PROGRESS AND CONDUCT

11.1 A candidate pursuing MDS degree course should work in the concerned department of the institution for the full period as a full time student.

11.2 Each Academic year shall be taken as a unit for the purpose of calculating the attendance.

11.3 Every student shall attend symposia, seminars, conferences, journal review meetings, OT, ward rounds, case presentation, clinics; and lectures during each

year as prescribed by the department and not absent himself / herself from work without valid reasons.

11.4 Every candidate shall have not less than 80 percent of attendance in each year of the course. However, candidates should not be absent continuously as the course is a full time one.

11.5 Every candidate shall complete from time to time the assignments as prescribed in the curriculum and assigned by HOD.

12.0 MONITORING PROGRESS OF STUDIES

12.1 Work diary / Log Book: Every candidate shall maintain a work diary and record of his/her participation in the training program conducted by the department such as journal reviews, seminars, etc. Special mention may be made of the presentations by the candidate as well as details of clinical or laboratory procedures, if any conducted by the candidate. The work diary shall be scrutinized and certified by the Head of the Department and Head of the Institution, and presented in the University practical / clinical examination.

12.2 Periodic tests: Incase of MDS degree courses of three years duration, the concerned departments shall conduct three tests, first at the end of first year and second at the end of second year and the Third, two months before the University examination. The tests shall include written papers, practical / clinical and viva voce. Records and marks obtained in such tests will be maintained by the Head of the Departments.

12.3 In addition to these annual tests, the departments may conduct assessment tests periodically to monitor the progress.

13.0 DISSERTATION:

13.1 Every candidate shall prepare two Dissertations, one based on Review of Literature (library dissertation) and second one based on clinical or research or experimental or any other method of study (main/ research).

13.1.1 Library Dissertation:

It is a process of collection and compiling of data available in already published literature on a given topic. The dissertation work shall be completed before the end of first year.

13.1.2 Main / Research Dissertation:

13.1.2.1 Main /Research dissertation shall be based on work / Research done by the candidate under the approved Guide, during the course of study.

13.1.2.2 Every candidate pursuing MDS degree course is required to carry out work on a selected research project under the

guidance of a recognized post graduate teacher. The results of such a work shall be submitted in the form of a dissertation.

13.1.2.3 The dissertation is aimed to train a postgraduate student in research methods and techniques. It includes identification of a problem, formulation of a hypodissertation, search and review of literature, getting acquainted with recent advances, designing of a research study, collection of data, critical analysis, comparison of results and drawing conclusions.

13.1.2.4 Every candidate shall submit to the Registrar of the University in the prescribed proforma, a synopsis containing particulars of proposed dissertation work within six months from the date of commencement of the course on or before the dates notified by the University. The synopsis shall be sent through the proper channel.

13.1.2.5 Such synopsis will be reviewed and the dissertation topic will be registered by the University. No change in the dissertation topic or guide shall be made without prior approval of head of the Institution or the University.

13.1.2.6 The dissertation should be written under the following headings:

13.1.2.6.2 Aims or Objectives of study
13.1.2.6.3 Review of Literature
13.1.2.6.4 Material and Methods
13.1.2.6.5 Results
13.1.2.6.6 Discussion
13.1.2.6.7 Conclusion
13.1.2.6.8 Summary
13.1.2.6.9 Bibliography
13.1.2.6.10 Tables
13.1.2.6.11 Annexure
13.1.2.6.12 As per regulatory body / international standards and specifications.

13.1.2.7 The written text of dissertation shall be not less than 50 pages and shall not exceed 200 pages excluding reference, tables, questionnaires and other annexures. It should be neatly typed in 1.5 line spacing or double line spacing on one side of paper (A4 size, 8.3" x 11.7") and bound properly as specified by the guide and Head of the Department. Spiral binding or any form of loose binding is not permitted. The dissertation

shall be certified by the guide, head of the department and head of the institution.

13.1.2.8 Sevenprinted hard copies and one soft copy of dissertation thus prepared and duly certified by the Guide, and Head of the Department shall be submitted to the Registrar, through the Head of theInstitution, six months before final examination on or before the dates notified bytheUniversity.

13.1.2.9 The dissertation shall be valued by all the four examiners (2 Internal examiners and 2 external examiners) appointed by the University.

13.1.2.10 Approval of dissertation work by all the four examiners in writing is mandatory precondition for a candidate to be eligible to appear in the University examination, provided further that the candidate fulfills other eligibility requirements of attendance, progress, due clearance and as specified.

13.1.2.11 Ifany examiner does not approve the dissertation, examiner shall give in writing the specific reasons for NOT accepting the work. Such candidates whose dissertation has not been approved, shall rectify the deficiencies as pointed out by the examiner and re-submit specified copies of new bound dissertation and one soft copy duly approved and signed by the Guide and H.O.D. to the University through HOI, latest by three months before commencement of next or subsequent examination. University shall get the dissertation valued by the external examiner, preferably the same examiner. After due approval of the dissertation by the examiner, the candidate may be permitted to appear for the Theory, Clinical/ Practical examination.

14.0 GUIDE:

14.1 The academic qualifications and teaching experience required for recognition by the University as a guide for dissertation work shall be as laid down by Dental Council of India and Malwanchal University, Indore.

14.2 The Guide for each student in the specialty shall be nominated by the HOI, in consultation with the HOD.

14.3 Two students for each Professor and one student for each Reader can be allotted in each academic year. However, a guide shall not have under him/her more than six students at a given time,

14.4 HOI may nominate if required, a co-guide who shall be a postgraduate teacher in the same specialty in the Institution.

14.5 Guides and co-guides shall be approved by the Malwanchal University, Indore.

14.6 Change of guide: In the event of a registered guide leaving the institution for any reason or retiring from service, or arising of any unforeseen circumstances, guide may be changed with prior permission from head of the Institution and the University.

15.0 UNIVERSITY EXAMINATION:

15.1 Eligibility: The following requirement shall be fulfilled by every candidate to become eligible to appear for the MDS University examination.

15.1.1 Attendance & Progress: Every candidate shall have attendance and progress in each academic year of the postgraduate course as mentioned earlier.

15.1.2 Progress and conduct: Every candidate shall have participated in seminars, journal review meetings, symposia, conferences, case presentation, preclinical exercises, clinical work, didactic lectures and academic and research based work during each year as designed by the concerned department.

15.1.3 Work diary and Logbook: Every candidate shall maintain work diary and logbook for recording his / her participation in the training program conducted by the department and work done by the candidate. The work diary and logbook shall be verified and certified by the Head of the Department and Head of the institution.

15.1.4 Dissertation: The approval of Main dissertation by all the four examiners.

15.1.5 The certification of satisfactory progress by the head of the department and head of the institution shall be based on the above mentioned.

16.0 SCHEME OF UNIVERSITY EXAMINATION:

16.1 General:

16.1.1 There shall be one examination at the end of 3 years for the students appearing for the first time.

16.1.2 The examination consists of Theory (Written), Practical/Clinical and Viva voce.

16.1.3 The failed candidates shall appear again in supplementary examination, after six months.

16.1.4 The main examination shall be held as scheduled by the University each year andsupplementary examination shall be held at a difference of 6 months each year.

16.1.5 There shall be a gap of at least six months between the two examinations(Main,supplementary and subsequent examinations)

16.1.6 The failed student shall appear once again in all the parts of University examination (Written, Clinical/Practical and Viva voce).

16.1.7 The failed candidate need not prepare new dissertation, if it is approved by the University. However, this is applicable to attempts or a maximum of years from the date of first appearance in the examination as per DCI norms.

16.1.8 Such students shall apply to the University forpermission to carry out the dissertation work again in the Institution. If permitted a fresh dissertation need to be prepared under the Guide approved by theUniversity.

16.2 WRITTEN EXAMINATION:

The written examination shall consist of four papers, out of which two shall be pertaining to the specialty; one in Applied Basic Sciences and one shall be an Essay in the specialty.Each paper shall be of three hours duration.

16.3 CLINICAL / PRACTICAL EXAMINATION

16.3.1 It should aim at examining the clinical skills and competence of candidate for undertaking independent work as a specialist. The actual format of clinical work and minimum number of clinical exercised shall be prescribed by the University to enable the candidate to develop confidence and clinical skills.

16.4 VIVA VOCE EXAMINATION

16.4.1 Viva voce examination shall aim at assessing depth of knowledge, logical reasoning, confidence and verbal communication skills.

16.5 DISTRIBUTION OF MARKS AT THE UNIVERSITY EXAMINATION:

16.5.1 Part-A: Written Theory

PAPER	DETAILS	MARKS
1	Applied basic sciences	75
2	Concerned specialty	75
3	Concerned specialty	75
4	Essay on any one topic in concerned specialty (Choice shall be given for the essay)	75
	TOTAL	300

16.5.2 PART-B: Practical/ Clinical & Viva voce

DETAILS	MARKS
Practical & Clinical Examination	200
Viva-voce	100

TOTAL	300

THE SCHEME OF TYPE OF QUESTIONS IN WRITTEN PAPERS

17.1 Each paper shall be of 3 hours duration and shallcarry maximum of 75 marks.

17.2 Paper-1, paper-2 and paper-3 each shall contain long essay questions and short notes.

17.3 Paper-4 shall contain one essay. It shall have two essay topics. The candidate shall answer any one of the two.

17.4 All the written papers shall be valued by all the four examiners and aggregate of average marks in all the written papers shall be computed to determine the result. Pass mark shall be 50% out of maximum total 300 marks.

TITLES AND CONTENTS OF WRITTEN PAPERS IN VARIOUS SPECIALITIES:

18.1 Prosthodontics and Crown & Bridge:

PAPERS	DETAILS	MARKS
1	Applied basic sciences: Anatomy, Physiology, Pathology and Dental Materials	75
2	Removable prosthodontics and oral implantology	75
3	Fixed partial prosthodontics	75
4	Essay	75
	TOTAL	300

18.2 Periodontology:

PAPERS	DETAILS	MARKS
1	Applied basic sciences: Anatomy, Physiology, Biochemistry, Pathology and Pharmacology	75
2	Etiopathogenesis	75
3	Clinical Periodontology and Oral Implantology	75
4	Essay	75
	TOTAL	300

18.3 Oral & Maxillofacial Surgery:

PAPERS	DETAILS	MARKS
1	Applied basic sciences: Applied Anatomy, physiology and Pathology	75

2	Minor oral Surgery and Trauma	75
3	Maxillofacial Surgery and oral implantology	75
4	Essay	75
	TOTAL	300

18.4 Conservative Dentistry and Endodontics:

PAPERS	DETAILS	MARKS
1	Applied basic sciences: Applied Anatomy, Physiology, Pathology and Dental Materials	75
2	Conservative dentistry & Aesthetic Dentistry	75
3	Endodontics	75
4	Essay	75
	TOTAL	300

18.5 Orthodontics &Dentofacial Orthopedics:

PAPERS	DETAILS	MARKS
1	Applied basic sciences: Anatomy, Physiology, Pathology, Genetics, Physical anthropology & Dental materials	75
2	Diagnosis and treatment planning.	75
3	Clinical Orthodontics ad Mechanotherapy	75
4	Essay	75
	TOTAL	300

18.6 Oral Pathology & Microbiology, and Forensic Odontology:

PAPERS	DETAILS	MARKS
1	Applied basic sciences: Anatomy, Physiology, Pathology and Research methodology	75
2	Oral pathology, Microbiology, Forensic Odontology and Oncology	75
3	Laboratory Techniques and Diagnosis	75
4	Essay	75
	TOTAL	300

18.7 Public Health Dentistry:

PAPERS	DETAILS	MARKS
1	Applied basic sciences: Anatomy, Physiology, Pathology and Research methodology	75
2	Public Health	75
3	Dental Public Health	75
4	Essay	75
	TOTAL	300

18.8 Pediatric & Preventive Dentistry:

PAPERS	DETAILS	MARKS
1	Applied basic sciences: Anatomy, Physiology, Pathology, Microbiology, nutrition and Dietics	75
2	Clinical pediatric dentistry	75
3	Preventive and community dentistry as appliedto pediatric dentistry	75
4	Essay	75
	TOTAL	300

18.9 Oral Medicine and Radiology:

PAPERS	DETAILS	MARKS
1	Applied basic sciences: Anatomy, Physiology, Pathology and pharmacology	75
2	Diagnosis, diagnostic methods and imageology and Applied Oral Pathology	75
3	Oral medicine, therapeutics and laboratory investigations	75
4	Essay	75
	TOTAL	300

0 PRACTICAL / CLINICAL EXAMINATION:

19.1 General:

19.1.1 In case of practical/ clinical examination, it should be aimed at assessing competence and skills of techniques and procedures. It should also aim at testing the student's ability to make relevant and valid observations, interpretations and inferences of laboratory or

experimental or clinical work relating to his / her subject for undertaking independent work as a specialist. The actual format of clinical examination in various specialties are given below.

19.1.2 Duration of practical/ clinical examination including viva voce is minimum of two days up to 4 candidates. Duration shall be increased as per the requirement.

19.1.3 There shall be no practical examinations in Applied Basic Medical subjects.

19.1.4 The maximum marks for practical / clinical examination shall be 200 marks. Exercises and distribution of marks for various clinical / practical exercises in the specialties is mentioned below.

19.1.5 Specific time will be allotted for every exercise and every division of examination.

19.1.6 Marks distribution:

DETAILS	MARKS
Practical / clinical exercise	200
Viva voce, dissertation presentation, pedagogy	100
TOTAL	300

19.1.7 Display and discussion of work performed by candidate during training period.

19.2 PROSTHODONTICS, CROWN & BRIDGE

19.2.1 Marks distribution:

DETAILS	MARKS
Steps of CD prosthesis, steps FPD prosthesis, treatment planning and designing of RPD prosthesis, treated cases presentation with postoperavtive records	200
Viva voce, dissertation presentation, pedagogy	100
TOTAL	300

19.2.2 Examination shall be for three days. If there are more than 6 candidates, it may be extended for one more day. Each candidate shall be examined for a minimum of two days, six hours per day including viva voce.

19.2.3 Presentation of treated cases withpostoperative records, during training period

19.2.3.1 CD (complete denture)

19.2.3.2 RPD (removable partial denture)

19.2.3.3 FPD (fixed partial denture) including single tooth and surface restoration

19.2.3.4 ISP(implant supported prosthesis)

19.2.3.5 Occlusal rehabilitation

19.2.3.6 TMJ

19.2.3.7 Maxillofacial Prosthesis

19.2.4 Present actual treated patients complete denture(CD) prosthesis andinsertion

19.2.4.1 Discussion on treatment plan and patient review

19.2.4.2 Tentative jaw relation records

19.2.4.3 Face Bow transfer

19.2.4.4 Transferring it on articulators

19.2.4.5 Extraoral tracing and securing centric and protrusive/ lateralrecord

19.2.4.6 Transfer in on articulator

19.2.4.7 Selection of teeth

19.2.4.8 Arrangement of teeth

19.2.4.9 Waxed up denture trial

19.2.4.10 Fit, insertion and instruction of previously processed characterized, anatomic complete denture prosthesis

19.2.4.11 All steps will include chair side, lab and viva voce

19.2.5 Fixed Partial Denture (FPD)

19.2.4.1 Case discussion and selection of patientsfor FPD

19.2.4.2 Abutment preparation isolation and fluidcontrol

19.2.4.3 Gingival retraction and impressions

19.2.4.4 Cementation of provisional restoration

19.2.6 Removable Partial Denture (RPD)

19.2.5.1 Surveying and designing of partial dentate cast

19.2.5.2 Discussion on components and material selection including occlusalscheme.

19.2.7 Viva Voce:

All examiners will conduct viva voce conjointly on candidate's comprehension, analytical approach, expression, interpretation of data and communication skills. It includes all components of course contents.

19.2.8 Dissertation presentation:

The candidate shall present his / her dissertation and all examiners shall conduct viva voce and discussion on the same.

19.2.9 Pedagogy Exercise:

A topic will be given to each candidate in the beginning of clinical examination. He/ she isasked to make a presentation on the topic.

19.3 PERIODONTOLGY

19.3.1 Marks distribution:

DETAILS	MARKS
Periodontal surgery, cases presentation, postoperative review	200
Viva voce, dissertation presentation, pedagogy	100
TOTAL	300

19.3.2 Case discussion: Long and short cases

19.3.3 Periodontal surgery: Periodontal flap surgery on previously prepared casein one quadrant of the mouth after getting approval from the examiners.

19.3.4 Postsurgicalreview and discussion of the cases treated.

19.3.5 All the examiners shall participate in all the aspects of clinical examinations/ viva voce

19.3.6 Presentation of treatedcases withpostoperative records, during training period.

19.3.7 Viva Voce:
All examiners will conduct viva voce conjointly on candidate's comprehension, analytical approach, expression, interpretation of data and communication skills. It includes all components of course contents.

19.3.8 Dissertation presentation:
The candidate shall present his / her dissertation and all examiners shall conduct viva voce and discussion on the same.

19.3.9 Pedagogy Exercise:
A topic will be given to each candidate in the beginning of clinical examination. He/ she isasked to make a presentation on the topic.

19.4 ORAL & MAXILLOFACIAL SURGERY

19.4.1 Marks distribution:

DETAILS	MARKS
Disimpactionof mandibular impacted third molar and minor oral surgical procedures under local anaesthesia,including cyst enucleation or any similar procedure to exhibit professional skills.Minor & major cases presentation	200
Viva voce, dissertation presentation, pedagogy	100
TOTAL	300

19.4.2 Minor Oral Surgery:
Each candidate is required to perform the minor oral surgical procedures under local anaesthesia. The minor surgical cases may include removal of impacted lower third molar, cyst enucleation, any

similar procedure where students can exhibit their professional skills in raising the flap, removing the bone and suturing the wound.

19.4.3 Major and minor casespresentation.

19.4.4 Presentation of treated cases withpostoperative records, during training period.

19.4.5 Viva Voce:
All examiners will conduct viva voce conjointly on candidate's comprehension, analytical approach, expression, interpretation of data and communication skills. It includes all components of course contents.

19.4.6 Dissertation presentation:
The candidate shall present his / her dissertation and all examiners shall conduct viva voce and discussion on the same.

19.4.7 Pedagogy Exercise:
A topic will be given to each candidate in the beginning of clinical examination. He/ she isasked to make a presentation on the topic.

19.5 CONSERVATIVE DENTISTRY & ENDODONTICS

19.5.1 Marks distribution:

DETAILS	MARKS
Molar endodontics, cast post and core, Class-II inlay	200
Viva voce, dissertation presentation, pedagogy	100
TOTAL	300

19.5.2 Clinical Exercise:
Cast post and core procedure as specified by examiners.

19.5.3 Presentation of treated cases withpostoperative records, during training period.

19.5.4 Viva Voce:
All examiners will conduct viva voce conjointly on candidate's comprehension, analytical approach, expression, interpretation of data and communication skills. It includes all components of course contents.

19.5.5 Dissertation presentation:
The candidate shall present his / her dissertation and all examiners shall conduct viva voce and discussion on the same.

19.5.6 Pedagogy Exercise:
A topic will be given to each candidate in the beginning of clinical examination. He/ she isasked to make a presentation on the topic.

19.6 ORTHODONTICS

19.6.1 Marks distribution:

DETAILS	MARKS
Myofunctional appliance case, treated cases discussion with postoperative records, long case and short case discussion, preclinical orthodontic wire bending and appliances, stage mechanics, bonding and arch wire fabrication	200
Viva voce, dissertation presentation, pedagogy	100
TOTAL	300

19.6.2 Myofunctional Case:
Selection of case for functional appliance and recording of construction bite.Fabrication and delivery of the appliance the next day.

19.6.3 Multiband exercise:
Stage with auxiliary springs or bonding of straight wire appliance (SWA)brackets and construction of suitable arch wire.

19.6.4 Presentation of treatedcases withpostoperative records, during training period.

19.6.5 Long cases discussions.

19.6.6 Viva Voce:
All examiners will conduct viva voce conjointly on candidate's comprehension, analytical approach, expression, interpretation of data and communication skills. It includes all components of course contents.

19.5.4 Dissertation presentation:
The candidate shall present his / her dissertation and all examiners shall conduct viva voce and discussion on the same.

19.5.5 Pedagogy Exercise:
A topic will be given to each candidate in the beginning of clinical examination. He/ she isasked to make a presentation on the topic.

19.7 ORAL PATHOLOGY & MICROBIOLOGY

19.7.1 Marks distribution:

DETAILS	MARKS
Clinical hematology, cytology and smear preparation, paraffin sectioning, Hematoxylin&Eosinstaining, histopathology slide discussion, long & short cases presentation	200
Viva voce, dissertation presentation, pedagogy	100
TOTAL	300

19.7.2 Long and short cases presentation:

Detailed case history taking, clinical evaluation, investigations advised, diagnosis, treatment planning.

19.7.3 Presentation ofcases withpostoperative records, during training period.

19.7.4 Clinical Hematology: As specified by examiners.

19.7.5 Smear Preparation: Cytology or microbial smear and staining.

19.7.6 Paraffin sectioning.

19.7.7 Hematoxylin& Eosin Staining

19.7.8 Histopathology slide discussion.

19.7.9 Viva Voce:
All examiners will conduct viva voce conjointly on candidate's comprehension, analytical approach, expression, interpretation of data and communication skills. It includes all components of course contents.

19.7.10 Dissertation presentation:
The candidate shall present his / her dissertation and all examiners shall conduct viva voce and discussion on the same.

19.7.11 Pedagogy Exercise:
A topic will be given to each candidate in the beginning of clinical examination. He/ she isasked to make a presentation on the topic.

19.8 PUBLIC HEALTH DENTISTRY

19.8.1 Marks distribution:

DETAILS	MARKS
Long and short cases presentation, Preventive oral health care procedures, health care problem solving of a given community situation, Critical evaluation of a given researcharticle	200
Viva voce, dissertation presentation, pedagogy	100
TOTAL	300

19.8.2 Clinical examination of patients representing the community, including history taking,complaints, examination and recording of the findings, using indices for the assessment of oral health and presentation of the observation includingdiagnosis,comprehensive treatment planning.

19.8.3 Presentation of treated cases withpostoperative records, during training period.

19.8.4 Performing preventiveoral health care procedures as per treatment plan.

19.8.5 Critical evaluation of a given researcharticle published in an internationaljournal.

19.8.6 Problem solving: A hypothetical oralhealth situation existing in acommunity is given with sufficient data. The student as specialist in community dentistry is expected to suggest practical solutions to the existing oral health situation of thegiven community.

19.8.7 Viva Voce:
All examiners will conduct viva voce conjointly on candidate's comprehension, analytical approach, expression, interpretation of data and communication skills. It includes all components of course contents.

19.8.8 Dissertation presentation:
The candidate shall present his / her dissertation and all examiners shall conduct viva voce and discussion on the same.

19.8.9 Pedagogy Exercise:
A topic will be given to each candidate in the beginning of clinical examination. He/ she isasked to make a presentation on the topic.

19.9 PEDODONTIA & PREVENTIVE DENTISTRY

19.9.1 Marks distribution:

DETAILS	MARKS
Pulpectomy, crown preparation for stainless steel crown, band adaptation for fixed space maintainer	200
Viva voce, dissertation presentation, pedagogy	100
TOTAL	300

19.9.2 Presentation of treated cases withpostoperative records, during training period.

19.9.3 Pulpectomyincludingrubber dam application, access opening, working length radiography, obturationon a primary molar.

19.9.4 Crown preparation on a primary molar for stainless steel crown andcementation of the same.

19.9.5 Band adaptation for fixed type of space maintainer and impressionmaking and space maintainer delivery on primary molar

19.9.6 Viva Voce:
All examiners will conduct viva voce conjointly on candidate's comprehension, analytical approach, expression, interpretation of data and communication skills. It includes all components of course contents.

19.9.7 Dissertation presentation:
The candidate shall present his / her dissertation and all examiners shall conduct viva voce and discussion on the same.

19.9.8 Pedagogy Exercise:

A topic will be given to each candidate in the beginning of clinical examination. He/ she isasked to make a presentation on the topic..

19.10 ORAL MEDICINE & RADIOLOGY

19.10.1 Marks distribution:

DETAILS	MARKS
Spotters, long and short cases presentation, radiology exercises including intraoral periapical (IOPA), occlusal, extraoral radiographs.	200
Viva voce, dissertation presentation, pedagogy	100
TOTAL	300

19.10.2 Spotters and discussion.

19.10.3 Presentation of treated cases and radiographs withpostoperative records, during training period.

19.10.4 Long and short cases presentation.

19.10.5 Radiology Exercises including technique and interpretation:

19.10.5.1 Intraoral periapical(IOPA) radiographs

19.10.5.2 Occlusal Radiographs

19.10.5.3 Extraoral Radiographs

19.10.6 Viva Voce:

All examiners will conduct viva voce conjointly on candidate's comprehension, analytical approach, expression, interpretation of data and communication skills. It includes all components of course contents.

19.10.7 Dissertation presentation:

The candidate shall present his / her dissertation and all examiners shall conduct viva voce and discussion on the same.

19.10.8 Pedagogy Exercise:

A topic will be given to each candidate in the beginning of clinical examination. He/ she isasked to make a presentation on the topic.

20.0 RE-VALUATION OF ANSWER BOOKS:

There shall be no provision of re-totaling / revaluation of written and practical/ clinical papers as the papers are valued by the four expert examiners.

21.0 CRITERIA FOR DECLARING AS PASS:

21.1 A candidate shall be declared to have passed the University examination if:

21.1.1 Dissertation is approved by the examiners in that year or previous years.

21.1.2 He/ she secures a minimum of 50% marks in aggregate of all thetheory written papers.

21.1.3 Secures a minimum of 50% marks in aggregate of practical/ clinical examination and viva voce examination.

21.2 Candidates passing the MDS examination shall be declared to have passed the examinations in the following categories:

21.2.1 Second class if he/ she secures above 50% and below 75% marks in aggregate.

21.2.2 First Class if he/ she secures above 75% of marks in aggregate.

21.3 A candidate who is declared successful in the MDS examination shall be granted a degree of "Master of Dental Surgery" in the specialty.

22.0 EXAMINERS

22.1 The University examination shall be conducted by a board of four examiners appointed by the University.

22.2 The board of four examiners consists of two internal and two external examiners.

22.3 One of the internal examiners shall be appointed as chairman of board by the University.

22.4 50% of the external examiners shall be from outside the state.

23.0 QUALIFICATION & EXPERIENCE FOR ELIGIBITY OF EXAMINERS:

23.1 He/ she should possess PG qualification and teaching experience of more than 4 years after obtaining postgraduate qualification in the same specialty.

23.2 A person who is not an active postgraduate teacher in the subject cannot be appointed as an examiner.

23.3 Reciprocal arrangement of examiners should be discouraged, in that, the internal examiner in a subject should not accept external examinershipfor an institution from which external examiner is appointed.

23.4 No person shall be an external examiner for the same institution for more than four consecutive examinations. However, if there is a break of two examinations, the person can be re-appointed in subsequent examinations.

24.0 CHECK LISTS

24.1 CHECKLIST – 1

MODEL CHECKLIST FOR EVALUATION OF JOURNAL REVIEW PRESENTATIONS

EVALUATION SHEET – JOURNAL REVIEW PRESENTATION						
Name of Trainee:					Date:	
Name of Faculty Observer:						
Topic:						
SL.NO.	ITEMS FOR OBSERVATION DURING PRESENTATION	POOR	BELOW	AVERAGE	GOOD	VERY GOOD
	SCORE=	0	1	2	3	4
1.	Article chosen					
2.	Extent of understanding of scope and objectives of the paper by the candidate					
3.	Whether cross references have been consulted					
4.	Whether other relevant publications consulted					
5.	Ability to respond to questions on the paper / subject					
6.	Audio-visual aids used					
7.	Ability to defend the paper					
8.	Clarity of presentation					
9.	Any other observation					
	TOTAL SCORE=					

.....

Signature of Faculty Observer

24.2 CHECKLIST – 2
MODEL CHECKLIST FOR EVALUATION OF SEMINAR

EVALUATION SHEET – SEMINAR PRESENTATION

Name of Trainee: Date:

Name of Faculty Observer:

Topic:

SL.NO.	ITEMS FOR OBSERVATION DURING PRESENTATION	POOR	BELOW	AVERAGE	GOOD	VERY GOOD
	SCORE=	0	1	2	3	4
1.	Whetherother relevant publications consulted					
2.	Whether crossreferences have been consulted					
3.	Completeness of preparation					
4.	Clarity of presentation					
5.	Understanding of subject					
6.	Ability to answer questions					
7.	Time scheduling					
8.	Appropriate use of audio-visual aids					
9.	Overall performance					
10.	Any other observation					
	TOTAL SCORE=					

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Signature of Faculty Observer

24.3 CHECKLIST – 3

MODEL CHECKLIST FOR EVALUATION OF CLINICAL WORK IN OPD

(To be completed once a month by respective Unit Heads including posting in other department)

EVALUATION SHEET – CLINICAL WORK IN OPD						
Name of Trainee:					Date:	
Name of Unit Head:						
Topic:						
SL.NO.	ITEMS FOR OBSERVATION DURING PRESENTATION	POOR	BELOW	AVERAGE	GOOD	VERY GOOD
	SCORE=	0	1	2	3	4
1.	Regularity of attendance					
2.	Punctuality					
3.	Interaction with colleagues and supportive staff					
4.	Maintenance of case records					
5.	Presentation of cases					
6.	Investigations work up					
7.	Chair side manners					
8.	Rapport with patients					
9.	Overall quality of clinical work					
	TOTAL SCORE=					

.....

Signature of Unit Head

24.3 CHECKLIST – 3

MODEL CHECKLIST FOR EVALUATION OF CLINICAL WORK IN OPD

(To be completed once a month by respective Unit Heads including posting in other department)

EVALUATION SHEET – CLINICAL WORK IN OPD						
Name of Trainee:					Date:	
Name of Unit Head:						
Topic:						
SL.NO.	ITEMS FOR OBSERVATION DURING PRESENTATION	POOR	BELOW	AVERAGE	GOOD	VERY GOOD
	SCORE=	0	1	2	3	4
1.	Regularity of attendance					
2.	Punctuality					
3.	Interaction with colleagues and supportive staff					
4.	Maintenance of case records					
5.	Presentation of cases					
6.	Investigations work up					
7.	Chair side manners					
8.	Rapport with patients					
9.	Overall quality of clinical work					
	TOTAL SCORE=					

.....

Signature of Unit Head

24.5 CHECKLIST – 5

MODEL CHECKLIST FOR EVALUATION OF TEACHING SKILLS

EVALUATION SHEET – TEACHING SKILLS			
Name of Trainee:			Date:
Name of Faculty Observer:			
Topic:			
SL.NO.	ITEMS FOR OBSERVATION DURING PRESENTATION	STRONG POINT	WEAK POINT
1.	Communication of the purpose of the talk		
2.	Evokes audience interest in the subject		
3.	Introduction		
4.	Sequence of ideas		
5.	Use of practical examples and / or illustrations		
6.	Speaking style (enjoyable, monotonous, etc. specify)		
7.	Attempts audience participation		
8.	Summary of the main points at the end		
9.	Asks questions		
10.	Answers questions asked by the audience		
11.	Rapport of speaker with his audience		
12.	Effectiveness of the talk		
13.	Uses audio-visual aids appropriately		
		..... Signature of Faculty Observer	

24.6 CHECKLIST – 6
MODEL CHECKLIST FOR DISSERTATION PRESENTATION

EVALUATION SHEET– DISSERTATION PRESENTATION						Date:
Name of Trainee:						
Name of Faculty Observer:						
Topic:						
SL.NO.	ITEMS FOR OBSERVATION DURING PRESENTATION	POOR	BELOW	AVERAGE	GOOD	VERY GOOD
	SCORE=	0	1	2	3	4
1.	Interest shown in selecting topic					
2.	Appropriate review					
3.	Discussion with guide and other faculty					
4.	Quality of protocol.					
5.	Preparation of proforma					
	TOTAL SCORE=					

.....
Signature of Faculty Observer

24.7. CHECKLIST – 7
CONTINUOUS EVALUATION OF DISSERTATION WORK BYGUIDE/ CO-GUIDE

EVALUATION SHEET – DISSERTATION WORK						
Name of Trainee:						Date:
Name of Faculty Observer:						
Topic:						
SL.NO.	ITEMS FOR OBSERVATION DURING PRESENTATION	POOR	BELOW	AVERAGE	GOOD	VERY GOOD
	SCORE=	0	1	2	3	4
1.	Periodic consultation with guide / co-guide					
2.	Regular collection of case material					
3.	Depth of analysis/ discussion					
4.	Department presentation of findings					
5.	Quality of final output					
	Others					
	TOTAL SCORE=					

.....
Signature of Faculty Observer

24.8 CHECKLIST – 8

OVERALL ASSESSMENT SHEET

OVERALL ASSESSMENT SHEET

Date: .....

SL. NO.	FACULTY MEMBER	NAME OF TRAINEES AND MEAN SCORE									
		A	B	C	D	E	F	G	H	I	J
1.											
2.											
3.											
4.											
5.											
6.											

.....

Signature of HOD

.....

Signature of Principal

The above overall assessment sheet used along with the logbook should form the basis for certifying satisfactory completion of course of study, in addition to the attendance requirement.

KEY:

Faculty member : Name of the faculty doing the assessment

Mean score : Sum of all the scores of checklist 1 to 7

A, B, ... :Name of the trainees

25.0 TABLES IN LOG BOOK

25.1 TABLE – 1

ACADEMIC ACTIVITIES ATTENDED

Name of Trainee:		Admission year:
College:		
DATE	TYPE OF ACTIVITY – SPECIFY: SEMINAR, JOURNAL CLUB, PRESENTATION, UG TEACHING	ATTENDED / PARTICIPATED

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Signature of Guide

.....

Signature of HOD

25.2 TABLE – 2

ACADEMIC PRESENTATIONS MADE BY THE TRAINEE

ACADEMIC PRESENTATIONS MADE		
Name of Trainee:		Admission year:
College:		
DATE	TOPIC	TYPE OF ACTIVITY – SPECIFY: SEMINAR, JOURNAL CLUB,PRESENTATION, UG TEACHING

25.3 TABLE – 3

DIAGNOSTIC AND OPERATIVE PROCEDURES PERFORMED

DIAGNOSTIC AND OPERATIVE PROCEDURES PERFORMED				
Name of Trainee:			Admission year:	
College:				
DATE	NAME	O.P. NO.	PROCEDURE	CATEGORY Q,A,PA,PI

Key:

O : Washed up and observed – Initial 6 months of admission.

A : Assisted a more senior surgeon – I year MDS.

PA : Performed procedure under the direct supervision of a senior surgeon – II year MDS.

PI : Performed independently –III year MDS

Ordinance No. 17

BACHELOR OF SCIENCE IN NURSING (B. SC NURSING)

04 years degree course

IMS & OBJECTIVES

1 AIMS

The aims of the undergraduate nursing program are to:

1.1.1 Prepare graduates to assume responsibilities as professional, competent nurses and midwives in providing promotive, preventive, curative, and rehabilitative services.

1.1.2 Prepare nurses, who can make independent decisions in nursing situations, protect the rights of and facilitate individuals and groups in pursuit of health, function in the hospital, community-nursing services, and conduct research studies in the areas of nursing practice. They are also expected to assume the role of teacher, supervisor, and manager in a clinical / public health setting.

OBJECTIVES

On completion of the four year B. Sc Nursing program the graduate will be able to:

1.2.1 Apply knowledge from physical, biological and behavioral sciences, medicine including alternative systems and nursing in providing nursing care to individuals, families and communities.

1.2.2 Demonstrate understanding of life style and other factors, which affect health of individuals and groups.

1.2.3 Provide nursing care based on steps of nursing process in collaboration with the individuals and groups.

1.2.4 Demonstrate critical thinking skill in making decisions in all situations in order to provide quality care.

1.2.5 Utilize the latest trends and technology in providing health care.

1.2.6 Provide promotive preventive and restorative health services in line with oe national health policies and program.

1.2.7 Practice within the framework of code of ethics and professional conduct, and acceptable standards of practice within the legal boundaries.

1.2.8 Communicate effectively with individuals and groups, and members of the health team in order to promote effective interpersonal relationships and teamwork.

1.2.9 Demonstrate skills in teaching to individuals and groups in clinical/community health settings.

1.2.10 Participate effectively as members of the health team in health care delivery system.

1.2.11 Demonstrate leadership and managerial skills in clinical /community health settings.

1.2.12 Conduct need based research studies in various settings utilize the research findings to improve the quality of care.

1.2.13 Demonstrate awareness, interest, and contribute towards advancement of self and of the profession.

2.0 COURSE STRUCTURE

The degree in Nursing of four years course shall be designated as Basic Bachelor of Science in nursing in short Basic B.Sc. (Nursing).

2.1 The duration of Basic B.Sc. (N) course shall extend over a period of four years consisting named below:

i Basic B.Sc. (N) First Year

ii. Basic B.Sc. (N) Second Year

iii Basic B.Sc. (N) Third year

iv. Basic B.Sc. (N) Fourth Year including internship.

3.0 ACADEMIC QUALIFICATION FOR ADMISSION

3.1 The minimum educational requirement shall be the passing of: Higher Secondary School Certificate Examination (10 + 2)

OR

Senior School Certificate Examination (10+2), Pre degree Examination (10+2)

OR

An equivalent with 12 years schooling from a recognized Board or University with Science (Physics, Chemistry, Biology) and English with minimum of 45% aggregate marks (PCBE).

4.0 CRITERIA FOR SELECTION

4.1 The candidate who fulfill the aforesaid academic qualification for admission

4.2 The minimum age shall be 17 years completed on or before Dec 31s' of the year of admission.

4.3 The admission in Basic B.Sc. (N) 1st year shall be based on the merit in the common entrance test or qualifying examination as per guidelines of Medical Education Dept Govt. of M.P., Bhopal.

4.4 Candidate shall be medically fit.

5.0 COURSE DURATION

5.1 The duration of Basic B.Sc. (Nursing) course shall be four years including internship.

5.2 The duration of each academic year of Basic B.Sc. (Nursing) I, II, III, IV years shall be not less than 10 month.

5.3 The maximum period to complete the course successfully should not exceed 8 years from the date of admission.

6.0 COURSE COMMENCEMENT

6.1 The commencement Basic B.Sc. (N) 1st year shall start during the period of July/August of every year.

6.2. Vacation shall be granted maximum eight weeks duration between 2 academic years.

6.3 The subject to be studied in different academic year of Basic B.Sc. (N) shall be as per scheme given as in subsequent sequence.

7.0 EXAMINATION

7.1 The medium of instruction and examination shall be English throughout the course of the study.

7.2 SCHEME OF EXAMINATION

Basic B.Sc. (N) First Year

Subject			Assessment		
Paper No.	**Theory**	**Hours**	**Internal**	**External**	**Total**
1	Anatomy & Physiology	3	25	75	75
2	Nutrition & Biochemistry	3	25	75	75
3	Nursing Foundation	3	25	75	75
4	Psychology	3	25	75	75
5	Microbiology	3	25	75	75
6	English	3	25	75	75
7	Introduction to Computer		25	75	75
Practical No.	**Practical and Viva Voce**				
1	Nursing Foundation		100	100	200

Basic B.Sc. (N) Second Year

Subject			**Assessment**		
Paper No.	**Theory**	**Hours**	**Internal**	**External**	**Total**
8	Sociology	3	25	75	100
9	Medical Surgical Nursing (Adult including geriatrics)-	3	25	75	100
10	Pharmacology, Pathology & Genetics	3	25	75	100
11	Community Health Nursing		25	75	100
12	Communication and Educational Technology	3	25	75	100
Practical No.	**Practical and Viva Voce**				

2	Medical -Surgical Nursing (Adult including geriatrics)-		100	100	75

Basic B.Sc. (N) Third Year

Subject			Assessment		
Paper No.	**Theory**	**Hours**	**Internal**	**External**	**Total**
13	Medical Surgical Nursing (Adult including geriatrics)-II	3	25	75	100
14	Child Health Nursing	3	25	75	100
15	Mental Health Nursing	3	25	75	100

Practical No	Practical and Viva Voce				
3	Medical -Surgical Nursing (Adult including geriatrics)		50	50	100
4	Child Health Nursing Mental Health Nursing		50	50	100
5	Mental Health Nursing		50	50	100

Basic B.Sc. (N) Fourth Year

Subject			Assessment		
Paper No.	Theory	Hours	Internal	External	Total
16	Midwifery and Obstetrical	3	25	75	100
16	Community Health Nursing - II	3	25	75	100
17	Nursing Research & Statistics	3	25	75	100
18	Management and Nursing Services and Education	3	25	75	100
Practical No	Practical and Viva Voce				
3	Midwifery and		50	50	100

डॉ. (श्रीमति) [illegible]

	Obstetrical				
	Community Health Nursing -		50	50	100

7.3.1 There shall be one Annual University Examination at the end of each academic year.

7.3.2 There shall be provision for supplementary examination.

7.3.3 The University examination for theory subject shall be out of 75 marks.

7.3.4 The University Examination marks for Nursing Foundation (Practical & viva voce Paper I) & Medical Surgical Nursing -1 (Practical and viva voce paper II) shall be out of 100 marks.

7.3.5 The University Examination marks for Medical Surgical Nursing - II (Practical and viva voce paper III), Child Health Nursing (Practical and viva voce paper IV), Mental Health Nursing (Practical and viva voce paper V), Midwifery and Obstetrical Nursing (Practical and viva voce paper VI) and Community Health Nursing (practical and viva voce paper VII) shall be out of 50 Marks.

7.3.6 Anatomy and physiology - Question paper will consist of Section A Anatomy of 37 marks and Section B Physiology should be of 38 marks.

7.3.7 Nutrition and Biochemistry - Question paper will consist of Section A Nutrition of 45 marks and Section B of Biochemistry of 30 marks.

7.3.8 Pharmacology, Pathology and Genetics : Section A of Pharmacology with 38 marks, Section B of Pathology of 25 and Genetics with 12 marks.

7.3.9 Nursing Research & Statistics-Nursing Research Should be of 50 marks and Statistics of 25 marks.

7.3.10 Minimum pass marks shall be 40 % for English only.

7.3.11 Theory and Practical exams for Introduction to Computer will be conducted as College exam and marks to be sent to University for inclusion in the marks sheet.

7.3.12 Maximum number of candidate for practical examination should not exceed 20 per day.

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

7.3.14 Fourth year final examination to be held only after completion of internship.

Internal Examination

7.4.1 The assessment of academic growth of the student shall be done on the basis of three term examination and one Pre University examination for theory and practical subjects.

7.4.2 The internal assessment marks for the theory subjects shall be out of 25 marks.

7.4.3 The internal assessment marks for the practical subjects shall be awarded on the basis of evaluation of performance of the student in the specific area / field.

7.4.4 The internal assessment marks for Nursing Foundation (Practical & viva voce Paper I) & Medical Surgical Nursing - I (Practical and viva voce paper II) shall be out of 100 marks.

7.4.5 The internal assessment marks for Medical Surgical Nursing(Adult including geriatrics) - II (Practical and viva voce paper III), Child Health Nursing (Practical and viva voce paper IV), Mental Health Nursing (Practical and viva voce paper V), Midwifery and Obstetrical Nursing (Practical and viva voce paper VI) and Community Health Nursing (practical and viva voce paper VII) shall be out of 50 Marks.

7.5 Supplementary Examination

7.5.1 There will be only one mid-session Supplementary Examination held by the University ordinarily held in the month of September / October. However those

who fail in supplementary exam they will appear in main exam.

7.5.2 The first year students will have to clear all first year subjects in a maximum limit of 4 attempts, after which they will not be allowed to continue their Basic B.Sc. (N) Course if, candidate fails in 4lh attempt of 1st year

7.5.3 Non appearance at an examination on grounds of sickness or otherwise, will be treated as one of the four attempts allowed for 1st year subjects.

7.5.4 If a first year candidate fails in mid session supplementary papers, candidates will be given an opportunity to appear in the main examination of llnd year provisionally along with the backlog of last year subjects.

7.5.5 If a candidate fails in backlog subjects of the 1st year, the result of llnd year examination for which candidate will be provisionally admitted will be treated as cancelled. The candidate will have to repeat her backlog subjects of 1st year in next mid session supplementary examination

7.5.6 A candidate, who appears in llnd year main examination and fails in any of the subjects will be permitted to appear in midsession supplementary examination and there after provisionally along with failed llnd year subject, but if any candidates fails in llnd year subject the candidates rd year result will be

automatically cancelled. The same ruling will apply for the IVth year students also.

7.5.7 Only failed subjects, will have to be repeated in midsession supplementary or Supplementary examination with the main annual examination.

7.5.8 The marks obtained by the candidate in the subjects passed in Supplementary Examination or additional attempts shall be taken into account as pass in the examination.

8.0 CRITERIA FOR PASSING

8.1 A Candidate has to pass in theory and practical exam separately in each of the paper.

8.2 A Candidate failing in more than two subjects will not be promoted to the next academic year.

8.3 Minimum pass marks shall be 50% in each of the theory and practical papers separately.

8.4 Minimum pass marks shall be 45% for Introduction to Computer.

8.5 If a candidate fails in either theory or practical paper he/she has to re-appear for both the papers (Theory and Practical).

8.6 Maximum number of attempts permitted for each paper shall be three including first attempt.

9.0 DIVISION & MERIT

9.1 Distinction-75% and above in any subject (First attempt only).

9.2 First Division - 60% and above in the aggregate of marks of all main subjects.

9.3 Second Division -Less than 60% in the aggregate of marks in all main subjects.

9.4 Pass Class -Shall be awarded to the candidate passing with supplementary or more than one attempt.

10.0 ATTENDANCE

10.1 A candidate must have minimum of 80%attendance (irrespective of the kind of absence) in theory in each subject for appearing for examination.

10.2 A candidate must have 100% attendance in each of the practical area before award of degree.

11.0 APPOINTMENT OF EXAMINERS /QUESTION PAPER

SETTER The appointment of examiner for the theory and practical examination shall be based on following rules

11.1 Question paper setter / moderator / head evaluator shall be Professor, Associate Professor or Lecturer with an experience of minimum 3 years teaching experience working in any nursing institute conducting nursing courses can be appointed.

11.2 Practical examiner

11.2.1 One internal and one external examiner should jointly conduct practical examination for each student.

11.2.2 An examiner should be a lecturer or above in a college of nursing with M. Sc (N) in concerned subject and minimum of 3 years of teaching experience. To be an examiner for Nursing Foundations course faculty having M. Sc (N) with any specialty shall be considered.

12.0 REVALUATION / RE-TOTALING

12.1 Revaluation and re-totaling of marks is permitted for theory papers only. The University, on receipt of application within the stipulated time and remittance of a prescribed fee, shall permit a recounting of marks and/or revaluation for the subject(s) applied.

12.2 The result after revaluation/re-totaling shall be declared as per prevailing revaluation/re-totaling rules and regulation of the Malwanchal University.

13.0 CANCELLATION OF ADMISSION

The admission of a student at any stage of study shall be cancelled by the Vice Chancellor based on recommendation of Head of Institution, if;

13.1 Candidate is not found qualified as per INC/State Government norms and guidelines or the eligibility criteria prescribed by the University.

OR

13.2 Candidate is not able to complete the course within the stipulated time as prescribed in 5.3

OR

13.3 Candidate is found involved in serious breach of discipline in the Institution or in the University campus.

14.0 SCHEME OF STUDIES

The subject to study in different academic year of Basic B.Sc. (N) shall be as per the scheme given in subsequent sections.

14.1 Annual schedule of studies

i	Weeks available per year	=	52 weeks
ii	Vacation	=	8 weeks
ii	Gazetted holidays	=	3 weeks
v.	Examination (Including preparatory)	=	4 weeks
v.	Available weeks	=	37 weeks
vi.	Hours per week	=	40 Hours
vii.	Practical	=	30hoursper week

viii. Theory	=	(5x6 = 30) 10hours per week (2x5= 10)
IX. Internship	=	48 hours per wk (8x6 = 48)
x. Hours available per academic year	=	1480 (37 week x 40 hours)

14.2 Distribution of Hours

FIRST YEAR

Subject	Theory (in hrs) Class and lab	Practical (in hrs) practical	In hrs

1.English	60		
2.Anatomy	60		
3.Physiology	60		
4.Nutrition	60		
5.Biochemistry	30		
6.Nursing Foundations	265+200	450	
7.Psychology	60		
8.Microbiology	60		
9.Introduction to Computer	45		
10.**Hindi / Regional language	30		
11.Library work / Self Study			50
12.Co- curricular Activities			50
Total hours	930	450	100

SECOND YEAR

Subject	Theory (in hrs) Class and lab	Practical (in hrs) practical	(In hrs)

1.Sociology	60		
2.Pharmacology	45		
2.Pathology	30		
3.Genetics	15		
4.Medical Surgical Nursing (Adult including geriatrics)-	210	720	
5.Community Health Nursing	90	135	
6.Communication and Educational Technology	60+30		
7.Library work / Self Study			50
8.Co- curricular Activities			35
Total hours	540	855	85
Total hours = 1480 hrs			

THIRD YEAR

Subject	Theory (in hrs) Class and lab	Practical (in hrs) practical	(In hrs)

1.Medical -Surgical Nursing (Adult)	120	270	
2.Child Health Nursing	90	270	
3.Mental Health Nursing	90	270	
4.Midwifery and Obstetrical Nursing	90	180	
5.Library work / Self Study			50
6. Co- curricular Activities			50
Total hours	390	990	100
Total hours = 1480 hrs			

FOURTH YEAR

Subject	Theory (in hrs) Class and lab	Practical (in hrs) practical	(In hrs)
1. Midwifery and	-	180	

Obstetrical Nursing			
2. Community Health Nursing -II	90	135	
3. Nursing Research & Statistics	60+30	-	
4. Management of Nursing Services	225	-	
Total hours	225	315	
Total hours = 540 hrs			

INTERNSHIP (INTEGRATED PRACTICE)

Subject	Theory	Practical (in hrs)	(In week)
1. Midwifery and Obstetrical Nursing	--	240	5
2. Community Health Nursing -II	--	195	4
3. Medical Surgical Nursing (Adult and Geriatric)	--	430	9
4. Child Health Nursing	--	145	3
5. Mental Health Nursing	--	95	2
6. Research Project	--	45	1
Total Hours	--	1150	
Total hours = 1690 hrs			

Note:

1. Internship means 8 hours of integrated clinical duties in which 2 weeks of evening and night shift duties are included.

2. Internship should be carried out as 8 hours per day @ 48 hours per week. Students during internship will be supervised by nursing teacher

Ordinance No. 18

BACHELOR OF SCIENCE IN NURSING (POST BASIC B. SC NURSING)
02 years degree course

1.0 AIMS & OBJECTIVES

1.1 AIMS
The aims of the undergraduate nursing program are to:

1.1.1 Prepare graduates to assume responsibilities as professional, competent nurses and midwives at basic level in providing promotive, preventive, curative, and rehabilitative services.

1.1.2 Prepare nurses, who can make independent decisions in nursing situations, protect the rights of and facilitate individuals and groups in pursuit of health, function in the hospital, community- nursing services, and conduct research studies in the areas of nursing practice. They are also expected to assume the role of teacher, supervisor, and manager in a clinical / public health setting.

1.2 OBJECTIVES

1. On completion of B.Sc. Nursing (Post-Basic) degree program the graduates will be able to:

2. Demonstrate competency in techniques of nursing based on concepts and principles from selected areas of nursing physical, biological and behavioral sciences.

3. Participate as members of health team in the promotive preventive, curative and restorative health care delivery system of the country.

4. Assess health states, identify nursing needs, plan, implement and evaluate nursing care for patients /clients that contribute to health of individuals, families and communities.

5. Demonstrate leadership qualities and decision-making abilities in various situations.

6. Demonstrate skills in communication and interpersonal relationship.

7. Demonstrate managerial skills in community health settings

8. Recognize the need for continued learning for their personal and professional development.

9. Demonstrate skills in teaching to individuals and groups it community health settings. Practice ethical values in their personal and professional life

10. Participate in research activities and utilize research findings in improving nursing practice.

2.0 COURSE STRUCTURE

The degree in Nursing of two years course shall be designated as Post Basic Bachelor of Science in nursing in short Post Basic B.Sc. (Nursing).

2.1 The duration of Post Basic B.Sc. (N) course shall extend over a period of two years consisting named below:

i. Post Basic B.Sc. (N) First Year
ii. Post Basic B.Sc. (N) Second Year

3.0 ACADEMIC QUALIFICATION FOR ADMISSION

3.1 Post Basic B. Sc. (N)

Passed the Higher Secondary or Senior Secondary or Intermediate or 10+2 or an equivalent examination recognized by the university for this purpose. Those who have done 10+1 in or before 1986, will be eligible for admission.

Obtained a certificate in General Nursing and Midwifery and registered as R.N.R.M. with the State Nurses Registration Council. A male nurse, trained before the implementation of the new integrated course besides being registered as a nurse with State Nurses Registration Council, shall produce evidence of training approved by Indian Nursing Council for a similar duration in lieu of midwifery in any one of the following areas:

O.T. Techniques
Ophthalmic Nursing
Leprosy Nursing
TB Nursing
Psychiatric Nursing
Neurological and Neuro surgical Nursing
Community Health Nursing
Cancer Nursing
Orthopedic Nursing
Candidates shall be medically fit.
Students shall be admitted once in a year.

4.0 CRITERIA FOR SELECTION

4.1 The candidate who fulfill the aforesaid academic qualification for admission

4.2 The admission in Post Basic B.Sc. (N) 1st year shall be based on the merit in the common entrance test or qualifying examination as per guidelines of Medical Education Dept. Govt. of M.P., Bhopal.

4.3 Candidate shall be medically fit.

5.0 COURSE DURATION

5.1 The duration of Post Basic B.Sc. (Nursing) course shall be two years including internship.

5.2 The duration of each academic year of Post Basic B.Sc. (Nursing) shall be not less than 10 month.

5.3 The maximum period to complete the course successfully should not exceed 04 years from the date of admission.

6.0 COURSE COMMENCEMENT

6.1 The commencement Post Basic B.Sc. (N) 1st year shall start during the period of July/August of every year.

6.2 Vacation shall be granted maximum eight weeks duration between 02 academic years.

6.3 Teaching of Anatomy, Physiology, Pharmacology & Pathology will be integrated with clinical subjects.

6.4 The subject to be studied in different academic year of Post Basic B.Sc. (N) shall be as per scheme given as in subsequent sequence.

7.0 EXAMINATION

7.1 The medium of instruction and examination shall be English throughout the course of the study.

7.2 **Scheme of Examination**

Post Basic B.Sc. Nursing – 1st year

Subject	Theory Examination		Total Marks
	Internal Assessment	Univ. Exam.	
Nursing Foundation	15	35	50
Nutrition and Dietetics	15	35	50
Biochemistry & Biophysics	25	75	100
Psychology	25	75	100
Maternal Nursing	25	75	100
Child Health Nursing	25	75	100
Microbiology	25	75	100

Medical & Surgical Nursing	25	75	100
180	520	700	
English	25	75	100

Subject	Practical Examination		Total Marks
	Internal Assessment	Univ. Exam.	
Medical & Surgical Nursing (No syllabus given)	50	50	100
Maternal Nursing (No syllabus given)	50	50	100
Child Health Nursing (No syllabus given)	50	50	100
Total	150	150	300

Post Basic B.Sc. Nursing – 2nd year

Subject	Theory Examination		Total Marks
	Internal Assessment	Univ. Exam.	
Sociology	25	75	100
Community Health Nursing	25	75	100
Mental Health Nursing	25	75	100
Introduction to Nursing Education	25	75	100
Introduction to Nursing Administration	25	75	100
Introduction to Nursing Research & Statistics	50	--	50
Total	175	375	550

Subject	Practical Examination		Total Marks
	Internal Assessment	Univ. Exam.	
Community Health Nursing	50	50	100
Mental Health Nursing	50	50	100
Research Project	50	-	50

Total	150	100	250

7.3 University Examination.

7.3.1 There shall be one Annual University Examination at the end of each academic year.

7.3.2 There shall be provision for supplementary examination.

7.3.3 Minimum pass marks shall be 40 % for English only.

7.3.4 Maximum number of candidate for practical examination should not exceed 20 per day.

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

7.4 Internal Examination

7.4.1 The assessment of academic growth of the student shall be done on the basis of three term examination and one Pre University examination for theory and practical subjects.

7.4.2 The internal assessment marks for the practical subjects shall be awarded on the basis of evaluation of performance of the student in the specific area / field.

7.5 Supplementary Examination

7.5.1 There will be only one mid-session Supplementary Examination held by the University ordinarily held in the month of September / October. However those who fail in supplementary exam they will appear in main exam.

7.5.2 The first year students will have to clear all first year subjects in a maximum limit of 4 attempts, after which they will not be allowed to continue their Post Basic B.Sc. (N) Course if, candidate fails in 4th attempt of 1st year.

7.5.3 Non appearance at an examination on grounds of sickness or otherwise, will be treated as one of the four attempts allowed for 1st year subjects.

7.5.4 Only failed subjects, will have to be repeated in midsession supplementary or Supplementary examination with the main annual examination.

7.5.5 The marks obtained by the candidate in the subjects passed in Supplementary Examination or additional attempts shall be taken into account as pass in the examination.

8.0 CRITERIA FOR PASSING

8.1 A Candidate has to pass in theory and practical exam separately in each of the paper.

8.2 Minimum pass marks shall be 50% in each of the theory and practical papers separately.

8.3 If a candidate fails in either theory or practical paper he/she has to re-appear for both the papers (Theory and Practical).

8.4 Maximum number of attempts permitted for each paper shall be three including first attempt.

8.7 A Candidate has to secure minimum of 33% in qualifying subject for passing.

9.0 DIVISION & MERIT

9.1 Distinction-75% and above in any subject (First attempt only).

9.2 First Division - 60% and above in the aggregate of marks of all main subjects.

9.3 Second Division - Less than 60% in the aggregate of marks in all main subject.

9.4 Pass Class - Shall be awarded to the candidate passing with supplementary or more than one attempt.

10.0 ATTENDANCE

10.1 A candidate must have minimum of 80% attendance (irrespective of the kind of absence) in theory in each subject for appearing for examination.

10.2 A candidate must have 100% attendance in each of the practical area before award of degree.

11.0 APPOINTMENT OF EXAMINERS /QUESTION PAPER SETTER

The appointment of examiner for the theory and practical examination shall be based on following rules.

11.1 Question paper setter / moderator / head evaluator shall be Professor, Associate Professor or Lecturer with an experience of minimum 3 years teaching experience working in any nursing institute conducting nursing courses can be appointed.

11.2 Practical examiner

11.2.1 One internal and one external examiner should jointly conduct practical examination for each student.

11.2.2 An examiner should be a lecturer or above in a college of nursing with M. Sc (N) in concerned subject and minimum of 3 years of teaching experience. To be an examiner for Nursing Foundations course faculty having M. Sc (N) with any specialty shall be considered.

12.0 REVALUATION / RE-TOTALING

12.1 Revaluation and re-totaling of marks is permitted for theory papers only. The University, on receipt of application within the stipulated time and remittance of a prescribed fee, shall permit a recounting of marks and/or revaluation for the subject(s) applied.

12.2 The result after revaluation/re-totaling shall be declared as per prevailing revaluation/re-totaling rules and regulation of the Malwanchal University.

13.0 CANCELLATION OF ADMISSION

The admission of a student at any stage of study shall be cancelled by the Vice Chancellor based on recommendation of Head of Institution, if;

13.1 Candidate is not found qualified as per INC/State Government norms and guidelines or the eligibility criteria prescribed by the University.

OR

13.2 Candidate is not able to complete the course within the stipulated time as prescribed in 5.3

OR

13.3 Candidate is found involved in serious breach of discipline in the Institution or in the University campus.

14.0 SCHEME OF STUDIES & DISTRIBUTION OF HOURS

FIRST YEAR

S. No.	Subject	Theory Hours	Practical Hours
1	Nursing Foundation	45	-
2	Nutrition & Dietetics	30	15
3	Biochemistry & Biophysics	60	-
4	Psychology	60	15
5	Maternal Nursing	60	240
6	Child Health Nursing	60	240
7	Microbiology	60	30
8	Medical & Surgical Nursing	90	270
9	English (Qualifying)	60	-

	Total	**525**	**810**

Note: Hindi/local language as per the need of the institution.

SECOND YEAR

S. No.	Subject	Theory Hours	Practical Hours
10	Sociology	60	-
11	Community Health Nursing	60	240
12	Mental Health Nursing	60	240
13	Introduction to Nursing Education	60	75
14	Introduction to Nursing Administration	60	180
15	Introduction to Nursing Research & Statistics	45	120
	Total	**345**	**855**

Ordinance No. 19

MASTER OF SCIENCE IN NURSING (M. Sc. NURSING)
02 year post graduate degree course

1.0 AIM AND OBJECTIVES

1.1 AIM

1.2.1 The aim of the postgraduate program in nursing is to prepare to assume responsibilities as nurse specialists, consultants, educators, administrators in a wide variety of professional settings

1.2 OBJECTIVES

1.2.2 On completion of the two year M.Sc Nursing program, the will be able to:-

1.2.1 Utilize/apply the concepts, theories and principles of nursing science.

1.2.2 Demonstrate advance competence in practice of nursing.

1.2.3 Practice as a nurse specialist.

1.2.4 Demonstrate leadership qualities and function effectively as nurse educator and manager.

1.2.5 Demonstrate skill in conducting nursing research, interpreting and utilizing the findings from health related research.

1.2.6 Demonstrate the ability to plan and effect change in nursing practice and in the health care delivery system.

1.2.7 Establish collaborative relationship with members of other disciplines.

1.2.8 Demonstrate interest in continued learning for personal and professional advancement.

2.0 COURSE STRUCTURE

The post graduate degree in nursing two year course here in after designated as M. Sc. (Nursing).

2.1 The duration of M.Sc. (N) Course shall extend over a period of two years consisting named below:

i. M.Sc. (N) 1st Year

ji. M.Sc. (N) llnd Year

3.0 ACADEMIC QUALIFICATION FOR ADMISSION

3.1 The candidate should be a Registered Nurse and Registered Midwife or equivalent with any State Nursing Registration Council.

3.2 The minimum education requirements shall be the passing of; B.Sc. Nursing / B.Sc. Hons. Nursing / Post Basic B.Sc. Nursing with minimum of 55% aggregate marks.

3.3 The candidate should have undergone in B.Sc. Nursing / B.Sc. Hons. Nursing/ Post Basic B.Sc. Nursing in an institution which is recognized by Indian Nursing Council.

3.4 Minimum one year of work experience after Basic B.Sc. Nursing.

3.5 Minimum one year of work experience prior or after Post Basic B.Sc. Nursing.

3.6 Candidate shall be medically fit.

3.7 5% relaxation of marks for SC/ST candidates may be given.

4.0 CRITERIA FOR SELECTION

4.1 Entrance/Selection test Selection of the candidates should be based on the merit of the entrance examination or qualifying examination as per guidelines of Medical Education Dept Govt. of M.P., Bhopal.

5.0 COURSE DURATION

5.1 The complete duration of M.Sc. (N) course shall be two years.

5.2 The duration of each academic year of M.Sc. (N) I & II years shall be not less than 10 month.

5.3 The maximum period to complete the course successfully should not exceed 4 years from the date of admission.

6.0 COURSE COMMENCEMENT

6.1 The commencement of 1st year M.Sc. (N) shall stat during the period of July /August of every year.

6.2 Vacation shall be granted maximum four weeks duration between 2 academic years.

6.3 The subject to be studied in different academic year of M.Sc. (N) shall be as per scheme given as in subsequent sequence.

7.0 EXAMINATION

7.1 The medium of instruction and examination shall be English throughout the course of the study.

7.2 SCHEME OF EXAMINATION

First Year

Subjects	Theory			Practical		
	Hours	Internal	External	Hours	Internal	External
Nursing Education	3	25	75		50	50
Advance Nursing Practice	3	25	75			
Nursing Research and Statistics	3	25	75			
Clinical Specialty -1	3	25	75		100	100
Total		**100**	**300**		**150**	**150**

Second Year

Subjects	Theory			Practical		
	Hours	Internal	External	Hours	Internal	External
Nursing Management	3	25	75			
Dissertation & Viva					100	100
Clinical Specialty -1	3	25	75		100	100
Total		**50**	**150**		**200**	**200**

University Examination

7.3.1 Minimum pass marks shall be 50 % in each of the Theory and practical papers separately.

7.3.2 A candidate has to pass in theory and practical exam separately in each of the paper.

7.3.3 The University assessment marks for the theory subjects shall be out of 75 marks.

7.3.4 The University assessment marks for the theory subjects of Nursing Research and Statistics shall be given out of 75, consisting of Nursing Research 50 and Statistics 25 Marks.

7.3.5 The Practical examination marks for the University assessment shall be out of 100 marks except Nursing Education shall be out 50 Marks.

7.3.6 Candidate who fails in any subject shall be permitted to continue the studies into the second year.

7.3.7 The candidate shall not be allowed to appear for the Second year examination till such time that he/she passes all subjects of the first year M.Sc nursing examination.

7.3.8 A candidate failing in more than two subjects will not be promoted to the llnd year.

7.3.9 Maximum no. of attempts per subject is three (3) inclusive of first attempt.

7.3.10 The practical examination should be done for 4 hours of practical examination per student.

7.3.11 Maximum number of students should not exceed more than 10 students per day per specialty.

7.3.12 The examination should be held in clinical area only for clinical specialties.

7.3.1 Maximum number of candidates for all practical examination should not exceed 10 per day.

7.3.14 The dissertation examination should be minimum 30 minutes Viva-voce per student.

7.4 Internal Examination

7.4.1 The internal assessment of the students is based on

Techniques	Weightage
• Two test	50
• Assignment	25
• Seminar / presentation	25

7.4.2 The internal assessment marks for the theory subjects shall be out of 25 marks.

7.4.3 The internal assessment marks for the theory subjects of Nursing Research and Statistics shall be given out of 25, consisting of Nursing Research 15 and Statistics 10 Marks.

7.4.4 The Practical examination marks for the internal assessment shall be out of 100 marks except Nursing Education shall be out 50 Marks.

7.4.5 The internal assessment marks for the practical subjects shall be awarded on the basis of evaluation of performance of the student in the specific area / field.

7.5 Supplementary Examination

7.5.1 If a candidate fails in either theory or practical paper he/she has to re-appear for both the papers (Theory and practical).

7.5.2 There will be only one mid-session Supplementary Examination held by the University ordinarily held in the month of September / October. There will another Supplementary Examination at the time of Annual main examination.

7.5.3 Non appearance at an examination on grounds of sickness or otherwise will be treated as one of the three attempts,

7.6 Guidelines for Dissertation

7.6.1 Tentative Schedule for dissertation shall be as follows

7.6.1.1 Submission of the research proposal: End of 9th month of 1st year.

7.6.1.2 Submission of dissertation - Final: End of 9th month of 2nd Year.

7.6.2 Qualification of Research Guide

7.6.2.1 Main guide: Nursing faculty / nursing expert in the same clinical specialty holding Ph.D. / M, Phil or M. Sc. Nursing with a minimum of 3 years experience in teaching in the Post Graduate Program in Nursing.

7.6.2.2 Co-Guide: A Co-Guide is a nursing faculty/expert in the field of study (may be from outside the college but should be within the city.)

7.6.2.3 Guide: Students Ratio: Maximum of 1:4 (including as co-guide)

7.6.3 There should be a research committee comprising of minimum 5 members chaired by the Principal, College of Nursing.

7.6.4 The research topics shall be approved by institutional research committee.

7.6.5 Administrative approval and ethical clearance should be obtained

8.0 CRITERIA FOR PASSING

8.1 Minimum pass marks shall be 50 % in each of the Theory and practical papers separately.

8.2 A candidate has to pass in theory and practical exam separately in each of the paper.

8.3 If a candidate fails in either theory or practical paper he/she has to re-appear for both the papers (Theory and practical).

9.0 DIVISION & MERIT

9.1 For declaring the rank aggregate of 2 years marks to be considered.

9.2 Classification of results

i.	Distinction	75% and above
ii.	First Division	60 - 74 %
iii.	Second Division	50-59 %
iv	50% pass in each of the theory and practical separately.	

10.0 ATTENDANCE

10.1 A candidate must have minimum of 80% attendance (irrespective of the kind of absence) in theory and practical in each subject for appearing for examination.

10.2 A candidate must have 100% attendance in each of the practical area before award of degree.

11.0 APPOINTMENT OF EXAMINERS

11.1 Question paper setter / moderator / head evaluator / Examiner shall have minimum 3 years experience after M. Sc nursing working in any nursing institute conducting nursing courses can be appointed.

11.2 Practical examiner- One internal and one external examiner (outside the University) should jointly conduct practical examination for each student.

11.3 Evaluation of the Dissertation

11.3.1 Evaluation of the dissertation should be done by the examiner prior to viva.

11.3.2 One internal and one external examiner (outside the University) should evaluate dissertation and jointly conduct viva-voce for each student

11.3.3 For Dissertation Internal examiner should be the guide and external examiner should be Nursing

faculty / nursing expert in the same clinical specialty holding Ph.D. / M. Phil or M.Sc. Nursing with a minimum of 3 years experience in guiding the research projects for Post Graduate students of Nursing.

12.0 REVALUATION / RE-TOTALING

12.1 Revaluation and re-totaling of marks is permitted for theory papers only. The University, on application within the stipulated time and remittance of a prescribed fee, shall permit a recounting of marks and/or revaluation for the subject(s) applied.

12.2 The result after revaluation/re-totaling shall be declared as per prevailing revaluation/re-totaling rules and regulation of the Malwanchal University.

13.0 CANCELLATION OF ADMISSION

The admission of a student at any stage of study shall be cancelled by the Vice Chancellor based on recommendation of Head of Institution, if

13.1 Candidate is not found qualified as per INC/State Government norms and guidelines or the eligibility criteria prescribed by the University.

OR

13.2 Candidate is notable to complete the course within the stipulated time as prescribed in 5.3.

OR

13.3 Candidate is found involved in serious breach of discipline in the institution or in the University campus.

14.0 SCHEME OF STUDIES

14.1 Annual schedule of studies Available 52 weeks

i.	Vacation	4 weeks
ii	Examination	2 weeks
v.	Gazetted holidays	3 weeks
v.	Total weeks available	43 weeks
vi.	40 hours per week	1720 hours
vii.	Total hours for 2 years	3440 hours

14.2 The subject to study in different academic year of M.Sc. (N) shall be as per the scheme given in subsequent sections.

Distribution of Hours

FIRST YEAR

Paper No.	Subject	Theory	Practical
1	Nursing Education	150	150
2	Advance Nursing Practice	150	200
3	Nursing Research and Statistics	150	100
4	Clinical Specialty -1	150	650
	Total	**600**	**1100**

SECOND YEAR

Paper No.	Subject	Theory	Practical
5	Nursing Management	150	150
6	Nursing Research (Dissertation)		300
7	*Clinical Specialty – II	150	950
	Total	**300**	**1400**

* Clinical Specialty - Medical Surgical Nursing (Cardio Vascular & Thoracic Nursing, Critical Care Nursing,

Oncology Nursing, Neurosciences Nursing, Nephro-Urology Nursing, Orthopedic Nursing, Gastro - Enterology Nursing),

Obstetric & Gynecological Nursing, Child Health Nursing (Paediatric), Mental Health Nursing (Psychiatric), Community Health Nursing.

Note:-Educational visit 2 weeks.

Ordinance No. 20

M.Sc. MEDICAL BIOCHEMISTRY

(03 Years Course)

1.0 AIMS & OBJECTIVES

1.1 AIMS

1.1.1 Graduate medical curriculum is oriented towards training students to undertake the responsibilities of a trained medical biochemist who is capable of looking after the preventive and diagnostic aspect of Medical Biochemistry.

1.1.2 With wide range of career opportunities available today, a graduate has a wide choice of career opportunities. The training, though broad based and flexible shall aim to provide an educational experience of the essentials required for health care in our country. Training is designed to meet internationally acceptable standards.

1.1.3 To undertake the responsibilities of service situations which is a changing condition and of various types, it is essential to provide adequate placement training tailored to the needs of such services as to enable the graduates to become effective instruments of implementation of those requirements.

1.1.4 The educational experience shall emphasize health and community orientation instead of only disease and hospital orientation or being-concentrated - on-curative -aspects. As such all the basic concepts of modern scientific medical education are to be adequately dealt with.

1.1.5 There must be enough experiences to be provided for self learning. The methods and techniques that would ensure this must become a part of teaching-learning process.

1.1.6 Lectures alone are generally not adequate as a method of training and are a poor means of transferring/acquiring information and even less effective at skill development and in generating the appropriate attitudes. Every effort shall be made to encourage the use of active methods related to demonstration and on firsthand experience. While the curriculum objectives often refer to areas of knowledge or science, they are best taught in a setting of clinical relevance and hands on experience for students who assimilate and make this knowledge a part of their own working skills.

1.1.7 Proper records of the work shall be maintained.

1.1.8 Every attempt shall be made to encourage students to participate in group discussions and seminars to enable them to develop personality, character, expression and other faculties which are necessary for a medical graduate to function either in solo practice or as a team leader when he begins his independent career. A discussion group shall not have more than 20 students.

1.1.9 Faculty member shall avail modern educational technology while teaching the students and to attain this objective.

1.1.10 Institution shall insure that adequate financial and technical inputs are provided.

1.1.11 The Institution shall have a curriculum committee which would plan curricula and instructional method which will be regularly updated.

1.1.12 Integration of ICT in learning process will be implemented.

1.2 OBJECTIVES

At the end of postgraduate program, the medical M.Sc. student should be able to:

1.2.1 Recognize 'health for all' as a national goal and health right of all citizens and by undergoing training & fulfill his/her social obligations towards realization of this goal.

1.2.2 Learn every aspect of National policies on health and devote himself/herself to its practical implementation.

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

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

1.2.5 Become exemplary citizen by observation of medical ethics and fulfilling social and professional obligations, so as to respond to national aspirations.

1.2.6 Be competent in diagnosis and management of common health problems of the individual and the community, commensurate with his/her position as a member of the health team at the primary, secondary or tertiary levels, using his/her clinical & diagnostic skills based on history and relevant investigations.

1.2.7 Be competent to practice preventive, promotive, curative and rehabilitative medicine in respect to the commonly encountered health problems.

1.2.8 Be able to appreciate the socio-psychological, cultural, economic and environmental factors affecting health and develop humane attitude towards the patients in discharging one's professional responsibilities.

1.2.9 Possess the attitude for continued self learning and to seek further expertise or to pursue research in any chosen area of medicine.

1.2.10 Possess the attitude for continued self learning and to seek further expertise or to pursue research in any chosen area of medical biochemistry

1.2.11 Acquire basic management skills in the area of human resources, materials and resource management related to health care delivery, General and hospital management, principal inventory skills and counseling.

1.2.12 Be able to identify community health problems and learn to work to resolve these by designing, instituting corrective steps and evaluating outcome of such measures.

1.2.13 Be able to work as a leading partner in health care teams and acquire proficiency in communication skills.

1.2.14 Be able to make use of conventional techniques/instruments to perform biochemical analysis relevant to clinical screening and diagnosis.

1.2.15 Be competent to analyze and interpret investigative data.

1.2.16 Be able to demonstrate the skill of solving scientific and clinical problems and decision making.

1.2.17 Be competent to work in a variety of health care settings.

1.2.18 Have personal characteristics and attitudes required for professional life such as personal integrity, sense of responsibility and dependability and ability to relate to or show concern for other individuals.

1.2.19 All efforts shall be made to equip the postgraduate in Medical Biochemistry to acquire the skills as detailed in

APPENDIX-A

2.0 COURSE STRUCTURE

2.1 Training Period and Time Distribution

2.1.1 The course will be of 3 years duration

2.1.2 The first year is a foundation course, where the students will be familiarized with the basic subjects. There will be didactic lectures, regular practical and demonstration classes.

2.1.3 The second & third year is devoted to medical biochemistry. Apart from regular lecture and practical classes, there will be group discussions, seminars, journal clubs etc. There will be hands-on training in diagnostic laboratories too.

2.1.4 Each student will be given a research thesis topic to provide experience in research methodology.

2.2 Year wise Subject Details

2.2.1 Part -1 Theory (Foundation course)

Paper-1 : Introductory Anatomy, Physiology, Pathology, Microbiology and Immunology in relation to Biochemistry

Paper-II : Principles of Biochemistry

Practicals

Adequate number of demonstration and practical training to be given in Anatomy, Physiology, Biochemistry, Haematology and Biochemistry.

2.2.2 Part 2 (2nd & 3rd Year) Medical Biochemistry

Theory

Paper-	Applied and Clinical Biochemistry.
Paper- I	Vitamins, Hormones and Nutrition.
Paper- II	Metabolism, Genetics and Molecular Biochemistry.

Practical Training - Adequate practical training shall be given

2.2.3 **Thesis**

Each candidate after passing M.Sc.(Medical Biochemistry) Pat-l examination shall submit plan for the Thesis/Dissertation on the proposed subject through his/her Guide & the Head of the Institution to the University for registration of the subject within six months. The Thesis/Dissertation shall be submitted to the University at least 04 months before the date fixed for the examination.

The Thesis/Dissertation may relate to the study of series of clinical cases in the same subject specialty or may be research on specific problem.

Approval by the examiner of the thesis submitted by the candidate shall be pre-condition for his admission to the written part of the M.Sc. (Medical Biochemistry) Part - II examination.

The thesis will be evaluated by two external and one main internal examiner.

3.0 ACADEMIC QUALIFICATION AND SELECTION CRITERIA FOR ADMISSION

3.1 Eligibility!

MBBS BDS or B. Sc (Biology / Microbiology / Biochemistry / Zoology/Botany/ Bio-technology) from any recognized University with chemistry as compulsory subject. Medical graduates will be preferred,

3.2 Selection of Students:

3.2.1 Selection of candidates for the M.Sc. course shall be done strictly on merit basis. This will be based on academic performance in qualifying examination by counseling / interview and scrutiny as per guidelines of Medical Education Dept Govt. of M.P., Bhopal.

3.2.2 If a selected candidate does not join the course by the stipulated date, the selection will automatically stand cancelled and the seat will be offered to the first candidate on the waiting list.

3.2.3 The decision of the Head of the Institution will be final in matter of selection of candidates and no appeal shall be entertained on this subject.

3.2.4 Candidates who are already in service will be required to apply through proper channel along with NOC from the employer.

3.2.5 The upper age for applying for the course is 30 years (as on 1st July 2010). No upper age limit for female candidates. Relaxation in age shall be as per Government Rules.

COMMENCEMENT OF COURSE

The course for M.Sc. Medical Biochemistry shall commence by July/ August of the year.

5.0 REGULATION RELATING TO ASSESSMENT OF ACADEMIC GROWTH OF STUDENTS

5.1 Examination Regulations - Essentialities for qualifying to appear in professional examinations. The performance in essential components of training are to be assessed, based on:

5.1.1 Attendance75% attendance in a subject for appearing in the examination is compulsory inclusive of attendance in non-lecture teaching i.e. seminars, group discussions, tutorials, demonstrations, practicals, hospital (Tertiary Secondary, Primary) posting.

5.1.2 Internal Assessment

5.1.2.1 It shall be based on day to day assessment, evaluation of student assignment, preparation for seminar, presentation etc.:

5.1.2.2 Three examinations shall be conducted during the year.

5.1.2.3 Student must secure at least 35% marks of the total marks fixed for internal assessment in a particular subject in order to be eligible to appear in final University examination of that subject.

5.1.2.4 Internal assessment shall relate to different ways in which students participation in learning participation in learning process during semesters in evaluated. Some examples are as follows:

Preparation of subject for students seminar. Problem solving exercise. Participation in Project for health care in the community (planning stage to evaluation). Proficiency in carrying out a practical or a skill in small research project.

Multiple choice questions (MCQ) test after completion of a system/teaching.
Each item tested shall be objectively assessed and recorded. Some of the items can be assigned as Home work/Vacation work.

6.0 APPOINTMENT OF EXAMINERS

6.1 No person shall be appointed as an examiner in any of the subjects of
the Professional examination leading to and including the final examinations for the award of the degree unless he has taken at least five years previously, a doctorate degree of a recognized University or an equivalent qualification in the particular subject as per recommendation of the "Council on teachers eligibility qualifications and has had at least five years of total teaching experience in the subject concerned in a college affiliated to a recognized University at a faculty position.

6.2 There shall be at least four examiners out of whom not less than 50% must be external examiners. Of the four examiners, the senior most internal examiner will act as the Chairman and co-ordinator of the whole examination program so that sanctity and integrity is maintained throughout the examination.

6.3 Non medical scientists engaged in the teaching of medical students as whole time teachers, may be appointed examiners in their concerned subjects provided they possess requisite doctorate (PhD) qualifications and five year teaching experience of medical students after obtaining their doctorate (PhD) qualifications. Provided further that the 50% of the examiners (Internal &. External) are from the medical qualification stream.

6.4 External examiners shall not be from the same University and preferably be from outside the state.

6.5 The internal examiner in a subject shall not accept external examiner ship for a college from which external examiner is appointed in his subject.

6.6 External examiners shall rotate at an interval of 2 years.

6.7 There shall be a Chairman of the Board of paper-setters who shall be an internal examiner and shall moderate the questions.

6.8 Except Head of the department of subject concerned in a college/institution, all other with the rank of reader or equivalent and above with requisite qualifications and experience shall be appointed internal examiners by rotation in their subjects; provided that where there are no posts of readers, then an Assistant Professor of 5 years standing as Assistant Professor may be considered for appointment as examiner.

7.0 UNIVERSITY EXAMINATIONS: THEORY AND PRACTICAL

7.1 Theory papers will be prepared by the examiners where nature of questions will be Short Answer Questions (SAQ), Long Answer Questions (LAQ), Assay type, and Multiple Choice Questions. Marks for each part indicated separately.

7.2 Practicals will be conducted in the laboratories. The objective will be to assess proficiency in skills, conduct of experiment, interpretation of data and logical conclusion. Practicals shall take into account common diseases which the student is likely to come in contact in practice.

7.3 Viva/oral includes evaluation of management approach.

7.4 The examinations are to be designed with a view to ascertain whether the candidate has acquired the necessary for knowledge, minimum skills along with clear concepts of the fundamentals which are necessary for him to carry out his professional day to day work competently. Evaluation will be carried out on an objective basis.

7.5 Question papers should preferably be of short structure/objective type.

7.6 During evaluation (both Internal and External) it shall be ascertained if the candidate has acquired the skills as detailed in Appendix-A.

7.7 There, shall be one main examination in a year and a supplementary to be held not later than 6 months after the publication of its results,

7.8 Universities Examinations shall be held as under: -

7.8.1 The examination in M. Sc (Medical Biochemistry) Part 1 shall consist of

a. Theory paper
b. Practical examination & Viva voce
c- Internal Assessment

a. Theory examination: (each of 3 hrs duration)

Paper I: Introductory Anatomy, Physiology, Pathology, Microbiology and Immunology in relation to Biochemistry -100 marks

Paper II:	Principles of Biochemistry	-100 marks
b.	Practical examination & Viva voce (60 + 40)	-100 marks
c.	Internal Assessment	-100 marks
-	**Total**	**400 marks**

7.8.2 Note: The student will be admitted to part 2 only after the student passes the part 1 examination.

The examination in M. Sc.(Medical Biochemistry) Part2 shall consist of

a. Thesis
b. Theory paper
c. Practical examination & Viva voce
d. Internal Assessment

a. **Thesis (100 marks):**
Each candidate after passing M. Sc Part - I examination will submit plan for the Thesis / Dissertation on the proposed subject through his/ her Guide & the Head of the Institution to the University for registration of the subject within six months.

The Thesis/Dissertation will be submitted to the University at least 04 months before the date fixed for the examination.

The Thesis/Dissertation may relate to the study of series of clinical cases in the same subject specialty or may be research on specific problem.

Approval by the examiner of the thesis submitted by the candidate shall be pre-condition for his admission to the written part of the M.Sc. Part - II examination.

The thesis will be evaluated by two external and one main internal examiner.

b. Theory examination: (each for 100 marks and of 3 hours duration)
Paper 1: Applied and Clinical Biochemistry Paper 2: Vitamins, Hormones and Nutrition.
Paper 3: Metabolism, Genetics and Molecular Biochemistry

c. Practical examination & Viva voce (for 60 + 40 marks and of 3 days duration) will consist of

exercises of quantitative and qualitative estimation of various biochemical parameters in biological fluids.

d. Internal assessment (100 marks) Includes Sessional examinations, record books and day-to-day assessments

Thesis	-	**100 marks**
Paper-I	-	100 marks
Paper-II	-	100 marks
Paper-III	-	100 marks
Practical & Viva voce (60 + 40)		100 marks
Internal Assessment	-	100 marks
Total		600 marks

7.10 Criteria for passing

7.10.1 Results of University examinations shall be declared before the start of teaching for next academic session.

7.10.2 Passing in Ist part is compulsory before proceeding to Part II training.

7.10.3 In order to pass the examination the student must secure a minimum of 50% marks in theory and practicals separately,

7.10.4 Marks of Viva Voce shall be added to theory.

7.11 Division and Merit list

7.11.1 The division shall be awarded only after Part II University examination and shall be based on the aggregate marks obtained by the candidate at his /her successful attempts at the 1st and 2nd pat of M.Sc. Medical Biochemistry University examinations. There shall be only three divisions as follows—

- 1st division with honors : 75 % and above
- 1st division 60 % and above but below 75%
- 2nd division : 50 % and above but below 60%

7.11.2 The merit shall be declared by the University after the declaration of result of 2nd Part of M.Sc. Medical Biochemistry University examinations .on the basis of the integrated performance of all University examinations. The merit list shall include first 5 candidates securing at least 1st division and passing all M.Sc. Medical Biochemistry University examinations in single attempts

7.12 Condonation of deficiency in marks

7.12.1 The grace marks up to a maximum of five marks may be awarded at the discretion of the University to a student.

7.12.2 After condonation of marks the result of the concerned University examination shall be declared as "Pass by condonation" or "Pass by grace".

8.0 REVALUATION / RE-TOTALING

8.1 Re-totaling-The University on application and remittance of stipulated fees as prescribed by the University shall permit a recounting or opportunity to recount the marks received for various questions in an answer paper/papers for theory of all subject for which a candidate has appeared in the University examination. Any error in addition of marks awarded, if identified shall be suitably rectified.

8.2 Revaluation- Revaluation of theory papers in all years of study of the M.Sc. Medical Biochemistry course shall be permissible by the University on application and remittance of the prescribed fees within the stipulated time. Such answer scripts shall be reevaluated by not less than two duly qualified examiners and the average obtained shall be awarded to the candidate and the result reconsidered accordingly.

9.0 CANCELLATION OF ADMISSION

9.1 The admission of the student at any stage of the study shall be cancelled by the Vice Chancellor based on the recommendation of the head of the institution if:

9.1 He/ She is not found to be qualified or eligible as per University norms and guidelines.

9.2 He/She is found to have produced false / forged documents or found to have used unfair means to secure admission.

9.3 He/she is found to be involved in serious breach of discipline in the institution or the University campus.

Ordinance No. 21

M. Sc. MEDICAL MICROBIOLOGY

1.0 AIMS & OBJECTIVES

1.1 AIMS

1.1.1 Graduate medical curriculum is oriented towards training students to undertake the responsibilities of a trained medical microbiologist who is capable of looking after the preventive and diagnostic aspect of Medical Microbiology.

1.1.2 With wide range of career opportunities available today, a graduate has a wide choice of career opportunities. The training, though broad based and flexible shall aim to provide an educational experience of the essentials required for health care in our country. Training is designed to meet internationally acceptable standards.

1.1.3 To undertake the responsibilities of service situations which is a changing condition and of various types, it is essential to provide adequate placement training tailored to the needs of such services as to enable the graduates to become effective instruments of implementation of those requirements.

1.1.4 The educational experience shall emphasize health and community orientation instead of only disease

and hospital orientation or being-concentrated - on-curative - aspects. As such all the basic concepts of modern scientific medical education are to be adequately dealt with.

1.1.5 There must be enough experiences to be provided for self learning. The methods and techniques that would ensure this must become a part of teaching-learning process,

1.1.6 Lectures alone are generally not adequate as a method of training and are a poor means of transferring/acquiring information and even less effective at skill development and in generating the appropriate attitudes. Every effort shall be made to encourage the use of active methods related to demonstration and on firsthand experience. While the curriculum objectives often refer to areas of knowledge or science, they are best taught in a setting of clinical relevance and hands on experience for students who assimilate and make this knowledge a part of their own working skills.

1.1.7 Proper records of the work shall be maintained.

1.1.8 Every attempt shall be made to encourage students to participate in group discussions and seminars to enable them to develop personality, character, expression and other faculties which are necessary for a medical graduate to function either in solo practice or as a team leader when he begins his

independent career. A discussion group shall not have more than 20 students.

1.1.9 Faculty member shall avail modern educational technology while teaching the students and to attain this objective.

1.1.10 Institution shall insure that adequate financial and technical inputs are provided.

1.1.11 The Institution shall have a curriculum committee which would plan curricula and instructional method which will be regularly updated.

1.1.12 Integration of ICT in learning process will be implemented.

1.2 OBJECTIVES

At the end of undergraduate program, the medical student should be able to:

1.2.1 Recognize "health for all' as a national goal and health right of all citizens and by undergoing training & fulfill his/her social obligations towards realization of this goal.

1.2.2 Learn every aspect of National policies on health and devote himself/herself to its practical implementation.

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

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

1.2.5 Become exemplary citizen by observation of medical ethics and fulfilling social and professional obligations, so as to respond to national aspirations.

1.2.6 Be competent in diagnosis and management of common health problems of the individual and the community, commensurate with his/her position as a member of the health team at the primary, secondary or tertiary levels, using his/her clinical & diagnostic skills based on history and relevant investigations.

1.2.7 Be competent to practice preventive, promotive, curative and rehabilitative medicine in respect to the commonly encountered health problems.

1.2.8 Be able to appreciate the socio-psychological, cultural, economic and environmental factors affecting health and develop humane attitude towards the patients in discharging one's professional responsibilities.

1.2.9 Possess the attitude for continued self learning and to seek further expertise or to pursue research in any chosen area of medicine.

1.2.10 Possess the attitude for continued self learning and to seek further expertise or to pursue research in any chosen area of medical microbiology

1.2.11 Be familiar with the basic factors which are essential for the implementation of the National Health Program including practical aspects of the following:

- Sanitation and water supply.
- Prevention and control of communicable and non-communicable diseases.
- Immunization.
- Health Education.
- IPHS standard of health at various level of service delivery, medical waste disposal.
- Organizational institutional arrangements.

1.2.12 Acquire basic management skills in the area of human resources, materials and resource management related to healthcare delivery, General and hospital management, principal inventory skills and counseling.

1.2.13 Be able to identify community health problems and learn to work to resolve these by designing, instituting corrective steps and evaluating outcome of such measures.

1.2.14 Be able to work as a leading partner in health care teams and acquire proficiency in communication skills.

1.2.15 Be competent to work in a variety of health care settings.

1.2.16 Have personal characteristics and attitudes required for professional life such as personal integrity, sense of responsibility and dependability and ability to relate to or show concern for other individuals.

1.2.17 All efforts shall be made to equip the postgraduate in medical microbiology to acquire the requisite skills.

2.0 COURSE STRUCTURE

2.1 Training Period and Time Distribution

2.1.1 The course will be of 3 years duration

2.1.2 The first year shall be a foundation course, where the students will be familiarized with the basic subjects. There will be didactic lectures, regular practical and demonstration classes.

2.1.3 The second & third year shall be devoted to medical microbiology. Apart from regular lecture and practical classes, there will be group discussions, seminars, journal clubs etc. There will be hands-on training in diagnostic laboratories too.

2.1.4 Each student shall be given a research thesis topic to provide experience in research methodology.

2.2 Year wise subject details

2.2.1 **Pat-I** (Foundation course)

Paper - I	:	Introductory Anatomy, Physiology, Pathology, Biochemistry and Immunology in relation to Microbiology
Paper - II	:	Basic principles of Microbiology

2.2.2 **Part - II (Medical Microbiology)**

Paper-I	:	General Bacteriology & Immunology
Paper-II	:	Systemic Bacteriology & Mycology
Paper-III	:	Virology & Parasitology

2.3 Thesis

Each candidate after passing M.Sc. (Medical Microbiology) Part-I examination shall submit plan for the Thesis/Dissertation on the proposed subject through his/her Guide & the Head of the Institution to the University for registration of the subject within six months. The Thesis/Dissertation shall be submitted to the University at least 04 months before the date fixed for the examination.

The Thesis/Dissertation may relate to the study of series of clinical cases in the same subject specialty or may be research on specific problem.

Approval by the examiner of the thesis submitted by the candidate shall be pre-condition for his admission to the written part of the M.Sc. (Medical Microbiology) Pat- II examination. The thesis will be evaluated by two external and one main internal examiner.

3.0 ACADEMIC QUALIFICATION AND SELECTION CRITERIA FOR ADMISSION

3.1 Eligibility:

MBBS/ BDS or B.Sc. (Biology / Microbiology / Biochemistry / Zoology /

Botany/ Bio-technology) from any recognized University. Medical graduates will be preferred.

3.2 Selection of Students:

3.2.1 Selection of candidates for the M.Sc. course shall be done strictly on merit basis. This will be based on academic performance in qualifying examination by counseling / interview and scrutiny as per guidelines of Medical Education Dept Govt. of M.P., Bhopal.

3.2.2 If a selected candidate does not join the course by the stipulated date, the selection will automatically stand cancelled and the seat will be offered to the first candidate on the waiting list.

3.2.3 The decision of the Head of the Institution will be final in matter of selection of candidates and no appeal shall be entertained on this subject.

3.2.4 Candidates who are already in service will be required to apply through proper channel along with NOC from the employer.

3.2.5 The upper age for applying for the course is 30 years (as on 1st July 2010). No upper age limit for female candidates. Relaxation in age shall be as per Government rules.

4.0 COMMENCEMENT OF COURSE

The course for M.Sc. Medical Microbiology shall commence by July/ August of the year.

5.0 REGULATION RELATING TO ASSESSMENT OF ACADEMIC GROWTH OF STUDENTS

5.1 Examination Regulations - Essentialities for qualifying to appear in professional examinations. The performance in essential components of training are to be assessed, based on:

5.1.1 Attendance75% attendance in a subject for appearing in the examination is compulsory inclusive of attendance in non-lecture teaching i.e. seminars, group discussions, tutorials, demonstrations, practical's, hospital (Tertiary Secondary, Primary) posting.

5.1.2 Internal Assessment

5.1.2.1 It shall be based on day to day assessment, evaluation of student assignment, preparation for seminar, clinical case presentation etc.:

5.1.2.2 Three examinations shall be conducted during the year.

5.1.2.3 Student must secure at least 35% marks of the total marks fixed for internal assessment in a particular subject in order to be eligible to appear in final University examination of that subject.

5.1.2.4 Internal assessment shall relate to different ways in which student's participation in learning participation in learning process during the academic year shall be evaluated. Some examples are as follows:

- Preparation of subject for student's seminar.
- Problem solving exercise.
- Participation in Project for health care in the community (planning stage to evaluation).
- Proficiency in carrying out a practical or a skill in small research project.
- Multiple choice questions (MCQ) test after completion of a system/teaching.

Each item tested shall be objectively assessed and recorded. Some of the items can be assigned as Home work/action work.

6.0 APPOINTMENT OF EXAMINERS

6.1 No person shall be appointed as an examiner in any of the subjects of the Professional examination leading to and including the final examinations for the award of the degree unless he has taken at least five years previously, a doctorate degree of a recognized University or an equivalent qualification in the particular subject as per recommendation of the "Council on teachers eligibility qualifications and has had at least five years of total teaching experience in the subject concerned in a college affiliated to a recognized University at a faculty position.

6.2 There shall be at least four examiners out of whom not less than 50% must be external examiners. Of the four examiners, the senior most internal examiner will act as the Chairman and coordinator of the whole examination program so that sanctity and integrity is maintained throughout the examination.

6.3 Non medical scientists engaged in the teaching of medical students as whole time teachers, may be appointed examiners in their concerned subjects provided they possess requisite doctorate (PhD) qualifications and five year teaching experience of medical students after obtaining their doctorate (PhD) qualifications. Provided further that the 50% of the examiners (Internal & External) are from the medical qualification stream.

6.4 External examiners shall not be from the same University and preferably be from outside the state.

6.5 The internal examiner in a subject shall not accept external examiner ship for a college from which external examiner is appointed in his subject.

6.6 External examiners shall rotate at an interval of 2 years.

6.7 There shall be a Chairman of the Board of paper-setters who shall be an internal examiner and shall moderate the questions.

6.8 Except Head of the department of subject concerned in a college/institution, all other with the rank of reader or equivalent and above with requisite qualifications and experience shall be appointed internal examiners by rotation in their subjects; provided that where there are no posts of readers, then an Assistant Professor of 5 years standing as Assistant Professor may be considered for appointment as examiner.

7.0 UNIVERSITY EXAMINATIONS: THEORY AND PRACTICAL

7.1 Theory papers will be prepared by the examiners where nature of questions will be Short Answer Questions (SAQ), Long Answer Questions (LAQ), Assay type, and Multiple Choice Questions. Marks for each pat indicated separately.

7.2 Practical's shall be conducted in the laboratories. The objective will be to assess proficiency in skills, conduct of experiment, interpretation of data and logical conclusion. Practicals shall take into account common diseases which the student is likely to come in contact in practice.

7.3 Viva/oral includes evaluation of management approach.

7.4 The examinations are to be designed with a view to ascertain whether the candidate has acquired the necessary for knowledge, minimum skills along with dear concepts of the fundamentals which are necessary for him to carry out his professional day to day work competently. Evaluation will be carried out on an objective basis.

7.5 Question papers should preferably be of shot structure/objective type.

7.6 During evaluation (both Internal and External) it shall be ascertained if the candidate has acquired the requisite skills

7.7 There shall be one main examination in a year and a supplementary to be held not later than 6 months after the publication of its results.

7.8 Universities Examinations shall be held as under:-

7.8.1 The examination in M.Sc. (Medical Microbiology) Part-1 (Foundation course) shall consist of

a. Theory paper
b. Practical examination & Viva voce
c. Internal Assessment

a) **Theory examination: (each of 3 hrs duration)**

Paper I : Introductory Anatomy, Physiology, Pathology, Biochemistry and Immunology in relation to Microbiology - 100 marks

Paper II :	Basic principles of Microbiology	- 100marks
	a) Practical examination &	-100 marks
	b) Viva voce (60+40marks)	
	Internal Assessment	-100 marks
	Total	**400 marks**

7.8.2 Note: The student will be admitted to pat 2 only after the student passes the part 1 examination.

7.9 The examination in M.Sc. (Medical Microbiology) Pat 2 shall consist of

a. Thesis
b. Theory paper
c. Practical examination & Viva voce
d. Internal Assessment

a. Thesis (100 marks):

Each candidate after passing M. Sc Pat - I examination will submit plan for the Thesis / Dissertation on the proposed subject through his/ her Guide & the Head of the Institution to the University for registration of the subject within six months.

The Thesis/Dissertation will be submitted to the University at least 04 months before the date fixed for the examination.

The Thesis/Dissertation may relate to the study of series of clinical cases in the same subject specialty or may be research on specific problem.

Approval by the examiner of the thesis submitted by the candidate shall be pre-condition for his admission to the written pat of the M.Sc. Pat- II examination.

The thesis will be evaluated by two external and one main internal examiner.

b. Theory examination: (each for 100 marks and of 3 hours duration)

Paper 1: General Microbiology, immunology & related applied Microbiology

Paper 2: Systemic bacteriology, mycology & related applied Microbiology

Paper 3: Virology, Parasitology & related applied Microbiology

c. Practical examination 81 Viva voce

(for 60 + 40 marks and of 3 days duration)
Will consist of exercises of bacteriology, mycology, parasitology, virology & immunology

d. Internal assessment (100 marks)

Includes Sessional examinations, record books and day-to-day assessments

Thesis	-	100 marks
Paper-1	-	100 marks
Paper-II	-	100 marks
Paper-III	-	100 marks
Practical & Viva voce (60 + 40)		100 marks
Internal Assessment	-	100 marks
Total-		**600 marks**

7.10 Criteria for passing

7.10.1 Results of University examinations shall be declared before the start of teaching for next academic session.

7.10.2 Passing in Ist pat is compulsory before proceeding to Part II training.

7.10.3 In order to pass the examination the student must secure a minimum of 50% marks in theory and practical's separately.

7.10.4 Marks of Viva Voce shall be added to theory.

7.11 Division and Merit list

7.11.1 The division shall be awarded only after Pat II University examination and shall be based on the aggregate marks obtained by the candidate at his /her successful attempts at the 1st and 2nd part of M.Sc. Medical Microbiology University examinations. There shall be only three divisions as follows—

- 1sl division with honors 75 % and above
- 1st division 60 % and above but below 75%
- 2nd division 50 % and above but below 60%

7.11.2 The merit shall be declared by the University after the declaration of result of 2nd Pat of M.Sc. Medical Microbiology University examinations. On the basis of the integrated performance of all University examinations. The merit list shall include first 5 candidates securing at least 1st division and passing all M.Sc. Medical Microbiology University examinations in single attempt.

7.12 Condonation of deficiency in marks

7.12.1 The grace marks up to a maximum of five marks may be awarded at the discretion of the University to a student who has failed only in one subject but has passed in all other subjects.

7.12.2 After condonation of marks the result of the concerned University examination shall be declared as "Pass by condonation" or "Pass by grace".

8.0 REVALUATION / RE-TOTALING

8.1 Re-totaling- The University on application and remittance of stipulated fees as prescribed by the University shall permit a recounting or opportunity to recount the marks received for various questions in an answer paper/papers for theory of all

subject for which a candidate has appeared in the University examination. Any error in addition of marks awarded, if identified shall be suitably rectified.

8.2 Revaluation - Revaluation of theory papers in all years of study of the M.Sc. Medical Microbiology course shall be permissible by the University on application and remittance of the prescribed fees within the stipulated time. Such answer scripts shall be reevaluated by not less than two duly qualified examiners and the average obtained shall be awarded to the candidate and the result reconsidered accordingly.

9.0 CANCELLATION OF ADMISSION

9.1 The admission of the student at any stage of the study shall be cancelled by the Vice Chancellor based on the recommendation of the head of the institution if:

9.1.1 He/ She is not found to be qualified or eligible as per University norms and guidelines.

9.1.2 She/he is found to have produced false / forged documents or found to have used unfair means to secure admission.

9.1.3 He/ she is found to be involved in serious breach of discipline in the institution or the University campus.

Ordinance No. 22

BACHELOR OF PHYSIOTHERAPY (BPT)
04 YEAR DEGREE COURSE

1.0 AIMS AND OBJECTIVES

1.1 AIMS

1.1.1 Acquisition of adequate theoretical and the practical knowledge and foundation in the basic Pre-clinical, Para-clinical and clinical medical subjects.

1.1.2 Proficiency in the diagnosis and skills of basic physiotherapy procedures and techniques with adequate theoretical basis and rationale of allied sciences.'

1.1.3 To detect and evaluate the anatomical, patho-physiological impairments, resulting in dysfunction of various age groups & occupation; as well as epidemiological features in the population & arrive at appropriate diagnosis.

1.1.4 To understand the rationale & basic investigative approach to the medical system and surgical intervention regimens & accordingly plan & implement specific Physiotherapeutic measures effectively.

1.1.5 To practice Professional Autonomy& Ethical principles with referral as well as first contact clients in conformity with ethical code for Physiotherapists.

1.1.6 To practice Moral and Ethical values and Evidence Based Practices with regard to Physiotherapy.

1.2 OBJECTIVES

The Objective of the course which is complementary to medicine shall be to allow the students.

1.2.1 To acquire adequate theoretical & practical knowledge in the basic medical subjects.

1.2.2 To impart Electrotherapy & Therapeutic Exercise procedures with adequate theoretical & practical base.

1.2.3 To enable the student to acquire skills in the evaluation & diagnosis of the physical problems presented by the patients.

1.2.4 To build up a learning process that shall include living experience, problem oriented approach, case studies & community health care activities.

1.2.5 To impart competency in Physiotherapeutic measure of specific choice towards Preventive, Curative, Symptomatic & Restorative or Rehabilitative goals in a variety of health care settings.

1.2.6 To develop professional autonomy through independent physical diagnosis and prescription as a physiotherapist for all physiotherapy related referrals and/ or primary clients.

1.2.7 To endorse physiotherapeutic moral and ethical codes as per international standards and to emphasis on the conduct of professional practice for patient's welfare as the primary responsibility.

1.2.8 To develop confidence in clinical, teaching and administrative assignments and continue to seek further knowledge in the fields of physiotherapy.

1.2.9 To introduce the students to the fundamentals of Biostatistics & Physiotherapy Research activities.

1.2.10 To teach every aspect of National policies on health and devote himself/ herself to its practical implementation.

2.0 COURSE STURCTURE

2.1 The Degree in Physiotherapy of 04 years (Four academic years and Six months internship) course here in after called 04 years degree course shall be designated as Bachelor of Physiotherapy, in short BPT.

2.2 Duration of the course: The Bachelor of Physiotherapy (BPT) is a Four & Half year (including internship) regular degree course, named below:

i. BPT-1 year
ii. BPT- II year
iii. BPT- III year
iv. BPT- IV year

After successful completion of BPT IV year, the student shall require to complete six months Compulsory Rotatory Internship Program.

2.3 Each academic year shall consist of 240 teaching days.

2.4 Compulsory Rotatory Internship shall be not less than 6 months.

2.5 The Student admitted in BPT course shall have to complete the course within the maximum permissible duration of 8 years, from the date of admission.

3.0 ACADEMIC QUALIFICATION & SELECTION CRITERIA FOR ADMISSION

3.1 Admission to the First year in Bachelor of Physiotherapy degree course shall be 10+2 system of education in science group or equivalent examination with Chemistry, Physics & Biology, as main subjects conducted by a recognized Board/Council/ University with minimum of 50% marks. However for SC/ST/OBC candidate the percentage will be relaxed to 45%.

3.2 Vocational Subject like Bio-technology, MLT, Fisheries, Dietetics, Live Stock and Poultry etc in substitution for Biology shall be also considered for Eligibility.

3.3 The candidate should have completed minimum of 17 years of age on/before 31st December of the concerned academic session.

3.4 Selection Criteria: The admission in BPT- First Year shall be based on the merit of the qualifying examination.

Common Entrance Test (CET), conducted by the University/ any designated agency as per guidelines of Medical Education Dept. Govt. of M.P., Bhopal.

3.5 On admission, every candidate shall have to get fitness certificate from Malwanchal Hospital, for physical fitness.

4.0 COMMENCEMENT OF COURSE

The course shall be commencing from the month of August of every academic year.

5.0 REGULATIONS RELATING TO THE ASSESSMENT OF ACADEMIC GROWTH OF THE STUDENT

The assessment of academic growth of the student shall be done on the basis of Three Sessional Examination (conducted during the year) and one University Examination (conducted at the end of the academic year).

The medium of Instruction and Examination shall be English throughout the course of the study.

5.1 Attendance

5.1.1 Candidates appearing as regular student for any annual examination are required to attend 75% of the total lecturer's delivered and of the practical classes held separately in each subject of the course of the study.

5.1.2 The total lecture and practical shall be conducted as per scheme and syllabus given in subsequent section.

5.2 Sessional Examinations

Three Sessional Examination shall be conducted for each subject, separately for theory and practical.

5.3 Internal Assessment

The internal assessment for each subject (in Theory and Practical separately) of each academic year shall carry 20 marks in theory and 20 marks in practical, separately.

5.4 University Examination; Theory & Practical

5.4. One written Examination

a. The Main Examination shall be held on yearly basis for all the Four years respectively.

b. There shall be 2 University Examination in a year: Main examination in May/June and Supplementary Examination in October/November. The succeeding Examination shall be held within 6 months.

5.5 Appointment of the Examiners/ Question Paper Setters

The appointment of examiner for the University Examination shall be based on following criteria;

5.5.1 For Theory paper setting and valuation there shall be two examiners for each subject, one Internal Examiner and one External Examiner shall be required. Both the examiners shall be

Assistant Processor with 3 years teaching experience in the concerned subject.

5.5.2 For the Practical examinations there shall be two examiners for each subject, one External Examiner and one Internal Examiner, with minimum qualification and experience of an Assistant Professor with 3 years teaching experience in the concerned subject.

5.5.3 The External Examiner shall, be the subject expert from outside the University having Masters/ Post Graduate, qualification-in the concerned subject with "minimum 03 years teaching experience.

5.5.4 The Faculty of the Subject/ Head of the Department with minimum 3 years of teaching experience shall be the Internal-Cum-convener examiner for the examinations.

5.6 Criteria for Passing In each subject/head (Theory and Practical);

5.6.1 In all the University examinations, the candidates shall have to obtain 50% marks separately in Theory plus Viva Voce plus internal Assessment and Practical plus Internal Assessment examination.

5.6.2 Each theory-paper and practical will be treated as separate subject head for the passing.

5.6.3 The student shall carry over two subjects from one year to the following year and must pass in the fail subject before appearing in the next year examination. The student shall carry two subjects from first year to second year, second year to third year as well as third year to fourth year and must pass in the fail subjects before appearing the next year examination.

5.7 Division and Merit List

5.7.1 The Division shall be awarded after Annual University Examination in each academic year and shall be based on the aggregate marks obtained by the candidates at his/ her successful attempt in annual University Examination.

There shall be Divisions as follows:

Distinction: 75% and above of grand total marks in First attempt.

First Division: >60% and <75% of grand total marks in First attempt.

Second Division: >50% and <60% of grand total marks in First attempt.

Distinction in individual subject: >75% marks in individual subject shall be indicated exclusively in the mark sheet provided in First attempt.

5.7.2 The merit shall be declared by the University after the final year University examination, on the basis of the aggregate marks of all academic years in University examination. The merit list shall include the first ten candidates securing at least First Division and passing

all the appeared subjects in annual examination in first attempt.

6.0 REVALUATION / RE-TOTALING

6.1 Student may apply for Re-evaluation and/or Re-totaling of the answer sheet of the appeared subjects, post result for any doubt in the marks obtained on the following criteria:

6.1.1 Student may go for ail the appeared subjects of that session for Re-evaluation as well as Re-totaling simultaneously, within stipulated time, as prescribed by the University.

7.0 COMPULSORY ROTATARY INTERNSHIP:

7.1 There shall be Six months of Internship after the Final year examination, for the candidate who declared passed the examination in all the subjects. Internship should be Rotating and Compulsory for all the students.

7.2 Internship should be done in minimum 100 bedded specialty hospitals in various specialties.

7.3 Hospital must have Physiotherapy OPD with qualified Physiotherapist to guide the students.

7.4 The Internship shall cover the clinical branches; concerned with Physiotherapy such as Orthopedics, Cardio-respiratory Medicine & Surgery including ICU, Neurology, Neurosurgery, Pediatrics, General Medicine, General Surgery,

Obstetrics and Gynecology both In-patient and Outpatient services.

7.5 Student seeking training outside the campus must obtain a NOC from the HOI prior to the program.

7.6 Any absenteeism, misconduct, poor performance etc. may require the extension of the program on recommendation of the HOD.

7.7 Student shall obtain Internship Completion Certificate from the concerned hospital with the specialty and the hours of program. Same should be submitted to the institute for the Six months Internship Completion Certificate.

7.8 Candidate shall be awarded with the Degree certificate only after the successful completion of the Compulsory Six months Rotatory Internship.

7.9 The 6 months of Rotational Internship shall be covered in the following pattern:

S.No.	Department	Period
1	Physiotherapy & Rehabilitation Medicine OPD 1 month(including Pediatrics to Geriatrics cases)Orthopedic wards and OPD 1 month	1 month
2	Neurology and Neurosurgery wards(including 1 month Neuro ICU) and O ;	1 month
3	Neurology and Neurosurgery wards(including 1 month Neuro ICU) and O ;	1 month
4	Cardio-respiratory Medicine & Surgery ward and 1 month OPD	1 month
5	General Medicine and Pediatric wards (including 1 Month NICU and ICCU) and OPD	1 month
6	General Surgery wards (including Burns, OBG) 1 Month	1 month

7.10 Issue of Internship Completion Certificate: Every candidate, after successful completion of Six months Rotatory Internship shall be eligible for Internship Completion Certificate, issued by HOI.

8.0 CANCELLATION OF ADMISSION

8.1 The admission of a student at any stage of study shall be cancelled by the Vice Chancellor based on recommendation of Head of the Institution, if:

8.1.1 He/She is not found qualified as per MP Paramedical Council norms and guidelines or the eligibility criteria prescribed by the University.

8.1.2 He/ she is found to have produced false/ forged documents or found to have used unfair means to secure admission.

8.1.3 He/She is found involved in serious breach of discipline in the Institution or in the University campus.

9.0 SCHEME OF COURSE / EXAMINATION

9.1 Scheme of Teaching Schedule (for each academic year)

Subject	Theory Min. Hrs.	Practical Min. Hrs.	Clinical/ Lab Posting	Total Hrs.
FIRST YEAR				
Human Anatomy	140	60	-	200
Human Physiology	140	60	-	200
Bioelectrical modalities	80	-	-	80
Biomechanical	80	-	-	80
Psychology and Sociology	60+60	-	-	120
* Applied English	60	-	-	60
* First aid and Basic Nursing	60	20	-	80
SECOND YEAR				
Biochemistry & Pharmacology	60+60	-	-	120
Pathology & Microbiology	60+60	-	-	120
Gen.surgery/ Obs/ Gynea/ ENT/ Opth	100	20	30	150
Gen. Medicine	100	20	30	150
Orthopedics	100	20	30	150
Electrotherapy	100	100	-	200
Exercise Therapy including Yoga	100	100	-	200
THIRD YEAR				
Neurology, Neurosurgery, Cardio-thoracic Disease & Surgery	120	20	40	180
Physiotherapy in Orthopedics	120	100	30	250
Physiotherapy in Neurology & Neurosurgery	120	100	30	250
Physical Evaluation	120	80	-	200
Biomechanics & Bio-engineering	60+60	-	-	120
* Occupational Therapy & Speech Therapy	10+10	-	-	20
* Observatory Clinical Posting	-	-	100	100
FOURTH YEAR				
Physical Diagnosis & Prescription	80	40	-	120
Physiotherapy in Cardiothoracic Conditions	120	80	60	260
Sports Physiotherapy	120	80	60	260
Community Medicine, Community PT, Field Visits and Physiotherapy Ethics	60+60	-	40	160
Rehabilitation Therapy & Biostatistics	40+40	-	20	100
* Project	-	-	-	40
* Clinical Posting	-	-	300	300
* Clinical Research Methodology	20	-	-	20
* Computer Sciences	20	40	-	60

*** Non Examination (Subsidiary) subjects**

9.2 Question Paper Pattern

The subject having section A and section B with max. 100 marks (50 marks each) Each section (A/ B) shall have the following pattern		
ESSAY TYPE	1 (ANY 1 OUT OF 2)	20
SHORT ANSWER TYPE	5 (ANY 5 OUT OF 6)	6X5=30
The subject having section A and section B with max. 80 marks (40 marks each) Each section (A/ B) shall have the following pattern		
ESSAY TYPE	1 (ANY 1 OUT OF 2)	20
SHORT ANSWER TYPE	4 (ANY 4 OUT OF 5)	5X4=20

9.3 Scheme of Examination

BPT-I Year

S. No.	Subject	Theory					Practical			Total
		Written		Viva-Voce	Internal Assessment	Min. Marks	Practical	Internal Assessment	Min. Marks	
		Time	Max. Marks	Max. Marks	Max. Marks		Max. Marks	Max. Marks		Max. Marks
1.	Human Anatomy	3hrs.	100	20	20	70	40	20	30	200
2.	Human Physiology	3hrs.	100	20	20	70	40	20	30	200
3.	Bioelectrical modalities	3hrs.	80	-	20	50	-	-	-	100
4.	Biomechanical	3hrs.	80	-	20	50	-	-	-	100
5.	Psychology and Sociology	3hrs.	80	-	20	50	-	-	-	100

BPT-II Year

S. No.	Subject	Theory					Practical			Total
		Written		Viva-Voce	Internal Assessment	Min. Marks	Practical	Internal Assessment	Min. Marks	
		Time	Max. Marks	Max. Marks	Max. Marks		Max. Marks	Max. Marks		Max. Marks
1.	Biochemistry & Pharmacology	3hrs.	80	-	20	50	-	-	-	100
2.	Pathology & Microbiology	3hrs.	80	-	20	50	-	-	-	100
3.	Gen.surgery/ Obs/ Gynea/ ENT/ Opth	3hrs.	80	-	20	50	-	-	-	100
4.	Gen. Medicine	3hrs.	80	-	20	50	-	-	-	100
5.	Orthopedics	3hrs.	100	20	20	70	40	20	30	200
6.	Electrotherapy	3hrs.	100	20	20	70	40	20	30	200
7.	Exercise Therapy including Yoga	3hrs.	100	20	20	70	40	20	30	200

BPT-III Year

S. No.	Subject	Theory					Practical			Total
		Written		Viva-Voce	Internal Assessment	Min. Marks	Practical	Internal Assessment	Min. Marks	
		Time	Max. Marks	Max. Marks	Max. Marks		Max. Marks	Max. Marks		Max. Marks
1.	Neurology Neurosurgery, Cardio-thoracic Disease & Surgery	3hrs.	80	-	20	50	-	-	-	100
2.	Physiotherapy in Orthopedic	3hrs.	100	20	20	70	40	20	30	200
3.	Physiotherapy in Neurology & Neuro-surgery	3hrs.	100	20	20	70	40	20	30	200
4.	Physical Evaluation	3hrs.	100	20	20	70	40	20	30	200
5.	Biomechanics & Bio-engineering	3hrs.	80	-	20	50	-	-	-	100

BPT-IV Year

S. No.	Subject	Theory					Practical			Total
		Written		Viva-Voce	Internal Assessment	Min. Marks	Practical	Internal Assessment	Min. Marks	
		Time	Max. Marks	Max. Marks	Max. Marks		Max. Marks	Max. Marks		Max. Marks
1.	Physical Diagnosis & Prescription	3hrs	100	20	20	70	40	20	30	200
2.	Physiotherapy in Cardiothoracic conditions	3hrs	100	20	20	70	40	20	30	200
3.	Sports Physiotherapy	3hrs	100	20	20	70	40	20	30	200
4.	Community medicine, Community PT, Field Visits and Physiotherapy Ethics	3hrs	80	-	20	50	-	-	-	100
5.	Rehabilitation Therapy & Biostatistics	3hrs	80	-	20	50	-	-	-	100

*** Minimum 50% passing marks require in theory & internal assessment as well as in practical & viva-voce.**

Ordinance No. 23

DIPLOMA IN MEDICAL LABORATORY TECHNOLOGY (DMLT) 2 YEAR DIPLOMA COURSE

1.0 AIMS AND OBJECTIVES

1.1 AIMS

1.1.1 To provide skilled professionals who will be able to work in a variety of laboratory settings.

1.1.2 To provide students with an overview of various medical laboratory procedures.

1.2 OBJECTIVES

1.2.1 To impart adequate theoretical and practical knowledge in basic Medical Laboratory Sciences.

1.2.2 To perform routine and special laboratory investigations.

2.0 COURSE STRUCTURE

2.1 The Diploma in Medical Laboratory Technology of 2 years (Two academic years) course here in after called 2 year diploma course shall be designated as Diploma in Medical Laboratory Technology, in short DMLT.

2.2 Duration of the course: Diploma in Medical Laboratory Technology is a two year regular diploma course, named below:

a) DMLT-1 year

b) DMLT - II year

2.3 Each academic year shall consist of 240 teaching days.

2.4 The Student admitted in DMLT course shall have to complete the course within the maximum permissible duration of 4 years, from the date of admission.

3.0 ACADEMIC QUALIFICATION & SELECTION CRITERIA FOR ADMISSION

3.1 Admission to the First year in Diploma in Medical Laboratory Technology course shall be 10+2 system of education in science group or equivalent with Chemistry, Physics & Biology, as main subjects conducted by a recognized Board/Council/ University with minimum of 40% marks.

3.2 Vocational Subject like Bio-technology, MLT, Fisheries, Dietetics, Live Stock and Poultry etc in substitution for Biology shall also be considered for Eligibility.

3.3 The candidate should have completed minimum of 17 years of age on/before 31st December of the concerned academic session.

3.4 Selection Criteria: The admission in DMLT- First Year shall be based on the merit of the qualifying examination.

or

Common Entrance Test (CET), conducted by the University/ any designated agency, as per guidelines of Medical Education Dept Govt. of M.P., Bhopal.

3.5 On admission, every candidate shall have to get fitness certificate from Malwanchal Hospital, for physical fitness.

4.0 COMMENCEMENT OF COURSE

The course shall be commencing from the month of August of every academic year.

5.0 REGULATIONS RELATING TO THE ASSESSMENT OF ACADEMIC GROWTH OF THE STUDENT

The assessment of academic growth of the student shall be done on the basis of Three Sessional Examination
(conducted during the year) and one University Examination (conducted at the end of the academic year).

The medium of Instruction and Examination shall be English throughout the course of the study.

5.1 Attendance

5.1.1 Candidates appearing as regular student for any annual examination are required to attend 75% of the total lecturer's delivered and of the practical classes held separately in each subject of the course of the study.

5.1.2 The total lecture and practical shall be conducted as per scheme and syllabus given in subsequent section.

5.2 Sessional Examinations

Three Sessional Examination shall be conducted for each subject, separately for theory and practical.

5.3 Internal Assessment

The internal assessment for each subject of each academic year will carry 25 marks.

5.4 University Examination; Theory & Practical

5.4.1 Written Examination

a. The Main Examination shall be held on yearly basis for all the two years respectively.

b. There shall be 2 University Examination in a year: Main examination in May/June and Supplementary

Examination (examination) in October/ November. The succeeding examination shall be held within 6 months.

5.5 Appointment of the Examiners/ Question Paper Setters The appointment of examiner for the University Examination shall be based on following criteria;

5.5.1 For Theory paper setting and valuation one examiner shall be required, who may be an Internal or External, minimum an Assistant Professor with 3 year teaching experience in the concerned subject.

5.5.2 For the Practical examinations there shall be two examiners for each subject, one External Examiner and one Internal Examiner, with minimum qualification and experience of an Assistant Professor with 3 year teaching experience in the concern subject.

5.5.3 The External Examiner shall be the subject expert from outside the University having Master's/ Post Graduate qualification in the concern subject with minimum 3 year teaching experience.

5.5.4 The faculty of the Subject/ Head of the Department with minimum 3 years of teaching experience shall be the Internal-Cum-Convener examiner for the examinations.

5.6 Criteria for Passing In each subject/head (Theory and Practical);

5.6.1 In all the University examinations, the candidates shall have to obtain 50% marks separately in Theory plus Internal assessment plus Viva voce and Practical examination.

5.6.2 Each Theory paper and Practical will be treated as separate subject/ head for the passing.

5.6.3 The student shall carry over one subject from one year to the following year and must pass in the fail subject before appearing in the next year examination. The Student shall carry one subject from first year to second year and must pass in the fail subjects before appearing the next year examination.

5.7 Division and Merit List

5.7.1 The Division shall be awarded after Annual University

Examination in each academic year and shall be based on the aggregate marks obtained by the candidates at his/ her successful attempt in Annual University Examination.

There shall be Divisions as follows:

Distinction	:	75% and above of grand total marks in First attempt.
First Division	:	>60% and <75% of grand total marks in First attempt
Second Division	:	>50% and <60% of grand total marks in First attempt
Distinction in individual subject	:	>75% marks in individual subject shall be indicated exclusively in the mark sheet provided First attempt.

5.7.2 The merit shall be declared by the University after the final year University examination, on the basis of the aggregate marks of all academic years in University examination. The' merit list shall include the first ten candidates securing at least First Division and passing all the appeared subjects in annual examination in first attempt,

5.8 Three Months Compulsory Rotary Clinical Training

For DMLT II year students, Three months Compulsory Rotary Clinical Training shall be compulsory as a part of partial completion of the course. The training shall be undertaken in any of medical laboratory attached with minimum 100 bedded hospitals.

For this exercise the students may require to spend Three months in rotation with at-least four following labs:

a. Clinical Biochemistry Lab

b. Clinical Microbiology Lab

c. Pathology and/ or Haematology Lab

d. Blood Banking

The Laboratory training should cover the following terms:

a. The recognized laboratory shall require experts with BMLT qualification, for the guidance of the students. Student: Technician ratio will be 1:5.

b. Student seeking training outside the campus must obtain a NOC from the HOD prior to the program.

c. Minimum 100 hrs is mandatory for each of the above mention Laboratories.

d. Student should obtain training completion certificate with the duration from the concerned Hospital/ Laboratory. Same should be submitted to the parent institute for qualifying II year University Examination.

e. Any absenteeism, misconduct, poor performance etc may require the extension of the program on the recommendation of the HOD.

6.0 REVALUATION / RE-TOTALING

6.1 Student may apply for Re-evaluation and/or Re-totaling of the answer sheet of the appeared subjects, post result for any doubt in the marks obtained on the following criteria:

6.1.1 Student may go for all the appeared subjects of that session for Re-evaluation as well as Re-totaling simultaneously, within stipulated time, as prescribed by the University.

7. 0 CANCELLATION OF ADMISSION

7.1 The admission of a student at any stage of study shall be cancelled by the Vice Chancellor based on recommendation of Head of the Institution, if:

7.1.1 She/he is not found qualified as per MP Paramedical Council norms and guidelines or the eligibility criteria prescribed by the University.

7.1.2 He/ she is found to have produced false/ forged documents or found to have used unfair means to secure admission.

7.1.3 She/he is found involved in serious breach of discipline in the institution or in the University campus.

8.0 SCHEME OF COURSE / EXAMINATION

8.1 Scheme of Teaching Schedule (for the each academic year)

Subject	Theory Min. Hrs.	Practical Min. Hrs.	Clinical/ Lab Posting	Total Min. Hrs.
DMLT- First Year				
Applied Anatomy & Physiology	40+40	20+20	-	120
Biochemistry + Clinical Pathology	60+40	40+20	-	160
* Applied English	60	-	-	60
* First aid and Basic Nursing	60	20	-	80
* Observatory Clinical Posting	-	-	180	180

DMLT- Second Year				
Haematology & Blood Banking + Parasitology	60+40+20=120	40+40+20=100	60+60+20=140	360
Microbiology & Serology, Histology & Cytology	60+40+30+30=160	60+40+30+30=160	100+40	460
* Basic Computer Application	20	40	-	60
* Clinical Posting	-	-	240	240

* Non Examination subject

8.2 Question Paper Pattern

SUBJECT HAVING MAXIMUM MARKS 100		
TYPE OF QUESTION	**NUMBER OF QUESTION**	**MARKS OF EACH QUESTION**
Essay Type	4 (Any 4 Out of 5)	20X4=80
Short Answer Type	4 (Any 4 Out of 5)	5X4=20

8.3 Scheme of examination

DMLT-I Year

S. No.	Subject	Theory					Practical		Max. Total of Theory & Practical
		Written		Viva-Voce	Internal Assessment	Min. Marks	Max. Marks	Min. Marks	
		Time	Max. Marks	Max. Marks	Max. Marks				
1.	Applied Anatomy & Physiology (PAPER I)	3hrs.	100	25	25	75	50	25	200
2.	Biochemistry + Clinical Pathology (PAPER II)	3hrs.	100	25	25	75	50	25	200

DMLT-II Year

S. No.	Subject	Theory					Practical		Max. Total of Theory & Practical
		Written		Viva-Voce	Internal Assessment	Min. Marks	Max. Marks	Min. Marks	
		Time	Max. Marks	Max. Marks	Max. Marks				
1.	Haematology & Blood Banking, & Parasitology (PAPER I)	3hrs.	100	25	25	75	50	25	200
2.	Microbiology & Serology, Histology & Cytology (PAPER II)	3hrs.	100	25	25	75	50	25	200

*Refer 5.6 for passing criteria

Ordinance No. 24

BACHELOR OF SCIENCE IN MEDICAL LABORATORY TECHNOLOGY (BMLT) 03 YEAR DEGREE COURSE

1.0 AIMS AND OBJECTIVES

1.1AIMS

1.1.1To provide skilled professionals who will be able to work in a variety of laboratory settings.

1.1.2 To provide students with an overview of various medical laboratory procedures.

1.2 OBJECTIVES

1.2.1 To impart adequate theoretical and practical knowledge in basic Medical Laboratory Sciences.

1.2.2 To perform routine and special laboratory investigations.

1.2.3 To introduce quality control system in laboratory.

2.0 COURSE STRUCTURE

2.1 The Degree in Medical Laboratory Technology of 03 years (Three academic years) course here in after called 3 year degree course shall be designated as Bachelor of Medical Laboratory Technology, in short BMLT.

2.2 Duration of the course : The Bachelor of Medical Technology (Laboratory) is a three year regular degree course, named below:

a. B.Sc. MLT-1 year

b. B.Sc. MLT- II year

c. B.Sc. MLT- III year

2.3 Each academic year shall consist of 240 teaching days.

2.4 The Student admitted in BMLT-course shall have to complete the course within the maximum permissible duration of 6 years, from the date of admission.

3.0 ACADEMIC QUALIFICATION & SELECTION CRITERIA FOR ADMISSION

3.1 Admission to the First year B.Sc. in Medical Laboratory Technology degree course shall be 10+2 system of education in science group or equivalent examination with Chemistry, Physics & Biology, as main subjects conducted by a ^recognized Board/Council/ University with minimum of 40% marks."

3.2 Vocational Subjects like Bio-technology, MLT, Fisheries, Dietetics, Live Stock and Poultry etc in substitution for Biology shall be also considered for eligibility.

3.3. The candidate should have completed minimum of 17 years of age on/before 31st December of the concerned academic session.

3.4 Selection Criteria: The admission in B.Sc. MLT- First Year shall be based on the merit of the qualifying examination.

Or

Common Entrance Test (CET), conducted by the University/ any designated agency, as per guidelines of Medical Education Dept Govt. of M.P., Bhopal.

3.5 On admission, every candidate shall have to get fitness certificate from Malwanchal Hospital, for physical fitness.

4.0 COMMENCEMENT OF COURSE

The course shall be commencing from the month of August of every academic year.

5.0 REGULATIONS RELATING TO THE ASSESSMENT OF ACADEMIC GROWTH OF THE STUDENT

The assessment of academic growth of the student shall be done on the basis of Three Sessional Examination (conducted during the year) and one University Examination (conducted at the end of the academic year).

The medium of Instruction and Examination shall be English throughout the course of the study.

5.1 Attendance

5.1.1 Candidates appearing as regular student for any annual examination are required to attend 75% of the total lecturer's delivered and of the practical classes held separately in each subject of the course of the study.

5.1.2 The total lecture and practical shall be conducted as per scheme and syllabus given in subsequent section.

5.2 Sessional Examinations

Three Sessional Examination shall be conducted for each subject, separately for theory and practical.

5.3 Internal Assessment

The internal assessment for each subject of each academic year shall carry 100 marks.

5.4 University Examination; Theory & Practical

5.4.1 Written Examination

a. The Main Examination shall be held on yearly basis for all the three years respectively.

b. There shall be 2 University Examination in a year: Main examination in May/June and Supplementary Examination (II examination) in October/ November.

The succeeding examination shall be held within 6months.

5.5 Appointment of the Examiners/ Question Paper Setters The appointment of examiner for the University Examination shall be based on following criteria;

5.5.1 For .Theory paper setting one examiner will be an External, minimum an Assistant Professor with 3 years teaching experience in the concerned subject.

5.5.2 For the Practical examinations there shall be two examiners for each subject, one External Examiner and one Internal Examiner, with minimum qualification and experience of an Assistant Professor with 3 years teaching experience in the concerned subject.

5.5.3 The External Examiner shall be the subject expert from outside the University having Masters/ Post Graduate qualification in the concerned subject with minimum 3 years teaching experience.

5.5.4 The Faculty of the Subject/ Head of the Department with minimum 3 years of teaching experience shall be the Internal-Cum-Convener examiner for the examinations.

5.6 Criteria for Passing In each subject/head (theory and practical);

5.6.1 In all the University examinations, the candidates shall have to Obtain 50% marks separately in theory plus internal assessment and practical plus viva voce examination.

5.6.2 Each theory paper and practical will be treated as separate subject/ head for the passing.

5.6.3 The student shall carry over two subjects from one year to the following year and must pass in the fail subject before appearing in the next year examination. The Student shall carry two subjects from first year to second year as well as second year to third year and must pass in the fail subjects before appearing the next year examination.

5.7 Division and Merit List

5.7.1 The Division shall be awarded after Annual University Examination in each academic year and shall be based on the aggregated marks obtain by the candidates at his/ her successful attempt in annual University examination.
There shall be Divisions as follows:

Distinction: 75% and above of grand total marks in First attempt.
First Division: >60% and <75% of grand total marks in First attempt.
Second Division: >50% and <60% of grand total marks in First attempt.
Distinction in individual subject: >75% marks in Individual subject shall be indicated exclusively in the mark sheet provided First attempt.

5.7.2 The merit shall be declared by the University after the final year University examination, on the basis of the aggregate marks of all academic years in University examination. The merit list shall include the first ten candidates securing at least First Division and passing all the appeared subjects in annual examination in first attempt.

5.8 Three Months Compulsory Rotatary Clinical Training

For BMLT III year students, three months Compulsory Rotatary Clinical Training shall be compulsory as a part of partial completion of the course. The training, shall be undertaken in any of Medical Laboratory attached with minimum 100 bedded hospital.
For this exercise the students may require to spend three months in rotation with at-least four following labs:

a. Clinical Biochemistry Lab

b. Clinical Microbiology Lab

c. Pathology and/ or Haematology Lab

d. Blood Banking

The Laboratory training should cover the following terms:

The recognized laboratory shall require experts with BMLT qualification, for the guidance of the students. Student: Technician ratio will be 1:5.

a. Student seeking training outside the campus must obtain a MOC from the HOI prior to the program.

b. Minimum 50-70 hrs is mandatory for each of the above mention Laboratories.

c. Student should-obtain Training Completion Certificate within duration from the concerned Hospital/ Laboratory. Same should be submitted to the Institute for qualifying III year University Examination.

d. Any absenteeism misconduct, poor performance etc may require extension of the program on the recommendation of the HOD.

6.0 REVALUATION / RE-TOTALING

6.1 Student may apply for Re-evaluation and/or Re-totaling of the answer sheet of the appeared subjects, post result for any doubt in the marks obtained on the following criteria:

6.1.1 Student may go for all the appeared subjects of that session for Re-evaluation as well as Re-totaling simultaneously, within stipulated time, as prescribed by the University.

7.0 CANCELLATION OF ADMISSION

7.1 The admission of a student at any stage of study shall be cancelled by the Vice Chancellor based on recommendation of Head of the Institution, if:

7.1.1 He/She is not found qualified as per MP Paramedical Council norms and guidelines or the eligibility criteria prescribed by the University.

7.1.2 He/she is found to have produced false/forged documents or found to have used unfair means to secure admission.

7.1.3 He/She is found involved in serious breach of discipline in the institution or in the University campus.

8.0 SCHEME OF COURSE / EXAMINATION

8.1 Scheme of Teaching Schedule (for each academic year)

Subject	Theory Min. Hrs.	Practical Min. Hrs.	Clinical/ Lab Posting	Total Min. Hrs.
FIRST YEAR				
Biochemistry	80	120	110	310
Hematology and Clinical Pathology	90	120	110	320
Applied Histology	90	120	110	320
Microbiology	100	120	110	330
* Applied English	60	-	-	60
* First aid and Basic Nursing	60	20	-	80
SECOND YEAR				
Analytical Biochemistry	80	120	110	310
Hematology	90	120	110	320
Cellular Pathology	90	120	110	320
Identification of Bacteria	100	120	110	330
* Basic Computer Application	20	40	-	60
THIRD YEAR				
Clinical Biochemistry	80	120	110	310
Applied Hematology	80	120	110	310
Special Histology	90	120	110	320
Applied Microbiology	100	120	110	330
Instrumentation	-	--	-	40
*Clinical Research Methodology	20	-	-	20
* Clinical Posting	-	-	300	300

* Non Examination (Subsidiary Subjects)

8.2 Question Paper Pattern

SUBJECT HAVING MAXIMUM MARKS 100		
TYPE OF QUESTION	NUMBER OF QUESTION	MARKS OF EACH QUESTION
Essay Type	4 (Any 4 Out of 5)	20X4=80
Short Answer Type	4 (Any 4 Out of 5)	5X4=20

8.3 Scheme of Examination

Paper	Theory	Internal Assessment	* Min. Theory + Internal Assessment	Practical & Viva	* Min. Practical
FIRST YEAR					
Biochemistry	100	100	100	100	50
Haematology and Clinical Pathology	100	100	100	100	50
Applied Histology	100	100	100	100	50
Microbiology	100	100	100	100	50
SECOND YEAR					
Analytical Biochemistry	100	100	100	100	50
Haematology	100	100	100	100	50
Cellular Pathology	100	100	100	100	50
Identification of Bacteria	100	100	100	100	50
THIRD YEAR					
Clinical Biochemistry	100	100	100	100	50
Applied Haematology	100	100	100	100	50
Special Histology	100	100	100	100	50
Applied Microbiology	100	100	100	100	50
#Instrumentation	-	50	25	-	-

* Minimum 50% passing marks require in theory &, internal assessment as well as in practical & viva-voce.

The marks of the instrumentation paper will not be included in the Total Result i.e. for calculation percentage of marks obtained.

Ordinance No. 25

BACHELOR IN PHARMACY (B. PHARMA.) 04 Years Course

1.0 AIM AND OBJECTIVES

1.1 AIM

Pharmacy graduates are required to learn and acquire adequate knowledge, necessary skills to practice the profession of pharmacy including thorough and exhaustive knowledge of synthesis and assay of medicinal agents including mode of action, drug interactions and patient counseling and professional information exchange with physicians and other paramedicos. The graduates are required to acquire an in-depth knowledge of formulation, storage and analysis of various pharmaceutical dosage forms including herbal medicines required for both large scale commercial production and research. The graduates should understand the concept of community pharmacy and be able to participate in rural and urban health care projects of State and Central government. The graduates are also required to detail the physicians and community and market the medicinal agents for diagnosis, prevention and therapeutic purposes.

1.2 OBJECTIVES

The objectives are covered under three headings namely: Knowledge and understanding

i Skills and

ii Attitude

1.2.1 Knowledge and understanding

The graduate should acquire the following during their four-year B.Pharm. course,

a. Adequate knowledge and scientific information regarding basic principles of Pharmaceutical Chemistry, Pharmaceutics including Cosmetics, Pharmacology and Pharmacognosy including Herbal drugs.

b. Adequate knowledge of practical aspects of synthesis, formulation and analysis of various pharmaceutical and herbal medicinal agents.

c. Adequate knowledge of practical aspects of delivering a quality assured product as per Pharmacopoeia, WHO and ISO standards.

d. Adequate knowledge of practical aspects of Pharmacological screening, biological standardization and in-vivo drug interactions.

e. Adequate knowledge of clinical studies for patient counseling leading to physical and social well being of patients.

f. Adequate knowledge of practical aspects of product detailing and marketing of pharmaceutical products.

1.2.2 Skills

A graduate should be able to demonstrate the following skills necessary to practice pharmacy.

a. Able to synthesize, purify, identify , and analyze medicinal agents.

b. Able to formulate, store, dispense, analyze the prescriptions and/or manufacture the medicinal agents at commercial level.

c. Able to learn and apply the quality assurance principles including legal and ethical aspects involving drugs.

d. Able to extract, purify, identify and know the therapeutic value of herbal/crude/natural products.

e. Able to screen various medicinal agents using animal models for pharmacological activity.

1.2.3 Attitudes

The graduate should develop the following attitudes during their four year B. Pharma. course:

a. Willing to apply the current knowledge of pharmacy in best interest of patients and the community.

b. Maintain a high standard of professional ethics in discharging professional obligations.

c. Continuously upgrade professional information and be conversant with latest advances in Pharmacy field to serve the community better.

d. Willing to participate in continuing education program of PCI and AICTE to upgrade knowledge and professional skills.

e. To help and to participate in the implementation of National Health Program.

2.0 COURSE STRUCTURE

The degree in Pharmacy of four year (Eight semester) course hereinafter called 4 Year Degree Course shall be designated as Bachelor of Pharmacy in short B.Pharma.

2.1 The duration of B. Pharma course shall extend over a period of four years consisting of eight semesters named below;

i B.Pharma I Semester,

ii. B.Pharma II Semester,

iii. B.Pharma III Semester,

iv. B.Pharma IV Semester,

v. B.Pharma V Semester,

vi. B.Pharma VI Semester,

vii. B.Pharma VII Semester,

viii. B.Pharma VIII Semester.

2.2 Each semester shall be spread over for not less than sixteen weeks.

2.3 The student admitted in B. Pharma course shall have to complete the course within the maximum permissible duration of 8 years.

3.0 ACADEMIC QUALIFICATION & SELECTION CRITERIA FOR ADMISSION

3.1 The minimum qualification for admission to first semester of Bachelor of Pharmacy four year's (Eight semester) course shall be the pass with minimum of 50% marks obtained in 10+2 examination or any other equivalent examination with Physics, Chemistry, Mathematics or Biology conducted by State/Central Board of Secondary Education or any other board/university.

OR

The minimum qualification for admission to first semester of Bachelor of Pharmacy four year's (Eight semester) course shall be as per AICTE, New Delhi.

3.2 Selection Criteria: The admission in B. Pharma I semester shall be based on the merit in common entrance test or qualifying examination as per guidelines of Medical Education Dept. Govt. of M.P., Bhopal.

3.3 Lateral Entry: Minimum qualification for direct admission to second year of B. Pharma shall be passed with minimum of 50% marks in Diploma in Pharmacy from any institution approved by AICTE and Pharmacy Council of India. The eligibility criteria for Candidates belonging to Scheduled Tribes, Scheduled Castes and Other Backward Classes shall be 45% in aggregate marks in qualifying examination.

OR

The minimum qualification for lateral entry to second year of Bachelor of Pharmacy course shall be as per AICTE, New Delhi.

4.0 COMMENCEMENT OF COURSE

4.1 B. Pharma I, III, V, VII semesters shall commence from July every year while B. Pharma II, IV, VI, VIII semesters shall commence from January every year.

4.2 Semester break: Maximum of 10 days leave as semester break shall be granted to the students between two semesters.

4.3: The subjects to be studied in different semesters of B. Pharma shall be as per the schemes given in subsequent sections.

5.0 REGULATIONS RELATING TO ASSESSMENT OF ACADEMICGROWTH OF STUDENT

The assessment academic growth of student shall be done on the basis of two sessionals (conducted during the semester) and one semester/university examination (conducted at the end of semester). The medium of instruction and examination shall be English throughout the course of study.

5.1 SESSIONAL

Two sessionals shall be conducted for each theory and practical.

5.1.1 Thirty percent of the marks for each theory subject/paper and forty percent of the marks for each practical shall be allotted for sessionals.

5.1.2 Theory: Two sessional examinations shall be held during the semester for each theory paper/ subject from which one higher marks obtained by the candidate shall be considered for the award of sessional marks.

5.1.3 Practical: Marks shall be awarded on the basis of the experiments performed by the students, prior preparation for the experiment, conduct -in the laboratory, result of the experiments, day-to-day completion of the records and vivavoce.

5.1.4 If a student fails in theory paper he/she can reappear in theory sessional examination However, he/she will not be allowed to reappear in practical sessional.

5.1.5 If a Student secures 50%«marks in theory paper and fails in examination of that subject (securing less than 50% in the aggregate including theory), the student may reappear for improvement only in theory sessional in which he has failed.

5.2 SEMESTER / UNIVERSITY EXAMINATION

5.2.1 There shall be one semester examination (theory & practical) at the end of each semester. These examinations will be designated as follows:

a.	During first year	:	B.Pharma. I semester, B.Pharma II semester.
b.	During second year	:	B.Pharma. I semester, B.Pharma IV semester.
c.	During third year	:	B. Pharm. V semester, B.Pharma VI semester.
d.	During fourth year	:	B.Pharma VII semester, B.Pharma VIII semester.

5.2.2 There will be a full examination at the end of each semester consisting of the theory papers and the laboratory practical's.

5.2.3 There will be no supplementary examination.

5.3 CRITERIA FOR PASSING

In each subject/head (theory and practical);

5.3.1 Minimum 50% in sessional and semester examination taken together.

5.3.2 Each theory paper and practical will be treated as separate subject/head for passing.

5.3.3 A candidate who has been admitted in B. Pharm. I semester will be promoted to the higher class in accordance with the following sub-rules :

a. A candidate shall not be promoted to the third semester/higher semester if he/she carries a backlog of more than five papers/subjects.

b. No candidate will be awarded degree of Bachelor of Pharmacy unless he/she has passed all the eight semester examinations. If any previous semesters, paper/ practical remain as backlog to be cleared by him/her, the result will be withheld till he passes the backlog.

c. A candidate shall not be admitted in the fifth or higher semester classes unless he/she has fully passed / cleared the first and second semester examinations. Likewise candidates shall not be admitted in seventh or higher semester classes unless he/she has fully passed/cleared the first four semester examinations. For promotion to the higher semester the sequence shall be adhered to.

5.3.4 If a candidate has passed a semester examination in full he/she shall not be permitted to reappear in that examination for improvement of division/marks or any other purpose.

5.4 DIVISION AND MERIT LIST

5.4.1 The division shall be awarded only after VIII semester examination and shall be based on the aggregate marks obtained by the candidate at his/her successful attempts at the I, II, III, IV, V, VI, VII, VIII semester's examinations i.e. full examination of B. Pharma There shall be only three divisions as follows:

First Division with Honours: 75% and above.

First Division: 60% and above but below 75%.

Second Division: 50% and above but below 60%

5.4.2 The merit shall be declared by the University after the main examination of the eighth semester of B. Pharma on the basis of the integrated performance of all the four years. The merit list shall include the first ten candidates securing at least first division and passing all semester examinations in single attempts.

5.5 EDUCATIONAL AND INDUSTRIAL STUDY TOUR

For B. Pharma VI semester students an educational study tour to visit important manufacturing organization is compulsory. All students will have to submit a tour report after the study tour. The marks shall be awarded by the teacher-in-charge of the student's study tour. If a student is unable to go on Educational Study Tour, he will be awarded "Zero" marks. However, there shall be no minimum marks for passing this and marks obtained by the candidate will be included in university results of respective semester.

5.6 PROJECT WORK

For B. Pharma VII semester students a project work shall be compulsory. The project shall be undertaken in any of the areas of Pharmaceutical Sciences. The project shall be made under the supervision and guidance of faculty member(s). The candidate shall present a seminar on his/her project work. Every candidate shall be required to submit the project report in triplicate. The marks shall be awarded by the project supervisor and one external examiner.

5.6 PROFESSIONAL TRAINING

5.7.1 A candidate shall have to undergo Professional Training in Industry/Hospital Pharmacy/Community Pharmacy/Pharmaceutics R&D units after the examination of the VI semester for a period of at least four weeks. The repot of the Professional Training shall be submitted by the candidate in triplicate, duly certified bythe organization he/she underwent his/her on training.

5.7.2 The viva-voce examination based on the professional/industrial training shall be carried out by Board of Examiners consisting of;

a. Chairman - The Head/Principal of the institute.
b. The external examiner.
c. The internal examiner.

The marks shall be awarded by the Board of Examiners.

5.8 CONDONATION OF DEFICIENCY IN MARKS

With a view to moderate hard line cases in the examination the following rules shall be observed;

5.8.1 Deficiency up to 5 marks be condoned to the best advantage of the candidate for passing the examination, provided the candidate fails in maximum of two theory, or one theory and one practical or two practical's.

5.8.2 One grace mark will be given to the candidate who is failing/missing distinction/missing first division by one mark by the Vice Chancellor in the B. Pharm examination. This benefit will not, however, be available to a candidate getting advantage under clause 5.8.1.

5.8.3 After condonation of marks, the result of concerned subject/semester shall be declared as "pass by condonation" or "pass by grace".

5.9 ATTENDANCE

5.9.1 Candidates appearing as regular students for any semester examination are required to attend 75 percent of the total lectures delivered and of the practical classes held separately in each subject of the course of study.

5.9.2 The total theory lecture and practical shall be conducted as per scheme and syllabus given in subsequent sections.

6.0 SEMESTER/UNIVERSITY EXAMINATION; THEORY & PRACTICAL

6.1 The semester theory examination in each subject shall consist of one paper of three hours duration and shall have maximum marks of 70.

6.2 The theory question paper shall cover as broad as area/units of the content of the course. The essay questions should be properly structured and the marks specifically allotted.

6.3 The semester practical examination in each subject shall consist of one paper of four hours duration and shall have maximum marks of

6.4 The question paper shall contain 4 exercises as below;

i. Major Experiment - 20 Marks
ii. Minor Experiment- 10 Marks
ii. Synopsis/Quiz/Spotting -15 Marks iii. Viva voce -15 Marks

7.0 APPOINTMENT OF EXAMINERS/QUESTION PAPER SETTERS

The appointment of examiner for semester practical examination shall be based on following rules;

7.1 External Examiner for semester practical examination: Professor, Associate Professor and Assistant Professor (with teaching experience of not less than 3 years) working in pharmacy institute not affiliated to the Malwanchal University can be appointed as an external examiner for semester practical examination.

7.2 Internal Examiner for semester practical examination: Professor, Associate Professor and Assistant Professor (with teaching experience of not less than 3 years) working in pharmacy institute of Malwanchal University can be appointed as an internal examiner for semester practical examination.

7.3 Question Paper Setter/Moderator/Head Evaluator: Professor, Associate Professor and Assistant Professor (with teaching experience of not less than5 years) working in any pharmacy institute conducting B. Pharma and /or M. Pharma course can be appointed as Question Paper Setter/Moderator/Head Evaluator for semester theory examinations.

8.0 REVALUATION I RE-TOTALING

8.1. Revaluation and re-totaling of marks is permitted for theory papers only. The university, on application within the stipulated time and remittance of a prescribed fee, shall permit a recounting of marks and/or revaluation for the subject(s) applied.

8.2. The result after revaluation/re-totaling shall be declared as per prevailing revaluation/re-totaling, rules and regulation of the Malwanchal University.

9.0 CANCELLATION OF ADMISSION

The admission of a student at any stage of study shall be cancelled by the Vice Chancellor based on recommendation of Head of Institution, if;

9.1 She/he is not found qualified as per AICTE/State Government norms and guidelines or the eligibility criteria prescribed by the university.

OR

9.2 She/he is not found unable to complete the course within the stipulated time as prescribed in 2.3.

OR

9.3 She/he is found involved in serious breach of discipline in the Institution or in the university campus.

OR

9.4 She/he is found to have produced false/ forged documents or found to have used unfair means to secure admission.

Malwanchal University Indore

Course of study and Scheme of Examination

Bachelor of study pharmacy

1-semester

Minimum Pass Marks: **Duration of Theory Papers: 3 Hours.**

Subject Code	Nomenclature/name of Subject	Teaching (Hrs/week)		Number of Papers	Duration (Hrs.)	Max. Sem. Marks	Sessional Marks	Total Marks
		L	P					
PY101T(A/B)	Remedial mathematics/Biology	3	0	1	3	70	30	100
PY101P	Remedial Biology(Practical)	0	4	1	4	60	40	100
PY102T	Pharmaceutical Analysis - I	3	0	1	3	70	30	100
PY102P	Pharmaceutical Analysis - I (Practical)	0	4	1	4	60	40	100
PY103T	Pharmacognosy – I	3	0	1	3	70	30	100
PY103P	Pharmacognosy – I (Practical)	0	4	1	4	60	40	100
PY104T	Pharmaceutical Chemistry - I (Inorganic Pharmaceutical Chemistry)	3	0	1	3	70	30	100
PY104P	Pharmaceutical Chemistry - I (Inorganic Pharmaceutical Chemistry)(Practical)	0	4	1	4	60	40	100
PY105T	Basic Electronics and Computer Applications	3	0	1	3	70	30	100
PY105P	Basic Electronics and Computer Applications(Practical)	0	4	1	4	60	40	100
	Total	15	20	10				1000

(A) Theory and Sessional (combined): 50 Percent
(B) Practical and Sessional (combined): 50 Percent

Note: L: Lecture, P: Practical

Malwanchal University Indore

Course of study and Scheme of Examination

Bachelor of study pharmacy

II-semester

Minimum Pass Marks: **Duration of Theory Papers: 3 Hours.**

Subject Code	Nomenclature/name of Subject	Teaching (Hrs/week)		Number of Papers	Duration (Hrs.)	Max. Sem. Marks	Sessional Marks	Total Marks
		L	P					
PY201T	Pharmaceutics - I (Physical Pharmacy)	3	0	1	3	70	30	100
PY201P	Pharmaceutics - I (Physical Pharmacy)(Practical)	0	4	1	4	60	40	100
PY202T	Advanced Mathematics	3	0	1	3	70	30	100
PY203T	Pharmaceutical Chemistry - II (Physical Chemistry)	3	0	1	3	70	30	100
PY203P	Pharmaceutical Chemistry - II (Physical Chemistry)(Practical)	0	4	1	4	60	40	100
PY204T	Pharmaceutical Chemistry - III (Organic Chemistry)	3	0	1	3	70	30	100
PY204P	Pharmaceutical Chemistry - III (Organic Chemistry)(Practical)	0	4	1	4	60	40	100
PY205T	Anatomy, Physiology & Health Education (APHE) -I	3	0	1	3	70	30	100
PY205P	Anatomy, Physiology & Health Education (APHE) –I(Practical)	0	4	1	4	60	40	100
	Total	15	16	09				900

(A) Theory and Sessional (combined): 50 Percent
(B) Practical and Sessional (combined): 50 Percent

Note: L: Lecture, P: Practical

Malwanchal University Indore

Course of study and Scheme of Examination

Bachelor of study pharmacy

III-semester

Minimum Pass Marks: **Duration of Theory Papers: 3 Hours.**

Subject Code	Nomenclature/name of Subject	Teaching (Hrs/week)		Number of Papers	Duration (Hrs.)	Max. Sem. Marks	Sessional Marks	Total Marks
		L	P					
PY301T	Pharmaceutics - II (Unit Operations I)	3	0	1	3	70	30	100
PY301P	Pharmaceutics - II (Unit Operations I) (Practical)	0	4	1	4	60	40	100
PY302T	Pharmaceutical Chemistry - IV (Organic Chemistry - II)	3	0	1	3	70	30	100
PY302P	Pharmaceutical Chemistry - IV (Organic Chemistry - II) (Practical)	0	4	1	4	60	40	100
PY303T	Pharmacognosy - II	3	0	1	3	70	30	100
PY303P	Pharmacognosy – II (Practical)	0	4	1	4	60	40	100
PY304T	Pharmaceutical Analysis - II	3	0	1	3	70	30	100
PY304P	Pharmaceutical Analysis - II(Practical)	0	4	1	4	60	40	100
PY305T	Anatomy, Physiology and Health Education (APHE -II)	3	0	1	3	70	30	100
PY305P	Anatomy, Physiology and Health Education (APHE -II)(Practical)	0	4	1	4	60	40	100
	Total	15	20	10				1000

(A) Theory and Sessional (combined): 50 Percent
(B) Practical and Sessional (combined): 50 Percent

Note: L: Lecture, P: Practical, T: Tutorial

Malwanchal University Indore

Course of study and Scheme of Examination

Bachelor of study pharmacy

IV-Semester

Minimum Pass Marks: **Duration of Theory Papers: 3 Hours.**

Subject Code	Nomenclature/name of Subject	Teaching (Hrs/week)		Number of Papers	Duration (Hrs.)	Max. Sem. Marks	Sessional Marks	Total Marks
		L	P					
PY401T	Pharmaceutics - III (Unit Operations II)	3	0	1	3	70	30	100
PY401P	Pharmaceutics - III (Unit Operations II) (Prcatical)	0	4	1	4	60	40	100
PY402T	Pharmaceutical Microbiology	3	0	1	3	70	30	100
PY402P	Pharmaceutical Microbiology(Prcatical)	0	4	1	4	60	40	100
PY403T	Pharmacognosy - III	3	0	1	3	70	30	100
PY403P	Pharmacognosy - III(Prcatical)	0	4	1	4	60	40	100
PY404T	Pathophysiology of Common Diseases	3	0	1	3	70	30	100
PY405T	Pharmaceutics - IV (Dispensing and Community Pharmacy)	3	0	1	3	70	30	100
PY405P	Pharmaceutics - IV (Dispensing and Community Pharmacy)(Prcatical)	0	4	1	4	60	40	100
	Total	15	16	09				900

(A) Theory and Sessional (combined): 50 Percent
(B) Practical and Sessional (combined): 50 Percent

Note: L: Lecture, P: Practical

Malwanchal University Indore

Course of study and Scheme of Examination

Bachelor of study pharmacy

V-Semester

Minimum Pass Marks: **Duration of Theory Papers: 3 Hours.**

Subject Code	Nomenclature/name of Subject	Teaching (Hrs/week)		Number of Papers	Duration (Hrs.)	Max. Sem. Marks	Sessional Marks	Total Marks
		L	P					
PY501T	Pharmaceutical Chemistry –V (Biochemistry)	3	0	1	3	70	30	100
PY501P	Pharmaceutical Chemistry –V (Biochemistry) (Practical)	0	4	1	4	60	40	100
PY502T	(Pharmaceutical Technology I)	3	0	1	3	70	30	100
PY502P	(Pharmaceutical Technology I) (Practical)	0	4	1	4	60	40	100
PY503T	Pharmacology I	3	0	1	3	70	30	100
PY503P	Pharmacology I (Practical)	0	4	1	4	60	40	100
PY504T	Pharmacognosy - IV	3	0	1	3	70	30	100
PY\504P	Pharmacognosy – IV (Practical)	0	4	1	4	60	40	100
PY505T	(Hospital Pharmacy)	3	0	1	3	70	30	100
PY505P	(Hospital Pharmacy)(Practical)	0	4	1	4	60	40	100
	Total	15	20	10				1000

(A) Theory and Sessional (combined): 50 Percent
(B) Practical and Sessional (combined): 50 Percent

Note: L: Lecture, P: Practical

Malwanchal University Indore

Course of study and Scheme of Examination

Bachelor of study pharmacy

VI-Semester

Minimum Pass Marks: **Duration of Theory Papers: 3 Hours.**

Subject Code	Nomenclature/name of Subject	Teaching (Hrs/week)		Number of Papers	Duration (Hrs.)	Max. Sem. Marks	Sessional Marks	Total Marks
		L	P					
PY601T	Pharmaceutical Chemistry (Medicinal Chemistry - I)	3	0	1	3	70	30	100
PY601P	Pharmaceutical Chemistry (Medicinal Chemistry - I) (Practical)	0	4	1	4	60	40	100
PY602T	Pharmaceutical Jurisprudence & Ethics	3	0	1	3	70	30	100
PY603T	Pharmaceutics VII (Biopharmaceutics & Pharmacokinetics)	3	0	1	3	70	30	100
PY603P	Pharmaceutics VII (Biopharmaceutics & Pharmacokinetics)(Practical)	0	4	1	4	60	40	100
PY604T	Pharmacology - II	3	0	1	3	70	30	100
PY604P	Pharmacology - II(Practical)	0	4	1	4	60	40	100
PY605T	Pharmacognosy - V (Chemistry of Natural Products)	3	0	1	3	70	30	100
PY605P	Pharmacognosy - V (Chemistry of Natural Products)(Practical)	0	4	1	4	60	40	100
PY606	Industrial tour	0	0	-	-	50	0	50
	Total	15	16	09				950

(A) Theory and Sessional (combined): 50 Percent
(B) Practical and Sessional (combined): 50 Percent

Note: L: Lecture, P: Practical

Malwanchal University Indore

Course of study and Scheme of Examination

Bachelor of study pharmacy

VII-Semester

Minimum Pass Marks: **Duration of Theory Papers: 3 Hours.**

Subject Code	Nomenclature/name of Subject	Teaching (Hrs/week)		Number of Papers	Duration (Hrs.)	Max. Sem. Marks	Sessional Marks	Total Marks
		L	P					
PY701T	Pharmaceutical Biotechnology	3	0	1	3	70	30	100
PY701P	Pharmaceutical Biotechnology(Practical)	0	4	1	4	60	40	100
PY702T	Pharmaceutics - VIII (Pharmaceutical Technology II)	3	0	1	3	70	30	100
PY702P	Pharmaceutics - VIII (Pharmaceutical Technology II)(Practical)	0	4	1	4	60	40	100
PY703T	Pharmaceutical Industrial Management	3	0	1	3	70	30	100
PY704T	Pharmacology - III	3	0	1	3	70	30	100
PY704P	Pharmacology – III (Practical)	0	4	1	4	60	40	100
PY705T	Pharmaceutical Chemistry - VII (Medicinal Chemistry - II)	3	0	1	3	70	30	100
PY705P	Pharmaceutical Chemistry - VII (Medicinal Chemistry - II) (Practical)	0	4	1	4	60	40	100
	Total	15	16	09				900

(A) Theory and Sessional (combined): 50 Percent
(B) Practical and Sessional (combined): 50 Percent

Note: L: Lecture, P: Practical

Malwanchal University Indore

Course of study and Scheme of Examination

Bachelor of study pharmacy

VIII-Semester

Minimum Pass Marks: **Duration of Theory Papers: 3 Hours.**

Subject Code	Nomenclature/name of Subject	Teaching (Hrs/week)		Number of Papers	Duration (Hrs.)	Max. Sem. Marks	Sessional Marks	Total Marks
		L	P					
PY801T	Pharmaceutics IX (Dosage Form Design)	3	0	1	3	70	30	100
PY801P	Pharmaceutics IX (Dosage Form Design)(Practical)	0	4	1	4	60	40	100
PY802T	Pharmaceutical Analysis – III	3	0	1	3	70	30	100
PY802P	Pharmaceutical Analysis – III(Practical)	0	4	1	4	60	40	100
PY803T	Pharmaceutical Analysis – III	3	0	1	3	70	30	100
PY803P	Pharmaceutical Analysis – III(Practical)	0	4	1	4	60	40	100
PY804T	Pharmacognosy – VI	3	0	1	3	70	30	100
PY804P	Pharmacognosy – VI (Practical)	0	4	1	4	60	40	100
PY805T	Pharmacology - IV (Clinical Pharmacy and Drug Interactions)	3	0	1	3	70	30	100
PY806	Project	3	0	1	3	50	0	50
	Total	18	12	10				950

(A) Theory and Sessional (combined): 50 Percent
(B) Practical and Sessional (combined): 50 Percent

Note: L: Lecture, P: Practical

भोपाल, दिनांक 3 जून 2017

क्र. आर-134-सीसी-2017-अड़तीस.—मध्यप्रदेश निजी विश्वविद्यालय (स्थापना एवं संचालन) अधिनियम, 2007 की धारा 29 (1) के अनुक्रम में मालवांचल निजी विश्वविद्यालय, इन्दौर के संशोधन अध्यादेश क्र. 05, 13, 14, 15, 16, 17 एवं पश्चात्वर्ती अध्यादेश क्र. 26-59 राज्य शासन के निर्देशों के अनुसार अधिनियम, 2007 की धारा 35 अनुसार प्रकाशित किया जाता है. संस्था के उक्त अध्यादेश प्रकाशित होने की तारीख से प्रवृत्त होंगे.

संशोधन अध्यादेश क्र. 05, 13, 14, 15, 16, 17 एवं पश्चातवर्ती अध्यादेश 26-59

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

Ordinance No. 5
CONDUCT OF UNIVERSITY EXAMINATIONS

1.0 GENERAL

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

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

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

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

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

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

2.0 EXAMINATION CENTERS AND MANPOWER

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

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

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

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

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

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

2.7 The persons whose relative is appearing for the examination, shall no be assigned any responsibility of that examination or that Center.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

2.22 Authorized Manpower required to conduct the theory examinations.

2.22.1 The Chief Superintendent for each center.

2.22.2 Superintendent for the center.

2.22.3 Chief Invigilator for each hall / room.

2.22.4 Invigilators- One invigilator for every 20 students.

2.22.5 Supporting staff.

2.22.6 Examination clerk to prepare the data, stationery, and attendance Sheets, packing material etc

2.22.7 Clerk to help in sorting, packing and sealing of packets of answer books,

2.22.8 Water boys/ women - one each in Hall/ room.

2.23 Chief Superintendent shall appoint the personnel mentioned under 2.22.2 to 2.22.4 in the above list from among the teaching faculty. Care shall be taken to avoid teachers from the specialty of subject of examination and relatives of the examinees. Copy of appointment order shall be communicated to the Controller of Examinations.

2.24 Chief Superintendent shall appoint the personnel mentioned under 2.22.5 in the above list from among the non -teaching staff.

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

2.26 Authorized Manpower required to conduct Practical/clinical examinations.

2.26.1 The chief superintendent for each center.

2.26.2 Internal and external examiners.(appointed by the Controller).

2.26.3 Not more than two expert assistants from among the teaching staff in each subject to help in organizing, marking attendance, etc as required by the examiners. The expert assistant shall neither interfere in the actual examination process nor valuation of any part of assignments and awarding of marks.

2.26.4 One technical assistant (Staff nurse in case of clinical examinations) to Organize patients, material and instruments.

2.26.5 Not more than two attenders

2.27 Duties and Responsibilities of Chief Superintendent

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

2.27.2 He / She shall be responsible and custodian of the Seal of the Institution.

2.27.3 He / She shall be responsible and custodian of all the related confidential documents including question papers, answer books, marks sheets, blank pro forma etc.

2.27.4 He/she is authorized to appoint the personnel as mentioned in Section 2.22.2 to 2.22.5.

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

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

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

2.27.8 He/she shall ensure proper timely distribution of Answer books- and question papers, to the examinees in each hall/room.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

2.27.20 Unless otherwise directed, only teachers of the Institution shall be appointed as Invigilators by the Center Superintendent, provided that a teacher of the subject of the written examination shall not be an Invigilator at such session of the examination.

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

2.28. Duties and Responsibilities of Superintendent.

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

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

2.29 Duties and Responsibilities of Chief Invigilator

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

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

2.29.3 He / she shall make announcement drawing attention of students to check their pockets, clothing and desks for presence of any writing

material. Such material if any, shall be collected before commencement of examination.

2.29.4 He/She shall ensure that No student carries with him/her any prohibited material like Mobile phones, I pods, lap tops, palm discs, etc. Calculators shall not be permitted unless permitted by the examination protocol.

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

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

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

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

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

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

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

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

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

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

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

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

2.30 Examiners

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

2.30.2 Internal Examiner shall be a full time faculty member working in Constituent Institutions of the Malwanchal University.

2.30.3 External Examiner shall a full time teaching faculty from Universities other than the Malwanchal University.

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

2.31 Panel of Examiners

2.31.1 The Controller shall arrange to get the panel of both Internal and External Examiners for UG and PG courses prepared by respective Board of Studies. There shall be a minimum of 15 examiners in external panel in each subject. Such panels can be reviewed each year by additions and deletions as required.

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

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

2.31.4 Such panel also shall be approved by Vice Chancellor.

2.32 Theory Question Papers

2.32.1 The process of procuring Question papers for theory examinations shall be initiated 6 months in advance.

2.32.2 Controller shall short list three names from the panel of External examiners as paper setters for setting of Theory question paper.

2.32.3 He /She shall get two full question papers from above three papers setters.

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

2.32.5 He / She Shall make arrangement to procure adequate Number (Three Minimum) of sets of question papers 6 months in advance of commencement of each examination to maintain availability of adequate number sets of question papers as reserve.

2.33 Scrutiny and Moderation of Theory Question papers

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

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

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

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

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

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

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

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

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

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

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

2.33.12 These sets will be replaced by new sets of Question papers from time to time.

2.34 Printing of required number of Question papers at the time of Theory Examination.

2.34.1 Printing of question papers in all the subjects of each Examination shall be done 4 to 6 days prior to the commencement of respective Examination.

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

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

2.35 Printing and safe custody of question papers

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

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

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

2.36 Answer Books and additional sheets.

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

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

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

2.36.4 Other stationary like, examination application forms, Admit cards, mark award sheets, attendance sheets, daily reports of examinations, Malpractice repots, reports of Vigilance squad etc shall be made readily available in stock in advance.

2.36.5 Controller shall be responsible for distribution and proper accounting of stationary in various constituent Institutions.

2.37 Notification of schedule of registration for the examinations.

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

2.37.2 The H.O.I, shall collect duly filled forms and admit card along with fee before the due date. Consolidated amount collected shall be paid to the University account within 3 days, after the due date.

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

2.37.3.1 List A - The list shall contain all the eligible candidates with attendance of 75% and above 75%.

2.37.3.2 List B - The list shall contain the candidate's attendance of 65%and below 75%. Such students may submit documents in support of valid reasons for shortage. The Vice Chancellor may consider condonation of shortage of attendance, if he/she is convinced that the reasons of shortage are genuine and condonable The candidates whose shortage is condoned shall be permitted to appear in the examinations.

2.37.3.3 List C - The list shall contain the candidates with attendance of less than 65%. Such Candidates shall not be permitted to appear in the examinations.

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

2.373.5 Admit cards of the eligible candidates with the signature of Controller shall be sent to the respective Institutions for distributions not later, then 7 days before the commencement of examinations,

2.38. Malpractices and Unfair Means

23.8.1 Malpractices and unfair means in examinations are grouped in different categories, depending on the nature of offence and groupings may help in determining the quantum of penalty.

2.38.2 Group A- Talking and consulting with others in examination hall/room, Such candidates shall be warned to behave properly and the candidate shall be expelled from examination hall repetition of the offence and repot the matter the Chief Superintendent.

2.38.3 Group B- Creation of a nuisance or serious disturbance at the examination center and showed serious aggressive attitude towards invigilator or member of staff entrusted with examination work. Such candidate shall be expelled and debarred from writing the examination in one or more papers, by the Chief Superintendent. Controller shall be informed of offence and action taken in writing.

2.38.4 Group C- Revealing the personal identity in the answer book, by writing name, initials, religious marks, registration number in other places than earmarked for the purpose, using pressure while writing registration number to create impression on next page, notes to the examiners, and inserting sheets or papers, tearing of papers, and damaging the answer book.

2.38.5 Group D- Indulging in malpractice and unfair means like copying and possessing of weapons in the hall/room. Such candidates may booked for malpractice and the matter may be reported to the Controller for further enquiry and action.

Procedure to book malpractice/ copy cases.

2.39.1 If any student is found to possess any written slips, papers, books, printed matter, any written matter on admit card, **Any electronic devices** or on any pat of body, or answer sheets of other students, he/she shall be booked for indulging in unfair means and malpractice.

2.39.2 If the answer sheet of any other student is found in possession of offender, both the students shall be booked for malpractice.

2:39:3 He / She shall be made to stop writing further, and the place all the material on the desk. Inform the Chief Superintendent about the case.

2.39.4 The Chief Invigilator shall instruct the student to give written statement on his/or action on paper. The statement shall include number and nature of material in possession and whether he/she has copied from the same.

2.39.5 The candidate shall not be allowed to continue in the examination. However he/she may be permitted to write remaining papers on subsequent days.

2.39.6 The answer books, material found in possession, and the written statement shall be sealed in separate envelop and handed over to the Chief Superintendent for onward transmission to the Controller.

Enquiry on such malpractice cases falling in Group D and other Serious offences.

2.40.1 Controller with prior approval of VC, shall constitute a enquiry committee, consisting of 2-3 senior faculty members, for the purpose to conduct enquiry within the prescribed time framework.

2.40.2 Enquiry committee may summon the offender student, invigilators and others who are witness to the incident and wish to record their statement.

2.40.3 While deciding on gravity of malpractice and quantum of penalty the enquiry committee shall examine whether the student has used the material to copy in his/her answers. If so, how much?

2.40.4 Gravity and nature of Malpractice shall be decided by the committee and may recommend the penalty.

2.40.5 If found guilty of charges by the enquiry committee, penalty shall be decided by the VC. In general penalty may include

2.40.5.1 Penalty recommended by the committee.

2.40.5.2 Cancellation of all the papers in the examinations.

2.40.5.3 Debar from appearing in examination for 2 years.

2.40.5.4 Any other as deemed fit by the VC.

2.41 Coding and Decoding

2.41.1 Controller shall appoint Coders from among the teaching staff of the University, on temporary basis as and when required to code the theory papers.

2.41.2 Controller shall arrange to code the answer books received from the Chief Superintendents of various centers to maintain the secrecy of Identity of the examinee.

2.41.3. The coder shall make bundles containing 40 answer books, one question paper and mark award sheets in each sealed bundle for valuation.

2.41.3 The coder shall arrange answer books in bundles as required in the subject/course.

2.41.4 The sealed bundles shall be sent to the Chief Superintendents of respective centers well before commencement of practical/clinical examinations for valuation by the authorized examiner/examiners.

2.41.5 Chief Superintendents of centers shall get the answer books valued by the examiners in a common center earmarked for confidential work like valuation of theory papers.

2.41.6 The Chief Superintendents shall arrange to send the valued answer books in sealed bundles and their marks award list in separate sealed envelop to the controller.

2.41.7 Coder then shall decode the codes to registration numbers in mark award list for compiling and computing the results.

2.42 Tabulations and Preparation of results

2.42.1 The Controller shall arrange to compile results in computer section by compiling the marks awarded in various sections of examination, like internal assessment marks, written, VIVA, and practical/clinical examinations.

2.42.2 Controller shall furnish the detailed scheme of examination in various subjects including maximum and minimum pass marks in sections, grace marks and marks to declare pass/ first/ Distinctions etc to the central computer section.

2.42.3 Central computer section shall prepare the results based on all the parameters furnished by Controller.

2.42.4 Controller shall nominate 2 senior teaching faculty in the course to scrutinize and approve the Result as per the stipulated regulations.

2.42.5 Controller shall declare and upload the result on website after due approval of VC. He/She shall send a copy of result sheet to the respective Institution.

2.42.6 Controller shall also arrange for printing and lamination of mark cards of individual students and send the same to the respective Institutions.

2.43 Re totaling and revaluation of written papers

2.43.1 Provision of system of re totaling and revaluation is available for written papers in UG courses only. The provision is not available in Practical or Clinical and VIVA examination.

2.43.2 Students who wish to apply for re totaling and/ or Revaluation in one or more subjects shall apply for the same in prescribed form along with prescribed fee within 7 days from the date of declaration of results,

2.43.3 Students who have failed can apply for re totaling and/or revaluation.

2.43.4 Students who have passed the examination can also apply for re totaling and/or revaluation for any revision and improvement in their marks / class. However their original marks and result become VOID and will be replaced by new marks and result after revaluation.

2.43.5 All the applications shall be submitted to the office of controller along with Demand draft of prescribed fee.

2.43.6 Office of the controller shall complete the process of re totaling and Revaluation within one month from the last date of receipt of applications.

2.43.7 Controller shall notify the time and dates of re totaling to enable the students to attend the same.

2.43.8 Student shall be made to view the answer books individually and totaling shall be done by the University official in the presence of candidate. Old and new marks shall be entered on the marks sheet prepared for the candidates who have applied for re totaling. Signature of students shall be obtained. Results shall be modified, if the total is found different in re totaling.

2.43.9 Answer books for revaluation shall be coded again and marks entered in the answer books shall be hidden/ covered with opaque tape.

2.43.10 Revaluation of answer books shall be done by two external examiners other than original valuer.

2.43.11 Revaluation shall be arranged by deputing University official in person or by sending the paper in secured and sealed envelope by courier.

2.43.12 The average of marks obtained in revaluation by two examiners, if is more than 10% of marks secured by the candidate earlier, then only shall be taken for recasting the results.

2.42.13 If the average marks obtained in revaluation by two examiners, is more than 20% of marks secured by the candidate earlier, then shall be revaluated by the third examiner, for recasting the results.

2.43.14 Fresh results of all the students who have applied, shall be recomputed and notified by the controller after due approval by Vice Chancellor and revised mark sheet will be issued.

Ordinance No. 13

BACHELOR OF MEDICINE AND BACHELOR OF SURGERY (M.B.B.S.)

1.0 AIMS & OBJECTIVES

1.1 AIMS

1 Graduate medical curriculum is oriented towards training students to undertake the responsibilities of a physician of first contact who is capable of looking after the preventive, promotive, curative & rehabilitative aspect of medicine.

2. With wide range of career opportunities available today, a graduate has a wide choice of career opportunities. The training, though broad based and flexible shall aim to provide an educational experience of the essentials required for health care in our country. Training is designed to meet internationally acceptable standards.

3. To undertake the responsibilities of service situations which is a changing condition and of various types, it is essential to provide adequate placement training tailored to the needs of such services as to enable the graduates to become effective instruments of implementation of those requirements. To avail of opportunities and be able to conduct professional requirements, the graduate shall endeavor to have acquired basic training in different aspects of medical care.

4. The importance of the community aspects, of health care and of rural health care services is to be recognized. This aspect of education & training of graduates shall be adequately recognized in the prescribed curriculum. Its importance has been systematically upgraded over the past years and adequate exposure to such experiences should be available throughout all the three phases of education & training. This has to be further emphasized and intensified by providing exposure to field practice areas and training during the internship period. The aim of the period of

rural training during internship is to enable the fresh graduates to function efficiently under such settings.

5. The educational experience shall emphasize health and community orientation instead of only disease and hospital orientation or being-concentrated - on-curative -aspects. As such all the basic concepts of modern scientific medical education are to be adequately dealt with.

6. There, must be enough experiences to be provided for self learning. The methods and techniques that would ensure this must become a part of teaching-learning process.

7. The medical graduate of modern scientific medicine shall endeavor to become capable of functioning independently in both urban and rural environment. He/she shall endeavor to give emphasis on fundamental aspects of the subjects taught and on common problems of health and disease avoiding unnecessary details of specialization.

8. The importance of social factors in relation to the problem of health and diseases shall receive proper emphasis throughout the course and to achieve this purpose, the educational process shall also be community based than only hospital based. The importance of population control and family welfare planning shall be emphasized throughout the period of training with the importance of health and development duly emphasized.

9. Adequate emphasis is to be placed on cultivating logical and scientific habits of thought, clarity of expression and independence of judgment, ability to collect and analyze information and to correlate them.

10. The educational process shall be placed in a historic background as an evolving process and not merely as an acquisition of a large number of disjointed facts without a proper perspective. The history of Medicine with reference to the evolution of medical knowledge both in this country and the rest of the world shall form a part of this process.

11. Lectures alone are generally not adequate as a method of training and are a poor means of transferring/acquiring information and even less effective at skill development and in generating the appropriate attitudes. Every effort shall be made to encourage the use of active methods related to demonstration and on first hand experience. Students will be encouraged to learn in small groups, through peer interactions so as to gain maximal experience through contacts with patients and the communities in which they live. While the curriculum objectives often refer to areas of knowledge or science, they are best taught in a setting of clinical relevance and hands on experience for students who assimilate and make this knowledge a part of their own working skills.

12. The graduate medical education in clinical subjects shall be based primarily on out-patient teaching, emergency departments and within the community including peripheral health care institutions. The out-patient departments shall be suitably planned to provide training to graduates in small groups.

13. Clinics shall be organized in small groups of preferably not more than 10 students so that a teacher can give personal attention to each student with a view to improve his skill and competence in handling of the patients.

14. Proper records of the work shall be maintained which will form the basis for the students' internal assessment and shall be available to the inspectors at the time of inspection of the college by the Medical Council of India.

15. Maximal efforts shall be made to encourage integrated teaching between traditional subject areas using a problem based learning approach starting with clinical or community cases and exploring the relevance of various preclinical disciplines in both understanding and resolution of the problem. Every attempt shall be made to de-emphasize compartmentalization of disciplines so as to achieve both horizontal and vertical integration in different phases.

16. Every attempt shall be made to encourage students to participate in group discussions and seminars to enable them to develop personality, character, expression and other faculties which are necessary for a medical graduate to function either in solo practice or as a team leader when he begins his independent career. A discussion group shall not have more than 20 students.

17. Faculty member shall avail modern educational technology while teaching the students and to attain this objective, Medical Education Units/ Departments shall be established in the medical college for faculty development and providing learning resource material to teachers.

18. To derive maximum advantage out of this revised curriculum, the vacation period to students in one calendar year shall not exceed one month, during the 4 1/2 years Bachelor of Medicine and Bachelor of Surgery (MBBS) Course.

19. Institution shall insure that adequate financial and technical inputs are provided.

20. History of Medicine: The students will be given an outline on History of Medicine. This will be taught in an integrated manner by subject specialists and will be coordinated by the Medical Education Unit of the Institution.

21. The Institution shall have a curriculum committee which would plan curricula and instructional method which will be regularly updated

22. Integration of ICT in learning process will be implemented.

1.2 OBJECTIVES

At the end of undergraduate program, the medical student should be able to:

1. Recognize 'health for all' as a national goal and health right of all citizens and by undergoing training for medical profession fulfill his/her social obligations towards realization of this goal.
2. Learn every aspect of National policies on health and devote himself/herself to its practical implementation.
3. Achieve competence in practice of holistic medicine, encompassing promotive, preventive, curative and Rehabilitative aspects of common diseases.
4. Develop scientific temper, acquire educational experience for proficiency in profession and promote healthy living.
5. Become exemplary citizen by observation of medical ethics and fulfilling social and professional obligations, so as to respond to national aspirations.
6. Be competent in diagnosis and management of common health problems of the individual and the community, commensurate with his/her position as a member of the health team at the primary, secondary or tertiary levels, using his/her clinical skills based on history, physical examination and relevant investigations.
7. Be competent to practice preventive, promotive, curative and rehabilitative medicine in respect to the commonly encountered health problems.
8. Appreciate rationale for different therapeutic modalities; be familiar with the administration of the "essential drugs" and their common side effects.
9. Be able to appreciate the socio-psychological, cultural, economic and environmental factors affecting health and develop humane attitude towards the patients in discharging one's professional responsibilities.
10. Possess the attitude for continued self learning and to seek further expertise or to pursue research in any chosen area of medicine.

11. Possess the attitude for continued self learning and to seek further expertise or to pursue research in any chosen area of medicine, action research and documentation skills.

12. Be familiar with the basic factors which are essential for the implementation of the National Health Programs including practical aspects of the following:

- -- Family Welfare and Material and Child Health(MCH)
- - Sanitation and water supply
- -- Prevention and control of communicable and non-communicable diseases
- -- Immunization
- ~ Health Education
- ~ IPHS standard of health at various level of service delivery, medical waste disposal.
- - Organizational institutional arrangements.

13. Acquire basic management skills in the area of human resources, materials and resource management related to health care delivery, ""General and hospital management principal inventory skills and counseling.

14. Be able to identify community health problems and learn to work to resolve these by designing, instituting corrective steps and evaluating outcome of such measures.

15. Be able to work as a leading partner in health care teams and acquire proficiency in communication skills.

16. Be competent to work in a variety of health care settings.

17. Have personal characteristics and attitudes required for professional life such as personal integrity, sense of responsibility and dependability and ability to relate to or show concern for other individuals.

18 All efforts must be made to equip the medical graduate to acquire the practical skills.

2.0 COURSE STRUCTURE

2.1 TRAINING PERIOD AND TIME DISTRIBUTION

2.1.1 Every student shall undergo a period of certified study extending over 4½ academic years divided into 9 semesters,(i.e. of 6 months each) from the date of commencement of his study for the subjects comprising the medical curriculum to the date of completion of the examination and followed by one year compulsory rotating internship. Each semester will consist of approximately 120 teaching days of 8 hours each college working time, including one hour of lunch.

2.1.2 The period of 4½ years is divided into three phases as follows –

2.1.2.1 Phase-I (two semesters) - consisting of Pre-clinical subjects (Human Anatomy, Physiology including Bio-Physics, Bio- chemistry and introduction to Community Medicine including Humanities). Besides 60 hours for introduction to Community Medicine including Humanities, rest of the time shall be somewhat equally divided between Anatomy and Physiology plus Biochemistry combined (Physiology 2/3 & Biochemistry 1/3).

2.1.2.2.Phase-II (3 semesters) - consisting of para-clinical/ clinical subjects. During this phase teaching of para-clinical and clinical subjects shall be done concurrently. The para-clinical subjects shall consist of Pathology, Pharmacology, Microbiology, Forensic Medicine including Toxicology and part of Community Medicine. The clinical subjects shall consist of all those detailed below in Phase III. Out of the time for Para-clinical teaching approximately equal time be allotted to Pathology, Pharmacology, Microbiology and Forensic Medicine and

Community Medicine combined (1/3 Forensic Medicine & 2/3 Community Medicine). See Appendix-C.

2.1.2.3.Phase-III (Continuation of study of clinical subjects for seven semesters after passing Phase-I) The clinical subjects to be taught during Phase II & III are Medicine and its allied specialties, Surgery and its allied specialties, Obstetrics and Gynaecology and Community Medicine. Besides clinical posting as per schedule mentioned herewith, rest of the teaching hours be divided for didactic lectures, demonstrations, seminars, group discussions etc. in various subjects. The time distribution shall be as per Appendix-C. The Medicine and its allied specialties training will include General Medicine, Paediatrics, Tuberculosis and Chest, Skin and Sexually Transmitted Diseases, Psychiatry, Radio-diagnosis, Infectious diseases etc. The Surgery and its allied specialties training will include General Surgery, Orthopaedics Surgery including Physio-therapy and Rehabilitation, Ophthalmology, Otorhinolaryngology, Anaesthesia, Dentistry, Radio-therapy etc. The Obstetrics & Gynaecology training will include family medicine, family welfare planning etc.

2.1.2.4 The first 2 semester (approximately 240 teaching days) shall be occupied in the Phase I (Pre-clinical) subjects and introduction to a broader understanding of the perspectives of medical education leading to delivery of health care. No student shall be permitted to join the Phase II (Para-clinical/clinical) group of subjects until he has passed in all the Phase I (Pre-clinical subjects).

2.1.2.5 After passing pre-clinical subjects, one and half year (3 semesters) shall be devoted to para-clinical subjects. Phase II will be devoted to para-clinical & clinical subjects, along with clinical postings. During

clinical phase (Phase III) pre-clinical and para-clinical teaching will be integrated into the teaching of clinical subjects where relevant.

2.1.2.6 Didactic lectures shall not exceed one third of the time schedule; two third schedule shall include practicals, clinicals or/and group discussions. Learning process shall include living experiences, problem oriented approach, case studies and community health care activities.

2.1.2.7 The University shall organize admission timings and admissions process in such a way that teaching in first semester starts by 1st of August each year.

2.1.2.8 Supplementary examination shall be conducted within 6 months. The students who pass the supplementary examination shall be allowed to appear in the second professional MBBS examination only after he/she completes the full course of study of three semesters (i.e. 18 months) for the second professional MBBS examination.

2.2 PHASE DISTRIBUTION AND TIMING OF EXAMINATION:

6 MONTHS	**6 MONTHS**	**6 MONTHS**	
1	2		1st professional examination (during second semester)
3	4	5	II professional examination (during fifth semester)
6	7		IIIrd professional Part I (during 7th semester)
8	9		IIIrd professional Part II (Final Professional).

2.2.1 Passing in Ist Professional is Compulsory before/'proceeding to Phase II training.

2.2.2 A student who fails in the II[nd] professional examination, shall not be allowed to appear IIIrd Professional Part I examination unless he passes all subjects of IInd Professional examination.

2.2.3 Passing in IIIrd Professional (Part I) examination is not compulsory before entering for 8th & 9th semester training, however passing of IIIrd Professional (Part I) is compulsory for being eligible for IIIrd Professional (Part II) examination.

2.2.4 During third to ninth semesters, clinical postings of three hours duration daily as specified in the Table below is suggested for various departments, after Introductory Course in Clinical Methods in Medicine & Surgery of two weeks each for the whole class.

Table

Total Subject	3rd Semes-ter (weeks)	4th Semes-ter (weeks))	5th Semester (weeks)	6th Semester (weeks)	7th Semes-ter (weeks)	8th Semes-ter (weeks)	9th Semester (weeks)	Total (weeks)
General*** Medicine	6	-	4	-	4	6	6	26
Paediatrics	-	2	-	2	2	4	-	10
Tuberculosis and Chest Diseases	-	2	-	-	-	-	-	02
Skin & STD	-	2	-	2	-	2	-	06
Psychiatry	-	-	2	-	-	-	-	02
Radiology*	-	-	-	-	2	-	-	02
General **** Surgery	6	-	4	-	4	6	6	26
Orthopaedics**	-	-	4	4	-	-	2	10
Ophthalmology	-	4	-	4	-	-	2	10
Ear Nose and Throat	-	4	-	4	-	-	-	08
Obstetrics and Gynaecology including Family Welfare Planning	2	4	4	-	4	4	6	24
Community Medicine	4	4	-	4	-	-	-	12
Casualty	-	-	-	2	-	-	-	02
Dentistry Total	-	-	-	-	2	-	-	02
(in Weeks)	18	22	18	22	18	22	22	142

Clinical methods in Medicine and Surgery for whole class will be for 2 weeks each respectively at the start of 3rd semester

* This posting includes training in Radio-diagnosis and Radiotherapy where existent.

** This posting includes exposure to Rehabilitation and Physiotherapy.

*** This posting includes exposure to laboratory medicine and infectious diseases,

* This includes maternity training and Family medicine and the 3rd semester posting shall be in Family Welfare\Planning.

2.3 INTERNSHIP

2.3.1 General -- Internship is a phase of training wherein a graduate is expected to learn methods/modalities for actual practice of medical and health care and acquire skills under supervision so that he/she may become capable of functioning independently.

2.3.2 In order to make trained work force available, it may be considered as a phase of training wherein the graduate is expected to conduct actual practice under the supervision of a trained doctor. The learning methods and modalities have to be done during the MBBS course itself with larger number of hands on session, practice on simulators including zoes models.

2.3.3 Specific Objectives

At the end of the internship training, the student shall be able to:

2.3.3.1 Diagnose clinical common disease conditions encountered in practice and make timely decision for referral to higher level;

2.3.3.2 Use discreetly the essential drugs, infusions, blood or its substitutes and laboratory services.

2.3.3.3 Manage all type of emergencies-medical, surgical obstetric, neonatal and paediatric, by rendering first level care;

2.3.3.4 Demonstrate skills in monitoring of the National Health Program and schemes, oriented to provide preventive and promotive health care services to the community;

2.3.3.5 Develop leadership qualities to function effectively as a leader of the health team organised to deliver the health and family welfare service in existing socio-ecomic, political and cultural environment;

2.3.3.6 Render services to chronically sick and disabled (both physical and mental) and to communicate effectively with patient and the community.

2.3.4 Time allocation to each discipline is approximate and shall be guided more specifically by the actual experience obtained. Thus a student serving in a district or taluk hospital emergency room may well accumulate skill in surgery, orthopaedics, medicine, obstetrics and Gynaecology and Paediatrics during even a single night on duty. Responsible authorities from the medical college shall adjust the intern experience to maximize intern's opportunities to practice skills in patient care in rough approximation of the time allocation suggested.

2.3.5 Internship - Time Distribution

2.3.5.1 COMPULSORY

Community Medicine	2 months
Medicine including 15 days of Psychiatry	2 months
Surgery including 15 days Anaesthesia	2 months
Obst./Gynae. including Family Welfare Planning	2 months
Paediatrics	1 month
Orthopaedics including PMR	1 month
ENT	15 days
Ophthalmology	15 days
Casualty	15 days

2.3.5.2 Elective Posting (1x15 days) 15 days Subjects for Elective posting will be as follows:

- Dermatology and Sexually Transmitted Diseases.
- Tuberculosis and Respiratory Diseases.
- Radio-Diagnosis
- Forensic Medicine
- Blood Bank
- Psychiatry

Note: Structure internship with college assessment at the end of the internship.

2.3.6 Other Details

2.3.6.1 All parts of the internship shall be done as far as possible in institutions of India. In case of any difficulties, the matter may be referred to the Medical Council of India to be considered on individual merit.

2.3.6.2 Every candidate will be required after passing the final MBBS examination to undergo compulsory rotational internship to the satisfaction of the College authorities and university for a period of 12 months so as to be eligible for the award of the degree of Bachelor of Medicine and Bachelor of Surgery (MBBS) and full registration.

2.3.6.3 The University shall issue a provisional MBBS pass certificate on passing the final examination.

2.3.6.4 The State Medical Council will grant provisional registration to the candidate on production of the provisional MBBS pass certificate. The provisional registration will be for a period of one year. In the event of the shortage or unsatisfactory work, the period of provisional registration and the compulsory rotating internship may be suitably extended by the appropriate authorities.

2.3.6.5 The intern shall be entrusted with clinical responsibilities under direct supervision of senior medical officer. They shall not be working independently.

2.3.6.6 Interns will not issue a medical certificate or a death certificate or a medico-legal document under their signature.

2.3.6.7 Adjustment to enable a candidate to obtain training in elective clinical subjects may be made.

2.3.6.8 One year's approved service in the Armed Forces Medical Services, after passing the final MBBS examination shall be considered as equivalent to the pre-registration training detailed above; such training shall, as far as possible, be at the Base/General Hospital.

2.3.7 Assessment of Internship

2.3.7.1 The intern shall maintain a record of work which is to be verified and certified by the medical officer under whom he works. Apart from scrutiny of the record of work, assessment and evaluation of training shall be undertaken by an objective approach using situation tests in knowledge, skills and attitude during and at the end of the training. Based on the record of work and date of evaluation, the Dean/Principal shall issue Certificate of satisfactory completion of training, following which the University shall award the MBBS degree or declare him eligible for it.

2.3.7.2 Satisfactory completion shall be determined on the basis of the following:-

- Proficiency of knowledge required for each case

SCORE 0-5

- The competency in skills expected to manage each case:
  - a) Competency for performance of self performance,
  - b) of having assisted in procedures,
  - c) of having observed.

SCORE 0-5

- Responsibility, punctuality, work up of case, involvement in treatment, follow-up reports.

SCORE 0-5

- Capacity to work in a team (Behaviour with colleagues, nursing staff and relationship with paramedicals).

SCORE 0-5

~ Initiative, participation in discussions, research aptitude.

SCORE 0-5

Poor / Fair / below average / average / above average /excellent

0 1 2 3 4 5

2.3.7.3 A Score of less than 3 in any of above items will represent unsatisfactory completion of internship.

2.3.7.4 Full registration shall only be given by the State Medical Council/Medical Council of India on the award of the MBBS degree by the university or it declaration that the candidate is eligible for it.

3.0 ACADEMIC QUALIFICATION AND SELECTION CRITERIA FOR ADMISSION

3.1 Eligibility Criteria: No Candidate shall be allowed to be admitted to the Medical Curriculum proper of first Bachelor of Medicine and Bachelor of Surgery (MBBS) Course until:

3.1.1 He/she shall complete the age of 17 years on or before 31st December of the year of admission to the MBBS Course.

3.1.2 He/she has passed qualifying examination as under:

3.1.2.1 The higher secondary examination or the Indian School Certificate Examination which is Equivalent to 10+2 Higher Secondary Examination after a period of 12 years study, the last two years of study comprising of physics, Chemistry, Biology/Biotechnology and any other elective subjects with English at a level not less than the core course for English as prescribed by the National Council for Educational Research and Training after the introduction of the 10+2+3 years educational structure as recommended by the National Committee on education.

Note: Where the course content is not as prescribed for 10+2 education structure of the National Committee, the candidates will have to undergo a period of one year pre professional training before admission to the Medical colleges.

Or

3.1.2.2 The Intermediate examination in science of an Indian University/Board or other recognized examining body with Physics, Chemistry and Biology/Bio-technology which shall include a practical test in these subjects and also English as a compulsory subject.

Or

3.1.2.3 The pre-professional/pre-medical examination with Physics, Chemistry and Biology/Bio technology, after passing either the higher secondary school examination, or the pre-university or an equivalent examination. The professional/pre-medical examination shall include a practical test in Physics, Chemistry & Biology/Bio-technology and also English as a compulsory subject.

Or

3.1.2.4 The first year of the three years degree course of a recognized University, with Physics, Chemistry and Biology/Bio-technology including a practical test in these subjects provided the examination is a "University Examination" and candidate has passed 10+2 with English at a level not less than a core course.

Or

3.1.2.5 B.Sc examination of an Indian University, provided that he/she has passed the B.Sc examination with not less than two of the following subjects Physics, Chemistry, Biology(Botany, Zoology)/Biotechnology and further that he/she has passed the earlier qualifying examination with the following subjects - Physics, Chemistry, Biology/Bio- technology and English.

Or

3.1.2.6 Any other examination which, in scope and standard is found to be equivalent to the intermediate science examination of an Indian University/Board, taking Physics, Chemistry and Biology/Bio technology including practical test in each of these subjects and English.

Note: The pre-medical course may be conducted either at Medical College or a Science College. Marks obtained in mathematics are not to be considered for admission to MBBS course. After the 10+2 course is introduced, the integrated courses should be abolished. Selection of Students: The selection of students to M.B.B.S. course shall be based solely on merit of the candidate and determination of merit shall be on the basis of a competitive entrance test.

3.2.1 Procedure for selection to MBBS course shall be as follows:-

3.2.1.1 A candidate must have passed in the subjects of Physics, Chemistry, Biology/Bio-technology and English individually and must have obtained a minimum of 50% marks taken together in Physics, Chemistry & Biology/Bio-technology at the qualifying examination and in addition must have come in the merit list prepared as a result of such competitive entrance test by securing not less than 50% marks in Physics, Chemistry and Biology/Bio-technology taken together, **At the qualifying examination and in addition must have come in the merit list prepared as a result of competitive entrance examination conducted by Malwanchal University, Indore / any designated agency approved by Malwanchal University, Indore or as decided by the Statutory body , securing not less than 50% marks in Physics, Chemistry & Biology/Biotechnology taken together in competitive examination** conducted as per direction of the Supreme Court/MCI & Medical Education Dept. Govt. of M.P. The Selection of students will be done as per guidelines & policy of Hon'ble Supreme Court/ GOI/MCI/Medical Education Dept. Govt. of M.P.

3.2.1.2 In respect of candidates belonging to Scheduled Castes, Scheduled Tribes or other Backward Classes the marks obtained in Physics, Chemistry and Biology/Bio-technology taken together in qualifying examination and competitive entrance examination be 40% instead of 50% as stated above.

3.2.1.3 Provided that a candidate who has appeared in the qualifying examination the result of which has not been declared, he may be provisionally permitted to take up the competitive entrance examination and in case of selection for admission to the MBBS course, he shall not be admitted to that course until he fulfills the eligibility criteria.

3.2.1.4 Provided that the eligibility criteria for admission to persons with locomotory disability of lower limbs will be a minimum of 45% marks instead of 50% taken together in qualifying examination and competitive entrance examination for admission in MBBS course.

3.3 Migration

3.3.1 Migration from one medical college to other is not a right of a student. However, migration of students from one medical college to another medical college in India may be considered by the Medical Council of India only in exceptional cases on extreme compassionate grounds*, provided following criteria are fulfilled. Routine migrations on other grounds shall not be allowed.

3.3.2 Both the colleges, i.e. one at which the student is studying at present and one to which migration is sought, are recognized by the Medical Council of India.

3.3.3 The applicant candidate should have passed first professional MBBS examination.

3.3.4 The applicant candidate submits his application for migration, complete in all respects, to all authorities concerned within a period of one month of passing (declaration of results) the first professional Bachelor of Medicine and Bachelor of Surgery (MBBS) examination.

3.3.5 The applicant candidate must submit an affidavit stating that he/she will pursue 18 months of prescribed study before appearing at IInd professional Bachelor of Medicine and Bachelor of Surgery (MBBS) examination at the transferee medical college, which should be duly certified by the Registrar of the concerned University in which he/she is seeking transfer. The transfer will be applicable only after receipt of the affidavit.

3.3.6 Migration during clinical course of study shall not be allowed on any ground.

3.3.7 All applications for migration shall be referred to Medical Council of India by college authorities. The Institution / University shall not allow migrations directly without the approval of the Council. Council reserves the right, not to entertain any application which is not under the prescribed compassionate grounds and also to take independent decisions where applicant has been allowed to migrate without referring the same to the Council.

3.3.8 Compassionate grounds criteria for migration as laid down by MCI-

3.3.8.1 Death of a supporting guardian.

3.3.8.2 Illness of the candidate causing disability.

3.3.8.3 Disturbed conditions as declared by Government in the Medical College area.

3.3.9 Migration of students from one medical college to another medical college may be granted on any genuine ground subject to the availability of vacancy in the college where migration is sought and fulfilling the other requirements laid down in the Regulations. Migration would be restricted to 5% of the sanctioned intake of the college during the year. No migration will be permitted on any ground from one medical college to another located within the same city.

3.3.10 Migration of students from one College to another is permissible only if both the colleges are recognized by the Central Government under section 11 (2) of the Indian Medical Council Act, 1956 and further subject to the condition that it shall not result in increase in the sanctioned intake capacity for the academic year concerned in respect of the receiving medical college.

3.3.11 The applicant candidate shall be eligible to apply for migration only after qualifying in the first professional MBBS examination. Migration during clinical course of study shall not be allowed on any ground.

3.3.12 For the purpose of migration an applicant candidate shall first obtain "No Objection Certificate" from the college where he is studying for the present and the university to which that college is affiliated and also from the college to which the migration is sought and the university to it that college is affiliated. He/She shall submit his application for migration within a period of 1 within a period of 1 month of passing (Declaration of result of the 1st Professional MBBS examination) along with the above cited four "No Objection Certificates" to: (a) the Director of Medical Education of the State, if migration is sought from one college to another within the same State or (b) the Medical Council of India, if the migration is sought from one college to another located outside the State.

3.3.13 A student who has joined another college on migration shall be eligible to appear in the IInd professional MBBS examination only after attaining the minimum attendance in that college in the subjects, lectures, seminars etc. required for appearing in the examination prescribed under Regulation 12(1).

Note-1: The Malwanchal University/Institutions shall frame appropriate guidelines for grant of No Objection Certificate or migration, as the case may be, to the students subject to provisions of these regulations.

Note-2 : Any request for migration not covered under the provisions of these Regulations shall be referred to the Medical Council of India for consideration on individual merits by the Director (Medical Education) of the State or the Head of Central Government Institution concerned. The decision taken by the Council on such requests shall be final.

Note-3: The Institution shall send intimation to the Medical Council of India about the number of students admitted by them on migration within one month of their joining. It shall be open to the Council to undertake verification of the compliance of the provisions of the regulations governing migration by the Colleges at any point of time.

4.0 COMMENCEMENT OF COURSE

4.1 The M.B.B.S. course shall commence with effect from 1st August of respective year or as per prevailing rules.

4.2 The last date up to which students can be admitted against vacancies arising due to any reason shall be 30th September of respective year or as per prevailing rules.

5.0 REGULATION RELATING TO ASSESSMENT OF ACADEMIC GROWTH OF STUDENTS

5.1 Examination Regulations - Essentialities for qualifying to appear in professional examinations. The performance in essential components of training are to be assessed, based on:

5.1.1 Attendance 75% attendance in a subject for appearing in the examination is compulsory inclusive of attendance in non-lecture teaching i.e. seminars, group discussions, tutorials, demonstrations, practicals, hospital (Tertiary Secondary, Primary) posting and bed side clinics etc.

5.1.2 Internal Assessment

5.1.2.1 It shall be based on day to day assessment (see note), evaluation of student assignment, preparation for seminar,clinical case presentation etc.:

5.1.2.2 Regular periodical examinations shall be conducted throughout the course. The questions of number of examinations shall be decided by the Institutions.

5.1.2.3 Day to day records shall be given importance during internal assessment.

5.1.2.4 Weightage for the internal assessment shall be 20% of the total marks in each subject.

5.1.2.5 Student must secure at least 35% marks of the total marks fixed for internal assessment in a particular subject in order to be eligible to appear in final university examination of that subject.

5.1.2.6 Internal assessment shall relate to different ways in which students participation in learning participation in learning process during semesters in evaluated. Some examples are as follows: Preparation of subject for students seminar. Preparation of a clinical case for discussion. Clinical case study/problem solving exercise. Participation in Project for health care in the community (planning stage to evaluation). Proficiency in carrying out a practical or a skill in small research project. Multiple choice questions (MCQ) test after completion of a system/teaching.

Each item tested shall be objectively assessed and recorded. Some of the items can be assigned as Home work/vacation work.

)INTMENT OF EXAMINERS

No person shall be appointed as an examiner in any of the subjects of the Professional examination leading to and including the final Professional examinations for the award of the MBBS degree unless he has taken at least five years previously, a doctorate degree of a recognized university or an equivalent qualification in the particular subject as per recommendation of the Council on teachers eligibility qualifications and has had at least five years of total teaching experience in the subject concerned in a college affiliated to a recognized university at a faculty position.

6.2 There shall be at least four examiners for 100 students, out of whom not less than 50% must be external examiners. Of the four examiners, the senior most internal examiner will act as the Chairman and co-ordinator of the whole examination program so that uniformity in the matter of assessment of candidates is maintained. Where candidates appearing are more than 100, one additional examiner, for every additional 50 or part thereof candidates appearing, be appointed.

6.3 Non medical scientists engaged in the teaching of medical students as whole time teachers, may be appointed examiners in their concerned subjects provided they possess requisite doctorate qualifications and five year teaching experience of medical students after obtaining their postgraduate qualifications. Provided further that the 50% of the examiners (Internal & External) are from the medical qualification stream.

6.4 External examiners shall not be from the same university and preferably be from outside the state.

6.5 The internal examiner in a subject shall not accept external examiner ship for a college from which external examiner is appointed in his subject.

6.6 External examiners shall rotate at an interval of 2 years.

6.7 There shall be a Chairman of the Board of paper-setters who shall be an internal examiner and shall moderate the questions.

6.8 Except Head of the department of subject concerned in a college/institution, all other with the rank of reader or equivalent and above with requisite qualifications and experience shall be appointed internal examiners by rotation in their subjects; provided that where there are no posts of readers, then an Assistant Professor of 5 years standing as Assistant Professor may be considered for appointment as examiner.

7.0 UNIVERSITY EXAMINATIONS: THEORY AND PRACTICAL

7.1 Theory papers will be prepared by the examiners as prescribed. Nature of questions will be shot answer type/objective type and marks for each pat indicated separately. Question papers should preferably be of short structure/objective type.

7.2 Practicals/clinicals will be conducted in the laboratories or hospital wards. The objective will be to assess proficiency in skills, conduct of experiment, interpretation of data and logical conclusion. Clinical cases should preferably include common diseases and not esoteric syndromes or rare disorders. Emphasis should be on candidate's capability in eliciting physical signs and their interpretation. Clinical

cases/practicals shall take into account common diseases which the student is likely to come in contact in practice. Rare cases/obscure syndromes, long cases of neurology shall not- be put for final examination

7.3 Viva/oral includes evaluation of management approach and handling of emergencies. Candidates skill in interpretation of common investigative data, x-rays, identification of specimens, ECG etc. also is to be evaluated.

7.4 The examinations are to be designed with a view to ascertain whether the candidate has acquired the necessary for knowledge, minimum skills along with clear concepts of the fundamentals which are necessary for him to carry out his professional day to day work competently. Evaluation will be carried out on an objective basis.

7.5 Question papers should preferably be of short structure/objective type.

7.6 Clinical cases/practicals shall take into account common diseases which the student is likely to come in contact in practice. Rare cases/obscure syndromes, long cases of neurology shall not be put for final examination.

7.7 During evaluation it shall be ascertained if the candidate has acquired the desired practical skills.

7.8 There shall be one main examination in a year and a supplementary to be held not later than 6 months after the publication of its results. Universities Examinations shall be held as under:-

7.8.1 First Professional:- In the second Semester of Phase I training, in the subjects of Anatomy. Physiology and Bio-Chemistry.

7.8.2 Second Professional:- In the Fifth Semester of Phase II training, in the subjects of Pathology, Microbiology, Pharmacy and Forensic Medicine.

7.8.3 Third Profesional :- Pat I- in the Seventh Semester of Phase III, in the subjects of Ophthamology, Oto-rhyno-laryngology and Community Medicine.

7.8.4 Third Professional :- Pat II-(Final Professional) - At the end of Phase III training in the subjects of Medicine, Surgery, Obstetrics & Gynecology and Pediatrics."

Note :

a) Results of University examinations shall be declared before the stat of teaching for next semester.
b) Passing in 1st Professional is compulsory before proceeding to Phase II training.
c) A student who fails in the IInd professional examination, should not be allowed to appear IIIrd Professional Pat I examination unless he passes all subjects of IInd Professional examination.
d) Passing in IIIrd Professional (Part-1) is compulsory for being eligible for IIIrd Professional (Part II) examination

7.9 Distribution of marks to various disciplines:

7.9.1 First Professional examination:(Pre-clinical Subjects):-

7.9.1.1. Anatomy:

Theory-Two papers of 50 marks each	
{One applied question of 10 marks in each paper)	100marks
Oral (Viva)	20 marks
Practical	40 marks
Internal assessment	
(Theory-20; Practical-20)	40 marks
Total 200 marks	

7.9.1.2 Physiology including Biophysics

Theory-Two papers of 50 marks each	
{One applied question of 10 marks in each paper)	100marks
Oral (Viva)	20 marks
Practical	40 marks
Internal assessment	
(Theory-20; Practical-20)	40 marks
Total 200 marks	

7.9.1.3 Biochemistry :

Theory-Two papers of 50 marks each	
{One applied question of 10 marks in each paper)	100marks
Oral (Viva)	20 marks
Practical	40 marks
Internal assessment	
(Theory-20; Practical-20)	40 marks
Total 200 marks	

7.9.1.4 Pass: In each of the subjects, a candidate must obtain 50% in aggreg with a minimum of 50% in Theory including orals and minimum 50% in Practicals.

Second Professional Examination:
(Para-clinical subjects)

7.9.2.1 Pathology

Theory-Two papers of	40 marks each
{One applied question of 10 marks in each paper)	80marks
Oral (Viva)	15 marks
Practical	25 marks
Internal assessment (Theory-15; Practical-15)	30 marks
Total 150 marks	

7.9.2.2 Microbiology

Theory-Two papers of (One applied question of10 marks in each paper)	40 marks each
Oral (Viva)	80 marks
Practical	15 marks
Internal assessment	25 marks
(Theory-15; Practical-15)	30 marks
Total 150 marks	

7.9.2.3 Pharmacology

Theory-Two papers of 40 marks each Containing one question on clinical therapeutics	80 marks
Oral (Viva)	15 marks
Practical	25 marks
Internal assessment (Theory-15; Practical-15)	30 marks
Total 150 marks	

7.9.2.4 Forensic Medicine

Theory-one paper	40 marks
Oral (Viva)	10 marks
Practical/Clinicals	30 marks
Internal assessment	

(Theory-10; Practical-10) 20 marks
Total 100 marks

7.9.2.5 Pass: In each of the subjects, a candidate must obtain 50 % in aggregate with a minimum of 50% in Theory including oral and minimum of 50% in Practicals/clinicals.

7.9.3 Third Professional - Part I To be conducted during end period of seventh semester.

7.9.3.1 Ophthamology
Theory: One paper 40 marks /should contain one question on pre-clinical and para-clinical aspects, of 10 marks) oral (Viva) 10 marks Clinical 30 marks Internal assessment 20 marks (Theory-10; Practical-10) Total 100 marks

7.9.3.2 Oto-Rhino-Laryngology Theory:One paper 40 marks (should contain one question on pre-clinical and para-clinical aspects, of 10 marks) Oral(Viva) 10 marks Clinical 30 marks Internal assessment 20 marks (Theory-10 Practical-10) Total 100 marks

7.9.3.3 Community Medicine including Humanities

Theory: Two papers of 60 marks each 120 marks (includes problem solving, applied aspects of management at primary level including essential drugs, occupational (agro based) diseases, rehabilitation and social aspects of community). Oral (Viva) 10 marks Practical/Project evaluation 30 marks Internal assessment 40 marks (Theory -20; Practical-20) Total 200 marks

7.9.3.4 Pass: In each of the subjects a candidate must obtain 50% in aggregate with a minimum of 50% in Theory including orals and minimum of 50% in practicals/clinicals.

7.9.4 Third Professional - Part II Each paper shall have two sections. Questions requiring essay type answers may be avoided.

7.9.4.1 Medicine Theory- Two papers of 60 marks each 120 marks Paper 1- General Medicine Paper II- General Medicine (including Psychiatry, Dermatology and S.T.D.) (Shall contain

one question on basic sciences and allied subjects) Oral (Viva) Interpretation of X-ray ECG, etc. 20 marks Clinical (Bed side) 100 marks Internal assessment 60 marks (Theory-30; Practical-0) Total 300 marks

7.9.4.2 Surgery Theory-Two papers of 60 marks each 120 marks Paper-1-General Surgery (Section 1) Orthopaedics (Section 2) Paper II-General Surgery including Anaesthesiology, Dental diseases and Radiology. (shall contain one question on basic sciences and allied subjects) Oral (Viva) Interpretation of Investigative data 20 marks Clinical (Bed Side) 100 marks Internal assessment 60 marks (Theory-30; Practical-30) 60 marks Total 300 marks Paper I of Surgery shall have one section in Othopaedics. The questions on Orthopaedic Surgery be set and assessed by examiners who are teachers in the Orthopaedic surgery.

7.9.4.3 Obstetrics and Gynaecology Theory Two papers of 40 marks each 80 marks Paper I- Obstetrics including social obstetrics. Paper II - Gynaecology, Family Welfare an Demography (Shall contain one question on basic sciences and allied subjects) Oral (Viva) including record of delivery cases(20+10) 30 marks Clinical 50 marks Internal assessment (Theory-20; Practical-20) total 40 marks Total 200 marks

7.9.4.4 Pediatrics: (Including Neonatology) Theory: One paper 40 marks (Shall contain one question on basic sciences and allied subjects) Oral (Viva) 10 marks Clinical 30 marks Internal assessment 20 marks (Theory-10; Practical-10) Total 100 marks

7.9.4.5 Pass: In each of the subjects a candidate must obtain 50% in aggregate with a minimum of 50% in Theory including orals and minimum of 50% in Practicals/clinicals.

Criteria for passing

7.10.1 Results of University examinations shall be declared before the start of teaching for next semester.

7.10.2 Passing in 1st Professional is compulsory before proceeding to Phase II training.

7.10.3 A student who fails in the IInd professional examination, should not be allowed to appear IIIrd Professional Part I examination unless he passes all subjects of IInd Professional examination.

7.10.4 Passing in IIIrd Professional (Pat-1) is compulsory for being eligible for IIIrd Professional (Pat II) examination

7.11 Division and Merit list

7.11.1 The division shall be awarded only after 3rd part II university examination and shall be based on the aggregate marks obtained by the candidate at his /her successful attempts at the 1st, 2nd3rd part I and 3rd part II M.B.B.S. University examinations. There shall be only three divisions as follows—

- 1st division with honors : 75 % and above
-1st division : 60 % and above but below 75%
- 2nd division : 50 % and above but below 60%

7.11.2 The merit shall be declared by the university after the declaration of result of 3rd Part II M.B.B.S. university examination on the basis of the integrated performance of all the four M.B.B.S. university examinations. The merit list shall include first 10 candidates securing at least 1sl division and passing all M.B.B.S. university examination in first attempts with all subjects taken together.

7.12 Condonation of deficiency in marks

7.12.1 .The grace marks up to a maximum of five marks may be awarded at the discretion of the University to a student who has failed only in one subject but has passed in all other subjects.

7.12.2 After condonation of marks the result of the concerned M.B.B.S. university examination shall be declared as "Pass by condonation" or "Pass by grace".

8.0 REVALUATION / RE-TOTALING

8.1 Re-totaling-The university on application and remittance of stipulated fees as prescribed by the university shall permit a recounting or opportunity to recount the marks received for various questions in an answer paper/papers for theory of all subject for which a candidate has appeared in the university examination. Any error in addition of marks awarded, if identified shall be suitably rectified.

8.2 Revaluation- Revaluation of theory papers in all years of study of the M.B.B.S. course shall be permissible by the university on application and remittance of the prescribed fees within the stipulated time. Such answer scripts shall be reevaluated by not less than two duly qualified examiners and the average obtained shall be awarded to the candidate and the result reconsidered accordingly.

9.0 CANCELLATION OF ADMISSION

9.1 The admission of the student at any stage of the study shall be cancelled by the Vice Chancellor based on the recommendation of the head of the institution if:

9.1.1 He/ She is not found to be qualified or eligible as per MCI norms and guidelines.

9.1.2 He/She is found to have produced false I forged documents or found to have used unfair means to secure admission.

9.1.3 He/she is found to be involved in serious breach of discipline in the institution or the university campus.

APPENDIX-A

Prescribed Teaching Hours :-
Following minimum teaching hours are prescribed in various disciplines:

A,	**Pre-Clinical Subjects**	**(Phase-1-First and Second Semester)**
	Anatomy	650 Hrs.
	Physiology	480 Hrs.
	Biochemistry	240 Hrs.
	Community Medicine	60 Hrs.
B,	**Para-Clinical Subjects**	**(Phase-II-5th to 7th Semester)**
	Pathology	300 Hrs.
	Pharmacology	300 Hrs.
	Microbiology	250 Hrs.
	Community Medicine (including 8 weeks postings of 3 hrs each)	200 Hrs.
	Forensic Medicine	100 Hrs.

Teaching of para-clinical subjects shall be 4 hrs per day in 3rd Hrs Semester and 3Hrs per day in 4th and 5th Semesters (See attached Time Table)

C Clinical Subjects

1. Clinical postings as per chart attached.
2. Theory lectures, demonstrations and Seminars etc. in addition to clinical postings as under. The clinical lectures to be held from 4th Semester onwards (See attached Time Table)

Gen-Medicine	300 Hours
Gen. Surgery	300 Hours
Paediatrics	100 Hours
Orhopedics	100 Hours
T.B. and Chest	20 Hours
Ophthalmology	100 Hours
Psychiatry	20 Hours
ENT	70 Hours
Skin and STD	30 Hours
Radiology	20 Hours
Community Medicine	50 Hours
Dentistry	10 Hours
Anaesthesia	20 Hours
Obst & Gynae.	300 Hours

Note:

This period of training is minimum suggested. Adjustments where required depending on availability of time shall be made.

This period of training does not include university examination period. Extra time available be devoted to other Sub-specialties.

Clinical methods in Medicine and Surgery for whole class will be for 2 weeks each respectively at the start of 3rd semester.

This posting shall include training in Radio diagnosis.

This posting includes exposure to Rehabilitation Physiotherapy-

This posting includes exposure to laboratory medicine and infectious diseases. This posting includes exposure to dressing and Anesthesia.

This includes maternity training and Family medicine and the 3rd semester posting shall be in Fairly Welfare Planning.

Ordinance No. 14

M.D., M.S. (Broad Specialty)
DM & MCh. (Super Specialty)

GENERAL RULE

These general rules are subject to alterations from time to time. The degree shall be conferred after the acceptance of thesis and passing in examination (Written, Viva and Practical).

SUBJECTS OF AWARDS

Broad Specialty

M.D.	M.S.
1. Anatomy	1. General Surgery
2. Physiology	2. Obstetrics& Gynecology
3. Biochemistry	3. Orthopaedics
4. Pathology	4. Ophthalmology
5. Pharmacology	5. E.N.T.
6. Microbiology	
7. Forensic Medicine	
8. Community Medicine	
9. General Medicine	
10. Paediatrics	
11. Anesthesiology	
12. Dermatology, Venereology & Leprosy	
13. Respiratory Medicine	
14. Psychiatry	
15. Radiodiagnosis	
16. Radiotherapy	
17. Emergency Medicine	
18. Immuno Hematology and Blood Transfusion	
19. Infectious diseases	
20. Physical Medicine Rehabilitation	
21. Geriatrics	

Super Specialty

DM	MCh
• Gastroenterology	• Cardio Thoracic Surgery
• Cardiology	• Neuro Surgery
• Nephrology	• Paediatric Surgery
• Neurology	• Plastic Surgery
• Endocrinology	• Onco Surgery
	• Urology

1.0 AIMS & OBJECTIVES

1.1 AIMS

The goal of postgraduate medical education (Broad & Super Specialty) shall be to produce competent specialists and/or Medical teachers.

1.1.1 Who shall recognize the health needs of the community, and carry out professional obligations ethically and in keeping with the objectives of the national health policy.

1.1.2 Who shall have mastered most of the competencies, pertaining to the specialty, that are required to be practiced at the secondary and the tertiary levels of the health care delivery system;

1.1.3 Who shall be aware of the contemporary advance and developments in the discipline concerned;

1.1.4 Who shall have acquired a spirit of scientific inquiry and is oriented to the principles of research methodology and epidemiology; and

1.1.4 Who shall have acquired the basic skills in teaching of the medical and paramedical professionals

1.2 OBJECTIVES

At the end of the postgraduate training in the discipline concerned the student shall be able to;

1.2.1 Recognize the importance to the concerned specialty in the context of the health needs of the community and the national priorities in the health section.

1.2.2 Practice the specialty concerned ethically and in step with the principles of primary health care.

1.2.3 Demonstrate sufficient understanding of the basic sciences relevant to the concerned specialty.

1.2.4 Identify social, economic, environmental, biological and emotional determinants of health in a given case, and take them into account while planning therapeutic, rehabilitative, preventive and primitive measure/strategies.

1.2.5 Diagnose and manage majority of the conditions in the specialty concerned on the basis of clinical assessment, and appropriately selected and conducted investigations.

1.2.6 Plan and advice measures for the prevention and rehabilitation of patients suffering from disease and disability related to the specialty.

1.2.7 Demonstrate skills in documentation of individual case details as well as morbidity and mortality rate relevant to the assigned situation.

1.2.8 Demonstrate empathy and humane approach towards patients and their families and exhibit interpersonal behavior in accordance with the societal norms and expectations.

1.2.9 Play the assigned role in the implementation of national health programme, effectively and responsibly.

1.2.10 Organize and supervise the chosen/assigned health care services demonstrating adequate managerial skills in the clinic/hospital or the field situation.

1.2.11 Develop skills as a self-directed learner, recognize continuing education needs; select and use appropriate learning resources.

1.2.12 Demonstrate competence in basic concepts of research methodology and epidemiology, and be able to critically analyze relevant published research literature.

1.2.13 Develop skills in using educational methods and techniques as applicable to the teaching of medical/nursing students, general physicians and paramedical health workers.

1.2.14 Function as an effective leader of a health team engaged in health care, research or training.

1.3 STATEMENT OF THE COMPETENCIES:

Keeping in view the general objectives of postgraduate (Broad & Super Specialty) training, each discipline has developed specific competencies which has been defined and spelt out in clear terms. Each department has produced a statement to bring it to the notice of the trainees in the beginning of the program so that he or she can direct the efforts towards the attainment of these competencies.

1.4 COMPONENTS OF THE POSTGRADUATE CURRICULUM: (Broad & Super Specialty)

The major components of the Postgraduate curriculum shall be:

1.4.1 Theoretical knowledge

1.4.2 Practical and clinical skills.

1.4.3 Writing Thesis / Research articles.

1.4.4 Attitudes including communication skills.

1.4.5 Training in research methodology, Medical Ethics and Medico-legal aspects.-

2.0 COURSE STRUCTURE

2.1 Training Period and Time Distribution The period of training for obtaining the degrees (Broad & Super Specialty) shall be three completed years including the period of examination. Provided that in the case of students having a recognized two year postgraduate diploma course in the same subject, the period of training, including the period of examination, shall be two years in Broad Specialty.

2.2 Timing of Examinations:- The examinations shall be organized on the basis of grading or marking system to evaluate and certify candidate's level of knowledge, skill and competence at the end of the training and obtaining a minimum of 50% marks in theory as well as practical separately shall be mandatory for passing the whole examination. The examination for M.S.,/ M.D., DM & M.Ch. shall be held at the end of 3 academic years (six academic terms). The academic terms shall mean six months training period.

3.0 ACADEMIC QUALIFICATION AND SELECTION CRITERIA FOR ADMISSION

3.1 Eligibility Criteria: A. Candidate for M.D./M.S. degree must be

3.1.1 An M.B.B.S. degree of any University recognized by the Medical Council of India.

3.1.2 Completed one year of Internship by 30th March of calendar year of admission.

3.1.3 Eligibility Criteria: B. Candidate for DM/M.Ch. degree must possess MD/MS Degree in the subject as per MCI Norms.

3.2 Selection of Students: Students for Postgraduate medical courses (Broad & Super Specialty) shall be selected strictly on the basis of their academic merit:

3.2.1 **The merit list prepared as a result of competitive entrance examination conducted by Malwanchal University, Indore / any designated agency approved by Malwanchal University, Indore or as decided by the Statutory body.**
The merit as determined by 'Common Entrance Test' conducted as per direction of the Supreme Court/MCI & Medical Education. Dept. Govt. of Hon'ble Supreme Court/GOI/MCI/Medical Education Dept. Govt. of M.P. Provided that wherever entrance test for Postgraduate admission (Broad & Super Specialty) is held the minimum percentage of marks for eligibility for admission to postgraduate medical courses shall be fifty per cent for general category candidates and 40 per cent for the candidate belonging to Scheduled Castes, Scheduled Tribes and Other Backward classes or as prescribed by Statutory Body/Competent Authority.

3.3 Migration: Migration/transfer of students undergoing any postgraduate course (Broad & Super Specialty) shall not be permitted by any University or any authority.

4.0 COMMENCEMENT OF COURSE

The M.D /M.S. course shall commence with effect from 1st May of respective year & DM/M.Ch. Course shall commence from 1st Aug or as prescribed by Statutory Body/Competent Authority.

5.0 REGULATION RELATING TO ASSESSMENT OF ACADEMIC GROWTH OF STUDENTS

5.1 Examination Regulations - Essentialities for qualifying to appear in professional examinations. The performance in essential components of training are to be assessed, based on:

5.1.1 Attendance: All candidates joining the Post Graduate training program shall work as full time residents during the period of training, attending not less than 80% (Eighty percent) of the training during each calendar year, and given full time responsibility, assignments and participation in all facets of the educational process.

5.1.2 Internal Assessment:

5.1.2.1 Post Graduate students shall maintain a record (log) book of the work carried out by them and the training program undergone during the period of training including details of surgical operations assisted or done independently by M.S. candidates.

5.1.2.2 The record books shall be checked and assessed by the faculty members imparting the training.

5.1.2.3 Internal assessment shall also be based on the following:-

5.1.2.3.1 Basic Medical Sciences Lectures, Seminars, Journal Clubs, Group Discussions, Participation in laboratory and experimental work, and involvement in research studies in the concerned specialty and exposure to the applied aspects of the subject relevant to clinical specialties.

5.1.2.3.2 Clinical disciplines In service training, with the students being given graded responsibility in the management and treatment of patients entrusted to their care; participation in Seminars, Journal clubs, Group Discussions, Clinical Meetings, Grand rounds. and Clinico Pathological Conferences; practical training in Diagnosis and medical and Surgical treatment; training in the Basic Medical Sciences, as well as in allied clinical specialties.

6.0 APPOINTMENT OF EXAMINERS

6.1 No person shall be appointed as an examiner in any subject unless he fulfils the minimum requirements for recognition as a Post Graduate teacher as laid down by the Medical Council of India and has teaching experience of 8 (Eight) years out of which he has not less than 5 (Five) years teaching experience after obtaining Post Graduate degree as a Lecturer / Asst. Professor. For external examiners, he should have

minimum three years experience of examinership for Post Graduate diploma in the concerned subject. Out of internal examiners, one examiner shall be a professor and Head of Department or Head of Department.

6.2 There shall be at least four examiners in each subject at an examination out of which at least 50% (Fifty percent) shall be external examiners. The external examiner who fulfils the condition laid down in clause - 1 above shall ordinarily be invited from another recognized University, from outside the State: provided that in exceptional circumstances examinations may be held with 3 (three) examiners if two of them are external and Medical council of India is intimated whit the justification of such examination and the result shall be published in such a case with the approval of Medical council of India.

6.3 An external examiner shall be ordinarily been appointed for not more than three years consecutively. Thereafter he may be reappointed after an interval of two years.

6.4 The internal examiner in a subject shall not accept external examiner ship for a college from which external examiner is appointed in his subject.

6.5 The same set of examiners shall ordinarily be responsible for the written, practical or part of examination.

6.6 There shall be a Chairman of the Board of paper-setters who shall be an internal examiner and shall moderate the questions.

6.7 The Head of the Department of the institution concerned shall ordinarily be one of the internal examiners and second internal examiner shall rotate after every two year.

7.0 UNIVERSITY EXAMINATIONS: THEORY AND PRACTICAL

7.1 THESIS

7.1.1 Every candidate shall carry out work on an assigned research project under the guidance of a recognized Post Graduate Teacher, the result of which shall be written and submitted in the form of a thesis.

7.1.2 Thesis shall be submitted and approved before commencement of theory and clinical / practical examination.

7.1.3 The thesis shall be examined by a minimum of four examiners: two internal and two external, and on acceptance of the thesis by minimum two examiners,

including one external, the candidate shall be eligible for appearing for final examination.

7.2 THEORY

7.2.1 There shall be four theory papers,

7.2.2 One paper out of these shall be on Basic Medical Sciences, and fourth paper on Recent Advances.

7.2.3 The second and third paper shall be based on syllabus as specified by the concerned subject specialty.

7.2.4 The first and fourth theory paper shall be set and evaluated by two internal examiners and the second and third paper shall be set and evaluated by two external examiners.

7.2.5 The theory examination will be held sufficiently earlier than the Clinical and Practical examination, so that the answer books can be assessed and evaluated before the start of the clinical/Practical and Oral examination.

7.3 CLINICAL / PRACTICAL AND ORAL EXAMINATION

Practical examination shall consist of carrying out special investigative techniques for Diagnosis and Therapy. Oral examination shall be comprehensive to test the candidate's overall knowledge of the subject.

7.4 CRITERIA FOR PASSING

A candidate shall secure not less than 50% marks in each head which shall include (1) Theory (2) Practical/ Clinical and viva voce examination. Provided, that an examinee should obtain minimum 40% marks in each theory paper.

7.5 RESULT OF EXAMINATION

7.5.1 No marks will be assigned.

7.5.2 The fitness of the candidate for award of degree will be decided by all four examiner.

7.5.3 The results of the examinations will be declared as Pass / Fail in the concerned subject.

8.0 CANCELLATION OF ADMISSION

8.1 The admission of the student at any stage of the study shall be cancelled by the Vice Chancellor based on the recommendation of the head of the institution if:

8.1.1 He/ She is not found to be qualified or eligible as per MCI norms and guidelines.

8.1.2 He/She is found to have produced false / forged documents or found to have used unfair means to secure admission.

8.1.3 He/ she is found to be involved in serious breach of discipline in the institution or the University camp.

Ordinance No. 15
BACHELOR OF DENTAL SURGERY (B.D.S.)

AIMS

1.1 The dental graduates during training in the institutions should acquire adequate knowledge, necessary skills and such attitudes which are required for carrying out all the activities appropriate to general dental practice involving the prevention, diagnosis and treatment of anomalies and diseases of the teeth, mouth, jaws and associated tissues.

1.2 GOALS OF EDUCATION AND TRAINING:

Dental curriculum shall be oriented towards educating students of B.D.S. course to:

1.2.1 Take up the responsibilities of dental surgeon of first contact and be capableof functioning independently in both urban and rural environment.

1.2.2 Provide educational experience that allows hands-on-experience both inhospital aswell as in community setting.

1.2.3 Make maximum efforts to encourage integrated teaching and de-emphasizecompartmentalization of disciplines so as to achieve horizontal and verticalintegration indifferent phases.

1.2.4 Offer educational experience that emphasizes health rather than only disease.Teachcommon problems of health and disease and to the nationalprograms.

1.2.5 Use learner oriented methods, which would encourage clarity of expression,independence of judgement, scientific habits, problem solving abilities, self-initiated andself-directed learning.

1.2.6 Use of active methods of learning such as group discussions,seminars, role play, field visits, demonstrations, peer interactions etc., whichwouldenable students to develop personality, communication skills and otherqualities which are necessary.

1.2.7 Regular periodic assessment be done throughout the course. Examinationsbedesigned with a view to assess not merely the knowledge but alsopracticaland clinicalskills, habits and values which are necessary for agraduate to carry out professional day to day work competently.

1.2.8 Establish a Dental Education Unit for faculty development, preparation oflearning resource materials and for improving evaluation methods.

1.2.9 The graduate should also understand the concept of community oral health education and be able to participate in the rural health care delivery programs existing in the country.

2.0 OBJECTIVES:

2.1 The objectives are dealt under three headings namely, (a) knowledge and understanding, (b)skills, and (c) attitudes.

2.1.1 Knowledge and understanding: The graduate shall acquire the followingduring theperiod of training.

2.1.2 Adequate knowledge of the scientific foundations on which dentistry isbased andgood understanding of various relevant scientific methods, principles of biologicalfunctions and shall be able to evaluate and analyzescientifically various established factsand data.

2.1.3 Adequate knowledge of the development, structure and function of the teeth,mouthand jaws and associated tissues both in health and disease and theirrelationship andeffect on the general state of health and also the bearing onphysical and social well-being of the patient.

2.1.4 Adequate knowledge of clinical disciplines and methods, which provide a coherent picture of anomalies, lesions and diseases of the teeth, mouth and jaws and preventive,diagnostic and therapeutic aspects of dentistry. Adequate clinical experience required forgeneral dental practice.

2.1.5 Adequate knowledge of biological function and behaviour of persons in health and sickness as well as the influence of the natural and social environment on the state ofhealth so far as it affects dentistry.

2.2 SKILLS:

2.2.1 A graduate shall be able to demonstrate the following skills necessary for practiceof dentistry.

2.2.2 Shall be able to diagnose and manage various common dental problems encountered ingeneral dental practice, keeping in mind the expectations and the right of the society to receive the best possible treatment available wherever possible.

2.2.3 Acquire skill to prevent and manage complications if encountered while carrying out various dental surgical and other procedures.

2.2.4 Possess skill to carry out required investigative procedures and ability tointerpretlaboratory findings.

2.2.5 Promote oral health and help to prevent oral diseases wherever possible.

2.2.6 Competent in control of pain and anxiety during dental treatment.

2.3 ATTITUDES:

2.3.1 A graduate shall develop during the training period the following attitudes.Willing to apply current knowledge of dentistry in the best interest of thepatients and the community.

2.3.2 Maintain a high standard of professional ethics and conduct and apply thesein allaspects of professional life.

2.3.3 Seek to improve awareness and provide possible solutions for oral health problemsand needs throughout the community.

2.3.4 Willingness to participate in the continuing education programs to updateknowledge and professional skills from time to time.

2.3.5 To help and to participate in the implementation of national health programs.

COURSE STRUCTURE:

3.1 INFRASTUCTURE:

The infrastructure like staff, equipment, instruments, materials, books and journals, space and clinical materials shall be as per the stipulations of Dental Council of India from time to time.

3.2 AGE :

He/she shall complete the age of 17 years on or before 31st December, of the year of admission to the BDS course.

3.3 ACADEMIC QUALIFICATION FOR ADMISSION :

3.3.1 He / she shall have passed qualifying examination as under :-

3.3.1.1 The higher secondary examination or the Indian School Certificate Examination which is equivalent to10 + 2 Higher Secondary Examination after a period of 12 yearsstudy, the last two years of study comprising of Physics, Chemistry, Biology and Mathematics or any other elective subjects with English at a level not less than the core course for English as prescribed by the National Council of Educational Researchand Training after the introduction of the 10+2+3 years educational structure as recommended by the National Committee on education;

Note: Where the course content is not as prescribed or 10+2 educationstructure of the National Committee, the candidates will have to undergo a period of one year pre-professional training before admission to the dental colleges;

Or

3.3.1.2 The intermediate examination in science of an Indian University/ Board or other recognized examining body with Physics, Chemistry and Biology which shall include practical tests in these subjects and also English as compulsory subjects.

Or

3.3.1.3 The pre-professional / pre-medical examination with Physics, ChemistryandBiology, after passing either the higher

secondary school examination, or the preuniversity or an equivalent examination. The preprofessional/ pre-medical examination shall include practical tests in Physics, Chemistry and Biology and alsoEnglish as compulsory subjects.

Or

3.3.1.4 The first year of three year degree course of a recognized university, with physics, Chemistry and Biology including practical tests in three subjects provided theexamination is a "University Examination" and candidate has passed 10+2 with English at a level not less than core courses.

Or

3.3.1.5 B.Sc. examination of an Indian University, provided that he/she has passed theB.Sc. examination with not less than two of the following subjects Physics, Chemistry, Biology (Botany, Zoology) and further that he/she has passed the earlier qualifyingexamination with the following subjects-Physics, Chemistry, Biology and English.

Or

3.3.1.6 Any other examination which, in scope and standard is found to be equivalent tothe intermediate sciences examination of an Indian University/ Board, taking Physics, Chemistry and Biology including practical tests in each of these subjects and English.

3.4 ELIGIBILITY

3.4.1 The candidate must have passed in the subjects of Physics, Chemistry, Biology and English individually and must have obtained a minimum of 50% marks taken together in Physics, Chemistry & Biology at the qualifying examination and in addition must have come in the merit list prepared as a result of such competitive entrance test, by securing not less than 50% marks in Physics, Chemistry & Biology taken together **at the qualifying examination and in addition must have come in the merit list prepared as a result of competitive entrance examination conducted by Malwanchal University, Indore / any designated agency approved by Malwanchal University, Indore or as decided by the Statutory body , securing not less than 50% marks in Physics, Chemistry & Biology/Biotechnology taken together in competitive examination.** conducted as per direction of the Supreme Court/DCI & Medical Education Dept. Govt. of M.P. The Selection of students will be done as per guidelines & policy of

Hon'ble Supreme Court/ GOI/DCI/Medical Education Dept. Govt. of M.P.

In respect of candidates belonging to scheduled castes, scheduled tribes or any other categories notified by the Government, the marks obtained in Physics, Chemistry & Biology taken together in qualifying examination and competitive entrance test be 40% instead of 50% as stated above.

3.4.2 Provided that a candidate who has appeared in the qualifying examination the result of which has not been declared, he may be provisionally permitted to take up the competitive entrance examination and in case of selection for admission to the BDS course, he shall not be admitted to that course until he fulfills the ability criteria as per above regulations.

3.4.3 Marks obtained in Mathematics are not to be considered for admission to BDS course.

4.0 CRITERIA FOR SELECTION :

4.1 Students for Bachelor of Dental Surgery (BDS) course shall be selected strictly on the basis of their academic MERIT and on the basis of merit as determined by the competitive entrance test conducted as per direction of the Supreme Court/DCI& Medical Education Dept. Govt. of M.P. The Selection of students will be done as per guidelines & policy of Hon'ble Supreme Court/ GOI/DCI/Medical Education Department, Govt. of M.P.

4.2 The minimum percentage of marks for eligibility for admission to BDS courses shall be 50% for general category candidates & 40% for the candidates belonging to Schedule Caste & Schedule Tribe, obtained in Common Entrance examination or as prescribed by Statutory Body/Competent Authority.

5.0 CANCELLATION OF ADMISSION & DISCHARGE FROM THECOURSE:

Admission shall be cancelled and discharged from the course on the written orders of the Vice Chancellor if:

5.1 Any student who does not clear the first BDS University Examination in all subjects within 3 years from the date of admission.

5.2 Any student found to have obtained admission in fraudulent manner, if the documents furnished for gaining admission by any student are found to be forged/ false/ doctored at any stage of study.

5.3 If any student is found to be involved in serious breach of discipline.

6.0 MIGRATION:

6.1 Migration of the candidate from one Institute to other is not a RIGHT.

6.2 However, migration of student of BDS course under Malwanchal University to any other Recognized Institute in India or Students from any other Recognized Institute in India to Malwanchal University shall be governed by the Migration rules as laid down by Dental Council of India from time to time.

7.0 DURATION OF THE COURSE:

7.1 The undergraduate dental training program leading to BDS degree shall be of 4 academic years with 240 teaching days in each academic year and 12 months of compulsory paid rotatory Internship training.

7.1.1 Candidates shall be permitted to undergo Twelve months of compulsory paid rotatory Internship training only after passing of all the subjects in final BDS course and it shall be done in a recognized Dental College/Institution as per the prescribed rules and regulations as laid down by the University from time to time.

7.2 During this period, the student shall be required to have engaged in full time study.

7.3 Subjects of Study - First Year:

7.3.1 General Human Anatomy, Embryology, Osteology, Histology including Medical Genetics.

7.3.2 General Human Physiology and Biochemistry, Nutrition and Dietetics.

7.3.3 Dental Anatomy, Embryology and Oral Histology

7.3.4 Dental Materials

7.3.5 Pre-Clinical Prosthodontic and Crown and Bridge

7.4 Subjects of Study - Second Year:

7.4.1 General Pathology and Microbiology

7.4.2 General and Dental Pharmacology and Therapeutics

7.4.3 Dental Materials

7.4.4 Pre-clinical Conservative Dentistry

7.4.5 Pre-clinical Prosthodontics and Crown & Bridge

7.4.6 Oral Pathology & Oral Microbiology

7.5 Subjects of Study - Third Year

7.5.1 General Medicine

7.5.2 General Surgery

7.5.3 Oral Pathology and Oral Microbiology

7.5.4 Conservative Dentistry and Endodontics

7.5.5 Oral & Maxillofacial Surgery

7.5.6 Oral Medicine and Radiology

7.5.7 Orthodontics &Dentofacial Orthopedics

7.5.8 Pediatric & Preventive Dentistry

7.5.9 Periodontology
7.5.10 Prosthodontics and Crown & Bridge
7.5.11 Public Health Dentistry

7.6 Subjects of Study - Fourth Year
7.6.1 Orthodontics &Dentofacial orthopedics
7.6.2 Oral Medicine & Radiology
7.6.3 Paediatric& Preventive Dentistry
7.6.4 Periodontology
7.6.5 Oral & Maxillofacial Surgery
7.6.6 Prosthodontics and Crown & Bridge
7.6.7 Conservative Dentistry and Endodontics
7.6.8 Public Health Dentistry

8.0 COURSE COMMENCEMENT:

8.1 The B.D.S. course shall commence with effect from 1st August of respective year or as per prevailing rules.

8.2 The last date up to which students can be admitted againstvacancies arising due toany reason shall be 30th September of respective year or as per prevailing rules.

9.0 EXAMINATIONS:

9.1 Evaluation is a continuous process, which is based upon criteria developed by the concerned authorities with certain objectives to assess the performance of the learner. This also indirectly helps in the measurement of effectiveness and quality of the concerned B.D.S. programme.

9.2 Evaluation is achieved by two processes.

9.3 Formative or internal assessment: Formative evaluation is done through a series of tests and examinations conducted periodically by the institution.

9.4 Summative or university examinations: Summative evaluation is done by the university through examination conducted at the end of the specified course.

10.0 METHODS OF EVALUATION:Evaluation may be achieved by the followingtested methods:

10.1 Written test
10.2 Practicals
10.3 Clinical examination
10.4 Viva voce

11.0 INTERNAL ASSESSMENT EXAMINATION:

11.1 Minimum of 3 periodical internal assessment examinations shall beconductedin each subject.

11.2 Average marks of three examinations shall be computed for the Universityexaminations.

11.3 The Internal assessment examinations shall be conducted in proper manner on the dates announced in the examination schedule prepared at Institutionlevel.

11.4 For repeater students, no amendment will be made in the final internalassessment marks once submitted in the university examination.

12.0 CRITERIA FOR A PASS:

12.1 To pass the examination in a subject, a candidate shall secure a minimum of50 % of the total marks in any subject computed as aggregate for(A)theory,i.e.,written, viva voce and internalassessment and (B) Practicals/Clinicalsincluding internal assessment, separately and50% in aggregate marks of A& B combined mentioned above.

12.2 In case of Pre-clinical Prosthodontics and Crown & Bridge and Pre clinicalconservative dentistry inII year BDS, where there is no written examination, minimum for pass is 50% ofmarksin Aggregate of Practical and Viva voce in University examination andInternalAssessment examination i.e. 50/100 marks.

12.3 CLASS DECLARATION IN THE RESULTS :

12.3.1 Class declaration is applicable to the candidates who are appearing for awhole (all the subjects) examination together in one and first attemptonly.

12.3.1.1 Second Class: Total Aggregate marks above 50% and below 65%.

12.3.1.2 First class: Total Aggregate marks 65% and above and below 75%.

12.3.1.3 Distinction class: Total Aggregate marks 75 % and above.

12.3.2 Candidates as defined in (12.3.1) and who have passed the examination inanyclass and have secured marks of 75% & above in aggregate ofindividual subject/ subjects shall also be declared to have passedindividual subject / subjects in DISTINCTION CLASS in the respectivesubject/subjects.

12.3.3 Candidates, appearing all the papers together or individual subjects insecond and subsequent attempts shall be declared to have passed theexamination in Pass class. There shall be no provision for declaration ofSecond, First andDistinction class, if even they secure requisite marks.

12.3.4 Grace Marks: Grace marks upto a maximum of 5 marks may be awardedtostudents who have failed only in one subject but passed in all

other subjects.However, the total marks obtained without grace marks shall not be altered.

12.4 MERIT LIST IN THE UNIVERSITY:

12.4.1 University shall declare the list of students in Merit of maximum of 5% of regularcandidates appearing in the examinations, among Constituent Institution/Institutions.

12.4.2 In each professional examination of regular batch.

12.4.3 Overall Merit in the University based on aggregate of marks of all the professional examinations together.

12.4.4 Student passing the examination with grace marks shall not be considered foraward of merit.

13.0 RE-TOTALING & RE-VALUATION:

13.1 Re-evaluation: The objective of re-evaluation is to ensure that the student receives afairevaluation in the university examination and to minimize human error andextenuating circumstances. There shall be two mechanisms as prescribed by theMalwanchalUniversity from time to time.

13.2 The facility of retotaling and revaluation shall be permissible only for written theory papersand not for Viva voce or Practical/ Clinical examinations.

13.3 The University on application and remittance of a stipulated fee as prescribed by theuniversity, shall accord opportunity to recount the mark's received for variousquestionsin an answer paper/ papers for theory of all subjects for which thecandidate has appliedfor recounting. Error, if any in totaling of the marks shallbe suitably rectified and results modified if necessary.

13.4 Re-valuation of theory papers in all years of study of the BDS course shall bepermissibleby the university on application and remittance of a prescribed fee.Such answer scriptshall be re-valuated by not less than two duly qualifiedexaminers and theaverage of marks obtained in revaluation shall be awardedto the candidate and the result accordingly reconsidered.

14.0 ATTENDANCE REQUIREMENT, PROGRESS AND CONDUCT:

14.1 Minimum of 75% in theory and 75% attendance in practical /Clinical separately in each subject.

14.2 In case of a subject in which there is no examination at the end of the academic year/semester, the percentage of attendance shall not be less than 70%. However, at thetime of appearing for the professional examination in the subject, the aggregatepercentage of attendance in the subject should satisfy condition (14.1) above.

14.3 The HOI shall certify the progress and conduct of the candidates based on the periodical assessment and monitoring.

15.0 EXAMINERS FOR THE UNIVERSITY EXAMINATIONS:
APPOINTMENT OF EXAMINERS

Qualification and experience to be eligible for examinership for BDS examination.

15.1There shall be two examiners. One internal from within the Universityand one externalfrom outside the university.

15.2Both the examiners shall be appointed by the University.

15.3Shall possess M.D.S/MD/MS/Ph.D., Degree in the concernedspecialty from a recognized Institution.

15.4Shall possess a minimum of 4 years teaching experience in the specialty after PG qualification in the specialty in a Dental College / Medical College approved / recognized by the DCI / MCI.

15.5 In the Medical subjects, examiners shall be preferably from among theteachers teaching respective Medical subject/ subjects in any DentalCollege approved / recognized by the DCI.

15.6 Should be holding the post of a Reader or Associate Professor or above in a Dental/ Medical Institutionapproved/ recognized by the DCI / MCI.

15.7 In case of General Human Physiology and Biochemistry, Nutrition and Dietetics, if Internal examiner is from Physiology,External examiner should be from Biochemistry or vice versa.

15.8 Incase of General Pathology and Microbiology if Internal examiner is from Pathology,External examiner should be from Microbiology or vice versa.

15.9 In case of Dental Materials, if internal examiner is from Prosthodontics, external examinershould befrom Conservative Dentistry or vice versa.

15.10 Reciprocal arrangement of Examiners should be discouraged, in that, the Internal Examiner in a subject should not accept external examinership for a College from which External Examiner is appointed in his subject for the corresponding period.

15.11 No person shall be an Examiner to the same subject / Institution for more than 3 consecutive years. However, if there is a break of one year, the person can be re-appointed. This provision may be relaxed with prior approval of Vice Chancellor.

16.0 SCHEME OF UNIVERSITY EXAMINATIONS:

16.1 The scheme of examination for B.D.S. course shall be divided into 1st.B.D.S. professional examination at the end of the first academic year, 2nd B.D.S.professional examination at the end of second year, 3rd B.D.S.

professionalexamination at the end of third, 4th BDSprofessional examination at theend fourth year.

16.2 There shall be two examinations in each academic year (Regular and Supplementary).

16.3 The examination shall be open to a candidate who satisfies the requirements ofattendance, progress and other rules as laid down by the University.

16.4 A candidate failed (or not allowed to appear due to any reason) in one or more subjects examinations,is not entitled to be promoted to the next higher class till the candidate clears all the subjects of the concerned year.

16.4.1 Any candidate not allowed to appear for examination due to shortage of attendance must make up the lagging attendance in the concerned subject to be eligible to appear in the next examination.

SUBJECTS IN EACH PROFESSIONAL EXAMINATION:

16.5 1st year B.D.S. Examination:

16.5.1 General Human Anatomy, Embryology, Osteology, Histology including Medical Genetics.

16.5.2 General Human Physiology and biochemistry, nutrition and dietetics

16.5.3 Dental Anatomy, Embryology and Oral Histology

16.6 2nd year B.D.S. Examination:

A candidate who has not successfully completed the 1stB.D.S. examination cannot appearin the 2ndyear B.D.S Examination.

16.6.1 General pathology and Microbiology

16.6.2 General and Dental pharmacology and therapeutics

16.6.3 Dental Materials

16.6.4 Pre-Clinical Conservative Dentistry - Only Practical and Viva Voce

16.6.5 Pre-Clinical Prosthodontics& Crown & Bridge- Only Practical and Viva Voce

16.7 3rdYear B.D.S. Examination

A candidate who has not successfully completed the2ndB.D.S. examination cannot appearin the 3rdyear B.D.S. Examination.

16.7.1 General Medicine

16.7.2 General Surgery

16.7.3 Oral Pathology and Oral Microbiology

16.8 4thYear B.D.S. Examination:

A candidate who has not successfully completed the 3rd B.D.S. examination cannot appear in the 4th year B.D.S. Examination.

16.8.1 Oral Medicine and radiology

16.8.2 Public Health Dentistry

16.8.3 Orthodontics &dentofacialorthopaedics

16.8.4 Periodontology

16.8.5 Prosthodontics and Crown & Bridge
16.8.6 Conservative Dentistry and Endodontics
16.8.7 Oral and Maxillofacial Surgery
16.8.8 Paediatric& Preventive Dentistry

17.0 SCHEME OF WRITTEN EXAMINATION:

17.1 The written examination in each subject shall consist of one paper of three hours duration and shall have maximum marks of 70. The paper shall contain Section A& B with 35 marks each.

17.2 In the subjects of General Human Physiology and Biochemistry, Nutrition and Dietetics, and Pathology & Microbiology each paper will be divided into two parts with Physiology in part A and Biochemistry in part B, similarly General Pathology in part A and Microbiology in part B with 35 marks each.

17.3 The nature of questions set, will be aimed to evaluate students of different standards ranging from average to excellent.

17.5 The questions should cover as broad an area of the content of the course. The essayquestions should be properly structured and the marks specifically allotted.

18.0 SCHEME OF PRACTICAL / CLINICAL EXAMINATION:

Objective Structured Clinical Evaluation:

18.1 The clinical and practical examination should provide a number of chances for the candidate to express one's skills. A number of examination stations with specific instructions to be provided. This can include clinical procedures, laboratory experiments, spotters, etc. Evaluation must be made objective and structured. The method of objective structured clinical examinations should be followed.

This will avoid examiner bias because both the examiner and the examinee aregiven specific instructions on what is to be observed at each station.

18.2 Record & Log Books:

The candidate should be given credit for his/her records based on the scoresobtained in the record. The marks shall form part of practical/clinicalexamination.

19.0 VIVA VOCE:

Viva voce is an excellent mode of assessment because it permits a fairly broad coverage and it can assess the problem solving capacity of the student. An assessment related to the affective domain is also possible through viva voce. It is desirable to conduct the viva voce independently by each examiner. In order to avoid vagueness and to maintain uniformity of standard and coverage, questions can be pre-formulated before administering them to each student. Twenty marks are exclusively allotted for vivavoce and that can be divided equally amongst the examiners, i.e., 10 marks per examiner.

20.0 MARKS DISTRIBUTION IN EACH SUBJECT:

Each subject in every year of B.D.S. shall have a maximum of 200marks, with theory being 100 marks and practicals / clinicals being 100 marks,except Preclinical Prosthodontics and Pre-clinical Conservative dentistry in 2nd B.D.S. which shall have a maximum of 100 marks respectively as practicals and viva voce only.

20.1 Theory:

DIVISION	MARKS
Theory written exam	70
Viva Voce	20
Theory Internal assessment	10
TOTAL	100

20.2 Practical / Clinical:

DIVISION	MARKS
Practical exam	90
Practical Internal assessment	10
TOTAL	100

20.3 Only practical and viva voce in university examinations:

Pre-clinical Prosthodontics & Crown & Bridge in 2ndB.D.S.:

DIVISION	MARKS
Practical Exam	60
Viva voce	20
Practical Internal assessment	20
TOTAL	100

20.4 In 1st year B.D.S., the subject General Human Physiology and biochemistry, nutrition and dietetics, shall have the following marks distribution for Physiology and Biochemistry respectively:

DIVISION	MARKS
Theory written exam	35
Viva Voce	10
Theory Internal assessment	5
TOTAL	50

DIVISION	MARKS
Practical exam	45
Practical Internal assessment	5
TOTAL	50

21.0 SCHEME OF WRITTEN PAPERS ANDPRACTICAL/ CLINICALEXAMINATIONSIN VARIOUS SUBJECTS:

21.1 In theory written papers, each section A & B shall respectively have long essay questions and short notes.

21.2 In 1st year B.D.S., the subject General Human Physiology and biochemistry, nutrition and dietetic, section A shall be allotted to Physiology and section B to Biochemistry.

21.3 In 2nd year B.D.S., the subject General pathology and Microbiology, section A shall be allotted to General Pathology and section B to Microbiology.

21.4 All subjects shall have the following scheme:

22.0 QUALIFICATION AND EXPERIENCE OF TEACHING FACULTY:

Qualification and experience of various cadres of teaching faculty as prescribed by Dental Council of India from time to time shall be applicable to the Faculty in Dental Institutions of Malwanchal University.

23.0 TEACHING SCHEDULE:

The following are the minimum prescribed teaching hours in various subjects of BDS course as per DCI regulations:

S. NO.	SUBJECT	LECTURE HOURS	PRACTICAL HOURS	CLINICAL HOURS	TOTAL HOURS
1.	General Human Anatomy, Embryology, Osteology, Histology including Medical Genetics	100	175	-	275
2.	General Human Physiology	120	60	-	180
	Biochemistry, Nutrition and Dietetics	70	60	-	130
3.	Dental Materials	80	240	-	320
4.	Dental Anatomy, Embryology, and Oral Histology	105	250	-	355
5.	Dental Pharmacology and Therapeutics	70	20	-	90
6.	General Pathology	55	55	-	110
	Microbiology	65	50	-	115
7.	General Medicine	60	-	90	150
8.	General Surgery	60	-	90	150
9.	Oral Pathology and Oral Microbiology	145	130	-	275

S. NO.	SUBJECT	LECTURE HOURS	PRACTICAL HOURS	CLINICAL HOURS	TOTAL HOURS
10.	Oral Medicine and Radiology	65	-	200	265
11.	Paediatric& Preventive Dentistry	65	-	200	265
12.	Orthodontics &DentofacialOrthopaedics	50	-	200	250
13.	Periodontology	80	-	200	280
14.	Oral & Maxillofacial Surgery	70	-	360	430
15.	Conservative Dentistry and Endodontics	135	200	460	795
16.	Prosthodontics & Crown & Bridge	135	300	460	895
17.	Public Health Dentistry	60	-	290	350
	TOTAL	1590	1540	2550	5680

24.0 CURRICULUM OF DENTAL INTERNSHIP PROGRAMME

24.1 The duration of Internship shall be one year.

24.2 All parts of Internship shall be done in a Dental College duly recognized / approved by the Dental Council of India for the purpose of imparting education and training to Dental graduates in the country.

24.3 The Interns shall be paid stipendiary allowance during the period of an internship not extending beyond a period of one year.

24.4 The internship shall be compulsory and rotating as per the regulations prescribed for the purpose.

24.5 The degree-BDS shall be granted after completion of internship.

24.6 Determinants of Curriculum for internship for Dental Graduates:

The curricular contents of internship training shall be based on:

24.6.1 Dental health needs of the society.

24.6.2 Financial, material and manpower resources available for the purpose.

24.6.3 National Dental Health Policy.

24.6.4 Socio-economic conditions of the people in general.

24.6.5 Existing Dental as also the primary health care concept for the delivery of health services.

24.6.6 Task analysis of what graduates in Dentistry in various practice settings, private and government service actually perform.

24.6.7 Epidemiological studies conducted to find out prevalence of different dental health problems, taking into consideration the magnitude of dental problems, severity ofdental problems and social disruption caused by these problems.

24.7 Objectives

24.7.1 To facilitate reinforcement of learning and acquisition of additional knowledge:

24.7.1.1 Reinforcement of knowledge.

24.7.1.2 Techniques & resources available to the individual and the community; Social and cultural setting.

24.7.1.3 Training in an phased manner, from a shared to a full responsibility.

24.7.2 To facilitate the achievement of basic skills: attaining competence vs. maintaining competence in:

24.7.2.1 History taking.

24.7.2.2 Clinical Examination.

24.7.2.3 Performance and interpretation of essential laboratory data.

24.7.2.4 Data analysis and inference.

24.7.2.5 Communication skills aimed at imparting hope and optimism in the patient.

24.7.2.6 Attributes for developing working relationship in the Clinical setting and Community team work.

24.7.3 To facilitate development of sound attitudes and habits:

24.7.3.1 Emphasis on individual and human beings, and not on disease/symptoms.

24.7.3.2 Provision of comprehensive care, rather than fragmentary treatment.

24.7.3.3 Continuing Dental Education and Learning of accepting the responsibility.

24.7.4 To facilitate understanding of professional and ethical principles:

24.7.4.1 Right and dignity of patients.

24.7.4.2 Consultation with other professionals and referral to seniors/institutions.

24.7.4.3 Obligations to peers, colleagues, patients, families and Community.

24.7.4.4 Provision of free professional services in an emergent situation.

24.7.5 To initiate individual and group action, leading to disease prevention and dental health promotion, at the level of individuals, families and the community.

24.8 Content (subject matter):

The compulsory rotating paid Dental Internship shall include training in:

24.8.1 Orthodontics &Dentofacial orthopedics

24.8.2 Oral Medicine & Radiology

24.8.3 Paediatric& Preventive Dentistry

24.8.4 Periodontology

24.8.5 Oral & Maxillofacial Surgery

24.8.6 Prosthodontics and Crown & Bridge

24.8.7 Conservative Dentistry and Endodontics

24.8.8 Public Health Dentistry

24.8.9 Oral Pathology and oral microbiology

24.9 General Guidelines:

24.9.1 It shall be takes oriented training. The interns should participate in various institutional and field programmes and be given due responsibility to perform theactivities in all departments of the Dental Colleges and associated institutions.

24.9.2 To facilitate achievement of basic skills and attitudes the following facilities should be provided to all dental graduates:

24.9.2.1 History taking examination, diagnosis, charting and recording treatment plan of case presentation of cases in a group of Seminar.

24.9.2.2 Care and sterilization of instruments used.

24.9.2.3 Performance and interpretation of essential laboratory tests and other relevant investigations.

24.9.2.4 Data analysis and inference.

24.9.2.5 Proper use of antibiotics, anti-inflammatory and other drugs, as well as other thereapeutive modalities.

24.9.2.6 Education of patients, their relatives and community on all aspects of dental health car while working in the institution as also in the field.

24.9.2.7 Communication aimed at inspiring hope, confidence and optimism.

24.9.2.8 Legal rights of patients and obligations of dental graduate under forensicjurisprudence.

24.10 Elective Posting:

The interns shall be posted for 15 days in any of the dental departments of their choice mentioned in the foregoing.

24.11 Departments of Postings:

24.11.1 Oral Medicine and Radiology

24.11.2 Paediatric& Preventive Dentistry

24.11.3 Orthodontics &DentofacialOrthopaedics

24.11.4 Periodontology

24.11.5 Oral & Maxillofacial Surgery

24.11.6 Conservative Dentistry and Endodontics

24.11.7 Prosthodontics & Crown & Bridge

24.11.8 Public Health Dentistry

24.11.9 Oral Pathology & Oral Microbiology

24.11.10 Elective

Ordinance No. 16

MASTER OF DENTAL SURGERY (MDS) COURSE 03 Years Course

1.0 AIMS

The aims of postgraduate training in various specialties is to train M.D.S. student who will:

1.1 Practice respective specialty efficiently and effectively, backed by scientific knowledge and skill.

1.2 Exercise empathy and caring attitude and maintain high ethical standards.

1.3 Continue to evince keen interest in continuing professional education in the specialty and allied specialties irrespective of whether in teaching or practice.

1.4 Willing to share the knowledge and skills with any learner, junior or a colleague.

1.5 To develop the faculty for critical analysis and evaluation of various concepts and views, to adopt the most rational approach.

2.0 OBJECTIVES:

The objective is to train a candidate so as to ensure higher competence in both general and special area of interest and prepare him for a career in teaching, research and specialty practice. A candidate must achieve a high degree of clinical proficiency in the subject matter and develop competence in research and its methodology as related to the concerned field. The above objectives are to be achieved by the time the candidate completes the course. The objectives may be considered asknowledge (cognitive domain), skills (psychomotor domain), human values, ethical practice and communication abilities.

2.1 KNOWLEDGE:

2.2.1 Demonstrate understanding of basic sciences relevant to specialty.

2.2.2 Describe etiology, pathophysiology, principles of diagnosis and management of common problems within the specialty in adults and children.

2.2.3 Identify social, economic, environmental and emotional determinants in a given case and take them into account for planning treatment.

2.2.4 Recognize conditions that may be outside the area of specialty/ competence and to refer them to an appropriate specialist.

2.2.5 Update knowledge by self study and by attending courses, conferences and seminars relevant to specialty.

2.2.6 Undertake audit, use information technology and carryout research both basic and clinical with the aim of publishing or presenting the work at various scientific gatherings.

2.2 SKILLS:

2.3.1 Take a proper clinical history, examine the patient, perform essential diagnostic procedures and order relevant tests and interpret them to come to a reasonable diagnosis about the condition.

2.3.2 Acquire adequate skills and competence in performing various procedures as required in the specialty.

2.3 HUMAN VALUES, ETHICAL PRACTICE AND COMMUNICATION ABILITIES:

2.3.1 Adopt ethical principles in all aspects of practice.

2.3.2 Professional honesty and integrity are to be fostered.

2.3.3 Patient care is to be delivered irrespective of social status, caste, creed or religion of the patient.

2.3.4 Develop communication skills, in particular and skill to explain various options available in management and to obtain a true informed consent from the patient.

2.3.5 Provide leadership and get the best out of his team in a congenial working atmosphere.

2.3.4 Apply high moral and ethical standards while carrying out human or animal research.

2.3.5 Be humble and accept the limitations in his knowledge and skill and to ask for help from colleagues when needed.

2.3.6 Respect patient's rights and privileges including patient's right to information and right to seek a second opinion.

3.0 INFRASTRUCTURE

3.1 The Infrastructure like staff, equipment, instruments, materials, books and journals, space, clinical material and number of students in each specialty shall be as per the stipulations of Dental Council of India from time to time.

4.0 M.D.S COURSE BRANCHESSPECIALITIES FOR THE MDS DEGREE

4.1 Prosthodontics and Crown & Bridge

4.2 Periodontology

4.3 Oral & Maxillofacial Surgery

4.4 Conservative Dentistry and Endodontics

4.5 Orthodontics &Dentofacial Orthopedics

4.6 Oral Pathology & Microbiology.

4.7 Public Health Dentistry

4.8 Paedodontics& Preventive Dentistry

4.9 Oral Medicine & Radiology

5.0 ELIGIBILITY FOR ADMISSION

5.1 A candidate for admission to the MDS course (Master of Dental Surgery) must have a recognized degree of BDS (Bachelor of Dental Surgery) awarded by an Indian University in respect of recognized Dental College under Section 10(2) of the Dentists Act, 1948 or an equivalent qualification recognized by the Dental Council of India (DCI) and should have obtained permanent registration with any State Dental Council on or before date as per DCI norms with respect to date of admission. Candidates not possessing a recognized Dental qualification for the above purpose shall secure the prior approval of his qualifications by the DCI before he can be admitted to the MDS Course.

5.2 Provided that in the case of a foreign national, the Dental Council of India may, on payment of the prescribed fee for registration, grant temporary registration or the duration of the postgraduate training under Malwanchal University. Provided he/she is admitted for the time being exclusively for postgraduate studies.

5.4 Provided that further temporary registration to such foreign national shall be subject to the condition that such person is duly registered as dental practitioner in his own country from which he/she has obtained his/her basic dental qualification and that his/her degree is recognized by DCI.

6.0 SELECTION OF STUDENTS FOR MDS COURSES:

Students for MDS course shall be selected strictly on the basis of their academic merit based on:

6.1 **The merit list prepared as a result of competitive entrance examination conducted by Malwanchal University, Indore / any designated agency approved by Malwanchal University, Indore or as decided by the Statutory body.** The merit as determined by the Common entrance test conducted as per direction of the Supreme Court/DCI & Medical Education Dept. Govt. of M.P. The Selection of students will be done as per guidelines & policy of Hon'ble Supreme Court/ GOI/DCI/Medical Education Dept. Govt. of M.P.

6.2 The minimum percentage of marks for eligibility for admission to postgraduate Dental Courses shall be50% for general category candidates and 40% for the candidates belonging to Scheduled Castes and Scheduled Tribes, obtained in Common Entrance examination or as prescribed by Statutory Body/Competent Authority.

7.0 DURATION OF THE MDS COURSE:

7.1 The MDS Course shall be of three academic years duration as full time study. All the candidates for the degree of MDS are required to pursue the prescribed course for three academic years as full time candidates. No candidate is permitted to run

a clinic or work in clinic / laboratory / nursing home/ College while studying postgraduate course.

7.2 The candidates shall undertake the study, under the direction of the Head of the Department, who has to be a recognized postgraduate teacher in that specialty.

7.3 The students undergoing postgraduate courses shall be exposed tothe following:

7.3.1 Regular study of all the aspects as given in syllabus of thespecialty.

7.3.2 Basics of statistics to understand and critically evaluate published research papers.

7.3.3 Few lectures on other type of exposure to human behavior studies.

7.3.4 Basic understanding of pharmacodynamics.

7.4 A candidate who is already possessing MDS degree from any Institute and who wishes to study MDS again in another specialty shall be subjected to admission process as stipulated above and shall study the course again for three years as a full time student.

8.0 COMMENCEMENT OF COURSE

MDS course shall commence each year as prescribed by Statutory Body/Competent Authority.

9.0 TEACHING AND LEARNING ACTIVITIES

9.1 All the candidates registered for MDS course in various specialties shall pursue the course for a period of three years as fulltime students. During this period each students shall take part actively in learning and teaching activities designed by Malwanchal University.

9.2 Lectures: There shall be some didactic lectures in the specialty and in the allied fields. The postgraduate departments should encourage the guest lectures in the required areas to strengthen the training programs. It is also desirable to have certain integrated lectures by multidisciplinary teams on selected topics.

9.3 Journal clubs: The journal review meetings shall be held at least once a week. All trainees are expected to participate actively and enter relevant details in logbook. The trainee should make presentations from the allotted journals of selected articles.

9.4 Seminars: The seminars shall be held at least twice a week in each postgraduate department. All trainees are expected to participate actively and enter relevant details in logbook. Each trainee shall makeseminar presentation in each year.

9.5 Symposium: It is recommended to hold symposium on topics covering multiple disciplines.

9.6 Clinical postings: Each trainee shall work in the clinics on regular basis to acquire adequate professional skills and competency in managing various cases to be treated by a specialist.

9.8 Clinico-pathological conference: The clinico-pathological conferences should be held once in a month involving the faculties of oral medicine and radiology, oral pathology and concerned clinical department. The trainees should be encouraged to present the clinical details, radiological and histo-pathological interpretations and participation in the discussions.

9.9 Interdepartmental meetings: To bring in more integration among various specialties there shall be interdepartmental meeting chaired by the dean with all heads of postgraduate departments at least once a month.

9.10 Teaching skills: All the trainees shall be encouraged to take part in undergraduate teaching programs either in the form of lectures or group discussions.

9.11 Continuing dental education programs: Each postgraduate department shall organize these programs on regular basis involving the other institutions. The trainees shall also be encouraged to attend such programs conducted elsewhere.

9.12 Conferences/ Workshops/ Advanced courses: The trainees shall be encouraged not only to attend conference/ workshops/ advance course but also to present at least two papers at state/ national specialty meetings during their training period.

9.13 Rotation & posting in other departments: To bring in more integration between the specialty and allied fields each postgraduate department shall workout a program to rotate the trainees in related disciplines.

9.14 Dissertation: The Malwanchal University appreciates the importance of Research activities for the growth of the profession, Institution and trainee students. Therefore, preparation of Dissertation based on clinical or research or experimental or any other method of study is one of the criteria for the award of MDS degree.

10.0 METHOD OF TRAINING

10.1 The training of a postgraduate student shall be full time with graded responsibilities in the management and treatment of patients entrusted to his/ her care. The participation of the students in all facets of educational process is essential. Every candidate should take part in lectures, seminars, group discussions, case demonstration, clinics, journal review meetings, and clinical meetings. Every candidate shall be required to participate in the teaching and training program of undergraduate students. Training should include involvement in laboratory and experimental work, and research studies.

11.0 ATTENDANCE, PROGRESS AND CONDUCT

11.1 A candidate pursuing MDS degree course should work in the concerned department of the institution for the full period as a full time student.

11.2 Each Academic year shall be taken as a unit for the purpose of calculating the attendance.

11.3 Every student shall attend symposia, seminars, conferences, journal review meetings, OT, ward rounds, case presentation, clinics; and lectures during each year as prescribed by the department and not absent himself / herself from work without valid reasons.

11.4 Every candidate shall have not less than 80 percent of attendance in each year of the course. However, candidates should not be absent continuously as the course is a full time one.

11.5 Every candidate shall complete from time to time the assignments as prescribed in the curriculum and assigned by HOD.

12.0 MONITORING PROGRESS OF STUDIES

12.1 Work diary / Log Book: Every candidate shall maintain a work diary and record of his/her participation in the training program conducted by the department such as journal reviews, seminars, etc. Special mention may be made of the presentations by the candidate as well as details of clinical or laboratory procedures, if any conducted by the candidate. The work diary shall be scrutinized and certified by the Head of the Department and Head of the Institution, and presented in the University practical / clinical examination.

12.2 Periodic tests: Incase of MDS degree courses of three years duration, the concerned departments shall conduct three tests, first at the end of first year and second at the end of second year and the Third, two months before the University examination. The tests shall include written papers, practical / clinical and viva voce. Records and marks obtained in such tests will be maintained by the Head of the Departments.

12.3 In addition to these annual tests, the departments may conduct assessment tests periodically to monitor the progress.

13.0 DISSERTATION:

13.1 Every candidate shall prepare two Dissertations, one based on Review of Literature (library dissertation) and second one based on clinical or research or experimental or any other method of study (main/ research).

13.1.1 Library Dissertation:

It is a process of collection and compiling of data available in already published literature on a given topic. The dissertation work shall be completed before the end of first year.

13.1.2 Main / Research Dissertation:

13.1.2.1 Main /Research dissertation shall be based on work / Research done by the candidate under the approved Guide, during the course of study.

13.1.2.2 Every candidate pursuing MDS degree course is required to carry out work on a selected research project under the guidance of a recognized post graduate teacher. The results of such a work shall be submitted in the form of a dissertation.

13.1.2.3 The dissertation is aimed to train a postgraduate student in research methods and techniques. It includes identification of a problem, formulation of a hypodissertation, search and review of literature, getting acquainted with recent advances, designing of a research study, collection of data, critical analysis, comparison of results and drawing conclusions.

13.1.2.4 Every candidate shall submit to the Registrar of the University in the prescribed proforma, a synopsis containing particulars of proposed dissertation work within six months from the date of commencement of the course on or before the dates notified by the University. The synopsis shall be sent through the proper channel.

13.1.2.5 Such synopsis will be reviewed and the dissertation topic will be registered by the University. No change in the dissertation topic or guide shall be made without prior approval of head of the Institution or the University.

13.1.2.6 The dissertation should be written under the following headings:

13.1.2.6.2 Aims or Objectives of study
13.1.2.6.3 Review of Literature
13.1.2.6.4 Material and Methods
13.1.2.6.5 Results
13.1.2.6.6 Discussion
13.1.2.6.7 Conclusion
13.1.2.6.8 Summary
13.1.2.6.9 Bibliography
13.1.2.6.10 Tables
13.1.2.6.11 Annexure
13.1.2.6.12 As per regulatory body / international standards and specifications.

13.1.2.7 The written text of dissertation shall be not less than 50 pages and shall not exceed 200 pages excluding reference, tables, questionnaires and other annexures. It should be neatly typed in 1.5 line spacing or double line spacing on one side of paper (A4 size, 8.3" x 11.7") and bound properly as specified by the guide and Head of the Department. Spiral binding or

any form of loose binding is not permitted. The dissertation shall be certified by the guide, head of the department and head of the institution.

13.1.2.8 Sevenprinted hard copies and one soft copy of dissertation thus prepared and duly certified by the Guide, and Head of the Department shall be submitted to the Registrar, through the Head of theInstitution, six months before final examination on or before the dates notified bytheUniversity.

13.1.2.9 The dissertation shall be valued by all the four examiners (2 Internal examiners and 2 external examiners) appointed by the University.

13.1.2.10 Approval of dissertation work by all the four examiners in writing is mandatory precondition for a candidate to be eligible to appear in the University examination, provided further that the candidate fulfills other eligibility requirements of attendance, progress, due clearance and as specified.

13.1.2.11 Ifany examiner does not approve the dissertation, examiner shall give in writing the specific reasons for NOT accepting the work. Such candidates whose dissertation has not been approved, shall rectify the deficiencies as pointed out by the examiner and re-submit specified copies of new bound dissertation and one soft copy duly approved and signed by the Guide and H.O.D. to the University through HOI, latest by three months before commencement of next or subsequent examination. University shall get the dissertation valued by the external examiner, preferably the same examiner. After due approval of the dissertation by the examiner, the candidate may be permitted to appear for the Theory, Clinical/ Practical examination.

14.0 GUIDE:

14.1 The academic qualifications and teaching experience required for recognition by the University as a guide for dissertation work shall be as laid down by Dental Council of India and Malwanchal University, Indore.

14.2 The Guide for each student in the specialty shall be nominated by the HOI, in consultation with the HOD.

14.3 Two students for each Professor and one student for each Reader can be allotted in each academic year. However, a guide shall not have under him/her more than six students at a given time,

14.4 HOI may nominate if required, a co-guide who shall be a postgraduate teacher in the same specialty in the Institution.

14.5 Guides and co-guides shall be approved by the Malwanchal University, Indore.

14.6 Change of guide: In the event of a registered guide leaving the institution for any reason or retiring from service, or arising of any unforeseen circumstances, guide may be changed with prior permission from head of the Institution and the University.

15.0 UNIVERSITY EXAMINATION:

15.1 Eligibility: The following requirement shall be fulfilled by every candidate to become eligible to appear for the MDS University examination.

15.1.1 Attendance & Progress: Every candidate shall have attendance and progress in each academic year of the postgraduate course as mentioned earlier.

15.1.2 Progress and conduct: Every candidate shall have participated in seminars, journal review meetings, symposia, conferences, case presentation, preclinical exercises, clinical work, didactic lectures and academic and research based work during each year as designed by the concerned department.

15.1.3 Work diary and Logbook: Every candidate shall maintain work diary and logbook for recording his / her participation in the training program conducted by the department and work done by the candidate. The work diary and logbook shall be verified and certified by the Head of the Department and Head of the institution.

15.1.4 Dissertation: The approval of Main dissertation by all the four examiners.

15.1.5 The certification of satisfactory progress by the head of the department and head of the institution shall be based on the above mentioned.

16.0 SCHEME OF UNIVERSITY EXAMINATION:

16.1 General:

16.1.1 There shall be one examination at the end of 3 years for the students appearing for the first time.

16.1.2 The examination consists of Theory (Written), Practical/Clinical and Viva voce.

16.1.3 The failed candidates shall appear again in supplementary examination, after six months.

16.1.4 The main examination shall be held as scheduled by the University each year andsupplementary examination shall be held at a difference of 6 months each year.

16.1.5 There shall be a gap of at least six months between the two examinations(Main,supplementary and subsequent examinations)

16.1.6 The failed student shall appear once again in all the parts of University examination (Written, Clinical/Practical and Viva voce).

16.1.7 The failed candidate need not prepare new dissertation, if it is approved by the University. However, this is applicable to attempts or a maximum of years from the date of first appearance in the examination as per DCI norms.

16.1.8 Such students shall apply to the University forpermission to carry out the dissertation work again in the Institution. If permitted a fresh dissertation need to be prepared under the Guide approved by theUniversity.

16.2 WRITTEN EXAMINATION:

The written examination shall consist of four papers, out of which two shall be pertaining to the specialty; one in Applied Basic Sciences and one shall be an Essay in the specialty.Each paper shall be of three hours duration.

16.3 CLINICAL / PRACTICAL EXAMINATION

16.3.1 It should aim at examining the clinical skills and competence of candidate for undertaking independent work as a specialist. The actual format of clinical work and minimum number of clinical exercised shall be prescribed by the University to enable the candidate to develop confidence and clinical skills.

16.4 VIVA VOCE EXAMINATION

16.4.1 Viva voce examination shall aim at assessing depth of knowledge, logical reasoning, confidence and verbal communication skills.

16.5 DISTRIBUTION OF MARKS AT THE UNIVERSITY EXAMINATION:

16.5.1 Part-A: Written Theory

PAPER	DETAILS	MARKS
1	Applied basic sciences	75
2	Concerned specialty	75
3	Concerned specialty	75
4	Essay on any one topic in concerned specialty (Choice shall be given for the essay)	75
	TOTAL	300

16.5.2 PART-B: Practical/ Clinical & Viva voce

DETAILS	MARKS
Practical & Clinical Examination	200
Viva-voce	100

TOTAL	300

17.0 THE SCHEME OF TYPE OF QUESTIONS IN WRITTEN PAPERS

17.1 Each paper shall be of 3 hours duration and shallcarry maximum of 75 marks.

17.2 Paper-1, paper-2 and paper-3 each shall contain long essay questions and short notes.

17.3 Paper-4 shall contain one essay. It shall have two essay topics. The candidate shall answer any one of the two.

17.4 All the written papers shall be valued by all the four examiners and aggregate of average marks in all the written papers shall be computed to determine the result. Pass mark shall be 50% out of maximum total 300 marks.

18.0 TITLES AND CONTENTS OF WRITTEN PAPERS IN VARIOUS SPECIALITIES:

18.1 Prosthodontics and Crown & Bridge:

PAPERS	DETAILS	MARKS
1	Applied basic sciences: Anatomy, Physiology, Pathology and Dental Materials	75
2	Removable prosthodontics and oral implantology	75
3	Fixed partial prosthodontics	75
4	Essay	75
	TOTAL	300

18.2 Periodontology:

PAPERS	DETAILS	MARKS
1	Applied basic sciences: Anatomy, Physiology, Biochemistry, Pathology and Pharmacology	75
2	Etiopathogenesis	75
3	Clinical Periodontology and Oral Implantology	75
4	Essay	75
	TOTAL	300

18.3 Oral & Maxillofacial Surgery:

PAPERS	DETAILS	MARKS
1	Applied basic sciences: Applied Anatomy, physiology and Pathology	75

2	Minor oral Surgery and Trauma	75
3	Maxillofacial Surgery and oral implantology	75
4	Essay	75
	TOTAL	300

18.4 Conservative Dentistry and Endodontics:

PAPERS	DETAILS	MARKS
1	Applied basic sciences: Applied Anatomy, Physiology, Pathology and Dental Materials	75
2	Conservative dentistry & Aesthetic Dentistry	75
3	Endodontics	75
4	Essay	75
	TOTAL	300

18.5 Orthodontics &Dentofacial Orthopedics:

PAPERS	DETAILS	MARKS
1	Applied basic sciences: Anatomy, Physiology, Pathology, Genetics, Physical anthropology & Dental materials	75
2	Diagnosis and treatment planning.	75
3	Clinical Orthodontics ad Mechanotherapy	75
4	Essay	75
	TOTAL	300

18.6 Oral Pathology & Microbiology, and Forensic Odontology:

PAPERS	DETAILS	MARKS
1	Applied basic sciences: Anatomy, Physiology, Pathology and Research methodology	75
2	Oral pathology, Microbiology, Forensic Odontology and Oncology	75
3	Laboratory Techniques and Diagnosis	75
4	Essay	75
	TOTAL	300

18.7 Public Health Dentistry:

PAPERS	DETAILS	MARKS
1	Applied basic sciences: Anatomy, Physiology, Pathology and Research methodology	75
2	Public Health	75
3	Dental Public Health	75
4	Essay	75
	TOTAL	300

18.8 Pediatric & Preventive Dentistry:

PAPERS	DETAILS	MARKS
1	Applied basic sciences: Anatomy, Physiology, Pathology, Microbiology, nutrition and Dietics	75
2	Clinical pediatric dentistry	75
3	Preventive and community dentistry as appliedto pediatric dentistry	75
4	Essay	75
	TOTAL	300

18.9 Oral Medicine and Radiology:

PAPERS	DETAILS	MARKS
1	Applied basic sciences: Anatomy, Physiology, Pathology and pharmacology	75
2	Diagnosis, diagnostic methods and imageology and Applied Oral Pathology	75
3	Oral medicine, therapeutics and laboratory investigations	75
4	Essay	75
	TOTAL	300

19.0 PRACTICAL / CLINICAL EXAMINATION:

19.1 General:

19.1.1 In case of practical/ clinical examination, it should be aimed at assessing competence and skills of techniques and procedures. It should also aim at testing the student's ability to make relevant and valid observations, interpretations and inferences of laboratory or

experimental or clinical work relating to his / her subject for undertaking independent work as a specialist. The actual format of clinical examination in various specialties are given below.

19.1.2 Duration of practical/ clinical examination including viva voce is minimum of two days up to 4 candidates. Duration shall be increased as per the requirement.

19.1.3 There shall be no practical examinations in Applied Basic Medical subjects.

19.1.4 The maximum marks for practical / clinical examination shall be 200 marks. Exercises and distribution of marks for various clinical / practical exercises in the specialties is mentioned below.

19.1.5 Specific time will be allotted for every exercise and every division of examination.

19.1.6 Marks distribution:

DETAILS	MARKS
Practical / clinical exercise	200
Viva voce, dissertation presentation, pedagogy	100
TOTAL	300

19.1.7 Display and discussion of work performed by candidate during training period.

19.2 PROSTHODONTICS, CROWN & BRIDGE

19.2.1 Marks distribution:

DETAILS	MARKS
Steps of CD prosthesis, steps FPD prosthesis, treatment planning and designing of RPD prosthesis, treated cases presentation with postoperavtive records	200
Viva voce, dissertation presentation, pedagogy	100
TOTAL	300

19.2.2 Examination shall be for three days. If there are more than 6 candidates, it may be extended for one more day. Each candidate shall be examined for a minimum of two days, six hours per day including viva voce.

19.2.3 Presentation of treated cases withpostoperative records, during training period

19.2.3.1 CD (complete denture)

19.2.3.2 RPD (removable partial denture)

19.2.3.3 FPD (fixed partial denture) including single tooth and surface restoration

19.2.3.4 ISP(implant supported prosthesis)

19.2.3.5 Occlusal rehabilitation

19.2.3.6 TMJ
19.2.3.7 Maxillofacial Prosthesis

19.2.4 Present actual treated patients complete denture(CD) prosthesis andinsertion
19.2.4.1 Discussion on treatment plan and patient review
19.2.4.2 Tentative jaw relation records.
19.2.4.3 Face Bow transfer
19.2.4.4 Transferring it on articulators
19.2.4.5 Extraoral tracing and securing centric and protrusive/ lateralrecord
19.2.4.6 Transfer in on articulator
19.2.4.7 Selection of teeth
19.2.4.8 Arrangement of teeth
19.2.4.9 Waxed up denture trial
19.2.4.10 Fit, insertion and instruction of previously processed characterized, anatomic complete denture prosthesis
19.2.4.11 All steps will include chair side, lab and viva voce

19.2.5 Fixed Partial Denture (FPD)
19.2.4.1 Case discussion and selection of patientsfor FPD.
19.2.4.2 Abutment preparation isolation and fluidcontrol
19.2.4.3 Gingival retraction and impressions
19.2.4.4 Cementation of provisional restoration

19.2.6 Removable Partial Denture (RPD)
19.2.5.1 Surveying and designing of partial dentate cast
19.2.5.2 Discussion on components and material selection including occlusalscheme.

19.2.7 Viva Voce:
All examiners will conduct viva voce conjointly on candidate's comprehension, analytical approach, expression, interpretation of data and communication skills. It includes all components of course contents.

19.2.8 Dissertation presentation:
The candidate shall present his / her dissertation and all examiners shall conduct viva voce and discussion on the same.

19.2.9 Pedagogy Exercise:
A topic will be given to each candidate in the beginning of clinical examination. He/ she isasked to make a presentation on the topic.

19.3 PERIODONTOLGY

19.3.1 Marks distribution:

DETAILS	MARKS
Periodontal surgery, cases presentation, postoperative review	200
Viva voce, dissertation presentation, pedagogy	100
TOTAL	300

19.3.2 Case discussion: Long and short cases

19.3.3 Periodontal surgery: Periodontal flap surgery on previously prepared casein one quadrant of the mouth after getting approval from the examiners.

19.3.4 Postsurgicalreview and discussion of the cases treated.

19.3.5 All the examiners shall participate in all the aspects of clinical examinations/ viva voce

19.3.6 Presentation of treatedcases withpostoperative records, during training period.

19.3.7 Viva Voce:

All examiners will conduct viva voce conjointly on candidate's comprehension, analytical approach, expression, interpretation of data and communication skills. It includes all components of course contents.

19.3.8 Dissertation presentation:

The candidate shall present his / her dissertation and all examiners shall conduct viva voce and discussion on the same.

19.3.9 Pedagogy Exercise:

A topic will be given to each candidate in the beginning of clinical examination. He/ she isasked to make a presentation on the topic.

19.4 ORAL & MAXILLOFACIAL SURGERY

19.4.1 Marks distribution:

DETAILS	MARKS
Disimpactionof mandibular impacted third molar and minor oral surgical procedures under local anaesthesia,including cyst enucleation or any similar procedure to exhibit professional skills.Minor & major cases presentation	200
Viva voce, dissertation presentation, pedagogy	100
TOTAL	300

19.4.2 Minor Oral Surgery:

Each candidate is required to perform the minor oral surgical procedures under local anaesthesia. The minor surgical cases may include removal of impacted lower third molar, cyst enucleation, any

similar procedure where students can exhibit their professional skills in raising the flap, removing the bone and suturing the wound.

19.4.3 Major and minor casespresentation.

19.4.4 Presentation of treated cases withpostoperative records, during training period.

19.4.5 Viva Voce:

All examiners will conduct viva voce conjointly on candidate's comprehension, analytical approach, expression, interpretation of data and communication skills. It includes all components of course contents.

19.4.6 Dissertation presentation:

The candidate shall present his / her dissertation and all examiners shall conduct viva voce and discussion on the same.

19.4.7 Pedagogy Exercise:

A topic will be given to each candidate in the beginning of clinical examination. He/ she isasked to make a presentation on the topic.

19.5 CONSERVATIVE DENTISTRY & ENDODONTICS

19.5.1 Marks distribution:

DETAILS	MARKS
Molar endodontics, cast post and core, Class-II inlay	200
Viva voce, dissertation presentation, pedagogy	100
TOTAL	300

19.5.2 Clinical Exercise:

Cast post and core procedure as specified by examiners.

19.5.3 Presentation of treated cases withpostoperative records, during training period.

19.5.4 Viva Voce:

All examiners will conduct viva voce conjointly on candidate's comprehension, analytical approach, expression, interpretation of data and communication skills. It includes all components of course contents.

19.5.5 Dissertation presentation:

The candidate shall present his / her dissertation and all examiners shall conduct viva voce and discussion on the same.

19.5.6 Pedagogy Exercise:

A topic will be given to each candidate in the beginning of clinical examination. He/ she isasked to make a presentation on the topic.

19.6 ORTHODONTICS

19.6.1 Marks distribution:

DETAILS	MARKS
Myofunctional appliance case, treated cases discussion with postoperative records, long case and short case discussion, preclinical orthodontic wire bending and appliances, stage mechanics, bonding and arch wire fabrication	200
Viva voce, dissertation presentation, pedagogy	100
TOTAL	300

19.6.2 Myofunctional Case:
Selection of case for functional appliance and recording of construction bite.Fabrication and delivery of the appliance the next day.

19.6.3 Multiband exercise:
Stage with auxiliary springs or bonding of straight wire appliance (SWA) brackets and construction of suitable arch wire.

19.6.4 Presentation of treatedcases withpostoperative records, during training period.

19.6.5 Long cases discussions.

19.6.6 Viva Voce:
All examiners will conduct viva voce conjointly on candidate's comprehension, analytical approach, expression, interpretation of data and communication skills. It includes all components of course contents.

19.5.4 Dissertation presentation:
The candidate shall present his / her dissertation and all examiners shall conduct viva voce and discussion on the same.

19.5.5 Pedagogy Exercise:
A topic will be given to each candidate in the beginning of clinical examination. He/ she isasked to make a presentation on the topic.

19.7 ORAL PATHOLOGY & MICROBIOLOGY

19.7.1 Marks distribution:

DETAILS	MARKS
Clinical hematology, cytology and smear preparation, paraffin sectioning, Hematoxylin&Eosinstaining, histopathology slide discussion, long & short cases presentation	200
Viva voce, dissertation presentation, pedagogy	100
TOTAL	300

19.7.2 Long and short cases presentation:

Detailed case history taking, clinical evaluation, investigations advised, diagnosis, treatment planning.

19.7.3 Presentation ofcases withpostoperative records, during training period.

19.7.4 Clinical Hematology: As specified by examiners.

19.7.5 Smear Preparation: Cytology or microbial smear and staining.

19.7.6 Paraffin sectioning.

19.7.7 Hematoxylin& Eosin Staining

19.7.8 Histopathology slide discussion.

19.7.9 Viva Voce:

All examiners will conduct viva voce conjointly on candidate's comprehension, analytical approach, expression, interpretation of data and communication skills. It includes all components of course contents.

19.7.10 Dissertation presentation:

The candidate shall present his / her dissertation and all examiners shall conduct viva voce and discussion on the same.

19.7.11 Pedagogy Exercise:

A topic will be given to each candidate in the beginning of clinical examination. He/ she isasked to make a presentation on the topic.

19.8 PUBLIC HEALTH DENTISTRY

19.8.1 Marks distribution:

DETAILS	MARKS
Long and short cases presentation, Preventive oral health care procedures, health care problem solving of a given community situation, Critical evaluation of a given researcharticle	200
Viva voce, dissertation presentation, pedagogy	100
TOTAL	300

19.8.2 Clinical examination of patients representing the community, including history taking,complaints, examination and recording of the findings, using indices for the assessment of oral health and presentation of the observation includingdiagnosis,comprehensive treatment planning.

19.8.3 Presentation of treated cases withpostoperative records, during training period.

19.8.4 Performing preventiveoral health care procedures as per treatment plan.

19.8.5 Critical evaluation of a given researcharticle published in an internationaljournal.

19.8.6 Problem solving: A hypothetical oralhealth situation existing in acommunity is given with sufficient data. The student as specialist in community dentistry is expected to suggest practical solutions to the existing oral health situation of thegiven community.

19.8.7 Viva Voce:

All examiners will conduct viva voce conjointly on candidate's comprehension, analytical approach, expression, interpretation of data and communication skills. It includes all components of course contents.

19.8.8 Dissertation presentation:

The candidate shall present his / her dissertation and all examiners shall conduct viva voce and discussion on the same.

19.8.9 Pedagogy Exercise:

A topic will be given to each candidate in the beginning of clinical examination. He/ she isasked to make a presentation on the topic.

19.9 PEDODONTIA & PREVENTIVE DENTISTRY

19.9.1 Marks distribution:

DETAILS	MARKS
Pulpectomy, crown preparation for stainless steel crown, band adaptation for fixed space maintainer	200
Viva voce, dissertation presentation, pedagogy	100
TOTAL	300

19.9.2 Presentation of treated cases withpostoperative records, during training period.

19.9.3 Pulpectomyincludingrubber dam application, access opening, working length radiography, obturationon a primary molar.

19.9.4 Crown preparation on a primary molar for stainless steel crown andcementation of the same.

19.9.5 Band adaptation for fixed type of space maintainer and impressionmaking and space maintainer delivery on primary molar

19.9.6 Viva Voce:

All examiners will conduct viva voce conjointly on candidate's comprehension, analytical approach, expression, interpretation of data and communication skills. It includes all components of course contents.

19.9.7 Dissertation presentation:

The candidate shall present his / her dissertation and all examiners shall conduct viva voce and discussion on the same.

19.9.8 Pedagogy Exercise:

A topic will be given to each candidate in the beginning of clinical examination. He/ she isasked to make a presentation on the topic.

19.10 ORAL MEDICINE & RADIOLOGY

19.10.1 Marks distribution:

DETAILS	MARKS
Spotters, long and short cases presentation, radiology exercises including intraoral periapical (IOPA), occlusal, extraoral radiographs.	200
Viva voce, dissertation presentation, pedagogy	100
TOTAL	300

19.10.2 Spotters and discussion.

19.10.3 Presentation of treated cases and radiographs withpostoperative records, during training period.

19.10.4 Long and short cases presentation.

19.10.5 Radiology Exercises including technique and interpretation:

19.10.5.1 Intraoral periapical(IOPA) radiographs

19.10.5.2 Occlusal Radiographs

19.10.5.3 Extraoral Radiographs

19.10.6 Viva Voce:

All examiners will conduct viva voce conjointly on candidate's comprehension, analytical approach, expression, interpretation of data and communication skills. It includes all components of course contents.

19.10.7 Dissertation presentation:

The candidate shall present his / her dissertation and all examiners shall conduct viva voce and discussion on the same.

19.10.8 Pedagogy Exercise:

A topic will be given to each candidate in the beginning of clinical examination. He/ she isasked to make a presentation on the topic.

20.0 RE-VALUATION OF ANSWER BOOKS:

There shall be no provision of re-totaling / revaluation of written and practical/ clinical papers as the papers are valued by the four expert examiners.

21.0 CRITERIA FOR DECLARING AS PASS:

21.1 A candidate shall be declared to have passed the University examination if:

21.1.1 Dissertation is approved by the examiners in that year or previous years.

21.1.2 He/ she secures a minimum of 50% marks in aggregate of all thetheory written papers.

21.1.3 Secures a minimum of 50% marks in aggregate of practical/ clinical examination and viva voce examination.

21.2 Candidates passing the MDS examination shall be declared to have passed the examinations in the following categories:

21.2.1 Second class if he/ she secures above 50% and below 75% marks in aggregate.

21.2.2 First Class if he/ she secures above 75% of marks in aggregate.

21.3 A candidate who is declared successful in the MDS examination shall be granted a degree of "Master of Dental Surgery" in the specialty.

22.0 EXAMINERS

22.1 The University examination shall be conducted by a board of four examiners appointed by the University.

22.2 The board of four examiners consists of two internal and two external examiners.

22.3 One of the internal examiners shall be appointed as chairman of board by the University.

22.4 50% of the external examiners shall be from outside the state.

23.0 QUALIFICATION & EXPERIENCE FOR ELIGIBITY OF EXAMINERS:

23.1 He/ she should possess PG qualification and teaching experience of more than 4 years after obtaining postgraduate qualification in the same specialty.

23.2 A person who is not an active postgraduate teacher in the subject cannot be appointed as an examiner.

23.3 Reciprocal arrangement of examiners should be discouraged, in that, the internal examiner in a subject should not accept external examinershipfor an institution from which external examiner is appointed.

23.4 No person shall be an external examiner for the same institution for more than four consecutive examinations. However, if there is a break of two examinations, the person can be re-appointed in subsequent examinations.

24.0 CHECK LISTS

24.1 CHECKLIST – 1

MODEL CHECKLIST FOR EVALUATION OF JOURNAL REVIEW PRESENTATIONS

EVALUATION SHEET – JOURNAL REVIEW PRESENTATION						
Name of Trainee:					Date:	
Name of Faculty Observer:						
Topic:						
SL.NO.	ITEMS FOR OBSERVATION DURING PRESENTATION	POOR	BELOW	AVERAGE	GOOD	VERY GOOD
	SCORE=	0	1	2	3	4
1.	Article chosen					

2.	Extent of understanding of scope and objectives of the paper by the candidate					
3.	Whether cross references have been consulted					
4.	Whether other relevant publications consulted					
5.	Ability to respond to questions on the paper / subject					
6.	Audio-visual aids used					
7.	Ability to defend the paper					
8.	Clarity of presentation					
9.	Any other observation					
	TOTAL SCORE=					

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Signature of Faculty Observer

24.2 CHECKLIST – 2

MODEL CHECKLIST FOR EVALUATION OF SEMINAR

EVALUATION SHEET – SEMINAR PRESENTATION						
Name of Trainee:					Date:	
Name of Faculty Observer:						
Topic:						
SL.NO.	ITEMS FOR OBSERVATION DURING PRESENTATION	POOR	BELOW	AVERAGE	GOOD	VERY GOOD
	SCORE=	0	1	2	3	4
1.	Whetherother relevant publications consulted					
2.	Whether crossreferences have been consulted					
3.	Completeness of preparation					
4.	Clarity of presentation					
5.	Understanding of subject					

6.	Ability to answer questions					
7.	Time scheduling					
8.	Appropriate use of audio-visual aids					
9.	Overall performance					
10.	Any other observation					
	TOTAL SCORE=					

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Signature of Faculty Observer

24.3 CHECKLIST – 3

MODEL CHECKLIST FOR EVALUATION OF CLINICAL WORK IN OPD

(To be completed once a month by respective Unit Heads including posting in other department)

EVALUATION SHEET – CLINICAL WORK IN OPD						
Name of Trainee:					Date:	
Name of Unit Head:						
Topic:						
SL.NO.	ITEMS FOR OBSERVATION DURING PRESENTATION	POOR	BELOW	AVERAGE	GOOD	VERY GOOD
	SCORE=	0	1	2	3	4
1.	Regularity of attendance					
2.	Punctuality					
3.	Interaction with colleagues and supportive staff					
4.	Maintenance of case records					
5.	Presentation of cases					
6.	Investigations work up					
7.	Chair side manners					
8.	Rapport with patients					
9.	Overall quality of clinical work					
	TOTAL SCORE=					

.....
Signature of Unit Head

24.4 CHECKLIST – 4

EVALUATION FOR CLINICAL CASE PRESENTATION

EVALUATION SHEET – CLINICAL CASE PRESENTATION						
Name of Trainee:					Date:	
Name of Faculty Observer:						
Topic:						
SL.NO.	ITEMS FOR OBSERVATION DURING PRESENTATION	POOR	BELOW	AVERAGE	GOOD	VERY GOOD
	SCORE=	0	1	2	3	4
1.	Completeness of history					
2.	Whether all relevant points elicited					
3.	Clarity of presentation					
4.	Logical order					
5.	Mentioned all positive and negative aspects					
6.	Accuracy of generalphysical examination					
7.	Diagnosis: whether if follows logically fromhistory and findings					
8.	Investigations required:					
	Complete list					
	Relevant order					
	Interpretation of investigations					
9.	Ability to react to questioning whether it follows logically fromhistory and findings					
10.	Ability to defend diagnosis					
11.	Ability to justify differential diagnosis					
12.	Others					
	TOTAL SCORE=					

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Signature of Faculty Observer

Note: Use of separate sheet for each faculty member

24.5 CHECKLIST – 5

MODEL CHECKLIST FOR EVALUATION OF TEACHING SKILLS

EVALUATION SHEET – TEACHING SKILLS			
Name of Trainee:			Date:
Name of Faculty Observer:			
Topic:			
SL.NO.	ITEMS FOR OBSERVATION DURING PRESENTATION	STRONG POINT	WEAK POINT
1.	Communication of the purpose of the talk		
2.	Evokes audience interest in the subject		
3.	Introduction		
4.	Sequence of ideas		
5.	Use of practical examples and / or illustrations		
6.	Speaking style (enjoyable, monotonous, etc. specify)		
7.	Attempts audience participation		
8.	Summary of the main points at the end		
9.	Asks questions		
10.	Answers questions asked by the audience		
11.	Rapport of speaker with his audience		
12.	Effectiveness of the talk		
13.	Uses audio-visual aids appropriately		

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Signature of Faculty Observer

24.6 CHECKLIST – 6

MODEL CHECKLIST FOR DISSERTATION PRESENTATION

EVALUATION SHEET– DISSERTATION PRESENTATION						
Name of Trainee:						Date:
Name of Faculty Observer:						
Topic:						
SL.NO.	ITEMS FOR OBSERVATION DURING PRESENTATION	POOR	BELOW	AVERAGE	GOOD	VERY GOOD
	SCORE=	0	1	2	3	4
1.	Interest shown in selecting topic					
2.	Appropriate review					
3.	Discussion with guide and other faculty					
4.	Quality of protocol.					
5.	Preparation of proforma					
	TOTAL SCORE=					

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Signature of Faculty Observer

24.7. CHECKLIST – 7
CONTINUOUS EVALUATION OF DISSERTATION WORK BYGUIDE/ CO-GUIDE

EVALUATION SHEET – DISSERTATION WORK						
Name of Trainee:					Date:	
Name of Faculty Observer:						
Topic:						
SL.NO.	ITEMS FOR OBSERVATION DURING PRESENTATION	POOR	BELOW	AVERAGE	GOOD	VERY GOOD
	SCORE=	0	1	2	3	4
1.	Periodic consultation with guide / co-guide					
2.	Regular collection of case material					
3.	Depth of analysis/ discussion					
4.	Department presentation of findings					
5.	Quality of final output					
	Others					
	TOTAL SCORE=					

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Signature of Faculty Observer

24.8 CHECKLIST – 8

OVERALL ASSESSMENT SHEET

OVERALL ASSESSMENT SHEET											
Date:											
SL. NO.	FACULTY MEMBER	NAME OF TRAINEES AND MEAN SCORE									
		A	B	C	D	E	F	G	H	I	J
1.											
2.											
3.											
4.											
5.											
6.											
....											
Signature of HODSignature of Principal											

The above overall assessment sheet used along with the logbook should form the basis for certifying satisfactory completion of course of study, in addition to the attendance requirement.

KEY:

Faculty member : Name of the faculty doing the assessment

Mean score : Sum of all the scores of checklist 1 to 7

A, B, ... :Name of the trainees

25.0 TABLES IN LOG BOOK

25.1 TABLE – 1

ACADEMIC ACTIVITIES ATTENDED		
Name of Trainee:		Admission year:
College:		
DATE	TYPE OF ACTIVITY – SPECIFY: SEMINAR, JOURNAL CLUB, PRESENTATION, UG TEACHING	ATTENDED / PARTICIPATED
....		
Signature of GuideSignature of HOD		

25.2 TABLE – 2

ACADEMIC PRESENTATIONS MADE BY THE TRAINEE

ACADEMIC PRESENTATIONS MADE		
Name of Trainee:		Admission year:
College:		
DATE	TOPIC	TYPE OF ACTIVITY – SPECIFY: SEMINAR, JOURNAL CLUB,PRESENTATION, UG TEACHING

25.3 TABLE – 3

DIAGNOSTIC AND OPERATIVE PROCEDURES PERFORMED

DIAGNOSTIC AND OPERATIVE PROCEDURES PERFORMED				
Name of Trainee:			Admission year:	
College:				
DATE	NAME	O.P. NO.	PROCEDURE	CATEGORY Q,A,PA,PI

Key:

O : Washed up and observed – Initial 6 months of admission.

A : Assisted a more senior surgeon – I year MDS.

PA : Performed procedure under the direct supervision of a senior surgeon – II year MDS.

PI : Performed independently –III year MDS

Ordinance No. 17

BACHELOR OF SCIENCE IN NURSING BASIC B. SC (NURSING)

04 years degree course

1.0 AIMS & OBJECTIVES

1.1 AIMS

The aims of the undergraduate nursing program are to:

1.1.1 Prepare graduates to assume responsibilities as professional, competent nurses and midwives in providing promotive, preventive, curative, and rehabilitative services.

1.1.2 Prepare nurses, who can make independent decisions in nursing situations, protect the rights of and facilitate individuals and groups in pursuit of health, function in the hospital, community-nursing services, and conduct research studies in the areas of nursing practice. They are also expected to assume the role of teacher, supervisor, and manager in a clinical / public health setting.

2 OBJECTIVES

On completion of the four year B. Sc Nursing program the graduate will be able to:

1.2.1 Apply knowledge from physical, biological and behavioral sciences, medicine including alternative systems and nursing in providing nursing care to individuals, families and communities.

1.2.2 Demonstrate understanding of life style and other factors, which affect health of individuals and groups.

1.2.3 Provide nursing care based on steps of nursing process in collaboration with the individuals and groups.

1.2.4 Demonstrate critical thinking skill in making decisions in all situations in order to provide quality care.

1.2.5 Utilize the latest trends and technology in providing health care.

1.2.6 Provide promotive preventive and restorative health services in line with oe national health policies and program.

1.2.7 Practice within the framework of code of ethics and professional conduct, and acceptable standards of practice within the legal boundaries.

1.2.8 Communicate effectively with individuals and groups, and members of the health team in order to promote effective interpersonal relationships and teamwork.

1.2.9 Demonstrate skills in teaching to individuals and groups in clinical/community health settings.

1.2.10 Participate effectively as members of the health team in health care delivery system.

1.2.11 Demonstrate leadership and managerial skills in clinical /community health settings.

1.2.12 Conduct need based research studies in various settings utilize the research findings to improve the quality of care.

1.2.13 Demonstrate awareness, interest, and contribute towards advancement of self and of the profession.

2.0 COURSE STRUCTURE

The degree in Nursing of four years course shall be designated as Basic Bachelor of Science in nursing in short Basic B.Sc. (Nursing).

2.1 The duration of Basic B.Sc. (N) course shall extend over a period of four years consisting named below:

i Basic B.Sc. (N) First Year

ii. Basic B.Sc. (N) Second Year

iii Basic B.Sc. (N) Third year

iv. Basic B.Sc. (N) Fourth Year including internship.

3.0 ACADEMIC QUALIFICATION FOR ADMISSION

3.1 The minimum educational requirement shall be the passing of: Higher Secondary School Certificate Examination (10 + 2)

OR

Senior School Certificate Examination (10+2), Pre degree Examination (10+2)

OR

An equivalent with 12 years schooling from a recognized Board or University with Science (Physics, Chemistry, Biology) and English with minimum of 45% aggregate marks (PCBE).

4.0 CRITERIA FOR SELECTION

4.1 The candidate who fulfill the aforesaid academic qualification for admission

4.2 The minimum age shall be 17 years completed on or before Dec 31s' of the year of admission.

4.3 The admission in Basic B.Sc. (N) 1st year shall be based on the merit in the common entrance test or qualifying examination as per guidelines of Medical Education Dept Govt. of M.P., Bhopal.

4.4 Candidate shall be medically fit.

5.0 COURSE DURATION

5.1 The duration of Basic B.Sc. (Nursing) course shall be four years including internship.

5.2 The duration of each academic year of Basic B.Sc. (Nursing) I, II, III, IV years shall be not less than 10 month.

5.3 The maximum period to complete the course successfully should not exceed 8 years from the date of admission.

6.0 COURSE COMMENCEMENT

6.1 The commencement Basic B.Sc. (N) 1st year shall start during the period of July/August of every year.

6.2 Vacation shall be granted maximum eight weeks duration between 2 academic years.

6.3 The subject to be studied in different academic year of Basic B.Sc. (N) shall be as per scheme given as in subsequent sequence.

7.0 EXAMINATION

7.1 The medium of instruction and examination shall be English throughout the course of the study.

7.2 SCHEME OF EXAMINATION

Basic B.Sc. (N) First Year

Subject			**Assessment**		
Paper No.	**Theory**	**Hours**	**Internal**	**External**	**Total**
1	Anatomy & Physiology	3	25	75	**100**
2	Nutrition & Biochemistry	3	25	75	**100**
3	Nursing Foundation	3	25	75	**100**
4	Psychology	3	25	75	**100**
5	Microbiology	3	25	75	**100**
6	English	3	25	75	**100**
7	Introduction to Computer		25	75	**100**
Practical No.	**Practical and Viva Voce**				
1	Nursing Foundation		100	100	200

Basic B.Sc. (N) Second Year

Subject			**Assessment**		
Paper No.	**Theory**	**Hours**	**Internal**	**External**	**Total**
8	Sociology	3	25	75	100
9	Medical Surgical Nursing (Adult including geriatrics)-	3	25	75	100
10	Pharmacology, Pathology & Genetics	3	25	75	100
11	Community Health Nursing		25	75	100
12	Communication and Educational Technology	3	25	75	100
Practical No.	**Practical and Viva Voce**				
2	Medical -Surgical Nursing (Adult including geriatrics)-		100	100	**200**

ic B.Sc. (N) Third Year

Subject			**Assessment**		
Paper No.	**Theory**	**Hours**	**Internal**	**External**	**Total**
13	Medical Surgical Nursing (Adult including geriatrics)-II	3	25	75	100

14	Child Health Nursing	3	25	75	100
15	Mental Health Nursing	3	25	75	100

Practical No	**Practical and Viva Voce**				
3	Medical -Surgical Nursing (Adult including geriatrics)		50	50	100
4	Child Health Nursing Mental Health Nursing		50	50	100
5	Mental Health Nursing		50	50	100

Basic B.Sc. (N) Fourth Year

Subject			**Assessment**		
Paper No.	**Theory**	**Hours**	**Internal**	**External**	**Total**
16	Midwifery and Obstetrical	3	25	75	100
16	Community Health Nursing - II	3	25	75	100
17	Nursing Research & Statistics	3	25	75	100
18	Management and Nursing Services and Education	3	25	75	100
Practical No	**Practical and Viva Voce**				
3	Midwifery and		50	50	100

	Obstetrical				
4	Community Health Nursing -		50	50	100

7.3.1 There shall be one Annual University Examination at the end of each academic year.

7.3.2 There shall be provision for supplementary examination.

7.3.3 The University examination for theory subject shall be out of 75 marks.

7.3.4 The University Examination marks for Nursing Foundation (Practical & viva voce Paper I) & Medical Surgical Nursing -1 (Practical and viva voce paper II) shall be out of 100 marks.

7.3.5 The University Examination marks for Medical Surgical Nursing - II (Practical and viva voce paper III), Child Health Nursing (Practical and viva voce paper IV), Mental Health Nursing (Practical and viva voce paper V), Midwifery and Obstetrical Nursing (Practical and viva voce paper VI) and Community Health Nursing (practical and viva voce paper VII) shall be out of 50 Marks.

7.3.6 Anatomy and physiology - Question paper will consist of Section A Anatomy of 37 marks and Section B Physiology should be of 38 marks.

7.3.7 Nutrition and Biochemistry - Question paper will consist of Section A Nutrition of 45 marks and Section B of Biochemistry of 30 marks.

7.3.8 Pharmacology, Pathology and Genetics :
Section A of Pharmacology with 38 marks, Section B of Pathology of 25 and Genetics with 12 marks.

7.3.9 Nursing Research & Statistics-Nursing Research Should be of 50 marks and Statistics of 25 marks.

7.3.10 Minimum pass marks shall be 40 % for English only.

7.3.11 Theory and Practical exams for Introduction to Computer will be conducted as College exam and marks to be sent to University for inclusion in the marks sheet.

7.3.12 Maximum number of candidate for practical examination should not exceed 20 per day.

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

7.3.14 Fourth year final examination to be held only after completion of internship.

7.4 Internal Examination

7.4.1 The assessment of academic growth of the student shall be done on the basis of three term examination and one Pre University examination for theory and practical subjects.

7.4.2 The internal assessment marks for the theory subjects shall be out of 25 marks.

7.4.3 The internal assessment marks for the practical subjects shall be awarded on the basis of evaluation of performance of the student in the specific area / field.

7.4.4 The internal assessment marks for Nursing Foundation (Practical & viva voce Paper I) & Medical Surgical Nursing - I (Practical and viva voce paper II) shall be out of 100 marks.

7.4.5 The internal assessment marks for Medical Surgical Nursing(Adult including geriatrics) - II (Practical and viva voce paper III), Child Health Nursing (Practical and viva voce paper IV), Mental Health Nursing (Practical and viva voce paper V), Midwifery and Obstetrical Nursing (Practical and viva voce paper VI) and Community Health Nursing (practical and viva voce paper VII) shall be out of 50 Marks.

7.5 Supplementary Examination

7.5.1 There will be only one mid-session Supplementary Examination held by the University ordinarily held in the month of September / October. However those

who fail in supplementary exam they will appear in main exam.

7.5.2 The first year students will have to clear all first year subjects in a maximum limit of 4 attempts, after which they will not be allowed to continue their Basic B.Sc. (N) Course if, candidate fails in 4lh attempt of 1st year

7.5.3 Non appearance at an examination on grounds of sickness or otherwise, will be treated as one of the four attempts allowed for 1st year subjects.

7.5.4 If a first year candidate fails in mid session supplementary papers, candidates will be given an opportunity to appear in the main examination of llnd year provisionally along with the backlog of last year subjects.

7.5.5 If a candidate fails in backlog subjects of the 1st year, the result of llnd year examination for which candidate will be provisionally admitted will be treated as cancelled. The candidate will have to repeat her backlog subjects of 1st year in next mid session supplementary examination

7.5.6 A candidate, who appears in llnd year main examination and fails in any of the subjects will be permitted to appear in midsession supplementary examination and there after provisionally along with failed llnd year subject, but if any candidates fails in llnd year subject the candidates rd year result will be

automatically cancelled. The same ruling will apply for the IVth year students also.

7.5.7 Only failed subjects, will have to be repeated in midsession supplementary or Supplementary examination with the main annual examination.

7.5.8 The marks obtained by the candidate in the subjects passed in Supplementary Examination or additional attempts shall be taken into account as pass in the examination.

8.0 CRITERIA FOR PASSING

8.1 A Candidate has to pass in theory and practical exam separately in each of the paper.

8.2 A Candidate failing in more than two subjects will not be promoted to the next academic year.

8.3 Minimum pass marks shall be 50% in each of the theory and practical papers separately.

8.4 Minimum pass marks shall be 45% for Introduction to Computer.

8.5 If a candidate fails in either theory or practical paper he/she has to re-appear for both the papers (Theory and Practical).

8.6 Maximum number of attempts permitted for each paper shall be three including first attempt.

9.0 DIVISION & MERIT

9.1 Distinction-75% and above in any subject (First attempt only).

9.2 First Division - 60% and above in the aggregate of marks of all main subjects.

9.3 Second Division -Less than 60% in the aggregate of marks in all main subjects.

9.4 Pass Class -Shall be awarded to the candidate passing with supplementary or more than one attempt.

10.0 ATTENDANCE

10.1 A candidate must have minimum of 80%attendance (irrespective of the kind of absence) in theory in each subject for appearing for examination.

10.2 A candidate must have 100% attendance in each of the practical area before award of degree.

11.0 APPOINTMENT OF EXAMINERS /QUESTION PAPER

SETTER The appointment of examiner for the theory and practical examination shall be based on following rules

11.1 Question paper setter / moderator / head evaluator shall be Professor, Associate Professor or Lecturer with an experience of minimum 3 years teaching experience working in any nursing institute conducting nursing courses can be appointed.

11.2 Practical examiner

11.2.1 One internal and one external examiner should jointly conduct practical examination for each student.

11.2.2 An examiner should be a lecturer or above in a college of nursing with M. Sc (N) in concerned subject and minimum of 3 years of teaching experience. To be an examiner for Nursing Foundations course faculty having M. Sc (N) with any specialty shall be considered.

12.0 REVALUATION / RE-TOTALING

12.1 Revaluation and re-totaling of marks is permitted for theory papers only. The University, on receipt of application within the stipulated time and remittance of a prescribed fee, shall permit a recounting of marks and/or revaluation for the subject(s) applied.

12.2 The result after revaluation/re-totaling shall be declared as per prevailing revaluation/re-totaling rules and regulation of the Malwanchal University.

13.0 CANCELLATION OF ADMISSION

The admission of a student at any stage of study shall be cancelled by the Vice Chancellor based on recommendation of Head of Institution, if;

13.1 Candidate is not found qualified as per INC/State Government norms and guidelines or the eligibility criteria prescribed by the University.

OR

13.2 Candidate is not able to complete the course within the stipulated time as prescribed in 5.3

OR

13.3 Candidate is found involved in serious breach of discipline in the Institution or in the University campus.

14.0 SCHEME OF STUDIES

The subject to study in different academic year of Basic B.Sc. (N) shall be as per the scheme given in subsequent sections.

14.1 Annual schedule of studies

i	Weeks available per year	=	52 weeks
ii	Vacation	=	8 weeks
ii	Gazetted holidays	=	3 weeks
v.	Examination		
	(Including preparatory)	=	4 weeks
v.	Available weeks	=	37 weeks
vi.	Hours per week	=	40 Hours
vii.	Practical	=	30hoursper week

			(5x6 = 30)
viii.	Theory	=	10hours per week (2x5= 10
IX.	Internship	=	48 hours per w (8x6 = 48)
x.	Hours available per academic year	=	1480 (37 week x 40 hours)

14.2 Distribution of Hours

FIRST YEAR

Subject	Theory (in hrs) Class and lab	Practical (in hrs) practical	In hrs

1.English	**60**		
2.Anatomy	**60**		
3.Physiology	**60**		
4.Nutrition	**60**		
5.Biochemistry	**30**		
6.Nursing Foundations	**265+200**	**450**	
7.Psychology	**60**		
8.Microbiology	**60**		
9.Introduction to Computer	**45**		
10.**Hindi / Regional language	**30**		
11.Library work / Self Study			**50**
12.Co- curricular Activities			**50**
Total hours	**930**	**450**	**100**

SECOND YEAR

Subject	**Theory (in hrs) Class and lab**	**Practical (in hrs) practical**	**(In hrs)**

1.Sociology	60		
2.Pharmacology	45		
2.Pathology	30		
3.Genetics	15		
4.Medical Surgical Nursing (Adult including geriatrics)-	210	720	
5.Community Health Nursing	90	135	
6.Communication and Educational Technology	60+30		
7.Library work / Self Study			50
8.Co- curricular Activities			35
Total hours	540	855	85
Total hours = 1480 hrs			

THIRD YEAR

Subject	**Theory (in hrs) Class and lab**	**Practical (in hrs) practical**	**(In hrs)**

1.Medical -Surgical Nursing (Adult)	120	270	
2.Child Health Nursing	90	270	
3.Mental Health Nursing	90	270	
4.Midwifery and Obstetrical Nursing	90	180	
5.Library work / Self Study			50
6. Co- curricular Activities			50
Total hours	390	990	100
Total hours = 1480 hrs			

FOURTH YEAR

Subject	**Theory (in hrs) Class and lab**	**Practical (in hrs) practical**	**(In hrs)**
1. Midwifery and	-	180	

Obstetrical Nursing			
2. Community Health Nursing -II	90	135	
3. Nursing Research & Statistics	60+30	-	
4. Management of Nursing Services	225	-	
Total hours	225	315	
Total hours = 540 hrs			

INTERNSHIP (INTEGRATED PRACTICE)

Subject	**Theory**	**Practical (in hrs)**	**(In week)**
1. Midwifery and Obstetrical Nursing	--	240	5
2. Community Health Nursing -II	--	195	4
3. Medical Surgical Nursing (Adult and430 Geriatric)	--	430	9
4. Child Health Nursing	--	145	3
5. Mental Health Nursing	--	95	2
6. Research Project	--	45	1
Total Hours	--	1150	
Total hours = 1690 hrs			

Note:

1. Internship means 8 hours of integrated clinical duties in which 2 weeks of evening and night shift duties are included.

2. Internship should be carried out as 8 hours per day @ 48 hours per week. Students during internship will be supervised by nursing teacher

MALWANCHAL UNIVERSITY, INDORE

Established under Madhya Pradesh Niji Vishwavidyalay Adhiniyam No. 17 of 2007

Ordinance No. 26

There years doctor of philosophy (Ph.D)

Degree program

1. Course and faculty

1.1. The degree of doctors of philosophy (Ph.D) may be granted in any discipline, belonging to any faculty of the malwanchal university in which postgraduate studies and / are research each available at the University.

1.2. These programmes are offered by concerned faculty on the recommendation of the boars of studies and approval of the academic council .

1.3. The ordinance shall be applicable to all the university teaching department / institute / school of the university.

2. Duration

2.1 Doctor of Philosophy shall be a full time Degree Programme. The duration of the course shall be of three years and a maximum of Six Years. After that his / her admission along with registration shall be cancelled. Any modification made by the regulatory authority at any time shall be applicable under this program, if authority of the University approves it.

2.2 Extension beyond the above limits will be governed by the relevant clauses as stipulated in the Statute / Ordinance of the University

2.3 The women candidates and Persons with Disability (More than 40% disability) may be allowed a relaxation of one year in the maximum duration. In addition, the women candidates shall be provided Maternity leave once in the entire duration of the program for up to 240 days.

2.4 The candidate registered for Ph.D. Programme shall not be permitted to join any other programme / course of this or any other University.

3. Intake

3.1 The intake for this course shall be decided by the University from time to time, subject to t approval of Regulatory Authority, if any.

4. Fees: As per approval of Regulatory Body

5. Eligibility

5.1 A Candidate for the degree of Doctor of Philosophy must, at the time of application, hold Master's degree with at least 55% marks or an equivalent grade from a recognized University / Deemed University or any other University incorporated by

5.2 The Candidates will have to appear in Combined Entrance Test (CET) conducted by Malwanchal University as per rules. Details of the CET will be uploaded on University website.

5.3 University may decide separate terms and conditions for those scholars who qualify UGC/CSIR (JRF) Examination ISLET / GATE / Teacher Fellowship holder or have passed M.Phil. programme for CET for Ph.D. Programme.

5.4 It shall be followed by an interview to be organized by the University as the case may be.

5.5 At the time of interview, research scholars are expected to discuss their research interest / area.

5.6 Maximum number of research scholars that can be registered and allowed to pursue research work under a supervisor as per UGC norms.

5.7 Provided that the candidate registered with the Co-Supervisor shall not be counted for the number of candidate under a supervisor.

6. Procedure for Admission

6.1 A Candidate must apply for registration for Ph.D. degree of his subject on the prescribed, form obtainable on payment of prescribed fee, stating.

6.1.1 His qualification and experience.

6.1.2 Subject in which he proposes to work.

6.1.3 The field or topic of research work.

6.1.4 Name of the supervisor (along with that of Co-Supervisors, if any) under whom he wishes to carry on investigations. along with the consent of the

6.2 The application must also be accompanied with:

6.2.1 Registration fee as prescribed by the University

6.2.2 A certificate from the head of the University Teaching Department, testifying that adequate facilities exist and stating that the head of the University Teaching Department / School of Study will, in case the candidate is permitted, allow the candidate to work in his / her department or institute.

6.2.3 Attested copies of the mark sheet / grade sheet of Master's Degree examination should be enclosed with the application. Application for registration may be submitted any time during the academic year.

6.2.4 A certificate from the Head of the Institute where he/she wishes to pursue his/her research work, that he/she has paid the following first installment fees, be enclosed;

6.2.4.1 Tuition fee as decided by the University subject to the approval of Regulating Body.

6.2.5 After payment of fees along with the form of application the candidate will be provisionally admitted.

6.3 Provided the application is found in order after being scrutinized by the dean of faculty.

7. Selection Process

7.1 Candidates will be selected through an Entrance Test followed by an interview. The entrance test will be used to shortlist the candidates to be interviewed, as per the available seats.

7.2 The interview of the short listed candidates will be held immediately after the entrance test as per announced programme.

8. Entrance Test Details for Ph.D. Programmes

8.1 Duration: Two hours.

8.2 Pattern: The test paper will contain objective and subjective questions.

The question paper consists of two parts.

Part- I	Languages	20 Marks
Part – II	Subjective Questions	60 Marks

8.3 Medium : Medium of academic programs shall be Hindi / English.

9. Course Work

9.1 After having been admitted each Ph.D. Student shall be required to undertake course work for one semester in the concerned department.

9.2 The course work shall be treated as pre Ph.D. preparation and must include a course on research methodology which should include quantitative method, Computer Applications and reviewing of the literature in the relevant field.

9.3 The HOD of the respective department shall prepare the time table of the course work, teaching, continuous evaluation and the internal assessment and shall conduct the same.

9.4 The semester end examination of the course work shall be conducted by the University.

The passing standard in the course work shall be 50%.

9.5 After completion of the course work by the student, the department shall issue a certificate indicating that the student has completed the course work and he/she is qualified for research and writing the thesis

10. Registration & RDC

10.1 After three months of his application and/ or on completion of course work of one semester duration, the candidate shall be eligible to submit a synopsis of his proposed research work along with the title of thesis (in seven copies) duly forwarded by the supervisor and Head of the Institution where the candidate will be pursuing his research work. He shall be required to make an oral presentation of the proposed work before the Research Degree Committee consisting of the following members

10.1.1 Vice Chancellor or his/her nominee.

10.1.2 Dean of the Faculty

10.1.3 Head of the University Teaching Department / Chairman, Board of Studies in the respective subject.

10.1.4 Two external subject experts of the rank of the University professor / Associate

Professor / Reader to be appointed by the Vice Chancellor on the recommendation of Chairman respective Board of Studies,

10.1.5 Three members including at least one external expert shall form the quorum of the Committee.

10.1.6 On the request of the supervisor, the Vice Chancellor may permit him to be present as observer during the oral presentation of his candidate.

10.2 The meeting of the Research Degree Committee will be held in the University Office ordinarily twice a Year. The committee shall recommend the eligibility of the person for the appointment as Supervisor / Co-Supervisor. The committee shall also prepare a list of approved Supervisors / Co-supervisors along with their specializations as per provisions of the ordinance. This list shall be available with the Registrar.

10.3 The Committee shall recommend suitability of the topic of research and the registration of the candidate for the Ph.D. Degree. On approval by the RDC the candidate shall be registered and enrolled as a student from the date the Head of the Department/School of Studies / Institute forwarded the application or the date on which the candidate deposits the registration fee, whichever is earlier. He will also be required to pay regular tuition, library and laboratory fees (six monthly) during research tenure.

10.4 A candidate shall ordinarily be permitted to work for Ph.D. degree in the subject which he has the Master's degree, provided that research work leading to Ph.D. degree may be allowed in allied subjects of interdisciplinary nature.

10.5 The candidate shall pursue his / her research at the approved place of research under the Supervisor / Co-Supervisors on the approved subject. The candidate shall be permitted to submit his / her thesis not earlier than 24 months and not later than four calendar years from the date of registration. In case a candidate does not submit his/her thesis within four calendar years, from the date of registration an does not apply for extension. On time, his/her registration shall stand automatically

cancelled. Provided that the period for submission of thesis can be extended by one year by the Vice Chancellor, if he / she applies for extension within a month after the expiry of registration period together with the prescribed fee. In case the candidate does not submit his / her thesis within the extended period, his / her registration shall stand automatically cancelled.

10.6 Provided also that Vice Chancellor may permit a candidate to get registered on the same topic on payment of the prescribed registration fee. The minimum period of 24 months and attendance shall apply to such registered candidate.

10.7 The candidate possessing M.Phil. degree or a teacher with 2 years teaching experience at the time of registration can submit his / her thesis after 18 months instead of 24 months as provided in clause 9(D) of the Ordinance.

10.8 The candidate shall put in at least 200 days attendance including actual attendance he /she will earn during the course work in the institution concerned or with the Supervisor.

11. Eligibility for Guide

11.1 The person recommended as Supervisor / Co-Supervisor to guide the Research Scholar must be:

11.1.1 A professor in a University Teaching Department / School of Studies.

OR

A Reader / Associate Professor in a University Teaching Department/ School of Studies or a Research Centre possessing either Doctorate degree or has published five research papers in standard Research journals.

OR

A Lecturer / Assistant Professor of a University Teaching Department/ School of studies / Research centre who has obtained a Doctorate degree in the subject and has published at least five Research papers in standard Research journals

and has at least five year teaching experience after Ph.D.

Or

Scientist / Director working in a research institute / organization / establishment / laboratory, identified by the University as a Research Centre by signing an MOU of the effect, who has obtained a doctorate degree and published 5 research papers on concerned subject in standard research journals and has 5 years post-doctoral experience.

11.2 The person recommended as co-supervisor to guide Research Scholar together with supervisor must be a Teacher / Scientist / Director of any Institute / Research establishment who has obtained a Doctorate degree and has 5 year Post-Doctoral research experience.

12. Research Centre

12.1 A candidate may pursue his research work for Ph.D. degree in a research centre recognized by the University for this purpose. This may include:

12.1.1 University Teaching Departments in the subject concerned

12.1.2 Research institute of national/international repute in respective fields, with exceptional research facilities.

12.1.3 Industry of international repute, actively involved in research and development activities in the subject and having sufficient R & D infrastructure for conducting research, which must be Government of India approved R & D centre.

12.1.4 A candidate permitted to work in such Industry stated in pre Para, shall be required to take at least one co-supervisor from that organization / industry.

Such Co-supervisor should be Scientist / Director of the R & D centre not below the rank of Associate Professor of the University.

12.1.5 A candidate permitted to work in such Research Establishment, stated in Jre

Para, shall also be required to take at least one co-supervisor from that industry. Such Co.-Supervisor should be Scientist / Director of the R&D centre not below the rank of Associate Professor of the University.

12.2 Candidates will be permitted to pursue research work in any of the above centre outside of the University only after such centre has entered into an MOU for research work.

12.3 All new Research Centers and new supervisors (Guide / Co-Guide) have to be approved

by the Academic Council on the recommendations of concerned RDC / Faculty / Board of Studies.

13. Change of Supervisor

13.1 The candidate may be allowed to change the Supervisor by the Vice Chancellor on the recommendation of the committee constituted by the Vice Chancellor for this purpose under special circumstances.

14. Submission of Thesis

14.1 The University shall obtain every six months a record of attendance, receipt of fees paid and a progress report of the work of the Research scholar from his / her Supervisor. If the progress of work is not found satisfactory in two successive or no reports are received for a period of one year and the reports candidate fails to deposit fees, the Vice Chancellor may remove the name of the scholar from the list of those

registered for the Ph.D. degree.

14.1.1 Prior to submission of the thesis, the student shall make a pre Ph.D, presentation in the Department that may be open to all faculty members and research students, for getting feedback and comments, which may be suitably incorporated into the draft thesis under the advice of the supervisor.

14.1.2 The candidates shall publish at least one research paper in referred Journal before the submission of the thesis for adjudication, and produce evidence for the same in the form of acceptance letter or the reprint.

14.1.3 The candidate shall submit five copies of the summary of the thesis together with a list of research papers published/communicated for publication, if any, through his Supervisor to the Registrar about three months prior to the anticipated date of submission of thesis.

14.1.4 The supervisor shall submit a panel of at least six names of examiners actively engaged in the concerned area of research not below the rank of Reader or Professor in a sealed cover to the Registrar. Provided that the panel of examiners shall be obtained from the Chairman, Board of Studies of the subject concerned, in case the candidate is related to the supervisor.

14.1.5 On the receipt of the panel of examiners from the Supervisor and summary from the candidate, the Registrar shall call a meeting of Examination Committee of the subject. The Committee considering the panel submitted by the Supervisor/Chairman, Board of Studies of the subject concerned will prepare a panel of six names to act as examiners.

14.1.6 The candidate shall supply three type written/photocopies, hard bound, with 3 CDs of his thesis along with the following:

14.1.6.1 Published / Communicated Papers(s).

14.1.6.2 The thesis must be accompanied by a declaration from the candidate that thesis embodies his own work and he/she has worked under the Supervisor at the approved place of work for the required period as per provisions of the ordinance.

14.1.6.3 The certificate from the supervisor together with Co-Supervisor, if any, that the thesis fulfills the requirements of the ordinance relating to the Ph.D. Degree of the University.

14.1.6.4 The candidate shall also remit with the thesis prescribed fee as the Examination Fee.

15. Examination Rules

15.1 On receipt of the thesis along with the certificates and fee it shall be sent to two examiners appointed by the Vice Chancellor and already consented as per ordinance.

15.2 The thesis to be accepted for the award of the Ph.D. degree must comply with the following conditions:

15.2.1 It must be a piece of research work characterized either by the discovery of the facts or by a fresh approach towards the interpretation of the facts. In either case it should evince the candidate's capacity for critical examination and sound judgment.

15.2.2 It must be satisfactory in point to language and presentation of the subject matter.

15.2.3 The examiners shall categorically recommend in the prescribed Proforma acceptance, revision or rejection of the thesis together with detailed comments. The examiner must also give a list of the questions he wishes to be asked at the Viva Voce Examination.

15.2.4 If the examiners recommend that the candidate be asked to improve his thesis, the Vice Chancellor shall permit the candidate to resubmit his thesis not earlier than six months and not later than eighteen months, the period being counted from the date of the issue of order to the candidate. The candidate shall be provided examiner(s)'reports without disclosing the names.

In case the candidate is allowed to resubmit the thesis he / she will have to pay

the prescribed fee afresh at the time of resubmission, but it shall not be necessary for him to reproduce any certificate of further attendance at the institute at which he / she carried out the work.

15.2.5 The resubmitted three copies of the thesis must clearly mention that it is a revised version.

15.2.6 The thesis shall be got examined as far as possible by the examiners who finally recommended for the revision.

15.2.7 In case both the examiners of revised thesis accept the thesis for the award then

the candidate shall be awarded the Ph.D. Degree on successful viva-voce examination as per provisions of the Ordinance.

15.3 The Vice Chancellor can recall the thesis from any examiner who fails to send the report within three months of the date of dispatch of the thesis and may appoint another examiner

15.4 In case both the examiners reject the thesis or one of them rejects the thesis and, the other recommends a revision of the thesis then the thesis shall be rejected.

15.5 If both the examiners recommend for the revision of the thesis, the candidate shall be called upon to revise the thesis in the light of the observations of the examiners.

15.6 If one examiner approves the thesis and the other rejects it or recommends for revision of the thesis then the thesis shall be sent to the third examiner drawn from the panel of examiners approved by the Vice Chancellor.

15.7 In case both the original examiners accept the thesis for the award of the Ph.D. degree or in the event of it being referred to the third examiner, and the third examiner accepts the thesis for the award of the Ph.D. degree, then the candidate shall be called upon to appear at the viva-voce examination before a board of examiners comprising the supervisor, co-supervisor (if any) and one of the two examiners (approved) by the Vice Chancellor who have accepted the thesis for the award of the Ph.D. Degree. Provided that the Vice Chancellor shall appoint Head of Department / School of Studies or Chairman, Board of Studies of the subject concerned to act as Viva-Voce Examiner, in place of the supervisor in case the candidate is related to the supervisor.

15.8 The Supervisor / Head, University Teaching Department / School of studies, as the case may be, shall be communicated the name of the external examiner appointed by the Vice Chancellor to conduct the viva-voce examination. The date fixed in consultation with the external examiner for the Viva-Voce shall be informed to the candidate and to the Registrar.

15.9 Provided that in special circumstances the Vice Chancellor may appoint alternate viva-voce examiner, it' both the examiners are not in a position to conduct the Viva- Voce examination.

15.10 The open Viva Voce examination shall be conducted at the University Teaching Department / School of Studies in the Subject or at any place fixed by the University for the purpose. The date, time and place or viva-voce examination shall he notified by the Registrar on the University Notice Board at least a week in advance. At the time

of viva-voce examination the board of examiners shall be provided the reports of the examiners which shall be returned along with report of viva-voce examination to the Registrar.

15.11 The candidate shall present the work embodied jn the thesis to the board of examiners, members of faculty, research scholars and other interested persons. After the presentation of the research work the Board shall ask questions together with those questions which have been given along with examiners reports. Others in the audience may also ask questions and the candidate shall reply only those questions which are permitted by the external examiner.

15.12 In case the recommendation of the open Viva-Voce examiners differ from that of the thesis examiner or there is difference of opinion between the viva-voce examiners, the candidate shall reappear at a second viva-voce examination within sixmonths. If the candidate fails to satisfy the viva-voce examiners a second time, his / her thesis shall be finally rejected. Such candidates would be required to pay an additional fee as prescribed by the University for the second Viva.voce. The external examiner for second Viva-Voce shall be appointed by the Vice Chancellor.

15. 13 The thesis shall be published only with permission of the University and such publication shall state on the title· page itself that this was a thesis approved for the award of the Ph.D. Degree of the University.

15.14 After the Viva-Voce, the recommendation of the examiner shall be reported to the Academic Council / BOM for the award of Ph. D. Degree to the candidate. One copy of the thesis will be kept in the University Library and another copy will be kept in the Departmental Library of the Institute where the research work was carried out, and One copy along with CD will be sent to UGC within a period of thirty days, for hosting the same in INFLIBNET, accessible to all Institutions / Universities.

15.15 After the declaration of the result the successful candidates may be provided the copies of reports of examiners who recommended for the award of the degree on payment of prescribed fee. The reports will not disclose the identity of the examiners..

15.16 Along with the Degree, the University shall issue a Provisional Certificate certifying to; the effect that the Degree has been awarded in accordance with the provisions to Ph.D. Regulations of the UGC

15.17 On detection of any irregularity, the University may take suitable steps to withdraw the degree.

16. General

16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not in consistent with the provisions of this ordinance.

16.2 In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice Chancellor shall be competent to change the System/Pattern of the examination.

16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Bhopal.

16.4 The provisions of this ordinance shall change as per directive of regulatory authority (UGC).

Established under Madhya Pradesh Niji Vishwavidyalay Adhiniyam No.17 of 2007

Ordinance No. 27

DIPLOMA IN PARAMEDICAL COURSES

2 YEAR COURSE

1.0 AIMS AND OBJECTIVES

I.I AIMS

1.1.1. To provide skilled professionals who will be able to work in a variety of laboratory settings.

1.1.2 To provide students with an overview of various medical laboratory procedures.

1.2 OBJECTIVES

1.2.1 To impart adequate theoretical and practical knowledge in basic Medical Laboratory Sciences.

1.2.2 To perform routine and special laboratory investigations.

2.0 COURSE STRUCTURE

2.1 The Diploma in Medical Laboratory Technology of 2 years (Two academic years) course here in after called 2 year diploma course shall be designated as Diploma in Medical Laboratory Technology, in short DMLT.

2.2 Duration of the course: Diploma in Medical Laboratory Technology is a two year regular diploma course, named below:

1. DMLT- I year
2. DMLT - II year

2.3 Each academic year shall consist of 240 teaching days.

b. There shall he 2 university examination in a year Main examination in May/June and Supplementary Examination (II examination) October / November. The succeeding examination shall be held within 6 months.

5.5 Appointment of the Examiners Quotation Paper Setters.

The appointment of examiner for university examination shall be based on following criteria;

5.5.1 For Theory paper setting and valuation one examiner shall be' required, who may he an Internal or External, minimum an Assistant Professor with 3 year teaching experience in the concerned subject.

5.5.2 For the Practical examinations then shall be two examiners for each subject, one External Examiner and one Internal Examiner, with minimum qualification and experience of un Assistant Professor with 3 year teaching experience in the concern subject.

5.5.3 The External Examiner shall be the subject expert from outside the University having Master's/ Post Graduate qualification in the concern subject with minimum 3 year teaching experience.

5.5.4 The faculty of the Subject/ Head of the department minimum 3 years of teaching experience shall be the Internal-Cum-Convener examiner for the examination.

5.6 Criteria for Passing In each subject/head (Theory and Practical);

5.6.1 In all the University examinations, the candidates shall have to obtain 50% marks separately in Theory plus Internal assessment plus Viva voce and Practical examination.

5.6.2 Each Theory paper and Practical will be treated as seperate subject/ head for the passing.

5.6.3 The student shall carry over one subject from one year to the following year and must pass in the fail subject before appearing in the next year examination. The Student shall carry one subject from first year to second year and must pass in the fail subjects before appearing the next year examination.

5.7 Division and Merit List

5.7.1 The Division shall be awarded after Annual University Exumillalion in each academic year and shall be based on the aggregate marks obtained by the candidates at his/ her successful attempt in Annual University Examination.

There shall be Divisions as follows:

Distinction: 75% and above of grand total marks in First attempt.
First Division: >60% and <75% of grand total marks in First attempt
Second Division: >50% and <60% of grand total marks in First attempt

Distinction in individual subject: >75% marks in individual subject shall be indicated exclusively in the mark sheet provided First attempt.

5.7.2 The merit shall be declared by the University after the final year University examination, on the basis of the aggregate marks of all academic years in University examination. The merit list shall include the first ten candidates securing at least First Division and passing all the appeared subjects in annual examination in first attempt.

5.8 Three Months Compulsory Rotatary Clinical Training

For DMLT II year students, Three months Compulsory Rotatary Clinical Training shall be compulsory as a part of partial completion of the course. The training shall be undertaken in any of medical laboratory attached with minimum 100 bedded hospital,

For this exercise the students may require to spend Three months in rotation with at-least Four following lab:

a. Clinical Biochemistry lab

b. Clinical Microbiology Lab

c. Pathology and/ or Haematology Lab

d. Blood Banking

The Laboratory training should cover the following terms:

a. The recognized laboratory shall require experts with BMLT qualification, for the guidance of the students. Student: Technician ratio will he 1:5.

b. Student seeking training outside the campus must obtain a NOC from the HOD prior to the program.

c. Minimum 100 hrs is mandatory for each of the above mention Laboratories.

d. Student should obtain training completion certificate with the duration from the concerned Hospital/ Laboratory. Same should be submitted to the pln·llt institute for qualifying II year University Examination.

e. Any absenteeism, misconduct, poor performance etc may require the extension of the program on the recommendation of the HOD.

6.0 REVALUATION / RE-TOTALING

6.1 Student may apply for Re-evaluation and/or Re-totaling of the answer sheet of the uppcnrcd subjects, post result for any doubt in the marks obtained on the following criteria:

6.1.1 Student may go for all the appeared subjects of that session for Re-evaluation as well as Re totaling simultaneously, within stipulated time, as prescribed by the University.

7.1 The admission of a

7.0 **CANCELLATION OF ADMISSION**

7.1 Student at any stage of study shall be cancelled by the Vice Chancellor based on recommendation of Head of the Institution, if:

7.1.1 He/She is not found qualified as per MP Paramedical Council norms and guidelines or the eligibility criteria prescribed by the University.

1.1.2 He/ she is found to have produced false/ forged documents or found to have used unfair means to secure admission.

7.1.3 He/She is found involved in serious breach of discipline in the institution or in the University campus.

8.0 The Reservation to SC/ST/Other category candidates shall be applicable as per the norm of the State Government of Madhya Pradesh.

Established under Madhya Pradesh Niji Vishwavidyalay Adhiniyam No.17 of 2007

Ordinance No. 28

DIPLOMA IN PHARMACY

1. **AIMS** :- Pharmacy plays an important role in health care. if there is any disease ,the cure is medicine .It is the pharmacy which prepares medicines and man is cured. Without preparation of medicine illness cannot be wellness. Pharmacy is the main branch ,the knowledge of which is essential for those who are related to health care.

2. **NAME OF STATUTORY /REGULATORY BODY:-** as per rule E.R. 91 of Pharmacy Council of India, New Delhi.

3. **DURATION OF THE COURSE:** Two Year with each academic year spread over a period of not fewer than one hundred and eighty working days in addition to 500 hours practical training spread over period . of not fewer than 3 months.: The duration of the course shall be for two academic years.

4. **ELIGIBILITY FOR ADMISSION:** No Candidate shall be admitted to Diploma in Pharmacy unless he/she sed examination of 10+2 in Science (PCB/P biotechnology) With Minimum 45% marks for unreserved Category,40% Marks for SC/ST Category students.

5. ADMISSION OF CANDIDATES :-
The Diploma in Pharmacy Part -1 shall be made in order of merit on previous qualifying exam or by 'Pre-Pharmacy Test' conducted in accordance with, scheme of Examinations and syllabus laid down by the University.

6. CANCELLATION OF ADMISSION:-
In case of Producing false documents and non payment of the fees, the admission will be cancelled .

7.0 FEES :-As per rule E.R.91 of Pharmacy council of India.

8.0 ATTENDANCE
To be eligible to appear in the examination candidates most have 80 %.

9.0 DIVISION = The result will be decided & follow

1. Pass/Qualifying mark 50 %
2. II nd Division 50 %- 59.9 %
3. Ist Division 60% -74.9%
4. Distinction :75 % and above of grand total marks in first attempt.

As per PCI Regulations act of Pharmacy.

10.0 MODE OF EXAMINATIONS: Each theory and practical examination in the subject mentioned shall be of three hours duration.

(A) Candidate who fails in theory or practical examination shall reappear in such theory or practical paper(s) as the case may be. Practical examination shall also consist of viva voce oral examinations.

(B) Award of sessional marks and maintenance of records. A regular record of both theory and practical class work and examinations conducted in an institution imparting training for Diploma in Pharmacy Part-I and Diploma in Pharmacy Part-II courses, shall be maintained for each student by institution and 20 marks for each theory and 20 marks for each practical subject shall be allotted as sessional.

There shall be at least three periodic sessional examinations during each academic year. The highest aggregate of any two performances shall form the basis of calculating sessional marks.

The sessional marks in practical shall be allotted on the following basis:

Actual performance in the sessional examination. 10

Day to day assessment in the practical class work. 10

(C) Minimum marks for passing the examination: A student shall not be declared to have passed Diploma in Pharmacy examination unless he/she secures at least 40% marks in each of the subjects separately in theory examinations, including sessional marks and at least 40% marks in each of the practical examinations including sessional marks. The candidates securing 60% marks or above in aggregate in all subjects in a single attempt at the Diploma, in Pharmacy (part-I) or Diploma in Pharmacy (part-II) examinations shall be declared to have passed in first class the Diploma in Pharmacy (part-I) of Diploma in Pha examinations, as the case may be. Candidates securing 75% marks or above in any subject or subjects provided he/she passes in all the subjects in single attempt, will be given distinction in that subjects(s).

(D) Eligibility for Promotion to Diploma in Pharmacy (Pt. II): All candidates who have appeared for all the subjects and passed the Diploma in pharmacy part- I class. However failure in more than two subjects (each Theory paper or practical examination shall be considered as a subject) shall debar him/her from promotion to the Diploma in Pharmacy Part-II class. Such candidates shall be examined in the failing subjects only at subsequent A candidate who fails to pass D Pharmacy Part -,I exam,

in four attempts shall not be allowed to continue the course .Improvement of sessional marks: Candidates who wish to improve sessional marks can do so by appearing in two additional sessional examinations during the next academic year. The average score of the two examinations shall be the basis for improved sessional marks in theory. The sessional of practical's shall be improved by appearing in additional practical examinations. Marks awarded to a candidate for day to day assessment in the practical class, cannot be improved unless he/she attends regular course of study again.

(E) Certificate of passing examination for Diploma in Pharmacy (part-II): Certificate of having passed the examination for the Diploma in pharmacy Part-II shall be granted by the Examining Authority to a successful student

(F) Certificate of Diploma in Pharmacy: A certificate of Diploma in pharmacy shall be granted by the Examining Authority to successful candidate on producing certificate of having passed the Diploma in Pharmacy part-I and Part-II and satisfactory completion of practical training for Diploma in pharmacy (part-III).

(G) The chairman and at least one expert member of examining committee of the Examining Authority Concerned with appointment of examiners and conduct, of pharmacy examination should be persons possessing pharmacy Qualifications.

11.0 COURSE OF STUDY: The course of study shall be as per decision of Board of Management on the recommendation of Board of studies as per norms of Pharmacy Council of India after having app in Part-II examination of Diploma in Pharmacy course

12.0 PRACTICAL TRAINING

To discussed by Board/University or other approved examination Body or any other course accepted as Being equivalent by the Pharmacy Council of India, a candidate shall be eligible to undergo practical training in one or more of the following institutions namely:

Hospitals / Dispensaries run by Central /State Government/Municipal corporations/ central Govt. Health scheme and Employees state Insurance scheme. A pharmacy, chemist and Druggist licensed under the Drugs and cosmetics Rules of State/ Govt. Of India.

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

MADHYA PRADESH NIJI VISHWAVIDYALAY ADHINIYAM NO.17 OF 2007
ORDINANCE NO. 29

BACHELOR OF BUSINESS ADMINISTRATION IN HOSPITAL ADMINISTRATION (BBA-HA)- 03 Year Course.

1. Course & Faculty

1.1 This ordinance shall be applicable to all three years Under Graduate Degree programs except those for which the university has separate ordinances. These courses shall be run on semester systems.

1.1.1 At present the degree covers under this ordinance are Bachelor of Business Administration in Hospital Administration

1.1.2 These programs are offered by the concerned faculty after the recommendation of concerned Board of Studies / Faculty and approval of Academic Council.

1.1.3 More degree programs can be offered under this ordinance on the recommendations of the Board of Studies / Faculty and approval of Academic Council & Board of Management.

1.2 The ordinance shall be applicable to all the University Teaching Departments / Institutes /Schools of this University.

2. Duration

2.1 The duration of these courses of study are of three years (Six Semesters).

2.2 A candidate has to complete the entire course of under graduate degree within a maximum period of six years from the session of first admission.

3. Intake & fees

3.1 The intake for each of these Programs shall be decided by the Board Management of the University from time of time subject to the approval of the regulatory body, if any.

3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. Academic Year

4.1 There will be one academic cycles every year starting from July to June.

5. Eligibility

5.1 Candidates seeking admission to these programs must have passed the Senior Secondary (10 + 2) as specified below from any recognized Board or an equivalent.

5.1.1 Passed (10+2) Exam with Science / Biology subject.

5.1.2 Candidates appearing for their 12th Examination and waiting for their results can apply. They will have to provide proof of passing the Degree, within 30 days of admission.

5.1.3 Eligibility for new Programs under this ordinance shall be defined by the Academic Council of the university.

6. Admission Procedure

Admission Under these programs will be made as follow:

6.1 The University will issue admission Notifications in News Papers, on the University's Website, Notice Board of the University and in other publicity media before the start of every cycle.

6.2 List of candidates provision ally selected for admission / shortlisted based on merit will be displayed on the Notice Board of the University / University's Website / or the students will be informed directly of their admission after the last date of application.

6.3 The Candidates, whose results of the Qualifying Exam are awaited can also apply. Such candidates, however, must produce the previous year Mark sheet/ school / College Certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission granted will be cancelled.

6.4 The application form may be rejected due to any of the following reasons:

6.4.1. The candidate does not fulfill the eligibility conditions.

6.4.2 The prescribed fees are not enclosed.

6.4.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.

6.4.4 Supporting documents for admission are not enclosed.

6.5 Enrolment / Registration Number will be assigned to the student by the University after verification & submission of all the necessary documents / fees.

6.6 Admission rules as framed by the University shall be applicable for all admission from time to time.

7. Course Structure

7.1 The Under Graduate course in semester system shall consist of:

7.1.1 Such course (Papers) as prescribed by the University.

7.1.2 Such job internship. Job work, Practical, In-Plant Training, Projects etc. as may be prescribed by the University.

7.1.3 Such scheme of examination as prescribed, by the university from time to time.

7.2 The course curriculum of each course shall be recommended by the concerned Board of Studies and approved by the Academic Council of the University. The Academic Council of the University on the recommendation of the concerned Board of studies may change number of papers and / or making scheme of the course after the due approval of Vice Chancellor.

7.3 Number of core subjects in a semester will not be less than 3 (three) and will not more than 5 (five), including of foundation course (If any).

7.4 Each subject may have one or two theory papers as decided by the Board of Studies.

8. Medium of Instruction and Examinations

8.1 The medium of Instruction and Examinations shall be either Hindi or English.

9. Examination Scheme

9.1 No candidate shall be allowed to take the term end semester Examination unless one has:

9.1.1 Attended at least 75% of lectures / Practical delivered.

9.1.2 Paid all the fees due.

9.1.3 Obtained 'No Dues' Certificate from the concerned Department / College

9.1.4 Submitted the job internship Certificate / project report, as notified by the University.

9.1.5 Received in plant / practical training as prescribed by the University.

Clause (9.1) above shall not be applicable to the private / Ex Candidates.

9.2 Each student shall have to appear in the Examination of theory / practical and Continuous Comprehensive Examination system (CCE) Internal Assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

9.2.1 50% mark of each paper will be earmarked for internal assessment for each year, there will be at least two midterm examinations.

9.2.2 Main examination will carry 50% marks.

9.2.3 For passing the examination, the candidate that be required to secure at least 'D' Grade in University examination separately in the term-end theory, practical and internal assessment in each of the prescribed paper in the subject and practical's are also to be cleared separately.

9.2.4 There will be an external examiner to evaluate. The project report the minimum passing mark for project work will be 'B' Grade.

10. Promotion to Next Semester & Failed Candidate

10.1 There shall be no supplementary or second examinations in between the semester exam.

10.2 A candidate may provisionally continue his / her studies in higher semester class after the examinations of the semester he / she appeared is over. However, his /her eligibility the examinations of the semester he / she appeared is over. However, his / her eligibility shall be evaluated only after the results of semester are declared at which he / she had appeared.

10.3 Provided further, that if a candidate fails in more than one paper in any semester examination, he / she may be allowed to appear as an ex student in the next examination of the same semester.

10.3.1 A candidate clears all the subjects of 1st semester examination or fails in one or more subjects of the same will be allowed to the admission in the II semester.

10.3.2. A candidate will be admitted in odd semester (3rd , 5th) with maximum two backlog papers (ATKT of two subjects only).

10.3.3 A candidate shall not be admitted in the 4th,5th and 6th semester examination unless he/she may be allowed to appear as an Ex-Student in the next examination of the same semester.

10.3.4 Provided further that if a candidate fails in more than one paper in any semester examination, He / She may be allowed to appear as an Ex-student in the next examination of the same semester.

10.3.5 Provided further that if a candidate fails in more than one paper earlier semester and clears the final semester, his result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semester. In such situation, mark sheet for each semester will be issued separately up to third semester and a composite mark sheet will be issued in the Fourth semester once the candidate clears all the papers.

11. Award of Credits and Grades

One hour of conduct I lecturer (L) Tutorial (T) & two hours of practical (P) Per week shall be equal to one credit as allotted in the respective schemes.

11.1 Each course, along with its weightage in terms of units and equivalent credits, shall be recommended by the concerned Board of Studies and shall be approved by the Academec council. Only approved courses can be offered during any semester.

11.1.1 The distribution of weightage / marks for each component shall be recommended by the respective Board of Studies.

11.1.2 A students shall be continuously evaluated for his / her academic performance in as subject through tutorial work, practical, home assignment, mid-semester tests, field work, seminars, quizzes, and semester examinations and regularity, as proposed and recommended by respective Board of Studies and approved by the academic Council.

11.2 For the award of degree minimum **Cumulative Grade Point Average (CGPA)** required is 5.0 and promotion to higher semester.

11.3 To pass a particular subject of the course the minimum required grade is D. However, the candidate should also separately score minimum of Grade D in end semester examinations of theory and practical parts separately of the Subject. For practical examinations one external examiner from outside the institute shall always be there.

11.4 If a candidate has passed all the subjects of an applicable year but has failed to score a minimum CGPA of 5.0 as per requirements, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of three Theory / Practical Subjects, in the ensuing examination (Theory and Practical of a subject shall be treated as separate subjects.)

11.5 Other than the provision of clause (16.2) above, a candidate shall not be permitted to reappear in that examination, for improvement of Division / Grade or for any other purpose.

11.6 Practical Training, and Project work shall be treated as Practical Subjects

11.6.1 In each semester, there will be normally three mid semester tests. Only in emergent cases number of tests could be reduced to two with approval of the Vice-Chancellor.

11.6.2 The grades awarded to a student shall depend upon his continues evaluation through performance in various examinations, assignments, quizzes, laboratory work, work mid semester test, and semester exam and regularity.

11.6.2 The grades to be used and their numerical equivalents are as under:

Credit Based Grading System

Grade	% Marks range (based on absolute marks system)	Credit Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	31-40	4	Marginal
F	30 & below	0	Fail
I		0	Incomplete
W		0	Withdrawal

11.3.4 The semester Grade point Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:

$$SGPA = \frac{\sum_{i=1}^{n} C_i P_i}{\sum_{i=1}^{n} C_i}$$

Where C_i is the number of credit offered in the i^{th} subject of a Semester for which SGPA is to be Calculated , P is the corresponding grade point earned I the i^{th} subject where I = 1,2,..... n, are the number of subject in that semester.

$$SGPA = \frac{\sum_{i=1}^{n} SGJ\ NCJ}{\sum_{i=1}^{n} NCJ}$$

Where NC_i is the number of total credits offered in the j^{th} semester, SG_j is the SGPA earned in the j_{th} semester, where j = 1,2..... M, are the number of semesters in that course.

11.3.5 The Grade sheet at the end of each even semester examination for students shall also show CGPA till end of that semester. The final examination grade sheet at the end of final semester examination of the course shall also indicate CGPA.

12. Condonation of Deficiency

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks in a each semester.

13. Award of Division

13.1 Division shall be awarded only after the fourth and final semester examination based on integrated performance of the candidate for all the four years as per following details:

CGPA Score	Divisions
7.5≤ CGPA	First Division with Honours
6.5 ≤ CGPA< 7.5	First Division
5.0 ≤ CGPA< 6.5	II Division
CGPA< 5.0	Fail

13.2 The conversion from grade to an equivalent percentage in given academic program shall be according to the following formula applicable. Percentage marks scored = $\frac{CGPA^{Obtained} \times 100}{10}$

14.2 Merit List

14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.

14.2 Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree, on the basis of the integrated performance of all the two year. The merit list shall included the first ten candidates securing at least first division and passing all semester in single attempt.

15. Examination Centers

15.1 University examination centers will be notified by the University.

16. General

16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the programs shall be governed by the provisions of the relevant ordinance of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

16.2 In case of any dispute / ambiguity, the ruling o f the Vice-Chancellor shall be final However. On the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the system / pattern of the examination.

16.3 In case of any dispute, the matter shall be decided under the jurisdiction of District Court, Bhopal.

16.4 The provisions of this ordinance shall change as per the directive of regulatory authority.

MADHYA PRADESH NIJI VISHWAVIDYALAY ADHINIYAM NO.17 OF 2007

ORDINANCE NO. 30

MASTER OF BUSINESS ADMINISTRATION IN HOSPITAL ADMINISTRATION (MBA-HA)- 02 Year Course.

1. Course & Faculty

1.1 This ordinance shall be applicable to all two year (Four semester) post graduate Degree programs except those for which the university has separate ordinances. These courses shall be run on semester systems.

1.1.1 At present the programs covered under this ordinance are Master of Business Administration (M.B.A.) in Hospital Administartion.

1.1.2 These programs are offered by the concerned faculty after the recommendation of concerned Board of Studies / Faculty and approval of Academic Council.

1.1.3 More degree programs can be offered under this ordinance on the recommendations of the Board of Studies / Faculty and approval of Academic Council & Board of Management.

1.2 The ordinance shall be applicable to all the University Teaching Departments / Institutes /Schools of this University.

2. Duration

2.1 The duration of these courses of study are of two years (Four Semesters).

2.2 A candidate has to complete the entire course of post graduate degree within a maximum period of four years from the session of first admission.

3. Intake & fees

3.1 The intake for each of these Programs shall be decided by the Board Management of the University from time of time subject to the approval of the regulatory body, if any.

3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. Academic Year

4.1 There will be one academic cycles every year starting from July to June.

5. Eligibility

5.1 Candidates seeking admission to these programs must have passed the graduation course as specified below from any recognized University or an equivalent body.

5.1.1 BBA-HA Bachelor Degree (Hons. /Pass) from any recognized University in any discipline.

5.1.2 Eligibility for new Programs under this ordinance shall be defined by the Academic Council of the university.

6. Admission Procedure

6.1 The University will issue admission Notifications in News Papers, on the University's Website, Notice Board of the University and in other publicity media before the start of every cycle.

6.2 List of candidates provision ally selected for admission / shortlisted based on merit will be displayed on the Notice Board of the University / University's Website / or the students will be informed directly of their admission after the last date of application.

6.3 The Candidates, whose results of the Qualifying Exam are awaited can also apply. Such candidates, however, must produce the previous year Mark sheet/ school / College Certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission granted will be cancelled.

6.4 The application from may be rejected due to any of the following reasons:

6.4.1. The candidate does not fulfill the eligibility conditions.

6.4.2 The prescribed fees are not enclosed.

6.4.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.

6.4.4 Supporting documents for admission are not enclosed.

6.5 Enrolment / Registration Number will be assigned to the student by the University after verification & submission of all the necessary documents / fees.

6.6 Admission rules as framed by the University shall be applicable for all admission from time to time.

7. Course Structure

7.1 The Post Graduate course in semester system shall consist of:

7.1.1 Such course (Papers) as prescribed by the University.

7.1.2 Such job internship. Job work, Practical, In-Plant Training, Projects etc. as may be prescribed by the University.

7.1.3 Such scheme of examination as prescribed, by the university from time to time.

8. Medium of Instruction and Examinations

8.1 The medium of Instruction and Examinations shall be either Hindi or English.

9. Examination Scheme

9.1 No candidate shall be allowed to take the term end semester Examination unless one has:

9.1.1 Attended at least 75% of lectures / Practical delivered.

9.1.2 Paid all the fees due.

9.1.3 Obtained 'No Dues' Certificate from the concerned Department / College

9.1.4 Submitted the job internship Certificate / project report, as notified by the University.

9.1.5 Received in plant / practical training as prescribed by the University.

Clause (9.1) above shall not be applicable to the private / Ex Candidates.

9.2 Each student shall have to appear in the Examination of theory / practical and Continuous Comprehensive Examination system (CCE) Internal Assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

9.2.1 50% mark of each paper will be earmarked for internal assessment for each year, there will be at least two midterm examinations.

9.2.2 Main examination will carry 50% marks.

9.2.3 For passing the examination, the candidate that be required to secure at least 'D' Grade in University examination separately in the term-end theory, practical and internal assessment in each of the prescribed paper in the subject and practical's are also to be cleared separately.

9.2.4 There will be an external examiner to evaluate. The project report the minimum passing mark for project work will be 'B' Grade.

10. Promotion to Next Semester & Failed Candidate

10.1 There shall be no supplementary or second examinations in between the semester exam.

10.2 A candidate may provisionally continue his / her studies in higher semester class after the examinations of the semester he / she appeared is over. However, his /her eligibility the examinations of the semester he / she appeared is over. However, his / her eligibility shall be evaluated only after the results of semester are declared at which he / she had appeared.

10.3 If a candidate fails in not more than one paper in any one semester examination. He / She will be allowed to keep the term (ATKT) and promoted to the next semester. Candidate shall be eligible to carry the backlog o one paper of each semester examinations but in no case candidate shall be permitted to carry backlog of more than two papers at a time.

10.4 Provided further that if a candidate fails in more than one paper in any semester examination, He / She may be allowed to appear as an Ex-student in the next examination of the same semester.

10.5. Provided further that if a candidate fails in more than one paper earlier semester and clears the final semester, his result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semester. In such situation, mark sheet for each semester will be issued separately up to third semester and a composite mark sheet will be issued in the Fourth semester once the candidate clears all the papers.

11. Award of Credits and Grades

One hour of conduct I lecturer (L) Tutorial (T) & two hours of practical (P) Per week shall be equal to one credit as allotted in the respective schemes.

11.1 A students shall be continuously evaluated for his / her academic performance in as subject through tutorial work, practical, home assignment, mid-semester tests, field work, seminars, quizzes, and semester

examinations and regularity, as proposed and recommended by respective Board of Studies and approved by the academic Council.

11.2 For the award of degree minimum **Cumulative Grade Point Average (CGPA)** required is 5.0 and promotion to higher semester.

11.2.1 To pass a particular subject of the course the minimum required grade is D. However, the candidate should also separately score minimum of Grade D in end semester examinations of theory and practical parts separately of the Subject. For practical examinations one external examiner from outside the institute shall always be there.

11.2.2 If a candidate has passed all the subjects of an applicable year but has failed to score a minimum **CGPA of 5.0** as per requirements, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of three **Theory / Practical Subjects,** in the ensuing examination (Theory and Practical of a subject shall be treated as separate subjects.)

11.2.3 Other than the provision of clause (11.2.2) above, a candidate shall not be permitted to reappear in that examination, for improvement of Division / Grade or for any other purpose.

11.3 Practical Training, and Project work shall be treated as Practical Subjects.

11.3.1 In each semester, there will be normally three mid semester tests. Only in emergent cases number of tests could be reduced to two with approval of the Vice-Chancellor.

11.3.2 The grades awarded to a student shall depend upon his continues evaluation through performance in various examinations, assignments, quizzes, laboratory work, work mid semester test, and semester exam and regularity.

11.3.2 The grades to be used and their numerical equivalents are as under:

Credit Based Grading System

Grade	% Marks range (based on absolute marks system)	Credit Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	31-40	4	Marginal
F	30 & below	0	Fail
I		0	Incomplete
W		0	Withdrawal

11.3.4 The semester Grade point Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:

$$SGPA = \frac{\sum_{i=1}^{n} C_i P_i}{\sum_{i=1}^{n} C_i}$$

Where C_i is the number of credit offered in the i^{th} subject of a Semester for which SGPA is to be Calculated , P is the corresponding grade point earned I the i^{th} subject where I = 1,2,.....n, are the number of subject in that semester.

$$SGPA = \frac{\sum_{i=1}^{n} SGJ\ NCJ}{\sum_{i=1}^{n} NCJ}$$

Where NC_i is the number of total credits offered in the j^{th} semester, SG_j is the SGPA earned in the j_{th} semester, where j = 1,2..... M, are the number of semesters in that course.

12. Condonation of Deficiency

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks in a each semester.

13. Award of Division

13.1 Division shall be awarded only after the fourth and final semester examination based on integrated performance of the candidate for all the four years as per following details:

CGPA Score	Divisions
7.5≤ CGPA	First Division with Honours
6.5 ≤ CGPA< 7.5	First Division
5.0 ≤ CGPA< 6.5	II Division
CGPA< 5.0	Fail

13.2 The conversion from grade to an equivalent percentage in given academic program shall be according to the following formula applicable. Percentage marks scored =

$$\frac{CGPA^{Obtained} \times 100}{10}$$

14.2 Merit List

14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.

14.2 Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree, on the basis of the integrated performance of all the two year. The merit list shall included the first ten candidates securing at least first division and passing all semester in single attempt.

15. Examination Centers

15.1 University examination centers will be notified by the University.

16. General

16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the programs shall be governed by the provisions of the relevant ordinance of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

16.2 In case of any dispute / ambiguity, the ruling o f the Vice-Chancellor shall be final However. On the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the system / pattern of the examination.

16.3 In case of any dispute, the matter shall be decided under the jurisdiction of District Court, Bhopal.

16.4 The provisions of this ordinance shall change as per the directive of regulatory authority.

MADHYA PRADESH NIJI VISHWAVIDYALAY ADHINIYAM NO.17 OF 2007
ORDINANCE NO. 31

BACHELOR OF COMPUTER APLICATION (BCA)

03 Year Course

1. Course & Faculty

1.1 This ordinance shall be applicable to all three years Under Graduate Degree programs except those for which the university has separate ordinances. These courses shall be run on semester systems.

1.1.1 At present the degree covers under this ordinance are Bachelor of Computer Application.

1.1.2 These programs are offered by the concerned faculty recommendation by the Board of Studies and approved by the Academic Council.

1.1.3 More degree programs can be offered under this ordinance on the recommendations of the Board of Studies.

1.2 The ordinance shall be applicable to all the University Teaching Departments / Institutes /Schools of this University.

2. Duration

2.1 The duration of these programs of study shall be of Three Years (Six Semester).

2.2 A candidate has to complete the entire course of under graduate degree within a maximum period of six years from the session of first admission.

3. Intake & fees

3.1 The intake for each of these Programs shall be decided by the Board Management of the University from time of time subject to the approval of the regulatory body, if any.

3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. Academic Year

4.1 There will be one academic cycles every year starting from July to June.

5. Eligibility

5.1 Candidates seeking admission to these programs must have passed the Senior Secondary (10 +2) as specified below from any recognized Board or an equivalent.

5.1.1 BCA: Passed (10+2) exam with mathematics as asubject.

5.1.2 Candidates appearing for their 12th Examination and waiting for their results can apply. They will have to provide proof of passing the Degree, within 30 days of admission.

5.1.3 Eligibility for new Programs under this ordinance shall be defined by the university.

6. Admission Procedure

Admission Under these programs will be made as follow:

6.1 The University will issue admission Notifications in News Papers, on the University's Website, Notice Board of the University and in other publicity media before the start of every cycle.

6.2 List of candidates provision ally selected for admission / shortlisted based on merit will be displayed on the Notice Board of the University / University's Website / or the students will be informed directly of their admission after the last date of application.

6.3 The Candidates, whose results of the Qualifying Exam are awaited can also apply. Such candidates, however, must produce the previous year Mark sheet/ school / College Certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission granted will be cancelled.

6.4 The application form may be rejected due to any of the following reasons:

6.4.1. The candidate does not fulfill the eligibility conditions.

6.4.2 The prescribed fees are not enclosed.

6.4.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.

6.4.4 Supporting documents for admission are not enclosed.

6.5 Enrolment / Registration Number will be assigned to the student by the University after verification & submission of all the necessary documents / fees.

6.6 Admission rules as framed by the University shall be applicable for all admission from time to time.

7. Course Structure

7.1 The under Graduate course in semester system shall consist of:

7.1.1 Such course (Papers) as prescribed by the University.

7.1.2 Such job internship, Lob work, Practical, In-Plant Training, Projects etc. as may be prescribed by the University.

7.1.3 Such scheme of examination as prescribed, by the university from time to time.

7.2 The course curriculum of each course shall be recommended by the concerned Board of Studies and approved by the Academic Council of the University. The Academic Council of the University on the recommendation of the concerned Board of studies may change number of papers and / or making scheme of the course after the due approval of Vice Chancellor.

7.3 Number of core subjects in a semester will not be less than 3 (three) and will not more than 5 (five), including of foundation course (If any).

7.4 Each subject may have one or two theory papers as decided by the Board of Studies.

8. Medium of Instruction and Examinations

8.1 The medium of Instruction and Examinations shall be either Hindi or English.

9. Examination Scheme

9.1 No candidate shall be allowed to take the term end semester Examination unless one has:

9.1.1 Attended at least 75% of lectures / Practical delivered.

9.1.2 Paid all the fees due.

9.1.3 Obtained 'No Dues' Certificate from the concerned Department / College

9.1.4 Submitted the job internship Certificate / project report, as notified by the University.

9.1.5 Received in plant / practical training as prescribed by the University.

Clause (9.1) above shall not be applicable to the private / Ex Candidates.

9.2 Each student shall have to appear in the Examination of theory / practical and Continuous Comprehensive Examination system (CCE)/ Internal Assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

9.2.1 50% mark of each paper will be earmarked for internal assessment for each year, there will be at least two midterm examinations.

9.2.2 Main examination will carry 50% marks.

9.2.3 For passing the examination, the candidate that be required to secure at least 'D' Grade in University examination separately in the term-end theory, practical and internal assessment in each of the prescribed paper in the subject and practical's are also to be cleared separately.

9.2.4 There will be an external examiner to evaluate. The project report the minimum passing mark for project work will be 'B' Grade.

10. Promotion to Next Semester & Failed Candidate

10.1 There shall be no supplementary or second examinations in between the semester exam.

10.2 A candidate may provisionally continue his / her studies in higher semester class after the examinations of the semester he / she appeared is over. However, his /her eligibility the examinations of the semester he / she appeared is over. However, his / her eligibility shall be evaluated only after the results of semester are declared at which he / she had appeared.

10.3 Provided further, that if a candidate fails in more than one paper in any semester examination, he / she may be allowed to appear as an ex student in the next examination of the same semester.

10.3.1 A candidate clears all the subjects of 1st semester examination or fails in one or more subjects of the same will be allowed to the admission in the II semester.

10.3.2. A candidate will be admitted in odd semester (3rd , 5th) with maximum two backlog papers (ATKT of two subjects only).

10.3.3 A candidate shall not be admitted in the 4th,5th and 6th semester examination unless he/she has fully passed/ cleared all the papers in the 1st , 2nd and 3rd semester examination respectively.

10.3.4 Provided further that if a candidate fails in more than one paper in any semester examination, He / She may be allowed to appear as an Ex-student in the next examination of the same semester.

10.3.5 Provided further, that if a candidate fails some papers of earlier semester and clears the final semester, his result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semester. In such situation, mark sheet for each semester will be issued separately up to Fifth semester and a composite mark sheet will be issued in the Sixth semester once the candidate clears all the papers.

11. Award of Credits and Grades

One hour of conduct I lecturer (L) Tutorial (T) & two hours of practical (P) Per week shall be equal to one credit as allotted in the respective schemes.

11.1 Each course, along with its weightage in terms of units and equivalent credits, shall be recommended by the concerned Board of Studies and shall be approved by the Academec council. Only approved courses can be offered during any semester.

11.1.1 The distribution of weightage / marks for each component shall be recommended by the respective Board of Studies.

11.1.2 A students shall be continuously evaluated for his / her academic performance in as subject through tutorial work, practical, home assignment, mid-semester tests, field work, seminars, quizzes, and semester examinations and regularity, as proposed and recommended by respective Board of Studies and approved by the academic Council.

11.2 For the award of degree minimum **Cumulative Grade Point Average (CGPA)** required is 5.0 and promotion to higher semester.

11.3 To pass a particular subject of the course the minimum required grade is D. However, the candidate should also separately score minimum of Grade D in end semester examinations of theory and practical parts separately of the Subject. For practical examinations one external examiner from outside the institute shall always be there.

11.4 If a candidate has passed all the subjects of an applicable year but has failed to score a minimum **CGPA of 5.0** as per requirements, such a candidate shall be permitted to improve requisite grade point by reappearing **in maximum of three Theory / Practical Subjects,** in the ensuing examination (Theory and Practical of a subject shall be treated as separate subjects.)

11.5 Other than the provision of clause (16.2) above, a candidate shall not be permitted to reappear in that examination, for improvement of Division / Grade or for any other purpose.

11.6 Practical Training, and Project work shall be treated as Practical Subjects

11.6.1 In each semester, there will be normally three mid semester tests. Only in emergent cases number of tests could be reduced to two with approval of the Vice-Chancellor.

11.6.2 The grades awarded to a student shall depend upon his continues evaluation through performance in various examinations, assignments, quizzes, laboratory work, work mid semester test, and semester exam and regularity.

11.6.2 The grades to be used and their numerical equivalents are as under:

Credit Based Grading System

Grade	% Marks range (based on absolute marks system)	Credit Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	31-40	4	Marginal
F	30 & below	0	Fail

I		0	Incomplete
W		0	Withdrawal

11.3.4 The semester Grade point Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:

$$SGPA = \frac{\sum_{i=1}^{n} C_i p_i}{\sum_{i=1}^{n} C_i}$$

Where C_i is the number of credit offered in the i^{th} subject of a Semester for which SGPA is to be Calculated , P is the corresponding grade point earned I the i^{th} subject where I = 1,2,..... n, are the number of subject in that semester.

$$SGPA = \frac{\sum_{i=1}^{n} SGJ\ NCJ}{\sum_{i=1}^{n} NCJ}$$

Where NC_i is the number of total credits offered in the j^{th} semester, SG_j is the SGPA earned in the j_{th} semester, where j = 1,2..... M, are the number of semesters in that course.

11.3.5 The Grade sheet at the end of each even semester examination for students shall also show CGPA till end of that semester. The final examination grade sheet at the end of final semester examination of the course shall also indicate CGPA.

12. Condonation of Deficiency

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks in a each semester.

13. Award of Division

13.1 Division shall be awarded only after the fourth and final semester examination based on integrated performance of the candidate for all the four years as per following details:

CGPA Score	Divisions
7.5≤ CGPA	First Division with Honours
6.5 ≤ CGPA< 7.5	First Division
5.0 ≤ CGPA< 6.5	II Division
CGPA< 5.0	Fail

13.2 The conversion from grade to an equivalent percentage in given academic program shall be according to the following formula applicable. Percentage marks scored = $\frac{CGPA^{Obtained} \times 100}{10}$

14.2 Merit List

14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.

14.2 Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree, on the basis of the integrated performance of all the two year. The merit list shall included the first ten candidates securing at least first division and passing all semester in single attempt.

15. Examination Centers

15.1 University examination centers will be notified by the University.

16. General

16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the programs shall be governed by the provisions of the relevant ordinance of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

16.2 In case of any dispute / ambiguity, the ruling o f the Vice-Chancellor shall be final However. On the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the system / pattern of the examination.

16.3 In case of any dispute, the matter shall be decided under the jurisdiction of District Court, Bhopal.

16.4 The provisions of this ordinance shall change as per the directive of regulatory authority.

MADHYA PRADESH NIJI VISHWAVIDYALAY ADHINIYAM NO.17 OF 2007

ORDINANCE NO.32

MASTER OF COMPUTER APLICATION (MCA)

03 Years Course (Six Semesters)

1. Course & Faculty

1.1 This ordinance shall be applicable to all three years Post Graduate Degree programs except those for which the university has separate ordinances. These courses shall be run on semester systems.

1.1.1 At present the degree covers under this ordinance are Bachelor of Computer Application.

1.1.2 These programs are offered by the concerned faculty recommendation by the Board of Studies and approved by the Academic Council.

1.1.3 More degree programs can be offered under this ordinance on the recommendations of the Board of Studies.

1.2 The ordinance shall be applicable to all the University Teaching Departments / Institutes /Schools of this University.

2. Duration

2.1 The duration of these programs of study shall be of Three Years (Six Semester)

2.2 A candidate has to complete the entire course of post graduate degree within a maximum period of five years from the session of first admission.

3. Intake & fees

As per approval of regulatory body

4. Academic Year

4.1 There will be one academic cycles every year starting from July to June.

5. Eligibility

5.1 Candidates seeking admission to these programs must have passed BCA as specified below from any recognized Board or an equivalent.

5.1.2 BCA: Passed

5.1.3 Eligibility for new Programs under this ordinance shall be defined by the university.

6. Admission Procedure

Admission Under these programs will be made as follow:

6.1 The University will issue admission Notifications in News Papers, on the University's Website, Notice Board of the University and in other publicity media before the start of every cycle.

6.2 List of candidates provision ally selected for admission / shortlisted based on merit will be displayed on the Notice Board of the University / University's Website / or the students will be informed directly of their admission after the last date of application.

6.3 The Candidates, whose results of the Qualifying Exam are awaited can also apply. Such candidates, however, must produce the previous year Mark sheet/ school / College Certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission granted will be cancelled.

6.4 The application form may be rejected due to any of the following reasons:

6.4.1. The candidate does not fulfill the eligibility conditions.

6.4.2 The prescribed fees are not enclosed.

6.4.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.

6.4.4 Supporting documents for admission are not enclosed.

6.5 Enrolment / Registration Number will be assigned to the student by the University after verification & submission of all the necessary documents / fees.

6.6 Admission rules as framed by the University shall be applicable for all admission from time to time.

7. Course Structure

7.1 The under Graduate course in semester system shall consist of:

7.1.1 Such course (Papers) as prescribed by the University.

7.1.2 Such job internship, Lob work, Practical, In-Plant Training, Projects etc. as may be prescribed by the University.

7.1.3 Such scheme of examination as prescribed, by the university from time to time.

7.2 The course curriculum of each course shall be recommended by the concerned Board of Studies and approved by the Academic Council of the University. The Academic Council of the University on the recommendation of the concerned Board of studies may change number of papers and / or making scheme of the course after the due approval of Vice Chancellor.

7.3 Number of core subjects in a semester will not be less than 3 (three) and will not more than 5 (five), including of foundation course (If any).

7.4 Each subject may have one or two theory papers as decided by the Board of Studies.

8. Medium of Instruction and Examinations

8.1 The medium of Instruction and Examinations shall be in English.

9. Examination Scheme

9.1 No candidate shall be allowed to take the term end semester Examination unless one has:

9.1.1 Attended at least 75% of lectures / Practical delivered.

9.1.2 Paid all the fees due.

9.1.3 Obtained 'No Dues' Certificate from the concerned Department / College

9.1.4 Submitted the job internship Certificate / project report, as notified by the University.

9.1.5 Received in plant / practical training as prescribed by the University.

Clause (9.1) above shall not be applicable to the private / Ex Candidates.

9.2 Each student shall have to appear in the Examination of theory / practical and Continuous Comprehensive Examination system (CCE)/ Internal Assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

9.2.1 50% mark of each paper will be earmarked for internal assessment for each year, there will be at least two midterm examinations.

9.2.2 Main examination will carry 50% marks.

9.2.3 For passing the examination, the candidate that be required to secure at least 'D' Grade in University examination separately in the term-end theory, practical and internal assessment in each of the prescribed paper in the subject and practical's are also to be cleared separately.

9.2.4 There will be an external examiner to evaluate. The project report the minimum passing mark for project work will be 'B' Grade.

10. Promotion to Next Semester & Failed Candidate

10.1 There shall be no supplementary or second examinations in between the semester exam.

10.2 A candidate may provisionally continue his / her studies in higher semester class after the examinations of the semester he / she appeared is over. However, his /her eligibility the examinations of the semester he / she appeared is over. However, his / her eligibility shall be evaluated only after the results of semester are declared at which he / she had appeared.

10.3 Provided further, that if a candidate fails in more than one paper in any semester examination, he / she may be allowed to appear as an ex student in the next examination of the same semester.

10.3.1 A candidate clears all the subjects of 1st semester examination or fails in one or more subjects of the same will be allowed to the admission in the II semester.

10.3.2. A candidate will be admitted in odd semester (3rd , 5th) with maximum two backlog papers (ATKT of two subjects only).

10.3.3 A candidate shall not be admitted in the 4th,5th and 6th semester examination unless he/she has fully passed/ cleared all the papers in the 1st , 2nd and 3rd semester examination respectively.

10.3.4 Provided further that if a candidate fails in more than one paper in any semester examination, He / She may be allowed to appear as an Ex-student in the next examination of the same semester.

10.3.5 Provided further, that if a candidate fails some papers of earlier semester and clears the final semester, his result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semester. In such situation, mark sheet for each semester will be issued separately up to Fifth semester and a composite mark sheet will be issued in the Sixth semester once the candidate clears all the papers.

11. Award of Credits and Grades

One hour of conduct I lecturer (L) Tutorial (T) & two hours of practical (P) Per week shall be equal to one credit as allotted in the respective schemes.

11.1 Each course, along with its weightage in terms of units and equivalent credits, shall be recommended by the concerned Board of Studies and shall be approved by the Academic council. Only approved courses can be offered during any semester.

11.1.1 The distribution of weightage / marks for each component shall be recommended by the respective Board of Studies.

11.1.2 A students shall be continuously evaluated for his / her academic performance in as subject through tutorial work, practical, home assignment, mid-semester tests, field work, seminars, quizzes, and semester examinations and regularity, as proposed and recommended by respective Board of Studies and approved by the academic Council.

11.2 For the award of degree minimum **Cumulative Grade Point Average (CGPA)** required is 5.0 and promotion to higher semester.

11.3 To pass a particular subject of the course the minimum required grade is D. However, the candidate should also separately score minimum of Grade D in end semester examinations of theory and practical parts separately of the Subject. For practical examinations one external examiner from outside the institute shall always be there.

11.4 If a candidate has passed all the subjects of an applicable year but has failed to score a minimum **CGPA of 5.0** as per requirements, such a candidate shall be permitted to improve requisite grade

point by reappearing in maximum of three Theory / Practical Subjects, in the ensuing examination (Theory and Practical of a subject shall be treated as separate subjects.)

11.5 Other than the provision of clause (16.2) above, a candidate shall not be permitted to reappear in that examination, for improvement of Division / Grade or for any other purpose.

11.6. Practical Training, and Project work shall be treated as Practical Subjects

11.6.1 In each semester, there will be normally three mid semester tests. Only in emergent cases number of tests could be reduced to two with approval of the Vice-Chancellor.

11.6.2 The grades awarded to a student shall depend upon his continues evaluation through performance in various examinations, assignments, quizzes, laboratory work, work mid semester test, and semester exam and regularity.

11.6.2 The grades to be used and their numerical equivalents are as under:

Credit Based Grading System

Grade	% Marks range (based on absolute marks system)	Credit Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	31-40	4	Marginal
F	30 & below	0	Fail
I		0	Incomplete
W		0	Withdrawal

11.3.4 The semester Grade point Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:

$$SGPA = \frac{\sum_{i=1}^{n} c_i p_i}{\sum_{i=1}^{n} c_i}$$

Where C_i is the number of credit offered in the i^{th} subject of a Semester for which SGPA is to be Calculated , P is the corresponding grade point earned I the i^{th} subject where I = 1,2,..... n, are the number of subject in that semester.

$$SGPA = \frac{\sum_{j=1}^{n} SGJ\ NCJ}{\sum_{i=1}^{n} NCJ}$$

Where NC_i is the number of total credits offered in the j^{th} semester, SG_j is the SGPA earned in the j_{th} semester, where j = 1,2..... M, are the number of semesters in that course.

11.3.5 The Grade sheet at the end of each even semester examination for students shall also show CGPA till end of that semester. The final examination grade sheet at the end of final semester examination of the course shall also indicate CGPA.

12. Condonation of Deficiency

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks in a each semester.

13. Award of Division

13.1 Division shall be awarded only after the fourth and final semester examination based on integrated performance of the candidate for all the four years as per following details:

CGPA Score	Divisions
7.5≤ CGPA	First Division with Honors
6.5 ≤ CGPA< 7.5	First Division
5.0 ≤ CGPA< 6.5	II Division
CGPA< 5.0	Fail

13.2 The conversion from grade to an equivalent percentage in given academic program shall be according to the following formula applicable.

$$\text{Percentage marks scored} = \frac{\text{CGPA}^{\text{Obtained}} \times 100}{10}$$

14.2 Merit List

14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.

14.2 Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree, on the basis of the integrated performance of all the two year. The merit list shall included the first ten candidates securing at least first division and passing all semester in single attempt.

15. Examination Centers

15.1 University examination centers will be notified by the University.

16. General

16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the programs shall be governed by the provisions of the relevant ordinance of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

16.2 In case of any dispute / ambiguity, the ruling o f the Vice-Chancellor shall be final However. On the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the system / pattern of the examination.

16.3 In case of any dispute, the matter shall be decided under the jurisdiction of District Court, Bhopal.

16.4 The provisions of this ordinance shall change as per the directive of regulatory authority.

ORDINANCE NO. 33

POST GRADUATE DIPLOMA IN COMPUTER APPLICATION (PGDCA)

SEMESTER SYSTEM

This Ordinance shall be applicable to candidates admitted for Post Graduate Diploma in Computer Application (PGDCA) degree course

1. The' duration of the post graduate diploma in computer application shall be of one academic year comprising of two years semester and a project work and maximum duration of course shall be two years. The examination of the first semester shall ordinarily we held in the month of November / December on suitable dates as fixed by registrar of the university.

2. The candidates, The candidates who have passed the following examination of the University or an examination recognized University shall be eligible for admission to the semester of course:- Minimum 45% Marks (40% for SC/ST/Other category) in B.Sc /B.A/B.Com/ B.E./M.Sc. / M.A. /M.B.A. /M. Com / B. Pharm.

3. (a) A candidate shall be required to fulfill the following conditions for appearing in the first and second semester examinations:-

(i) A good character certificate from the head of the department.

(ii) 75% attendance of the full course of lectures delivered in each at par in practical, seminars, case discussion trip to computer centers etc.

(b) A deficiency in the attendance for the proscribe course (Lectures/ practical seminars/case discussions/visit to computer centers etc.) may be condoned as per provision of Ordinance of the

4. A candidate, who has failed (or absented of exceptional cases) in the first semester examination may be provisionally allowed to attend the second semester course.

5. The Medium of instructions and examination shall be English/Hindi.

6. Every candidate shall be examined according to the scheme of examination of Ordinance of the University. The fees for each course shall be decided by Board of Management of University in consultation with MPPURC. The Number of seats in each course will be as per Statute 28.

7. The practical examination (including oral) shall be conducted by the two examiners i.e. one external to be recommended by the examination committee and one internal tobe nominated by the head of the Department.

8. (a) The subject of the project work/ dissertation shall be approved by the Head of the Department of Computer Science & Applications.

(b) The candidate shall be required to carry out their project viva voce Examination. Examiner will be appointed by the Department of Computer Science & applications or any other department as approved by the head of the department under the supervision of faculty member appointed by the head of the department

(c) The candidate shall be required to submit three copies of the project report / dissertation with the Certification. from the supervisor. That the project work has been completed by the candidate himself/herself and he/ she has attended the department of computer science and application or any other place of work for at least 60 hours ht exceptional cases, the last date for submission of project report will be extended up to two months by the Vice-Chancellor on recommendations of the supervisor and head of the Department of computer science and applications.

(d) The project report /dissertation shall be evaluated by a board constituted by the Vice- Chancellor, which may consist of the follow members:

(i) External examiner at Professor Level

(ii) Head of the dept. of computer science & applications, and

(iii) The suprvisor of the concerned project work.

If the project report / dissertation is disapproved by the internal examiner / Board of examiners, the candidate shall be required to resubmit his/her project report / dissertation within a peiod of three month.

9. No candidate shall be allowed more than two attempt as an ex-student in particular semester. If a candidate does not succeed in this attempt too, he/she will have to leave this course.

10. Result of a candidate who has passed the higher examination but failing in back papers of lower examination will be with held till he clears the lower examination.

11. The standard of passing shall be following:

ht order to pass a PGDCA examination of any semester, a candidate must obtain at least.

1 40% of the maximum marks in each written paper

2 60% of the maximum marks in sessional work

3 50 o/o of maximum marks in practical examination

4 50% of maximum m in aggregation at the end of academic session.

12. The Division will be awarded in First year of PGDCA on the following basis:

75% of the aggregate and above: First division with honors

60% of the aggregate and above: first division

50% of the aggregate and above: Second division

13. Curriculum & related Regulation:-

The Curriculum & related regulation of PGDCA will be as per schemes approved by the Board of Management of the University

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

15. The Reservation to Sc/ ST/ Other category candidates shall be applicable as per the norms of the. State Government of Madhya Pradesh.

Established under Madhya Pradesh Niji Vishwavidyalay Adhiniyam No .17 of 2007

Ordinance No. 34
B.Sc.B.Ed/ BA.B.Ed (Integrated)
(4 Years Degree Course)

This Ordinance shall be applicable to candidates admitted to B.Sc.B.Ed/ BA.B.Ed. (Integrated). The ordinance is subject to change in accordance with the Directives and Regulations issued by the Apex body (NCTE New Delhi), UGC, Department of Higher Education of MP, Central Government, M.P.P.U.R.C and this University from time to time.

1. Preamble

The four year integrated program aims at integrating general studies comprising science (B.Sc.B.E.d.) and social sciences or humanities (B.A.B.Ed.), and professional studies comprising foundations of education. Pedagogy of school subjects, and practicum related to the tasks and functions of a school teacher. It maintains a balance between theory and practice, and coherence and integration among the components of the program representing a wide knowledge base of a secondary school teacher. The program aims at preparing teacher: for Upper, Primary and Secondary stages of education.

2. Duration and working Days

2.1 Duration

a) The B.Sc.Ed & B.A.B.Ed programmes shall be of four academic years or eight semesters including school based experiences and internship in teaching Student teachers shall, however, be permitted to complete the program within a maximum period of six years from the date or admission to the program.

b) There shall be at least 90 days of teaching in every semester. **B.Sc.B.Ed/ BA.B.Ed** is 4 Year Degree courses, spread over six semesters of approximately six months each.

c) A candidate may provisionally continue to attend next higher year/semester, even if the result of qualifying year/semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate cannot claim any right to continue in the higher semester on the basis of his/her provisional admission.

2.2 Working Days

a) There shall be at least two hundred and fifty working days within, days per year.

b) A working day will be of a minimum of 5- 6 hours adding up to a minimum of 36 hours per week. The institution shall ensure the availability of teachers and students for consultation and mentoring-providing group or individual guidance.

c) The minimum attendance of students-teachers shall have to be 80% for all course work and practical, and 90% for school internship.

3. Eligibility criteria

a) **For B.Sc.B.Ed** :- Candidates seeking admission to Physical Science Group must have passed with Physics, Chemistry, and Mathematics (PCM) (Mathematics stands for Mathematics or Statistics) and those seeking admission to Biological Science Group (CBZ) must have passed Physics, Chemistry, and Biology (PCB) (Biology stands for Biology or Biotechnology) at 10+2 level Candidates must have passed 10+2. or any equivalent exam recognized by University/ Board with at least 50% marks in aggregate of qualifying exam (relaxation of 5% marks for SC/ ST/OBC candidates); the qualifying exam should be recognized by the Malwanchal University. The reservation for SC/ST/OBC and other category shall be as per the rules of M.P. State Government .

b) **For B.A. B.Ed :-** Candidates must have passed 10 +2 system or equivalent exam in Science and Commerce streams or in Arts streams with at least 50% marks in aggregate (relaxation of 5% marks for SC/ ST/OBC candidates) Candidate with at least 50% marks in the 10+2 or its equivalent are eligible for admission. The reservation for SC/ST/OBC and other category shall be as per the rules of M.P. State Government.

c) Candidates expelled from any other college or dismissed from Government Service on disciplinary grounds and those who are known to have been involved in acts of crime and of gross indiscipline or misbehavior will not be eligible for admission.

d) As stipulated by UGC & University, Number of seats may be changed by University/ UGC from time to time. Decision in regards to total number of seats for all the departments would be reserved with Vice Chancellor of Malwanchal University.

e) Admission shall be granted to the candidates on their own risk and responsibility on the basis of details furnished by them. If any time it is noticed that admission has been obtained by any candidate by giving incorrect, false information, concealing information or by oversight, the admission granted shall be cancelled and the candidate shall be asked to leave the department forth with after testing the accounts.

4. Selection Procedure

The admission to the course conducted by UTD shall be through written/oral entrance examination or as prescribed/decided by the university from time to time.

5. Reservation

Reservation to SC/ST/OBC and others shall be as per M.P government reservation policy.

6. Fee Structure: As per approval of Fee Regulatory Body

7. Teaching Schedule and pattern

As per Apex body, UGC And University Norms.

8. Scheme of examination

Scheme of examination shall be as prescribed by Apex Body and this University from time to time.

9. Conditions of passing

If an examinee fails in any paper, he or she may be permitted to appear in the subsequent examination in the/those paper (s). He/ She would be allowed to keep the term and would be promoted to the next semester or year as per rules. Such a student may appear his back papers with his next Semester/ year exams after depositing the required fees for his failed subjects.

10. Attendance

Candidates appearing as regular students for any semester examination are required to attend 75% of the lectures delivered and the practical classes held separately in each subject of the course of study, provided that a short fall in attendance up to 'a maximum of 5% can be condoned by the Vice- Chancellor of the University, for satisfactory reasons.

11. Curriculum.

The BSc.B.Ed and B.A.B.Ed programmes consist of content courses at par with those of undergraduate liberal programmes in Science and Arts stream; and supportive courses, pedagogic courses, and practicum including school experience and internship in teaching.

Information and Communication Technology (ICT), gender, yoga education, and disability/inclusive education shall form an integral part of the B.Sc.B.Ed/B.A.B.Ed. Curriculum.

12. Medium of instruction

The medium of instruction and examination shall be English throughout the course of study. The subjects to be studies in different semesters of B.Sc. B.Ed/ B.A. B.Ed shall be as per the scheme approved by board of studies of the University.

13. General Conditions

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

Established under Madhya Pradesh Niji Vishwavidyalay Adhiniyam No.17 of 2007

Ordinance No. 35

Diploma in Elementary Education (D.El.Ed)
(Two Year Diploma Course)

1. **Course & Faculty-**
   a. This ordinance shall be applicable to the candidates admitted to Diploma courses in Education, leading to the Diploma in Elementary Education (D.El.Ed) of the University.
   b. The above courses shall be offered as per the NCTE norms.
   c. The above courses shall be divided into four semesters. Each semester would be approximately of six months duration including vacation/ preparatory leave/ examination/ industrial training etc.

2. **Number of seats-**
   Number of seats in each course/s shall be decided by the governing body as per the norms laid down by the concerned regulatory body.

3. **Fees-**
   Fees for the course/s shall be as determined by the University, and approved by the Madhya Pradesh Private University Regulatory Commission, from time to time.

4. **Duration and Conduction of Course-**
   a. There shall be at 100 days of teaching in every semester.
   b. One hour of conduct of Lecture/ Tutorial and two hours Practical shall normally be equal to one credit as shown in the schemes.
   c. A candidate may provisionally continue to attend next higher year/semester, even if the result of qualifying year/semester has not been declared. However, subsequently if he is not able to clear qualifying semester examinations, the candidate cannot claim any right on the basis of his provisional admission.
   d. The maximum duration of the course shall be of three years. However, one mercy attempt can be granted to a student by Vice-Chancellor which should not be more than year on satisfactory reason.

5. **Eligibility Criteria for Admissions-**
   Following the eligibility criteria as per the guidelines of concerned regulatory/statutory body, the eligibility norms in the course shall be:
   a. Every applicant for admission to diploma (D.El.Ed) shall have passed the Higher Secondary Examination (10+2) or its equivalent.

6. **Admission Procedure-**
   Following the norms of statutory body, admission for these courses will be made as follows:
   a. The University will issue admission notifications in news papers/ on the University' s website/ notice board of the University etc before the start of the academic year. The University may conduct its own entrance examination for admission. The students may also secure direct admission in the University.
   b. List of candidates provisionally selected for admission/ shortlisted by merit, will be displayed on the notice board of the University/ University's website/ or the students will be informed directly of their admission.
   c. The candidates whose results of the qualifying examinations are awaited can also apply but will be admitted provisionally. Such candidates, however, must produce previous year's mark sheet, school/college certificates as proof required for eligibility. The candidates shall have to present the mark sheet of the qualifying

examination with in stipulated due date after admission, otherwise the provisional admission granted to him will be liable to be cancelled.

d. The application form may be rejected due to any of the following reasons;
   i. The candidate does not fulfill the eligibility conditions.
   ii. The prescribed fees are not paid.
   iii. The application form is not signed by the candidate and his/ her parent guardian, wherever required.
   iv. Documents for admission are not enclosed.

e. Enrollment / registration number will be assigned to the student by the University after verification & submission of all th necessary documents/fees.

7. Course Structure

The subjects to be studied in different semesters of the courses shall be as per the schemes, approved by the concerned Board of Studies and Academic Council of the University.

8. Attendance

Candidates appearing as regular students for any semester examinations are required to attend 80% of the lectures delivered and the practical classes held separately in each subject of the course of study, provided that a short fall in attendance up to a maximum of 5% can be condoned by the Vice Chancellor of the University, for satisfactory reason.

9. Medium of Instruction and Examination

The medium of instruction for teaching and examination shall be in English / Hindi throughout the course of study.

10. Examination Scheme

No candidate shall be allowed to take term end Semester Examination unless one has:

I. Attended at least 80% of lectures / practical delivered.

ii. Paid all the fees dues.

iii. Obtained No Dues certificate from the concerned department / faculty / office.

iv. Submitted the training / internship certificate, and / or Project Report, as notified by the Head / Director / Dean.

v. Received in – plant training, if any as prescribed in the scheme.

Each student shall have to appear in the examination of theory/ practical and continuous comprehensive examination system (CCE) / Internal assessments. The internal assessments shall be held in the manner as prescribed in the scheme, adopted time to time.

11. Assessment System

The University can decided on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per UGC guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

12. General

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

Established under Madhya Pradesh Niji Vishwavidyalay Adhiniyam No.17 of 2007

ORDINANCE No. 36

BACHELOR OF PHYSICAL EDUCATION (B.P.Ed.)
(2 YEAR DEGREE COURSE)

This Ordinance framed as per rules/ regulations/ guidelines laid down by NCTE shall be applicable to candidates admitted to Bachelor of Physical Education (B.P.Ed.). The B.P.Ed. Programme shall be of duration of Two academic years or Four Semesters, under the provisions of UGC and NCTE Act. MALWANCHAL University has right for changing its curriculum upto 20% as prescribed by the UGC.

1.0 ADMISSION:

1.1 Bachelor's degree in any discipline with 50%of marks and having at least participation in the inter-College/Inter-Zonal/ District/ School competition in sports and games as recognized by the AIU/IOA/ SGFI/Govt. of India.

Or

1.2 Bachelor's degree in physical education with 45%

Or

1.3 Bachelor's degree in any discipline with 45% of marks and studied physical education as compulsory/ elective subject.

Or

1.4 Graduation with 45% of marks and at least three years of teaching experience.

1.5 The number of seats will be decided by the NCTE provisions accordingly.

1.6 Reservation will be as per State Government Norms.

2.0 The fees for each course shall be decided by Board of Management of University as per Govt. norms

3.0 A successful candidate who obtains percentage of marks between 33% and45% shall be placed in third division; those who obtain between 45%and 60% of marks shall be placed in second division whereas candidates who obtain 60% or above marks shall be placed in first divisionand First Division with Honors 75% and above.

4.0The details of courses willbe decided by Board of Management on the recommendation of Board of Studies & Academic Council from time to time.

5.0Regarding Attendance, merit list, condonation of deficiency etc. will be as per Ordinance of University from time to time for this purpose.

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

7.0 LEGAL JURISDICTION:

All matters of any dispute shallbe limitedto Bhopal court only. The University reserves the rights to change configuration, courses, contents, fee structure, scheme of evaluation, time schedule of face to face programme and examination as per need by following NCTE/UGC guide lines.

MADHYA PRADESH NIJI VISHWAVIDYALAY ADHINIYAM NO.17 OF 2007
ORDINANCE NO. 37

BACHELOR OF Commerce (B.Com)- 03 Year Course.

1. Course & Faculty

1.1 This ordinance shall be applicable to all three years Under Graduate Degree programs except those for which the university has separate ordinances. These courses shall be run on semester systems.

1.1.1 At present the degree covers under this ordinance are Bachelor of Commerce.

1.1.2 These programs are offered by the concerned faculty after the recommendation of concerned Board of Studies / Faculty and approval of Academic Council.

1.1.3 More degree programs can be offered under this ordinance on the recommendations of the Board of Studies / Faculty and approval of Academic Council & Board of Management.

1.2 The ordinance shall be applicable to all the University Teaching Departments / Institutes /Schools of this University.

2. Duration

2.1 The duration of these courses of study are of three years (Six Semesters).

2.2 A candidate has to complete the entire course of under graduate degree within a maximum period of six years from the session of first admission.

3. Intake & fees

3.1 The intake for each of these Programs shall be decided by the Board Management of the University from time of time subject to the approval of the regulatory body, if any.

3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. Academic Year

4.1 There will be one academic cycles every year starting from July to June.

5. Eligibility

5.1 Candidates seeking admission to these programs must have passed the Senior Secondary (10+2) as specified below from any recognized Board or an equivalent.

5.1.1 Must have passed 10 + 2 with commerce, as per the norms of Govt. of M.P.

5.1.2 Candidates spearing for their 12th Examination and waiting for their results can apply. They will have to provide proof of passing the Degree, within 30 days of admission.

5.1.3 Eligibility for new Programs under this ordinance shall be defined by the Academic Council of the university.

6. Admission Procedure

Admission Under these programs will be made as follow:

6.1 The University will issue admission Notifications in News Papers, on the University's Website, Notice Board of the University and in other publicity media before the start of every cycle.

6.2 List of candidates provision ally selected for admission / shortlisted based on merit will be displayed on the Notice Board of the University / University's Website / or the students will be informed directly of their admission after the last date of application.

6.3 The Candidates, whose results of the Qualifying Exam are awaited can also apply. Such candidates, however, must produce the previous year Mark sheet/ school / College Certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission granted will be cancelled.

6.4 The application form may be rejected due to any of the following reasons:

6.4.1. The candidate does not fulfill the eligibility conditions.

6.4.2 The prescribed fees are not enclosed.

6.4.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.

6.4.4 Supporting documents for admission are not enclosed.

6.5 Enrolment / Registration Number will be assigned to the student by the University after verification & submission of all the necessary documents / fees.

6.6 Admission rules as framed by the University shall be applicable for all admission from time to time.

7. Course Structure

7.1 The Under Graduate course in semester system shall consist of:

7.1.1 Such course (Papers) as prescribed by the University.

7.1.2 Such job internship. Job work, Practical, In-Plant Training, Projects etc. as may be prescribed by the University.

7.1.3 Such scheme of examination as prescribed, by the university from time to time.

7.2 The course curriculum of each course shall be recommended by the concerned Board of Studies and approved by the Academic Council of the University. The Academic Council of the University on the recommendation of the concerned Board of studies may change number of papers and / or making scheme of the course after the due approval of Vice Chancellor.

7.3 Number of core subjects in a semester will not be less than 3 (three) and will not more than 5 (five), including of foundation course (If any).

7.4 Each subject may have one or two theory papers as decided by the Board of Studies.

8. Medium of Instruction and Examinations

8.1 The medium of Instruction and Examinations shall be either Hindi or English.

9. Examination Scheme

9.1 No candidate shall be allowed to take the term end semester Examination unless one has:

9.1.1 Attended at least 75% of lectures / Practical delivered.

9.1.2 Paid all the fees due.

9.1.3 Obtained 'No Dues' Certificate from the concerned Department / College

9.1.4 Submitted the job internship Certificate / project report, as notified by the University.

9.1.5 Received in plant / practical training as prescribed by the University.

Clause (9.1) above shall not be applicable to the private / Ex Candidates.

9.2 Each student shall have to appear in the Examination of theory / practical and Continuous Comprehensive Examination system (CCE) Internal Assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

9.2.1 50% mark of each paper will be earmarked for internal assessment for each year, there will be at least two midterm examinations.

9.2.2 Main examination will carry 50% marks.

9.2.3 For passing the examination, the candidate that be required to secure at least 'D' Grade in University examination separately in the term-end theory, practical and internal assessment in each of the prescribed paper in the subject and practical's are also to be cleared separately.

9.2.4 There will be an external examiner to evaluate. The project report the minimum passing mark for project work will be 'B' Grade.

10. Promotion to Next Semester & Failed Candidate

10.1 There shall be no supplementary or second examinations in between the semester exam.

10.2 A candidate may provisionally continue his / her studies in higher semester class after the examinations of the semester he / she appeared is over. However, his /her eligibility the examinations of the semester he / she appeared is over. However, his / her eligibility shall be evaluated only after the results of semester are declared at which he / she had appeared.

10.3 Provided further, that if a candidate fails in more than one paper in any semester examination, he / she may be allowed to appear as an ex student in the next examination of the same semester.

10.3.1 A candidate clears all the subjects of 1st semester examination or fails in one or more subjects of the same will be allowed to the admission in the II semester.

10.3.2. A candidate will be admitted in odd semester (3rd , 5th) with maximum two backlog papers (ATKT of two subjects only).

10.3.3 A candidate shall not be admitted in the 4th,5th and 6th semester examination unless he/she may be allowed to appear as an Ex-Student in the next examination of the same semester.

10.3.4 Provided further that if a candidate fails in more than one paper in any semester examination, He / She may be allowed to appear as an Ex-student in the next examination of the same semester.

10.3.5 Provided further that if a candidate fails in more than one paper earlier semester and clears the final semester, his result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semester. In such situation, mark sheet for each semester will be issued separately up to third semester and a composite mark sheet will be issued in the Fourth semester once the candidate clears all the papers.

11. Award of Credits and Grades

One hour of conduct I lecturer (L) Tutorial (T) & two hours of practical (P) Per week shall be equal to one credit as allotted in the respective schemes.

11.1 Each course, along with its weightage in terms of units and equivalent credits, shall be recommended by the concerned Board of Studies and shall be approved by the Academec council. Only approved courses can be offered during any semester.

11.1.1 The distribution of weightage / marks for each component shall be recommended by the respective Board of Studies.

11.1.2 A students shall be continuously evaluated for his / her academic performance in as subject through tutorial work, practical, home assignment, mid-semester tests, field work, seminars, quizzes, and semester examinations and regularity, as proposed and recommended by respective Board of Studies and approved by the academic Council.

11.2 For the award of degree minimum **Cumulative Grade Point Average (CGPA)** required is 5.0 and promotion to higher semester.

11.3 To pass a particular subject of the course the minimum required grade is D. However, the candidate should also separately score minimum of Grade D in end semester examinations of theory and practical parts separately of the Subject. For practical examinations one external examiner from outside the institute shall always be there.

11.4 If a candidate has passed all the subjects of an applicable year but has failed to score a minimum **CGPA of 5.0** as per requirements, such a candidate shall be permitted to improve requisite grade point by reappearing in **maximum of three Theory / Practical Subjects,** in the ensuing examination (Theory and Practical of a subject shall be treated as separate subjects.)

11.5 Other than the provision of clause (16.2) above, a candidate shall not be permitted to reappear in that examination, for improvement of Division / Grade or for any other purpose.

11.6 Practical Training, and Project work shall be treated as Practical Subjects

11.6.1 In each semester, there will be normally three mid semester tests. Only in emergent cases number of tests could be reduced to two with approval of the Vice-Chancellor.

11.6.2 The grades awarded to a student shall depend upon his continues evaluation through performance in various examinations, assignments, quizzes, laboratory work, work mid semester test, and semester exam and regularity.

11.6.2 The grades to be used and their numerical equivalents are as under:

Credit Based Grading System

Grade	% Marks range (based on absolute marks system)	Credit Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	31-40	4	Marginal
F	30 & below	0	Fail
I		0	Incomplete
W		0	Withdrawal

11.3.4 The semester Grade point Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:

$$SGPA = \frac{\sum_{i=1}^{n} C_i P_i}{\sum_{i=1}^{n} C_i}$$

Where C_i is the number of credit offered in the i^{th} subject of a Semester for which SGPA is to be Calculated., P is the corresponding grade point earned I the i^{th} subject where I = 1,2,..... n, are the number of subject in that semester.

$$SGPA = \frac{\sum_{i=1}^{\wedge} SGJ\ NCJ}{\sum_{i=1}^{n} NCJ}$$

Where NC_i is the number of total credits offered in the j^{th} semester, SG_j is the SGPA earned in the j_{th} semester, where j = 1,2..... M, are the number of semesters in that course.

11.3.5 The Grade sheet at the end of each even semester examination for students shall also show CGPA till end of that semester. The final examination grade sheet at the end of final semester examination of the course shall also indicate CGPA.

12. Condonation of Deficiency

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks in a each semester.

13. Award of Division

13.1 Division shall be awarded only after the fourth and final semester examination based on integrated performance of the candidate for all the four years as per following details:

CGPA Score	Divisions
7.5≤ CGPA	First Division with Honours
6.5 ≤ CGPA< 7.5	First Division
5.0 ≤ CGPA< 6.5	II Division
CGPA< 5.0	Fail

13.2 The conversion from grade to an equivalent percentage in given academic program shall be according to the following formula applicable.

$$\text{Percentage marks scored} = \frac{\text{CGPA}^{\text{Obtained}} \times 100}{10}$$

14.2 Merit List

14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.

14.2 Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree, on the basis of the integrated performance of all the two year. The merit list shall included the first ten candidates securing at least first division and passing all semester in single attempt.

15. Examination Centers

15.1 University examination centers will be notified by the University.

16. General

16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the programs shall be governed by the provisions of the relevant ordinance of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

16.2 In case of any dispute / ambiguity, the ruling o f the Vice-Chancellor shall be final However. On the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the system / pattern of the examination.

16.3 In case of any dispute, the matter shall be decided under the jurisdiction of District Court, Bhopal.

16.4 The provisions of this ordinance shall change as per the directive of regulatory authority.

MADHYA PRADESH NIJI VISHWAVIDYALAY ADHINIYAM NO.17 OF 2007
ORDINANCE NO. 38

BACHELOR OF ARTS (B.A)- 03 Year Course.

1. Course & Faculty

1.1 This ordinance shall be applicable to all three years Under Graduate Degree programs except those for which the university has separate ordinances. These courses shall be run on semester systems.

1.1.1 At present the degree covers under this ordinance are Bachelor of Commerce.

1.1.2 These programs are offered by the concerned faculty after the recommendation of concerned Board of Studies / Faculty and approval of Academic Council.

1.1.3 More degree programs can be offered under this ordinance on the recommendations of the Board of Studies / Faculty and approval of Academic Council & Board of Management.

1.2 The ordinance shall be applicable to all the University Teaching Departments / Institutes /Schools of this University.

2. Duration

2.1 The duration of these courses of study are of three years (Six Semesters).

2.2 A candidate has to complete the entire course of under graduate degree within a maximum period of six years from the session of first admission.

3. Intake & fees

3.1 The intake for each of these Programs shall be decided by the Board Management of the University from time of time subject to the approval of the regulatory body, if any.

3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. Academic Year

4.1 There will be one academic cycles every year starting from July to June.

5. Eligibility

5.1 Candidates seeking admission to these programs must have passed the Senior Secondary (10+2) as specified below from any recognized Board or an equivalent.

5.1.1 Passed (10+2) Exam with any subject.

5.1.2 Candidates spearing for their 12th Examination and waiting for their results can apply. They will have to provide proof of passing the Degree, within 30 days of admission.

5.1.3 Eligibility for new Programs under this ordinance shall be defined by the Academic Council of the university.

Admission Procedure

Admission Under these programs will be made as follow:

6.1 The University will issue admission Notifications in News Papers, on the University's Website, Notice Board of the University and in other publicity media before the start of every cycle.

6.2 List of candidates provision ally selected for admission / shortlisted based on merit will be displayed on the Notice Board of the University / University's Website / or the students will be informed directly of their admission after the last date of application.

6.3 The Candidates, whose results of the Qualifying Exam are awaited can also apply. Such candidates, however, must produce the previous year Mark sheet/ school / College Certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission granted will be cancelled.

6.4 The application form may be rejected due to any of the following reasons:

6.4.1. The candidate does not fulfill the eligibility conditions.

6.4.2 The prescribed fees are not enclosed.

6.4.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.

6.4.4 Supporting documents for admission are not enclosed.

6.5 Enrolment / Registration Number will be assigned to the student by the University after verification & submission of all the necessary documents / fees.

6.6 Admission rules as framed by the University shall be applicable for all admission from time to time.

Course Structure

7 The Under Graduate course in semester system shall consist of:

7.1.1 Such course (Papers) as prescribed by the University.

7.1.2 Such job internship. Job work, Practical, In-Plant Training, Projects etc. as may be prescribed by the University.

7.1.3 Such scheme of examination as prescribed, by the university from time to time.

7.2 The course curriculum of each course shall be recommended by the concerned Board of Studies and approved by the Academic Council of the University. The Academic Council of the University on the recommendation of the concerned Board of studies may change number of papers and / or making scheme of the course after the due approval of Vice Chancellor.

7.3 Number of core subjects in a semester will not be less than 3 (three) and will not more than 5 (five), including of foundation course (If any).

7.4 Each subject may have one or two theory papers as decided by the Board of Studies.

8. Medium of Instruction and Examinations

8.1 The medium of Instruction and Examinations shall be either Hindi or English.

9. Examination Scheme

9.1 No candidate shall be allowed to take the term end semester Examination unless one has:

9.1.1 Attended at least 75% of lectures / Practical delivered.

9.1.2 Paid all the fees due.

9.1.3 Obtained 'No Dues' Certificate from the concerned Department / College

9.1.4 Submitted the job internship Certificate / project report, as notified by the University.

9.1.5 Received in plant / practical training as prescribed by the University.

Clause (9.1) above shall not be applicable to the private / Ex Candidates.

9.2 Each student shall have to appear in the Examination of theory / practical and Continuous Comprehensive Examination system (CCE) Internal Assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

9.2.1 50% mark of each paper will be earmarked for internal assessment for each year, there will be at least two midterm examinations.

9.2.2 Main examination will carry 50% marks.

9.2.3 For passing the examination, the candidate that be required to secure at least 'D' Grade in University examination separately in the term-end theory, practical and internal assessment in each of the prescribed paper in the subject and practical's are also to be cleared separately.

9.2.4 There will be an external examiner to evaluate. The project report the minimum passing mark for project work will be 'B' Grade.

10. Promotion to Next Semester & Failed Candidate

10.1 There shall be no supplementary or second examinations in between the semester exam.

10.2 A candidate may provisionally continue his / her studies in higher semester class after the examinations of the semester he / she appeared is over. However, his /her eligibility the examinations of the semester he / she appeared is over. However, his / her eligibility shall be evaluated only after the results of semester are declared at which he / she had appeared.

10.3 Provided further, that if a candidate fails in more than one paper in any semester examination, he / she may be allowed to appear as an ex student in the next examination of the same semester.

10.3.1 A candidate clears all the subjects of 1st semester examination or fails in one or more subjects of the same will be allowed to the admission in the II semester.

10.3.2. A candidate will be admitted in odd semester (3^{rd} , 5^{th}) with maximum two backlog papers (ATKT of two subjects only).

10.3.3 A candidate shall not be admitted in the 4^{th},5^{th} and 6^{th} semester examination unless he/she may be allowed to appear as an Ex-Student in the next examination of the same semester.

10.3.4 Provided further that if a candidate fails in more than one paper in any semester examination, He / She may be allowed to appear as an Ex-student in the next examination of the same semester.

10.3.5 Provided further that if a candidate fails in more than one paper earlier semester and clears the final semester, his result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semester. In such situation, mark sheet for each semester will be issued separately up to third semester and a composite mark sheet will be issued in the Fourth semester once the candidate clears all the papers.

11. Award of Credits and Grades

One hour of conduct I lecturer (L) Tutorial (T) & two hours of practical (P) Per week shall be equal to one credit as allotted in the respective schemes.

11.1 Each course, along with its weightage in terms of units and equivalent credits, shall be recommended by the concerned Board of Studies and shall be approved by the Academec council. Only approved courses can be offered during any semester.

11.1.1 The distribution of weightage / marks for each component shall be recommended by the respective Board of Studies.

11.1.2 A students shall be continuously evaluated for his / her academic performance in as subject through tutorial work, practical, home assignment, mid-semester tests, field work, seminars, quizzes, and semester examinations and regularity, as proposed and recommended by respective Board of Studies and approved by the academic Council.

11.2 For the award of degree minimum **Cumulative Grade Point Average (CGPA)** required is 5.0 and promotion to higher semester.

11.3 To pass a particular subject of the course the minimum required grade is D. However, the candidate should also separately score minimum of Grade D in end semester examinations of theory and practical parts separately of the Subject. For practical examinations one external examiner from outside the institute shall always be there.

11.4 If a candidate has passed all the subjects of an applicable year but has failed to score a minimum **CGPA of 5.0** as per requirements, such a candidate shall be permitted to improve requisite grade point by reappearing **in maximum of three Theory / Practical Subjects,** in the ensuing examination (Theory and Practical of a subject shall be treated as separate subjects.)

11.5 Other than the provision of clause (16.2) above, a candidate shall not be permitted to reappear in that examination, for improvement of Division / Grade or for any other purpose.

11.6 Practical Training, and Project work shall be treated as Practical Subjects

11.6.1 In each semester, there will be normally three mid semester tests. Only in emergent cases number of tests could be reduced to two with approval of the Vice-Chancellor.

11.6.2 The grades awarded to a student shall depend upon his continues evaluation through performance in various examinations, assignments, quizzes, laboratory work, work mid semester test, and semester exam and regularity.

11.6.2 The grades to be used and their numerical equivalents are as under:

Credit Based Grading System

Grade	% Marks range (based on absolute marks system)	Credit Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	31-40	4	Marginal
F	30 & below	0	Fail
I		0	Incomplete
W		0	Withdrawal

11.3.4 The semester Grade point Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:

$$SGPA = \frac{\sum_{i=1} C_i P_i}{\sum_{i=1}^{n} C_i}$$

Where C_i is the number of credit offered in the i^{th} subject of a Semester for which SGPA is to be Calculated , P is the corresponding grade point earned I the i^{th} subject where I = 1,2,..... n, are the number of subject in that semester.

$$SGPA = \frac{\sum_{i=1}^{n} SGJ\ NCJ}{\sum_{i=1}^{n} NCJ}$$

Where NC_i is the number of total credits offered in the j^{th} semester, SG_j is the SGPA earned in the j_{th} semester, where j = 1,2..... M, are the number of semesters in that course.

11.3.5 The Grade sheet at the end of each even semester examination for students shall also show CGPA till end of that semester. The final examination grade sheet at the end of final semester examination of the course shall also indicate CGPA.

12. Condonation of Deficiency

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks in a each semester.

13. Award of Division

13.1 Division shall be awarded only after the fourth and final semester examination based on integrated performance of the candidate for all the four years as per following details:

CGPA Score	Divisions
7.5≤ CGPA	First Division with Honours
6.5 ≤ CGPA< 7.5	First Division
5.0 ≤ CGPA< 6.5	II Division
CGPA< 5.0	Fail

13.2 The conversion from grade to an equivalent percentage in given academic program shall be according to the following formula applicable. Percentage marks scored =

$$\frac{CGPA^{Obtained} \times 100}{10}$$

14.2 Merit List

14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.

14.2 Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree, on the basis of the integrated performance of all the two year. The merit list shall included the first ten candidates securing at least first division and passing all semester in single attempt.

15. Examination Centers

15.1 University examination centers will be notified by the University.

16. General

16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the programs shall be governed by the provisions of the relevant ordinance of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

16.2 In case of any dispute / ambiguity, the ruling o f the Vice-Chancellor shall be final However. On the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the system / pattern of the examination.

16.3 In case of any dispute, the matter shall be decided under the jurisdiction of District Court, Bhopal.

16.4 The provisions of this ordinance shall change as per the directive of regulatory authority.

MADHYA PRADESH NIJI VISHWAVIDYALAY ADHINIYAM NO.17 OF 2007
ORDINANCE NO. 39

Master of Arts (M.A.) 02 Year Course.

1. Course & Faculty

1.1 This ordinance shall be applicable to all two year (Four semester) post graduate Degree programs except those for which the university has separate ordinances. These courses shall be run on semester systems.

1.1.1 At present the programs covered under this ordinance are Master of Arts (M.A).

1.1.2 These programs are offered by the concerned faculty after the recommendation of concerned Board of Studies / Faculty and approval of Academic Council.

1.1.3 More degree programs can be offered under this ordinance on the recommendations of the Board of Studies / Faculty and approval of Academic Council & Board of Management.

1.2 The ordinance shall be applicable to all the University Teaching Departments / Institutes /Schools of this University.

2. Duration

2.1 The duration of these courses of study are of two years (Four Semesters).

2.2 A candidate has to complete the entire course of post graduate degree within a maximum period of four years from the session of first admission.

3. Intake & fees

3.1 The intake for each of these Programs shall be decided by the Board Management of the University from time of time subject to the approval of the regulatory body, if any.

3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. Academic Year

4.1 There will be one academic cycles every year starting from July to June.

5. Eligibility

5.1 Candidates seeking admission to these programs must have passed the graduation course as specified below from any recognized University or an equivalent body.

5.1.1 Bachelor Degree (Hons. /Pass) from any recognized University in any discipline (Such as Commerce, Arts, Science, Engineering, Management etc).

5.1.2 Candidates spearing for their Final Year / Semester of Graduation Examination and waiting for their results can apply. They will have to provide proof of passing the Degree, within 15 days of admission.

5.1.3 Eligibility for new Programs under this ordinance shall be defined by the Academic Council of the university.

6. Admission Procedure

6.1 The University will issue admission Notifications in News Papers, on the University's Website, Notice Board of the University and in other publicity media before the start of every cycle.

6.2 List of candidates provision ally selected for admission / shortlisted based on merit will be displayed on the Notice Board of the University / University's Website / or the students will be informed directly of their admission after the last date of application.

6.3 The Candidates, whose results of the Qualifying Exam are awaited can also apply. Such candidates, however, must produce the previous year Mark sheet/ school / College Certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission granted will be cancelled.

6.4 The application from may be rejected due to any of the following reasons:

6.4.1. The candidate does not fulfill the eligibility conditions.

6.4.2 The prescribed fees are not enclosed.

6.4.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.

6.4.4 Supporting documents for admission are not enclosed.

6.5 Enrolment / Registration Number will be assigned to the student by the University after verification & submission of all the necessary documents / fees.

6.6 Admission rules as framed by the University shall be applicable for all admission from time to time.

7. Course Structure

7.1 The Post Graduate course in semester system shall consist of:

7.1.1 Such course (Papers) as prescribed by the University.

7.1.2 Such job internship. Job work, Practical, In-Plant Training, Projects etc. as may be prescribed by the University.

7.1.3 Such scheme of examination as prescribed, by the university from time to time.

8. Medium of Instruction and Examinations

8.1 The medium of Instruction and Examinations shall be either Hindi or English.

9. **Examination Scheme**

9.1 No candidate shall be allowed to take the term end semester Examination unless one has:

9.1.1 Attended at least 75% of lectures / Practical delivered.

9.1.2 Paid all the fees due.

9.1.3 Obtained 'No Dues' Certificate from the concerned Department / College

9.1.4 Submitted the job internship Certificate / project report, as notified by the University.

9.1.5 Received in plant / practical training as prescribed by the University.

Clause (9.1) above shall not be applicable to the private / Ex Candidates.

9.2 Each student shall have to appear in the Examination of theory / practical and Continuous Comprehensive Examination system (CCE) Internal Assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

9.2.1 50% mark of each paper will be earmarked for internal assessment for each year, there will be at least two midterm examinations.

9.2.2 Main examination will carry 50% marks.

9.2.3 For passing the examination, the candidate that be required to secure at least 'D' Grade in University examination separately in the term-end theory, practical and internal assessment in each of the prescribed paper in the subject and practical's are also to be cleared separately.

9.2.4 There will be an external examiner to evaluate. The project report the minimum passing mark for project work will be 'B' Grade.

10. **Promotion to Next Semester & Failed Candidate**

10.1 There shall be no supplementary or second examinations in between the semester exam.

10.2 A candidate may provisionally continue his / her studies in higher semester class after the examinations of the semester he / she appeared is over. However, his /her eligibility the examinations of the semester he / she appeared is over. However, his / her eligibility shall be evaluated only after the results of semester are declared at which he / she had appeared.

10.3 If a candidate fails in not more than one paper in any one semester examination. He / She will be allowed to keep the term (ATKT) and promoted to the next semester. Candidate shall be eligible to carry the backlog o one paper of each semester examinations but in no case candidate shall be permitted to carry backlog of more than two papers at a time.

10.4 Provided further that if a candidate fails in more than one paper in any semester examination, He / She may be allowed to appear as an Ex-student in the next examination of the same semester.

10.5 Provided further that if a candidate fails in more than one paper earlier semester and clears the final semester, his result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semester. In such situation, mark sheet for each semester will be issued separately up to third semester and a composite mark sheet will be issued in the Fourth semester once the candidate clears all the papers.

Award of Credits and Grades

One hour of conduct I lecturer (L) Tutorial (T) & two hours of practical (P) Per week shall be equal to one credit as allotted in the respective schemes.

11.1 A students shall be continuously evaluated for his / her academic performance in as subject through tutorial work, practical, home assignment, mid-semester tests, field work, seminars, quizzes, and semester examinations and regularity, as proposed and recommended by respective Board of Studies and approved by the academic Council.

11.2 For the award of degree minimum **Cumulative Grade Point Average (CGPA)** required is 5.0 and promotion to higher semester.

11.2.1 To pass a particular subject of the course the minimum required grade is D. However, the candidate should also separately score minimum of Grade D in end semester examinations of theory and practical parts separately of the Subject. For practical examinations one external examiner from outside the institute shall always be there.

11.2.2 If a candidate has passed all the subjects of an applicable year but has failed to score a minimum **CGPA of 5.0** as per requirements, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of three **Theory / Practical Subjects,** in the ensuing examination (Theory and Practical of a subject shall be treated as separate subjects.)

11.2.3 Other than the provision of clause (11.2.2) above, a candidate shall not be permitted to reappear in that examination, for improvement of Division / Grade or for any other purpose.

3 Practical Training, and Project work shall be treated as Practical Subjects

11.3.1 In each semester, there will be normally three mid semester tests. Only in emergent cases number of tests could be reduced to two with approval of the Vice-Chancellor.

11.3.2 The grades awarded to a student shall depend upon his continues evaluation through performance in various examinations, assignments, quizzes, laboratory work, work mid semester test, and semester exam and regularity.

11.3.2 The grades to be used and their numerical equivalents are as under:

Credit Based Grading System

Grade	% Marks range (based on absolute marks system)	Credit Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	31-40	4	Marginal
F	30 & below	0	Fail
I		0	Incomplete
W		0	Withdrawal

11.3.4 The semester Grade point Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:

$$\text{SGPA} = \frac{\sum_{i=1}^{n} C_i p_i}{\sum_{i=1}^{n} C_i}$$

Where C_i is the number of credit offered in the i^{th} subject of a Semester for which SGPA is to be Calculated , P is the corresponding grade point earned I the i^{th} subject where I = 1,2,..... n, are the number of subject in that semester.

$$\text{SGPA} = \frac{\sum_{i=1}^{n} SGJ\ NCJ}{\sum_{i=1}^{n} NCJ}$$

Where NC_i is the number of total credits offered in the j^{th} semester, SG_j is the SGPA earned in the j_{th} semester, where j = 1,2..... M, are the number of semesters in that course.

12. Condonation of Deficiency

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks in a each semester.

13. Award of Division

13.1 Division shall be awarded only after the fourth and final semester examination based on integrated performance of the candidate for all the four years as per following details:

CGPA Score	Divisions
7.5< CGPA	First Division with Honours
6.5 ≤ CGPA< 7.5	First Division
5.0 ≤ CGPA< 6.5	II Division
CGPA< 5.0	Fail

13.2 The conversion from grade to an equivalent percentage in given academic program shall be according to the following formula applicable. Percentage marks scored =

$$\frac{CGPA^{Obtained} \times 100}{10}$$

14.2 Merit List

14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.

14.2 Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree, on the basis of the integrated performance of all the two year. The merit list shall included the first ten candidates securing at least first division and passing all semester in single attempt.

15. Examination Centers

15.1 University examination centers will be notified by the University.

16. General

16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the programs shall be governed by the provisions of the relevant ordinance of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

16.2 In case of any dispute / ambiguity, the ruling o f the Vice-Chancellor shall be final However. On the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the system / pattern of the examination.

16.3 In case of any dispute, the matter shall be decided under the jurisdiction of District Court, Bhopal.

16.4 The provisions of this ordinance shall change as per the directive of regulatory authority.

Established under Madhya Pradesh Niji Vishwavidyalay Adhiniyam No.17 of 2007

ORDINANCE No. 40

BACHELOR IN JOURNALISM & MASS COMMUNICATION (BJMC)

1.0 Aim of the Programme:-

There is a demand for new and often specialized illiteracies reflecting a fast-changing, social, political, economic and technological order. The Principles are unequivocal in stressing that 'the heart of journalism education is a balance of conceptual, philosophical and skills-based content'. While it is also interdisciplinary, journalism education is an academic field in its own right with a distinctive body of knowledge and theory.

The aim is to round off the learning experiences provided at an undergraduate level by providing opportunities for research and leadership under close supervision. A student is required to research a journalism-related issue in-depth and to present his/her findings in the form of a thesis. The internship course gives students the opportunity to develop and enhance leadership and professional journalism skills.

2.0 Statutory / Regulatory Body:-

As per UGC

3.0 Duration of the Programme:-

A Bachelor's degree in journalism is a three-year program. The medium of instruction and examination shall be in English.

4.0 Eligibility Criteria:-

A candidate for admission to Bachelor's degree in journalism course must have passed std. 10+2 by State Board / Central Board or other recognized board.

5.0 Admission Process:-

Admission to Bachelor's degree in Journalism is solely on the basis of merit list of

6.0 Cancellation of Admission:-

All admission at the initial stage will be provisional and are liable to cancellation, if at any stage, any information about reserved categories furnished by the candidate is found to be fabricated or false.

7.0 Reservation:- As per Government rules

8.0 Number of seats:- As per norms of Statutary Body

9.0 Fees:- As per approval of Regulatory Body.

10.0 Beginning of Session:-

The session starts in July/August, after publication of Board Exam results.

11.0 Attendance:-

11.1 75% Attendance in theory and practical separately in each paper is mandatory.

11.2 If a student does not attend the classes continuously for fifteen days without any information to the Head of the Department concerned, his/her name is liable to be struck off the rolls of the Department. He/she may seek re- admission giving valid reason for his/her absence within next fifteen days falling which he/she will forfeit the right of re-admission.

11.3 A full-time student of a course is not allowed to join a full time job. Any student found doing this at any time shall be liable to lose his/her admission or degree even at a later stage. However, this shall not apply to students who have taken leave for study from their employers.

11.4 The student may be given benefit of maximum 30 days attendance on account of his/her participation in University/Inter University Tournaments / Youth Festivals / NCC / NSS Camps, Mountaineering courses, provided that he/she has obtained prior approval of Dean / Director, Faculty of Mass Communication & Media Technology on the recommendations of the concerned HOD, provided further that credit of attendance may be given only for the days on which lectures were delivered or tutorials or practical work done during the period of participation in the aforesaid events.

12.0 Standard of Passing and Division:-

12.1 The student shall be promoted to next subsequent years after passing the examinations conducted by the University at the end of every year.

12.2 The result will be declared on the basis of the marks obtained inthe courses prescribed for the complete session. The student secure less than 40% marks in the result will be declaredas a Fail and the successful candidates will be classified as follows:

(i) First Division: 60% or more marks.
(ii) Second Division: greater than or equal to 50% but less than 60%marks.
(iii) Third Division: greater than or equal to 45% but less than 50%marks.

12.3 In order to be eligible for the award of Degree, a student must successfully complete all examination separately.

13.0 Submission of Examination Admission Forms:-
The Dean, Faculty of Mass Communication & Media Technology shall send list along with the examination admission forms of those students who satisfy the eligibility criteria to appear in the examinations to the COE as per schedule of examinations circulated by the latter each year.

14.0 University Examinations:-
The examination shall be held at the end of 1st semester fixed by Controller of Examinations with the approval of Vice-Chancellor.

15.0 Scheme of Examinations:-
The Scheme of Examinations shall be approved by Board of Studies/Academic Council of the University.

16.0 Board of Examiners
i.Final Examination shall be conducted by a Board of three examiners recommended by the Board of Studies / Academic Council concerned.
ii.The Board of Examiners shall consist of two internal & one external examiner.
iii.Papers will be set by 50% internal and 50% external.
iv.Papers will be checked by internal examiners.
v.Project will be evaluated by both the internal and external examiner at the end of the course.

17.0 Time for Completion of the Course:-
The student will be allowed three chances only after the final examination held at the end of year term to clear the course.

SCHEME OF EXAMINATIONS
B.A. (JOURNALISM & MASS COMMUNICATION)

1st Semester

Paper Code	Nomenclature	Max. Marks	Internal Assessment	Total Marks	
10010101	Introduction to Communication	75	25	100	3 hours
10010102	Introduction to Journalism	75	25	100	3 hours
10010103	Indian Culture & Heritage	75	25	100	3 hours
10010104	History of Print Journalism	75	25	100	3 hours
10010105	English	75	25	100	3 hours
Total				500	

2nd Semester

Paper Code	Nomenclature	Max. Marks	Internal Assessment	Total Marks	Time
10010201	Introduction to News Writing & Reporting	75	25	100	3 hours
10010202	Introduction to Editing	75	25	100	3 hours
10010203	Essentials of Writing	75	25	100	3 hours
10010204	Introduction to Photography	75	25	100	3 hours
10010205	Introduction to Advertising	75	25	100	3 hours
Total				500	

3rd Semester

Paper Code	Nomenclature	Max. Marks	Internal Assessment	Total Marks	Time
10010301	Introduction to Public Relations	75	25	100	3 hours
10010302	Radio Journalism	75	25	100	3 hours
10010303	Television Journalism	75	25	100	3 hours
10010304	Writing for Media	75	25	100	3 hours
10010305	Production Portfolio-I	75	25	100	3 hours
Total				500	

4th Semester

Paper Code	Nomenclature	Max. Marks	Internal Assessment	Total Marks	Time
10010401	Folk & Traditional Media	75	25	100	3 hours
10010402	New Media	75	25	100	3 hours
10010403	Development Communication	75	25	100	3 hours
10010404	Production Portfolio –II	75	25	100	3 hours
10010405	Media Management	75	25	100	3 hours
Total				500	

5th Semester

Paper Code	Nomenclature	Max. Marks	Internal Assessment	Total Marks	Time
10010501	Media Law & Ethics	75	25	100	3 hours
10010502	Introduction to Research Methods	75	25	100	3 hours
10010503	Online Journalism	75	25	100	3 hours
10010504	Introduction to Film Studeies	75	25	100	3 hours
10010505	Media & Society	75	25	100	3 hours
Total				500	

6th Semester

Paper Code	Nomenclature	Max. Marks	Internal Assessment	Total Marks	Time
10010601	Comprehensive Project Report & Viva Voce	-	-		
10010602	The Final Project Report will be evaluated by External and Internal Examiners separately from out of 50 marks each. The External Examiner will be appointed by the Vice Chancellor.	-	-	100	N.A.
Total				100	

Note : Total number of credits for B.A. (Journalism & Mass Communication) Program = 15(

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ORDINANCE No. 41

MASTER OF JOURNALISM & MASS COMMUNICATION

1. **Introduction: As per the directive of UGC, the department of Journalism & Mass Communication recommends to adopt semester system in place of annual examination system and change its nomenclature from the Masters of Journalism & Mass Communication degree to MJMC when the University provides the required minimum infrastructure and staff pattern suggested by UGC (as per Annexure-4).**

The Master Degree be called MJMC and the programme shall comprise four semesters.

Eligibility: BJMC three year degree from any recognized University.

2. The examination for the degree of MJMC shall be open to:

(a) The candidate who have undergone regular course of MJMC in the University for two academic session - comprising four semesters.

(b) Ex-students as defined in chapter XVII.

1. The examination for the degree of MJMC shall consist of 1st year and 2nd Year. Each year is divided into two semesters (semester I, II and semester III and IV respectively). The number of written papers and the marks allotted to each paper including sessional work, Viva Voce Examination, Practicals, dissertation and other requirement of field study, seminar presentation, media training, journal work, media attachment/summer training etc. shall be prescribed by the Academic Council on the recommendation of the Department of Journalism & Mass Communication and Faculty of Social Sciences.

To appear at each semester examination the candidate must put in 75% attendance in lectures, media training and practical work in each semester were ever applicable.

2. In order to be promoted to the 2nd year (after first 2 semesters) the candidate shall have to clear at least 6 out of 8 written theory papers and each of the practicals of 1st and 2nd semesters.

4. Candidate shall have to undergo a minimum of 30-45 days summer training at a reputedprofessional media center, advertising, public relations organization in India/ abroad, upon completion of which the candidate shall have to make apresentation in the Departmental seminarand shall submit the training completion certificate from the organization where he/she hasundergone training. The placement of the student will be made by the Department on its own or onthe request submitted by the student. The professional training shall commence preferably soonafter the 2nd semester examination.

5. In order to be eligible for the award of MJMC a candidate has to passthe examination in each theory paper (inclusive of sessional work), all practical papers(inclusive of Viva-Voce), and Dissertation/Media Project.

6. The Dissertation/Media Project shall be evaluated out of a total of100 marks. 50 marks shall be allotted by the Supervisor of the candidate and 50 marks by the External Examiner.

a. The candidate shall submit the topic of dissertation/mediaproject along with synopsis within 15 days from thecommencement of the classes of the 4th semester.

b. The topics and the synopsis shall beapproved/modified/rejected in the consultative meeting ofthe faculty members of the department. Supervisor for eachcandidate shall be assigned in a meeting of the teachingstaff.

c. For reasons of required infrastructure and other facilities,the department is empowered to keep in abeyance theprovision of media project.

d. The expenses involved in the dissertation/ media project areto be borne by the candidate.

e. The allocation of marks for each paper including theory,practicals, dissertation/ Media Project and Viva-voce shallbe as follows.

Theory papers:

(i) Written examination - 75% marks

(ii) Sessional work - 25% marks

Practical Papers
(iii) Written Examination - 75% marks
(iv) Viva-Voce - 25% marks
(v) Dissertation/Media Project: - 100 Marks (Marks out of 50 marks tobe awarded by the Supervisor afterevaluation and marks out of 50marksto be awarded by external examinerafter evaluation.
(vi) Grand Viva-voce: - 100 marks (in the 4th semester)
(vii) To pass the examination for the award of MA (Mass Communication) the candidate mustobtain:
(a) 40% marks in each theory /written paper including sessional work
(b) 40% marks in each practical paper including viva-voce
(c) 40% marks in the dissertation/media project
(d) Certificate of successful completion of professional training from the media organizationwhere the candidate has undergone internship and presentation in the Departmentalseminar.
(e) 50% of the aggregate marks of all the 4 semesters put together.

The course structure of MJMC with distribution of marks is provided in thefollowing tables.

Scheme of courses for MJMC
Semester-I

Paper	Name of Paper	Sessional Marks	Theory Paper Marks	Total Credits
Paper-I	Principles of Mass Communication	25	75	4
Paper-II	Development of Media	25	75	4
Paper-III	Reporting	25	75	4
Paper-IV	Editing	25	75	4
Paper-V	Practical (Reporting & Editing)	25 (Viva Voce)	75	4

Semester-II

Paper	Name of Paper	Sessional Marks	Theory Paper Marks	Total Credits
Paper-VI	Advertising	25	75	4
Paper-VII	Corporate Communication	25	75	4
Paper-VIII	Television Production	25	75	4
Paper-IX	Media Laws and Ethics	25	75	4
Paper-X	Practical (Advertising, Corporate Communication, and TV Production)	25 (Viva Voce)	75	4

SUMMER TRAINING/ATTACHMENT (At the end of Semester-II)

Semester-III

Paper	Name of Paper	Sessional Marks	Theory Paper Marks	Total Credits
Paper-I	Development Communication	25	75	4
Paper-II	Communication Research	25	75	4
Paper-III	New Media Technology	25	75	4
Paper-IV	Radio Production	25	75	4
Paper-V	Practical (Radio Production & New	25 (Viva Voce)	75 (Practical)	4

	Media Technology)			

Television Production Training
Semester-IV

Paper	Name of Paper	Sessional Marks	Theory Paper Marks	Total Credits
Paper-I Com.	International & Intercultural Communication	25	75	4
Paper-II (Comp.)	Media Management	25	75	4
Paper-III (Comp.)	Dissertation	25	75	4
	Special Papers (Any two of the papers from IV to XII)*			4+4=8
Paper-IV (Spl.)	TV News & Current Affairs Production	25	75	4
Paper-V (Spl.)	Film Studies 25 75 4 25 75 4 25 75 4 25 75 4 25 75 4	25	75	4
Paper-VI (Spl.)	Urdu Journalism	25	75	4
Paper-VII (Spl.)	Science Communication	25	75	4
Paper-VIII (Spl.)	Health Communication	25	75	4
Paper-IX (Spl.)	Rural Communication	25	75	4
Paper-X (Spl.)	Women Children & Media	25	75	4
Paper-XI (Spl.)	Human Right & Media	25	75	4
Paper-XII (Spl.)	Brand Management	25	75	4
Paper-XIII (Comp.)	Grand Viva-Voce		100	
	TOTAL		2100	84

*** Note: Students shall choose any two of the special papers mentioned above. The subjectchoice in this category will be allowed only when at least 20% of students out of the totalclass intake opt for the particular special paper and also subject to availability ofinfrastructure and staff in the particular academic session.**

Com.- Compulsory
Spl.- Special paper

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ORDINANCE No. 42

Degree in Bachelor of Library and Information Science

1.0 Aim of the Programme:

The faculty of the Library and Information Science Program educates students at the Undergraduate level to become leaders in libraries, archives, and information centers; conducts research to advance the information sciences. The faculty, staff, and students of the Program constitute a community of learners in support of this mission. Faculty is expected to contribute tangibly to the development of the knowledge base that makes Library and Information Science a discipline as well as a profession.

2.0 Statutory/Regulatory Body:

As per the guidelines of UGC.

3.0 Duration of the Programme:

It is a full time 1-year course. The medium of Instruction and Examination shall be in English.

4.0 Eligibility Criteria:

The minimum qualification for admission to this course is the possession of either -

4.1 Basic Bachelor's Degree in second division with a minimum 45% marksin aggregate;

or

4.2 Post Graduate Degree in any discipline with a minimum of 45% marks in aggregate of this university or any other Indian university established by act of legislature and recognized by the Academic Council of the University.

OR

4.3 Graduate with 45% deputed candidates who are sponsored by government or university or approved college or public library authority as candidates with pay and deputation allowance under rules and are already working in the library.

However, there is no minimum age bar for admission to the under-graduate and postgraduate courses in the University and its colleges

5.0 Admission Process:

The admission of the candidate in Bachelor of Library and Information Science Course shall be made strictly on the merit only.

6.0 Cancellation of Admission:

All admissions at the initial stage will be provisional and liable to cancellation, if at any stage, any information about reserved categories furnished by the candidate is found to be fabricated or false.

7.0 Reservations: As per Government rules.

8.0 Number of Seats: As per UGC.

9.0 Fees: As per University rules, in accordance with Regulatory Body

10.0 Beginning of Session

The session starts in July/August and after publication of Graduate Courses result. The Examination will held in July next year.

11.0 Attendance:

11.1 75% Attendance in theory and practical separately in each paper is mandatory.

11.2 If a student does not attend the classes continuously for fifteen days without any information to the Head of the Department concerned, his/her name is liable to be struck off the rolls of the Department. He/she may seek re-admission giving valid reason for his/her absence within next fifteen days failing which he/she will forfeit the right of re-admission.

11.3 A full-time student of a course is not allowed to join a full time job. Any student found doing this at any time shall be liable to lose his/her admission or degree even at a later stage. However, this shall not apply to students who have taken leave for study from their employers.

12.0 Standard of Passing / Division:

12.1 In order to be eligible for the award of Degree, a student must successfully complete all examination separately. A student will be deemed to have successfully completed the course in a semester, if he/ she secures:

12.1.1 At least aggregated 40% marks.

12.1.2 At least 30% of the sum of internal assessment & end theory examination marks in each theory papers.

12.2 A student will be declared as a 'Fail' in the result of examination, if he/she failed in maximum two theory papersand one practical exam in a complete year/session .

12.3 A maximum of 1(one) attempt shall be given to any Fail student(s) without a year break.

13.0 Division Criteria:

The final result will be declared on the basis of the marks obtained in the courses prescribed for the complete session. The student secure less than 40% marks in final result will be declared as a fail and the successful candidates will be classified as follows:

(i) First Division: 60% or more marks.
(ii) Second Division: greater than or equal to 50% but less than 60%marks.
(iii) Third Division: greater than or equal to 45% but less than 50%marks.

14.0 Mode of Examination:

The examination shall held after one academic year, completion of complete course.

The course shall consist of Eight (08) theory papers each of three hours duration and theTwo (02) Practice Papers each of three hours duration. All are compulsory and written papers. Sessional work will be additional asIX paper. The nomenclature of each paper along with the allotment ofmarks is as follows:

Paper No.	Paper Code	Nomenclature	Duration	Max. Marks		
				Written	Internal	Total
I	101	Foundation of Lib. And Inf.Sci.	3 Hours	70	30	100
II	102	Management of Lib. And Info. centers/Institution	3 Hours	70	30	100
III	103	Knowledge Organization and processing Theory	3 Hours	70	30	100
IV	104	Knowledge Organization and Processing (Classification Practice)	3 Hours	70	30	100
V	105	Knowledge Organization and Processing (Cataloguing Practice)	3 Hours	70	30	100
VI	106	Reference and Information Sources / Service	3 Hours	70	30	100
VII	107	Documentation and Information Retrieval	3 Hours	70	30	100
VIII	108	Information Technology: Basic & Application	3 Hours	70	30	100

Paper Code 109

Paper IX(a) (i)Computer Practical Max. Marks 30
(ii)Viva- voice Max. Marks 30

(b) Sessional work
1. Observation/ Tour Report Max. Marks 20
2. Project work Max. Marks 20

Total Max. Marks 100

Established under Madhya Pradesh Niji Vishwavidyalay Adhiniyam No. 17 of 2007

ORDINANCE No. 43

MASTER OF LIBRARY AND INFORMATION SCIENCE

1.0 Aim of the Programme:

With the passage of time, the field of information and library science and management is growing in many dimensions and the usefulness and necessity of a Master degree course is being appreciated.

The need and/or demand of the course is to :

1.1 Prepare students to take up the information challenges of the coming years.

1.2 To take up leadership position in both the traditional types of information institutions e.g., academic libraries and most modern and futuristic types of information institute e.g., as database managers, or information specialists.

1.3 The students are prepared in such a manner that they may be capable of taking up self-employment in information field.

1.4 The students are prepared to make themselves fit in varied types of information work such as HRD, information dissemination or in house editing and publishing information system management, e – marketing, community development, R & D in information field, teaching and training, etc.

2.0 Statutory/Regulatory Body:

As per UGC norms.

3.0 Duration of the Programme:

It is a full time 02 year course. The medium of Instruction and Examination shall be in English.

4.0 Eligibility Criteria:

Any person having a Bachelor degree in Library & Information Science / Library Science / Information Science or a equivalent degree from a recognized university or institution may apply for the said course.

5.0 Admission Process:

The admission of the candidate in Master of Library and Information Science Course shall be made strictly on the merit only.

6.0 Cancellation of Admission:

All admissions at the initial stage will be provisional and liable to cancellation, if at any stage, any information about reserved categories furnished by the candidate is found to be fabricated or false.

7.0 Reservations: **As per Government rules.**

8.0 Number of Seats: **As per UGC.**

9.0 Fees: **As per University rules, in accordance with Regulatory Body**

10.0 Attendance:

10.1 75% Attendance in theory and practical separately in each paper is mandatory.

10.2 If a student does not attend the classes continuously for fifteen days without any information to the Head of the Department concerned, his/her name is liable to be struck off the rolls of the Department. He/she may seek re-admission giving valid reason for his/her absence within next fifteen days failing which he/she will forfeit the right of re-admission.

10.3 A full-time student of a course is not allowed to join a full time job. Any student found doing this at any time shall be liable to lose his/her admission or degree even at a later stage. However, this shall not apply to students who have taken leave for study from their employers.

12.0 Standard of Passing / Division:

12.1 In order to be eligible for the award of Degree, a student must successfully complete all examination separately. A student will be deemed to have successfully completed the course in a semester, if he/ she secures:

12.1.1 At least aggregated 50% marks.

12.1.2 At least 30% of the sum of internal assessment & end semester theory examination marks in each theory papers.

12.2 A student will be declared as a 'Fail' in the result of examination, if he/she failed in maximum two theory papers and one practical exam in a complete year/session.

12.3 A maximum of 1(one) attempt shall be given to any Fail student(s) without a year break.

13.0 Division Criteria:

The final result will be declared on the basis of the marks obtained in the courses prescribed for the complete session. The student secure less than 40% marks in final result will be declared as a fail and the successful candidates will be classified as follows:

(i) First Division: 60% or more marks.
(ii) Second Division: greater than or equal to 50% but less than 60%
(iii) Third Division: greater than or equal to 45% but less than 50%

14.0 Mode of Examination:

The examination shall held twice in one academic year.

Paper	Subject	Maximum Marks	Minimum Marks	Minimum passing Marks in each paper in the aggregate
	Part-I : Theory			
Paper-I	Management of Libraries and Information Centers	100	40	
Paper-II	Information and Communication	100	40	
Paper-III	Information Analysis, Repackaging& Consolidation.	100	40	

Paper-III	Information Analysis, Repackaging& Consolidation.	100	40	240
Paper-IV	Information Processing & Retrieval System	100	40	
Paper-V	Research Methodology & StatisticalTechniques	100	40	
Paper-VI (A) (B) (C)	Elective Papers* Health Science Library AndInformationSystem Agricultural Library andInformation System Engineering andTechnological Library and Information System	100	40	
	Total	600		240
	Part II: (Practical)			
1.	Information Technology : Application	50	25	25
	Unit-1. Libsys/Slim/Soul Unit-2. E-Mail Unit-3. CD-ROM, Online Searching Unit-4. Internet searching Unit-5. Scanning and conversion of Text into meta documents.			
2.	Project Work			
	(a) Project Work	100	50	75
	(b) Viva-Voce	50	25	
	Total	200	100	
	Total of part-I & II	800		340
3.	Dissertation			

Note: For Elective Papers

14.1. The theory part shall consist of SIX theory papers including ONE elective paper out of three elective papers

14.2. THREE elective papers have been given in the syllabus.

14.3. Students need to offer any ONE elective paper out of THREE electivepapers.

14.4.The Department of Library and Information Science, MALWANCHAL University, Indore and its affiliated Colleges running this course, may offer either ONE or more than ONE elective papers to the MLIb students depending upon the available expertise,resources etc.

14.5. Minimum number of students for each elective paper should not be less than FIVE STUDENTS.

MADHYA PRADESH NIJI VISHWAVIDYALAY ADHINIYAM NO.17 OF 2007

Ordinance No. 44

BACHELOR OF LAW (LLB)

(03 Years degree Course)

This Ordinance shall be applicable to candidates admitted to LLB.The ordinance is subject to change in accordance with the Directives and Regulations issued by the BCI,UGC,Department of Higher Education of MP,Central Government,M.P.P.U.R.C.and the University from time to time.LLB shall be of three years duration spread over six semester of approximately six months each.LLB(3 Years Degree Course)Shall be whole time (day)Institute and the candidates will be full timwe regular students.

1.Eligibility criteria for Admission

a) An Applicant who has graduated in my discipline of Knowledge form a university established by an Act of parliament or by a state legislature or an equivalent Institution recognized a Deemed to be University or foreign university recognized as equivalent to the status of an Indian University by an authority competent to declare equivalence may apply for a LLB (3YDC) Course leading to conferment of LLB.Degree on successful comletion of the regular program conducted by a university whose degree in law is recognized by the BCI for the urpose of enrollment.

Provided that who have obtained 10+2 higher secondary pass certificate or first degree certificate after prosecting studies in distance or correspondence method shall also be considered as eligible for admission in the three years LL.B.Course.

Explanation: The applicants who have obtained 10+2 higher or gradutaion /Post Graduation through open universitu system directly without having any qualifying for prosecuting such studies are not eligible for admission in the law course.

b) The qualifying examination for candidates in law shall have minimum percentage of marks not below 45% of the total marks in case of general category,42%for OBC category and 40% of the total marks in case of SC/ST applicants to be obtained for the qualifying examination.

c) The maximum age for seeking admission in to a stream of three year LL.B (3YDC) courses in law is imited to thirty years with right of the university to give concession of 5 further year for the applicant belonging to SC or ST or any ither backward community.

d) Number of seats may be fixed/decided by the Bar Council of India time to time.

e) The Govt Employees dismissed from \government Service on disciplinary grounds and those who are known to have been involved in acts of crime and of gross indiscipline or misbehabior will not be eligible for admission.

1

F) Admission shall be granted to the candidates on their own risk and responsibility on the basis of detaik furnished by them.IF any time it is noticed that admission has been obtained by any candidate by giving incorrect,false information,concealing or oversight,the admission granted shall be cancelled.

2.Duration of Course

a) There shall be at least 90 days of teaching in every semester.Bachelor of Law(LLB) is 3 years Degree course,spread over six semester of approximately six monts each.

b) A candidate may provisionally continue t attend next higher year/semester,even if the result of qualifying year/semester has not been declared.However,subsequently if he/she is not able to clear qualifying semester examination,the candidate can not claim any right to continue in the higher semester on the basis of his/her provisional admission.

c) The maximum duration of the course shall be five years.However,one mercy attempt can be granted to student by the Vice Chancellor,which should be not more than one year on satisfactory reasons.

3,Selection Procedure

The admission to the course coducted by UTD shall be through written/oral entrance examination or as prescribed/decided by the university from time to time.

4.Reservation

Reservation to SC/ST/OBC and other shall be as per BCI & MP government resevation policy.

5.Fee structure

a) All the fee categories including program fee and the examination fee shall be determined by the university and reviewed by the MP Private Regulatory Commission from time to time, and shall be payable by the students at the beginning of each semester.

b) Registrar shall notify the quantum of fees payable and schedule of registration before the start of each semester.

c) A fee,once paid,and if a student has started attending the classes,is not refundable in any case except for the caution money.In some case of genuine hardship,the vice-vhancellor may permit an extension in the last date of payment of fees however,all the students shall be required to pay the prescribed fee before the start of examination.

6.Teaching Schedule and Pattern

Teaching schedule and pattern will be as per prescribed by Bar Council of India,7UGC norms.

7.Scheme of examination

Scheme of examination shall be as prescribed by BCI and University from time to time.

8.Conditions of passing

If an examinee fails in any paper,he or she may be permitted to appear in the subsequent examination in the/those paper (s).He/she would allowed to keep the term and would be promoted to the next semester or year as per rules.Such a student may appear his back papers with his next Semester/year exams after depositing the required fees for his failed subjects.

9.Examination

2.1There shall be the following three examination for the Degree of Bachelor of law,Via:-

a) LL.B.(Part -1) Examination 1st &2nd Semester

b) LL.B.(Part – II) Examination 3rd & 4th Semester

c) LL.B.(Part-III) Examination 5th &6th Semester

10.Attendance

Candidated appearing as regular students for any semester examination are required to attend 75% of the lectures delivered and thePractical classes held separately in eachsubject of the course of study including moot court tutorial and practical training course provded that in exception cases for reasons to be recorded the vice chancellor may condone short attendance required by the rule.

11.Rules for Promotion to the next semester and higher class 3 year degree course:

a) The minimum passing marks in each papre shall be 40 marks and passing marks in aggregate shall be 50 percent of that Semester Examination.

b) A Candidate shall be allowed carry a particular semester if he has acquired minimum passing marks in all the papers of that semester and has failed in aggregate by reason thereof such a candidate shall be allowed to reappear in semester examination in any number of papers of his choice in which he has acquired minimum passing marks in that semester in order to pass in aggregate in such semester examination but shall not be allowed to reappear in any paper in which he has already acquired passingmarks,that in 50% or more marks.

b)(i) From odd semester to even semester

A Candidate who has appeared in the odd semester (theory and practical examination) of any particular year shall be promoted to an even semester of that year i.e.from I to II from III to IV and from V to VI semester) irrespective of falling in any number of theories and practical examination of that semester.

b)(ii)From even to odd Semester

A candidate shall be entitled to carry a back log of papers for his promotion from even to odd semester of next academic sessions as under-

a) A backlog of two papers (Theory and practical) for his promotion from second semester of LL.B 1st Year to third semester of LL.B.IInd year.

b) A back log of four paper (Theory and Practical) inclusive a back log of two papers of LL.B.Ist Year) for his promotion form Ivth semester of LL.B.IInd Year to Vth Semester of LL.B.Third year.

b)(iii) The examination of odd semester shall be held with the odd Semester and the examination of even Semester shall take place with the even Semester.

b)(iv) Subject to the genral rule of promotion from odd semester to even semester a candidate shall become ex-student of LL.B.First year LL.B.IInd year and LL.B.IIIrd year as under:-

-Ex student in LLB Ist year – IF he carries a back log of three or more papers in Ist and /or IVth Semester.Of LL.B.Ist year.

-Ex student in LL.B.IInd year –if he carries a backlog of three or more papers in third and /or forth semester .of LL.B.Second year.

-Ex Student in LL.B.IIIyear – IF he carries a backlog of any paper (theory and/or practical) in fifth and six semester of LL.Bthird year.

b)(v) Attemt for regular and Ex candidate:-

- A candidate carrying a backlog of one or two papers in LL.B first year as a regular candidate of the time of examination of six semester of LL.B.third/final year shall be deemed to be an ex student on and after declaration of

his result of the said examination the maximum limit of six year from the date of his/initial/original admission innfirst semester LL.B.first year of any academic year.

- A Candidate carrying a backlog of four or less than four papers inclusive of a back log of one or two papers of LLB) first year in LLb.second year as a regular student of the time of examination of sixth semester of LL.B.third.final year shall also be deemed to be an ex student and after declaration of his result of the said examination (till the passes the same with ih the maximum limit of six years from the date of his initial / original / admission in the first semester of LLB 1st year of any academic year.

- A deemed ex candidate carrying a backlog of any papers inclusive of backlog of any papers of LLB 1st year and / or LLb 2nd year and / or an ex candidate carrying a backlog of any papers of LLb. The papers within the minimum limit of 6 years from the date of his/ her initial / original admission in the first semester of LLB 1st year of any acedemic year.

- If the candidates fails to pass the backlog of papers with in six years he/she shall cease to be a deemed ex student and has to take new admmission as a regular candidate of LLB 1st year according to the rules applicable for the time being inforce.

- A candidate if fails in aggregate in any semester and carrying any semester by reason thereof in LLB 1st year, LLB 2nd year and / or LLB 3rd year or after the declaration of his result of 6th semester of LLB 3rd / final year shall shall also be deemed to be in ex student he/ she shall be entitled to pass the backlog of semester for passing in aggregate within the maximum limit of 6 year from the date of his initial /original admission. If 1st semester of LLB first year of any academic year if he fails to pass the backlog of the semester by passing in aggregate, he /she shall cease to be a deemed ex student and shall be regulated to tke new admission as a regular candidate LLB 1st year according to the rules applicable for the time being in force.

c) A candidate shall not be permitted to appear / reappear in any examination or any paper in which he has been declared passed by the University for any purpose whatever.

d) The Subject and papers for each year of LLB shall be prescribed by the faculty of law on the recommendations of the Board of Studies. Unless otherwise provided each paper will carry 100 marks and will be of 3 hours duration.

e) The minimum passing marks in each year shall be 50 percentage in aggregate of all the papers and 40 Percent marks in each individual paper. Division to successful candidate for the LLb degree will be assigned at the end of final year examination on the basis of aggragate. The total marks obtained by him at the LLB 1st year, 2nd year and final year examination etc. all six semester as undr.

f) (i) First Division will be 60 percent or above of the aggregate marks.

(ii) Second division will be 50 % or above (but less than 60 % of the aggregate marks).

(iii) Candidate who obtained 75% or more marks in aggregate shall be declared to have passed the LLB degree course in first division with distinction.

g) (i) For each paper there shall be lecture classes for atleast 6 hours per week. Candidates appearing for the LLb exam ination shall have the option of answering question though the medium of hindi (devnagari script) or english.

(ii) VC grace mark as per rules can be awarded: (i) marks for division for grace. (ii) 3 marks for passing aggregade.

12 **Medium of Instruction**

(a) The medium of instrucion shall be english / hindi through out the course of study.
(b) Subject to be studied in different semester of LLB (3years) shall be as per the schemes , apperoved by Board of Studies of the Universities with the guidelines perscribed by BCI.

Established under Madhya Pradesh Niji Vishwavidyalay Adhiniyam No.17 of 2007

Ordinance No. 45
Master of Law (LL.M.)
(02 Years Course)

This Ordinance shall be applicable to candidates admitted to Master of Law (LL.M.). The ordinance is subject to change in accordance with the Directives and Regulations issued by the UGC, Department of Higher Education of M.P., Central Government, M.P.P.U.R.C. and this University from time to time.

1. Preamble

The LL.M. (Master of Law) is an internationally recognized postgraduate law degree. Law students and professionals pursue the LL.M. course to gain expertise in a specialized field of law.

2. Duration of Course:

(a) There shall be at least 90 days of teaching in every semester.

(b) Duration: The Program for LL.M. Degree shall be two years duration, namelyLL.M.(Previous) year (I & II semester) and LL.M. (Final) (III & IV semester).

(c) A candidate may provisionally continue to attend next higher year/semester, even if the result of qualifying year/semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate cannot claim any right on the basis of his/her provisional admission.

(d) The maximum duration of the course shall be Three year. However, one mercy attempt can be granted to student by Vice Chancellor which should be not more than one year on satisfactory reasons.

3. Eligibility Criteria for Admissions

(a) Admission to LL.M. program shall be provided as per Ordinance

(b) The candidates seeking admission to the LL.M. degree must have passed LL.B. (3Y DC or BA LLB 5Y DC) Examination of the University or other equivalent examination of any recognized University. The admission shall be made in order of Merit/ and as per Government Rules and/or University Rules applicable to the course.

(c) Admission to the LL.M. Degree Course of study shall be open to those candidates who has passed the three year LL.B. degree examination of this university or such examination of any other university or institution after Graduation under 10+2+03 pattern, or five year Law degree course

under 10+02+05 pattern is recognized by the university as equivalent for the purpose of LL.M. degree course.

The qualifying examination for LL.M. shall have minimum percentage of marks not below than 55% of the total marks in general category and 50% of the total marks in case of SC & ST applicant.

If the university organized entrance test the minimum percentage of marks not below than 50% of the total marks in general category and 45% of the total marks in case of SC & ST applicant.

4. Selection Procedure

The admission to the course conducted by UTD shall be through written/oral entrance examination /merit or as prescribed/decided by the university from time to time.

5. (I) The University shall decide the number of seats for University Teaching Department of Law with the approval of MPPURC.

(II) Candidates appearing as regular students for any semester examination are required to attend 75% of the lectures in each subject of the course of study including project / dissertation / practical training course provided that in exceptional cases for reasons to be recorded the vice chancellor may condone short of attendance required by the rule.

(III) LL.M. Degree Course is a full time Course. Hence an admitted student to the LL.M. Degree Course is not permitted to take admission in any other degree course.

(IV) A candidate who wants to appear in LL.M. Final Examination of the University and who has passed LLM previous year examination from any other university shall require to clear the remaining papers and group of papers of this university.

(V) In each paper the allocation of the marks shall be 100 marks.

(VI) In order to be successful at semester examination a candidate must secure at least 40% in each paper and 50% of aggregate of grand total.

6. **Reservation**

Reservation to SC/ST and others shall be as per M.P. government reservation policy.

7. **Fee structure**

a) All the fee categories including program fee and the examination fee shall be determined by the University and reviewed by the MP Private University Regulatory Commission from time to time, and shall be payable by the students at the beginning of each semester.

b) Registrar shall notify the quantum of fees payable and schedule of registration before the start of each semester.

c) A fee, once paid, and if a student has started attending the classes, is not refundable in any case except for the caution money. In some case of genuine hardship, the vice chancellor may permit an extension in the last date payment of fess however, all the students shall be required to pay be prescribed fee before the start of examination.

8. Teaching Schedule and pattern

As per prescribed by the University and UGC norms accordingly.

9. Scheme of examination

Scheme of examination shall be as prescribed by Apex Body/ university from time to time.

10. Rules for Promotion

(a) A backlog of two papers in first semester for his promotion from second semester of

LL.M. first year to third semester of LL.M. second year.

(b) A backlog of two papers in second semester for his promotion from third semester of

LL.M. second year to four semester of LL.M. second year.

(c) The examination of odd semester shall be held with the odd semester and the examination of even semester will take place with the even

semester the backlog of the papers shall be completed in the related semester of that year.

(d) A candidate shall be treated as an ex-student in particular semester if the candidate has secured less than 40 marks in one more papers of that semester, if he has failed in aggregate in that semester securing 40 or more marks in all the papers of the concerned semester examination.

(e) The Ex-student shall not be permitted to appear in any semester examination in which he has secured 50 marks or more for any purpose whatever.

(11) Successful examinees of the LL.M. Part H Third Semester examination shall be placed in a division on the basis of the total marks obtained by them in four semester examinations taken together as follow:-

d) The subjects and papers for each year of LL.M. shall be prescribed by the Faculty of Law on the recommendations of the Board of Studies. Unless otherwise provided each paper will carry 100 marks and will be of 3 Hours duration.

e) The minimum passing marks in each year's examination shall be 50 percent in the aggregate of all the papers and 40 percent marks in each individual paper. Division to successful candidates for the LL.M. degree will be assigned at the end of Final Year Examination on the basis of the aggregate. The total marks obtained by him at LLM First Year and Second year Examination i.e. all four Semesters us 111Hll·r.

(f) (i) First Division will be 60 % are above of the aggregate marks.

(ii) Second Division will he)O percent or above(but less than 60 percent of the aggregate marks).

(iii) Candidates who obtain 75 percent or more marks in aggregate shall be declared to have passed the LL.M. degree course in First Division with distinction.

(g) (i) For each paper there shall be lecture classes for at least 6 hours per week. Candidates appearing for the LL.M.

Examination shall have the option of answering questions though the medium of Hindi. (Devanagri Script) or English.

(ii) VC grace mark as per rules can be awarded: (I) 1 marks for division grace (ii) 3 marks for passing aggregate.

(12) A. candidates who has been declared unsuccessful in an examination on his/her option reappeal in subsequent examination as an ex-student without being required to attend regular course of study for the same semester subject to the condition that such a candidate shall abide by and be governed by the provisions of the ordinance rules and regulations applicable time to time.

(13) Candidates appearing as regular students for any semester examination are required to attend 75% of the lectures delivered provided that a short fall in attendance up to a maximum of 5% can be condoned by the Vice-Chancellor of the University, for satisfactory reasons.

(14) Medium of Instruction (For Teaching and Examination)

(a) The medium of instructing for teaching and examination shall be English/Hindi throughout the course of study.

(b) The subjects to be studied in different semesters of LL.M. shall be as per the schemes, approved by Board of Studies of the University.

(15) Notwithstanding, anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice• Chancellor is competent to take a decision. The decision of the Vice-Chancellor shall be final.

MADHYA PRADESH NIJI VISHWAVIDYALAY ADHINIYAM NO.17 OF 2007
ORDINANCE NO. 46

(INTEGRATED COURSE)
Ordinance for BALLB (FIVE YEARS INTEGRATED COURSE)

This Ordinance shall be applicable to candidates admitted to Bachelor of Arts and Bachelor of Laws (B.A.LL.B) (Integrated Course). The ordinance is subject to change in accordance with the directives and regulations issued by the (BCI), UGC, Department of Higher Education of MP, Central Government, M.P.P.U.R.C. and this University from time to time.

1. Preamble

The Degree of Bachelor of laws B.A.LL.B Integrated course shall comprise a course of study spread over a period of five academic years and the. Candidates will be full time regular students. Integrated Degree course in Law means double course comprising the bachelor degree in arts prosecuted simultaneously with the degree course in law in an integrated manner as designed by the university from time to time for a continuous period of not less than five years. The five years course shall comprise two part i.e. I which will be a two year course programme of pre-law study and part II-which will be a three year prpgramme for professional training in law.

2. Duration of the Programme

a). The duration of the programme is 5 academic years which spread over 10 semesters with the University Examination at the end of each Semester. Each Academic year shall be divided into two semesters. An examination for each of the semester shall be held twice in a year at such places and on such dated as may be fixed by the University.

b). A candidates may provisionally continue to attend next higher year/semester, even if result of qualifying year/semester has not been declared. However subsequently if he/she is not able to higher semester on the basis of his/her provisional admission.

3. Eligibility criteria for admission

a). At the time of joining the course of B.A.LL.B. The person concerned has to pass on examination 10+2 course of equivalent from a recognized university of India or outside or from a senior secondary board or equivalent, constituted or recognized by the union or by state government or from any equivalent institution from a foreign country recognized by the government of that country for the purpose of issue of qualifying certificate in

successful completion of the course, may apply for and be admitted in to the program of the university to obtain the integrated degree in law with a degree in any other subject as the first degree from the university whose such a degree in law is recognized by the Bar Council of India for the purpose of enrollment.

Provided that applicants who have obtained 10+2 Higher Secondary pass certificate or First Degree certificate after prosecuting studies in distance or correspondence method shall also be considered as eligible for admission in the integrated five years course.

Explanation: The applicants who have obtained 10+2 or graduation / Post Graduation through open university system directly without having any qualifying for prosecuting such studies are not eligible for admission in the law course.

b). As per stipulation of the Bar Council of India the minimum percentage of marks not below 45 % of the total marks in case of general category applicants, 42 % for OBC category and 40 % of the total marks in case of SC/ST applicants, to be obtained in the qualifying examinations, such as 10+2 examination in case of integrated Five Year B.A.LL.B Course.

c). The maximum age for seeking admission into a stream of integrated Bachelor of law degree program is limited to 20 years is case of general category of applicants and to 22 (Twenty two) years in case of applicants from SC/ST and other background communities.

d). The Eligibility for admission of the first year of B.A.LL.B. Bachelor course shall be as prescribed by the Bar Council of India (BCI)

e). Number of seats may be fixed / decided by the Bar Council of India time to time

f). The government employees dismissed from government service on disciplinary grounds and those who are known to have been involved in acts of crime and of gross indiscipline or misbehavior will be not be eligible for admission.

g). Admission shall be granted to the candidates on their own risk and responsibility on be basis of details furnished by them. If any time it is noticed that admission has been obtained y any candidate by giving incorrect, false information, concealing, information or by oversight , the admission granted shall be cancelled.

4. Eligibility for the Degree

a). A candidates shall be eligible for the degree of Bachelor of Law (BALLB) when he has undergone the prescribed course of study for a period of not less than five years in the university and has passed the requisite examination in all the subjects.

b). The students, successfully completing first three years of BALLB will be awarded BA (LAW) degree approval by the university this degree will be equivalent to other graduation degree of the university such degree shall not entitle the students to enroll as an advocate.

5. Selection Procedure

The admission to the course conducted by the university shall be through written/oral entrance examination or as prescribed / decided by the university time to time.

6. Reservation

Reservation to SC/ST/OBC and other shall be as per M.P. government reservation policy.

7. Fee Structure

a). All the fee categories including program free and the examination fee shall be determined by the university and reviewed by MP Private University Regulatory commission from time to time, and shall be payable by the students at the beginning of each semester.

b). Registrar shall notify the quantum of fees payable and schedule of registration before the start of each semester.

c). A fee. Once paid and if a student has started attending the classes, is not refundable in any case except for the caution money. In some case of genuine hardship, the vice chancellor may permit an extension in the last dat3e of payment of fees however, all the students shall be required to pay the prescribed fee before the start of examination.

8. Teaching Schedule and pattern decided by the university As per BCI/UGC Norms accordingly

9. Scheme of Examination

Scheme of Examination shall be as prescribed by BCI and the University from time to time.

10. Conditions of passing

If an examinee fails in any paper, he or she may be permitted to appear in the subsequent examination in the/those paper (s). He / she would be allowed to keep the term and would be promoted to the next semester of year as per rules. Such as student may appear his back papers with his next semester / year exams after deposition the required fees for his failed subjects.

11. Attendance

Candidates appearing as regular students for any semester examination are required to attend 75 % of the lectures delivered and the practical classes held separately in each subject of the course of study including moot court tutorial and practical training course

provided that in exception cases for reasons to be recorded the vice chancellor may condone short of attendance required by the rule.

12. Rules of Promotion to the next semester and higher class lf B.A.LL.B. (5yrDC)

a). The minimum passing marks in each, paper shall be 40 marks and passing marks in aggregate shall be 50 percent of that semester examination.

b). A candidate shall not be admitted in the fifth or higher semester classed unless he/she has fully cleared the first and second semester examinations.

c). A candidate shall not be admitted in to seventh or higher semester classes unless he/she has fully cleared the third and fourth semester examinations.

d). A candidate shall not be admitted in the ninth or higher semester classes unless he/she has fully cleared the fifth and sixth semester examinations.

e). No candidates shall be declared to have cleared the final BALLB examination unless he/she has cleared the previous semester. The result of the candidate who have cleared the tenth and final BALLB semester but not previous semesters shall be withheld. He/she shall be deemed to have passed the final BALLB examinations in the year in which he/she fully clears all the previous semester examination.

f). The examination of hte4 odd semester shall be held with the odd semester and the examination of even semester shall take place with the even semester.

g). A candidate shall not be permitted to appear /reappear in any examination or any paper in which he has been declared pass by the university for any purpose whatever.

h). The subjects and papers for each year of BALLB shall be prescribed by the faculty of law on the recommendations of the Board of Studies. Unless otherwise provided each paper will carry 100 marks and will be of 3 hours duration. In each theory paper the allocation of marks shall be 80 % on external assessment (theory paper) and 20 % on internal assessment. The internal assessment for each subject shall be based on activities schedule by the department such as presentation group discussion moot court, mock trail etc along with regular attendance in library and class lectures. The marks for internal assessment shall be finalized by the department.

I(i). The minimum passing marks in each year's examination shall be 50 percent in the aggregate of all the paper and 40 percent marks in each individual paper. Division to successful candidate for the BALLB degree will be assigned at the end final year

examination on the basis of the aggregate. The total marks obtained by him at the BALLB first to final year examinations i.e. all ten semesters as under.

(ii) The maximum duration of the course shall be seven years. However, one mercy attempt can be granted to students by the Vice Chancellor, which should be not more than one year on satisfactory reasons.

J(i) First Division will be 60 percent or above of the aggregate marks.

(ii) Second Division will be 60 percent or above (but less than 60 percent of the aggregate marks)

(iii) Candidates who obtain 75 percent or more marks in aggregate shall be declared to have passed the BALLB degree course in first division with distinction.

K (i) For each paper there shall be lecture classed for at least 6 hours per week. Candidates appearing for the BALLB examination shall have the option of answering questions though the medium of Hindi, (Devnagiri Scipt) or English.

(ii) VC grace mark as per rules can be awarded: (i) 1 marks for division grace (ii) 3 marks for passing aggregate

13. Course component for BALLB integrated five year course

In BALLB one major subject with two minor, besides, English is compulsory subject student are expected to learn at least and foreign or Indian Language. These shall be 6 papers in major and three papers each in minor and in language. The University follow the curriculum Development committee report of UGC in designing the course and stipulate the standard.

14. (a) The medium of instruction for teaching and examination shall be English, Hindi throughout the course of study.

(b) The subject to be studied in different semester of BALLB shall be as per the schemes, approved by Board of Studied of the University.

15. Not withstanding anything stated in this ordinance, for any unforeseen issues arising, and not covered by this ordinance, or in the event of differences of interpretation, the Vice-Chancellor is competent to take a decision. The decision of the Vice Chancellor shall be final.

MADHYA PRADESH NIJI VISHWAVIDYALAY ADHINIYAM NO.17 OF 2007
ORDINANCE No. 47
BACHLOR OF COMMERCE AND BACHELOR OF LAWS (B. Com. L.L.B.)
(FIVE YEARS INTEGRATED COURSE)

This Ordinance shall be applicable to candidates admitted to B.Com. LL.B. (Integrated Course).

The ordinance is subject is subject to change in accordance with the Directives and Regulations issued by the Apex body (BCI), Department of Higher Education of MP, Central Government, M.P.P.U.R.C. and this University from time to time.

1. Preamble

The Degree of Bachelor of laws B.Com. LL.B.

Integrated course shall comprise a course of study spread over a period of Five Academic years and the. Candidates will be full time regular students. The five years course shall comprise two parts i.e. part I- which will be a two year course programme of pre law study and part II- which will be a three year programme for professional training in law.

2. Duration of the Programme

a) The duration of the programme is 5 academic year which apread over 10 semester with the University Examination at the end of each Semester. Each Academic Year shall be divided into two semester. An examination for each of the semester shall be held twice in a year at such places and on such dates as may be fixed by the University.

b) A candidate may provisionally continue to attend next higher/semester, even if the result of qualifying year/semester has not been declared. However, subsequently if he/she in not able to clear qualifying semester examination, the candidate cannot claim any right to continue in the higher semester on the basis of his/her provisional admission.

3. Eligibility criteria for admission (B.Com. LL.B.)

a) At the time of joining the course of B.Com. LL.B. The person concerned has to pass on examination 10+2 course or equivalent from a recognized university of India or outside or from a senior secondary board or equivalent, constituted or recognized by the union or by state government or from any equivalent institution from a foreign country recognized by the government of that country for the purpose of issue of qualifying certificate in successful completion of the the course, may apply for and be admitted in to the program of the university to obtain the integrated degree in law with a degree in any other subject as the first degree from the university whose such a degree in law is recognized by the Bar Council of India for the purpose of enrollment.

Registrar

Provided that applicants who have obtained 10+2 Higher Secondary pass certificate or First Degree certificate after prosecuting studies in distance or correspondence method shall also be considered as eligible for admission in the integrated five year course.

Explanation: The applicants who have obtained 10+2 or graduation/ Post Graduation through Open University system directly without having any qualifying for prosecuting such studies are not eligible for admission in the law course.

[illegible] of marks not below 45%

b) As per stipulation of the Bar Council of India the minimum percentage of marks not below 45% of the total marks in case of general category applicants, 42% for OBC category and 40% of the total marks in case of SC/ST applicants, to be obtained in the qualifying examinations, such as 10+2 examination in case of Integrated Five Year B.Com. LL.B. Course.

c) The maximum age for seeking admission into a stream of integrated Bachelor of law degree program is limited to 20 Twenty years is case of general category of applicants and to 22 (Twenty two) years in case of applicants from SC/ST and other background communities.

d) The Eligibility for admission to the first year of B.Com. LL.B. bachelor course shall be as prescribed by the Bar Council of India (BCI).

e) Number of seats may be fixed/decided by the Bar Council of India time to time.

f) The government employees dismissed from government service on disciplinary grounds and those who are known to have been involved in acts of crime and of gross indiscipline or misbehavior will be not be eligible for admission.

g) Admission shall be granted to the candidates on their own risk and responsibility on the basis of details furnished by them. If any time it is noticed that admission has been obtained by any candidate by giving incorrect, false information, concealing information or by oversight, the admission granted shall be cancelled.

4. Eligibility for the Degree

a) A candidate shall be eligible for the degree of Bachelor of Law (B.Com. LL.B.) when he has undergone the prescribed course of study for a period of not less than five years in the university and has passed the requisite examination in all the subjects.

b) The student, successfully completing first three years of B.Com. LL.B. will be awarded B.COM. (LAW) degree approval by the university this degree will be equivalent the student to enroll as an advocate.

5. Selection Procedure

The admission to the course conducted by the university shall be through written/oral entrance examination or as prescribed /decided by the university from time to time.

6. Reservation

Reservation to SC/ST/OBC and others shall be as per M.P. government reservation policy.

7. Fee Structure

a) All the fee categories including program fee and the examination fee shall be determined by the university and reviewed by the MP Private Regulatory Commission from time to time, shall be payable by the students at the beginning of each semester.

b) Registrar shall notify the quantum of fees payable and schedule of registration before the start of each semester.

MADHYA PRADESH NIJI VISHWAVIDYALAY ADHINIYAM NO.17 OF 2007
ORDINANCE No. 48
BACHLOR OF BUSINESS ADMINISTRATION AND BACHELOR OF LAWS
(B.B.A.L.L.B.)
(FIVE YEARS INTEGRATED COURSE)

This Ordinance shall be applicable to candidate admitted to B.B.A.L.L.B. (Integrated Course).
The ordinance is subject to change in accordance with the Directives and Regulations issued by the Apex body (BCI), UGC, Department of Higher Education of MP, Central Government, M.P.P.U.R.C. and this University from time to time.

1. Preamble

The Degree of Bachelor of laws B.B.A.L.L.B. Integrated course shall comprise a course of study spread over a period of Five Academic year and the. Candidates will be full time regular student. Integrated Degree course in Laws means double course comprising the bachelor degree in Business Administration prosecuted simultaneously with the degree course in law in an integrated manner as designed by the university from time to time for a continuous period of not less than five years . The five years B.B.A.L.L.B. Course shall comprise two parts i.e. Part I- which will be two year core programme of pre law study and Part II- which will be a three year programme for professional training in law.

2. Duration of the Programme

a) The duration of the programme is 5 academic years which spread over 10 semester with the University Examination at the end of each Semester. Each Academic Year shall be divided in to two semesters. An examination for each of the semester shall be held twice in a year at such places and on such dated as may be fixed by the University.

b) A candidate may provisionally continue to attend next higher year/semester, even if the result of qualifying semester examination, the candidate cannot claim any right to continue in the higher semester on the basis of his/her provisional admission.

3. Eligibility criteria for admission in B.B.A.L.L.B. (5YDC)

a) At the time of joining the course of B.B.A.L.L.B. The person concerned has to pass on examination 10+2 course or equivalent from a recognized university of India or outside or from a senior secondary or equivalent, constituted or recognized by the union or by state government or from any equivalent institution from a foreign country recognized by the government of that country for the

purpose of issue qualifying certificate in successful completion of the course, may apply for and be admitted in to the program of the university to obtain the integrated degree in law with a degree in any other subject as the first degree from the university whose such a degree in law is recognized by the Bar Council of India for the purpose of enrollment.

Provided that applicants who have obtained 10+2 Higher Secondary pass certificate or First Degree certificate after prosecuting studies in distance or correspondence method shall also be considered as eligible for admission in the law course.

Explanation: The applicants who have obtained 10+2 or graduation / Post Graduation through open university system directly without having any qualifying for prosecuting such studies are not eligible for admission in the law course.

b) As per stipulation of the Bar Council of India the minimum percentage of marks not below 45% of the total marks in case of general category applicants, 425 for OBC category and 40% of the total marks in case of SC/ST applicants, to be obtained in the qualifying examinations, such as 10+2 examination in case of Integrated Five Year B.B.A.L.L.B. Course.

c) The maximum age for seeking admission in to a stream of integrated Bachelor of law degree program is limited to 20 Twenty years is case of general category of applicants and to 22 (Twenty two) years is case of applicants from SC/ST and other background communities.

d) The Eligibility for admission to the first year of B.B.A.L.L.B. bachelor course shall be as prescribed by the Bar Council of India (BCI).

e) Number of seats may be fixed/decided by the Bar Council of India time to time.

f) The government employees dismissed from government service on disciplinary grounds and those who are known to have been involved in acts of crime and of gross indiscipline or misbehavior will be not be eligible for admission.

g) Admission shall be granted to the candidates on their own risk and responsibility on the basis of detail furnished by them. If any time it is noticed that admission has been obtained by any candidate by giving incorrect, false information, concealing information or by oversight, the admission granted shall be cancelled.

4. Eligibility for the Degree

a) A Candidate shall be eligible for the degree of Bachelor of law B.B.A.L.L.B. when he has undergone the prescribed course of study for a period of not less than five years in the university and has passed the requisite examination in all the subjects.

b) The student, successfully completing first three year of B.B.A.L.L.B. will be awarded B.B.A. (LAW) degree approval by the university this degree will be equivalent to other graduation degree of the university such degree shall not entitle the student to enroll as an advocate.

5. Selection Procedure

The admission to the course conducted by university UTD shall be through written/oral entrance examination or as prescribed/decided by the university from time to time.

6. Reservation

Reservation to SC/ST/OBC and others shall be as per M.P. government reservation policy.

7. Fee Structure

a) All the fee categories including program fee and the examination fee shall be determined by the university and reviewed by MP Niji Vishwavidyalaya Regulatory Commission from time to time, and shall be payable by the students at the beginning of each semester.

b) Registrar shall notify the quantum of fees payable and schedule of registration before the start of each semester.

c) A fee, once paid, and if a student has started attending the classes, is not refundable in any case except for the caution money. In some case of genuine hardship, the vice chancellor may permit an extension in the last date of payment of fees however; all the students shall be required to pay the prescribed fee before the start of examination.

8. Teaching Schedule and Pattern

Decided by the university As per BCI/UGC norms accordingly.

9. Scheme of Examination

Scheme of examination shall be as prescribed by BCI and the University from time to time.

10. Conditions of Passing

If an examine fails in any paper, he or she may be permitted to appear in the subsequent examination in the/those paper (s). He/She would be allowed to keep the term and would be promoted to the next semester or years as per rules. Such a student may appear his back papers with his next Semester/year exams after depositing the required fees for his failed subjects.

11. Attendance

Candidates appearing as regular students for any semester examination are required to attend 75% of the lectures delivered and the practical classes held separately I each subject of the course of study including moot court tutorial and practical training course provided that in exceptional cases for reasons to be recorded the Vice-Chancellor may condone short of attendance required by the rule.

12. Rules for promotion to the next semester and higher class of B.B.A.L.L.B. (5YDC)

a) The minimum passing marks in each, paper shall be 40 marks and passing marks in aggregate shall be 50 percent of that semester examination.

b) A candidate shall not be admitted in the fifth or higher semester classes unless he/she has fully cleared the first and second semester examinations.

c) A candidate shall not be admitted in to seventh or higher semester classes unless he/she fully cleared the third and fourth semester examinations.

d) A candidate shall not be admitted in the ninth or higher semester classes unless he/she fully cleared the fifth and six semester examination.

e) No candidate shall be declared to have cleared the final B.B.A.L.L.B. examination unless he/she has cleared the previous semester. The result of the candidate who have cleared the tenth and final B.B.A.L.L.B. semester but not previous semester shall be withheld. He/she shall be deemed to have passed the final B.B.A.L.L.B. examinations in the year in which he/she fully clears all the previous semester examination.

f) The examination of the odd semester shall be held with the odd semester and the examination of even semester shall take place with the even semester.

g) A candidate shall not be permitted to appear/reappear in any examination or any paper in which he has been declared pass by the university for any purpose whatever.

h) The subjects and papers for each year of B.B.A.L.L.B. shall be prescribed by the faculty of law on the recommendations of the Board of Studies. Unless otherwise provided each paper will carry 100 marks and will be of 3 hours duration. In each theory paper the allocation of marks shall be 80% on external assessment (Theory Paper) and 20% on internal assessment. The internal assessment for each subject shall be based on activities scheduled by the department such as presentation group discussion moot court, mock trial etc along with regular attendance in library and class lectures. The marks for internal assessment shall be finalized by the department.

I) i) The minimum passing marks in each year's examination shall be 50 percent in the aggregate of all the papers and 40 percent marks in each individual paper. Division to successful candidate for the B.B.A.L.L.B. degree will be assigned at the end of final year examination on the basis of the aggregate. The total marks obtained by him at the B.B.A.L.L.B. first to final year examination i.e. ten semesters as under.

ii) The maximum duration of the course shall be seven years. However, one mercy attempt can be granted to student by the Vice-Chancellor, which should be not more than one year on satisfactory reasons.

j) i) First Division will be 60 percent or above of the aggregate marks.

ii) Second Division will be 50 percent or above (but less than 60 percent of the aggregate marks).

iii) Candidates who obtain 75 percent or more marks in aggregate shall be be declared to have passed the B.B.A.L.L.B. degree course in first division with distinction.

k) i) For each paper there shall be lecture classed for at least 6 hours per week. Candidates appearing for the B.B.A.L.L.B. examination shall have the option of answering questions though the medium of Hindi, (Devnagri Script) or English.

ii) VC grace mark as per rules can be awarded: (i) 1 marks for division grace (ii) 3 marks for passing aggregate.

13. Course component for integrated B.B.A.L.L.B. (5YDC) Course

In B.B.A.L.L.B. Major and minor subjects or compulsory and optional subject papers may be taken from the following papers/subjects such as Business communication, Business Mathematics quantitative Analysis. Business statistics, Business environment, Accounts and Finance Management theory and practice. Human Resource Management and marketing management. Language Policy shall remain same. However one can take English as major or minor, where there is a system of major and minor, with other management subjects. The university follow the UGC/AICTE module in designing the course stipulated the standard.

14. Medium of Instruction (For Teaching and Examination)

a) The medium of instruction for teaching and examination shall be English/ Hindi throughtout the course of study.

b) The subjects to be studies in different semester of B.B.A.L.L.B. shall be as per the schemes, approved by Board of Studies of the University.

15. Notwithstanding anything stated in this ordinance, for any unforeseen issues arising, and not covered by this ordinance, or in the event of differences of interpretation, the Vice-Chancellor is competent to take a decision. The decision of the Vice-Chancellor shall be final.

MADHYA PRADESH NIJI VISHWAVIDYALAY ADHINIYAM NO.17 OF 2007
ORDINANCE NO. 49

BACHELOR OF BUSINESS (BBA)- 03 Year Course.

1. Course & Faculty

1.1 This ordinance shall be applicable to all three years Under Graduate Degree programs except those for which the university has separate ordinances. These courses shall be run on semester systems.

1.1.1 At present the degree covers under this ordinance are Bachelor of Business Administration.

1.1.2 These programs are offered by the concerned faculty after the recommendation of concerned Board of Studies / Faculty and approval of Academic Council.

1.1.3 More degree programs can be offered under this ordinance on the recommendations of the Board of Studies / Faculty and approval of Academic Council & Board of Management.

1.2 The ordinance shall be applicable to all the University Teaching Departments / Institutes /Schools of this University.

2. Duration

2.1 The duration of these courses of study are of three years (Six Semesters).

2.2 A candidate has to complete the entire course of under graduate degree within a maximum period of six years from the session of first admission.

3. Intake & fees

3.1 The intake for each of these Programs shall be decided by the Board Management of the University from time of time subject to the approval of the regulatory body, if any.

3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

Academic Year

4.1 There will be one academic cycles every year starting from July to June.

5. Eligibility

5.1 Candidates seeking admission to these programs must have passed the Senior Secondary (12th) as specified below from any recognized Board or an equivalent.

5.1.1 B.A., BBA,BSW: Passed (10+2) Exam with any subject.

5.1.2 BCA: Passed (10+2) exam with mathematics as asubject.

5.1.3 B.Com: Passed (10+2) Exam with commerce/science.

5.1.4 B.Sc.: Passed (10+2) Exam with PCM/PCB.

5.1.5 Candidates spearing for their 12th Examination and waiting for their results can apply. They will have to provide proof of passing the Degree, within 30 days of admission.

5.1.6 Eligibility for new Programs under this ordinance shall be defined by the Academic Council of the university.

6. Admission Procedure

Admission Under these programs will be made as follow:

6.1 The University will issue admission Notifications in News Papers, on the University's Website, Notice Board of the University and in other publicity media before the start of every cycle.

6.2 List of candidates provision ally selected for admission / shortlisted based on merit will be displayed on the Notice Board of the University / University's Website / or the students will be informed directly of their admission after the last date of application.

6.3 The Candidates, whose results of the Qualifying Exam are awaited can also apply. Such candidates, however, must produce the previous year Mark sheet/ school / College Certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission granted will be cancelled.

6.4 The application form may be rejected due to any of the following reasons:

6.4.1. The candidate does not fulfill the eligibility conditions.

6.4.2 The prescribed fees are not enclosed.

6.4.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.

6.4.4 Supporting documents for admission are not enclosed.

6.5 Enrolment / Registration Number will be assigned to the student by the University after verification & submission of all the necessary documents / fees.

6.6 Admission rules as framed by the University shall be applicable for all admission from time to time.

7. Course Structure

7.1 The Under Graduate course in semester system shall consist of:

7.1.1 Such course (Papers) as prescribed by the University.

7.1.2 Such job internship. Job work, Practical, In-Plant Training, Projects etc. as may be prescribed by the University.

7.1.3 Such scheme of examination as prescribed, by the university from time to time.

7.2 The course curriculum of each course shall be recommended by the concerned Board of Studies and approved by the Academic Council of the University. The Academic Council of the University on the recommendation of the concerned Board of studies may change number of papers and / or making scheme of the course after the due approval of Vice Chancellor.

7.3 Number of core subjects in a semester will not be less than 3 (three) and will not more than 5 (five), including of foundation course (If any).

7.4 Each subject may have one or two theory papers as decided by the Board of Studies.

8. Medium of Instruction and Examinations

8.1 The medium of Instruction and Examinations shall be either Hindi or English.

9. Examination Scheme

9.1 No candidate shall be allowed to take the term end semester Examination unless one has:

9.1.1 Attended at least 75% of lectures / Practical delivered.

9.1.2 Paid all the fees due.

9.1.3 Obtained 'No Dues' Certificate from the concerned Department / College.

9.1.4 Submitted the job internship Certificate / project report, as notified by the University.

9.1.5 Received in plant / practical training as prescribed by the University.

Clause (9.1) above shall not be applicable to the private / Ex Candidates.

9.2 Each student shall have to appear in the Examination of theory / practical and Continuous Comprehensive Examination system (CCE) Internal Assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

9.2.1 50% mark of each paper will be earmarked for internal assessment for each year, there will be at least two midterm examinations.

9.2.2 Main examination will carry 50% marks.

9.2.3 For passing the examination, the candidate that be required to secure at least 'D' Grade in University examination separately in the term-end theory, practical and internal assessment in each of the prescribed paper in the subject and practical's are also to be cleared separately.

9.2.4 There will be an external examiner to evaluate. The project report the minimum passing mark for project work will be 'B' Grade.

10. Promotion to Next Semester & Failed Candidate

10.1 There shall be no supplementary or second examinations in between the semester exam.

10.2 A candidate may provisionally continue his / her studies in higher semester class after the examinations of the semester he / she appeared is over. However, his /her eligibility the examinations of the semester he / she appeared is over. However, his / her eligibility shall be evaluated only after the results of semester are declared at which he / she had appeared.

10.3 Provided further, that if a candidate fails in more than one paper in any semester examination, he / she may be allowed to appear as an ex student in the next examination of the same semester.

10.3.1 A candidate clears all the subjects of 1st semester examination or fails in one or more subjects of the same will be allowed to the admission in the II semester.

10.3.2. A candidate will be admitted in odd semester (3rd , 5th) with maximum two backlog papers (ATKT of two subjects only).

10.3.3 A candidate shall not be admitted in the 4th,5th and 6th semester examination unless he/she may be allowed to appear as an Ex-Student in the next examination of the same semester.

10.3.4 Provided further that if a candidate fails in more than one paper in any semester examination, He / She may be allowed to appear as an Ex-student in the next examination of the same semester.

10.3.5 Provided further that if a candidate fails in more than one paper earlier semester and clears the final semester, his result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semester. In such situation, mark sheet for each semester will be issued separately up to third semester and a composite mark sheet will be issued in the Fourth semester once the candidate clears all the papers.

11. Award of Credits and Grades

One hour of conduct I lecturer (L) Tutorial (T) & two hours of practical (P) Per week shall be equal to one credit as allotted in the respective schemes.

11.1 Each course, along with its weightage in terms of units and equivalent credits, shall be recommended by the concerned Board of Studies and shall be approved by the Academec council. Only approved courses can be offered during any semester.

11.1.1 The distribution of weightage / marks for each component shall be recommended by the respective Board of Studies.

11.1.2 A students shall be continuously evaluated for his / her academic performance in as subject through tutorial work, practical, home assignment, mid-semester tests, field work, seminars, quizzes, and semester examinations and regularity, as proposed and recommended by respective Board of Studies and approved by the academic Council.

11.2 For the award of degree minimum **Cumulative Grade Point Average (CGPA)** required is 5.0 and promotion to higher semester.

11.3 To pass a particular subject of the course the minimum required grade is D. However, the candidate should also separately score minimum of Grade D in end semester examinations of theory and practical parts separately of the Subject. For practical examinations one external examiner from outside the institute shall always be there.

11.4 If a candidate has passed all the subjects of an applicable year but has failed to score a minimum **CGPA of 5.0** as per requirements, such a candidate shall be permitted to improve requisite grade point by reappearing **in maximum of three Theory / Practical Subjects,** in the ensuing examination (Theory and Practical of a subject shall be treated as separate subjects.)

11.5 Other than the provision of clause (16.2) above, a candidate shall not be permitted to reappear in that examination, for improvement of Division / Grade or for any other purpose.

11.6 Practical Training, and Project work shall be treated as Practical Subjects

11.6.1 In each semester, there will be normally three mid semester tests. Only in emergent cases number of tests could be reduced to two with approval of the Vice-Chancellor.

11.6.2 The grades awarded to a student shall depend upon his continues evaluation through performance in various examinations, assignments, quizzes, laboratory work, work mid semester test, and semester exam and regularity.

11.6.2 The grades to be used and their numerical equivalents are as under:

Credit Based Grading System

Grade	% Marks range (based on absolute marks system)	Credit Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	31-40	4	Marginal
F	30 & below	0	Fail
I		0	Incomplete
W		0	Withdrawal

11.3.4 The semester Grade point Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:

$$SGPA = \frac{\sum_{i=1}^{n} C_i P_i}{\sum_{i=1}^{n} C_i}$$

Where C_i is the number of credit offered in the i^{th} subject of a Semester for which SGPA is to be Calculated , P is the corresponding grade point earned I the i^{th} subject where I = 1,2,..... n, are the number of subject in that semester.

$$SGPA = \frac{\sum_{i=1}^{n} SGJ\ NCJ}{\sum_{i=1}^{n} NCJ}$$

Where NC_i is the number of total credits offered in the j^{th} semester, SG_j is the SGPA earned in the j_{th} semester, where j = 1,2..... M, are the number of semesters in that course.

11.3.5 The Grade sheet at the end of each even semester examination for students shall also show CGPA till end of that semester. The final examination grade sheet at the end of final semester examination of the course shall also indicate CGPA.

12. Condonation of Deficiency

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks in a each semester.

13. Award of Division

13.1 Division shall be awarded only after the fourth and final semester examination based on integrated performance of the candidate for all the four years as per following details:

CGPA Score	Divisions
7.5≤ CGPA	First Division with Honours
6.5 ≤ CGPA< 7.5	First Division
5.0 ≤ CGPA< 6.5	II Division
CGPA< 5.0	Fail

13.2 The conversion from grade to an equivalent percentage in given academic program shall be according to the following formula applicable.

$$\text{Percentage marks scored} = \frac{\text{CGPA}^{\text{Obtained}} \times 100}{\Lambda^{10}}$$

14.2 Merit List

14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.

14.2 Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree, on the basis of the integrated performance of all the two year. The merit list shall included the first ten candidates securing at least first division and passing all semester in single attempt.

15. Examination Centers

15.1 University examination centers will be notified by the University.

16. General

16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the programs shall be governed by the provisions of the relevant ordinance of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

16.2 In case of any dispute / ambiguity, the ruling o f the Vice-Chancellor shall be final However. On the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the system / pattern of the examination.

16.3 In case of any dispute, the matter shall be decided under the jurisdiction of District Court, Bhopal.

16.4 The provisions of this ordinance shall change as per the directive of regulatory authority.

MADHYA PRADESH NIJI VISHWAVIDYALAY ADHINIYAM NO.17 OF 2007
ORDINANCE NO. 50

MASTER OF BUSINESS ADMINISTRATION (MBA)- 02 Year Course.

1. Course & Faculty

1.1 This ordinance shall be applicable to all two year (Four semester) post graduate Degree programs except those for which the university has separate ordinances. These courses shall be run on semester systems.

1.1.1 At present the programs covered under this ordinance are Master of Business Administration (M.B.A.).

1.1.2 These programs are offered by the concerned faculty after the recommendation of concerned Board of Studies / Faculty and approval of Academic Council.

1.1.3 More degree programs can be offered under this ordinance on the recommendations of the Board of Studies / Faculty and approval of Academic Council & Board of Management.

1.2 The ordinance shall be applicable to all the University Teaching Departments / Institutes /Schools of this University.

2. Duration

2.1 The duration of these courses of study are of two years (Four Semesters).

2.2 A candidate has to complete the entire course of post graduate degree within a maximum period of four years from the session of first admission.

3. Intake & fees

3.1 The intake for each of these Programs shall be decided by the Board Management of the University from time of time subject to the approval of the regulatory body, if any.

3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. Academic Year

4.1 There will be one academic cycles every year starting from July to June.

5. Eligibility

5.1 Candidates seeking admission to these programs must have passed the graduation course as specified below from any recognized University or an equivalent body.

5.1.1 Bachelor Degree (Hons. /Pass) from any recognized University in BBA.

5.1.2 Candidates spearing for their Final Year / Semester of Graduation Examination and waiting for their results can apply. They will have to provide proof of passing the Degree, within 15 days of admission.

5.1.3 Eligibility for new Programs under this ordinance shall be defined by the Academic Council of the university.

6. Admission Procedure

6.1 The University will issue admission Notifications in News Papers, on the University's Website, Notice Board of the University and in other publicity media before the start of every cycle.

6.2 List of candidates provision ally selected for admission / shortlisted based on merit will be displayed on the Notice Board of the University / University's Website / or the students will be informed directly of their admission after the last date of application.

6.3 The Candidates, whose results of the Qualifying Exam are awaited can also apply. Such candidates, however, must produce the previous year Mark sheet/ school / College Certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission granted will be cancelled.

6.4 The application from may be rejected due to any of the following reasons:

6.4.1. The candidate does not fulfill the eligibility conditions.

6.4.2 The prescribed fees are not enclosed.

6.4.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.

6.4.4 Supporting documents for admission are not enclosed.

6.5 Enrolment / Registration Number will be assigned to the student by the University after verification & submission of all the necessary documents / fees.

6.6 Admission rules as framed by the University shall be applicable for all admission from time to time.

7. Course Structure

7.1 The Post Graduate course in semester system shall consist of:

7.1.1 Such course (Papers) as prescribed by the University.

7.1.2 Such job internship, Job work, Practical, In-Plant Training, Projects etc. as may be prescribed by the University.

7.1.3 Such scheme of examination as prescribed, by the university from time to time.

8. Medium of Instruction and Examinations

8.1 The medium of Instruction and Examinations shall be either Hindi or English.

9. Examination Scheme

9.1 No candidate shall be allowed to take the term end semester Examination unless one has:

9.1.1 Attended at least 75% of lectures / Practical delivered.

9.1.2 Paid all the fees due.

9.1.3 Obtained 'No Dues' Certificate from the concerned Department / College.

9.1.4 Submitted the job internship Certificate / project report, as notified by the University.

9.1.5 Received in plant / practical training as prescribed by the University.

Clause (9.1) above shall not be applicable to the private / Ex Candidates.

9.2 Each student shall have to appear in the Examination of theory / practical and Continuous Comprehensive Examination system (CCE) Internal Assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

9.2.1 50% mark of each paper will be earmarked for internal assessment for each year, there will be at least two midterm examinations.

9.2.2 Main examination will carry 50% marks.

9.2.3 For passing the examination, the candidate that be required to secure at least 'D' Grade in University examination separately in the term-end theory, practical and internal assessment in each of the prescribed paper in the subject and practical's are also to be cleared separately.

9.2.4 There will be an external examiner to evaluate. The project report the minimum passing mark for project work will be 'B' Grade.

10. Promotion to Next Semester & Failed Candidate

10.1 There shall be no supplementary or second examinations in between the semester exam.

10.2 A candidate may provisionally continue his / her studies in higher semester class after the examinations of the semester he / she appeared is over. However, his /her eligibility the examinations of the semester he / she appeared is over. However, his / her eligibility shall be evaluated only after the results of semester are declared at which he / she had appeared.

10.3 If a candidate fails in not more than one paper in any one semester examination. He / She will be allowed to keep the term (ATKT) and promoted to the next semester. Candidate shall be eligible to carry the backlog o one paper of each semester examinations but in no case candidate shall be permitted to carry backlog of more than two papers at a time.

10.4 Provided further that if a candidate fails in more than one paper in any semester examination, He / She may be allowed to appear as an Ex-student in the next examination of the same semester.

10.5 Provided further that if a candidate fails in more than one paper earlier semester and clears the final semester, his result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semester. In such situation, mark sheet for each semester will be issued separately up to third semester and a composite mark sheet will be issued in the Fourth semester once the candidate clears all the papers.

11. Award of Credits and Grades

One hour of conduct I lecturer (L) Tutorial (T) & two hours of practical (P) Per week shall be equal to one credit as allotted in the respective schemes.

11.1 A students shall be continuously evaluated for his / her academic performance in as subject through tutorial work, practical, home assignment, mid-semester tests, field work, seminars, quizzes, and semester examinations and regularity, as proposed and recommended by respective Board of Studies and approved by the academic Council.

11.2 For the award of degree minimum **Cumulative Grade Point Average (CGPA)** required is 5.0 and promotion to higher semester.

11.2.1 To pass a particular subject of the course the minimum required grade is D. However, the candidate should also separately score minimum of Grade D in end semester examinations of theory and practical parts separately of the Subject. For practical examinations one external examiner from outside the institute shall always be there.

11.2.2 If a candidate has passed all the subjects of an applicable year but has failed to score a minimum **CGPA of 5.0** as per requirements, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of three **Theory / Practical Subjects,** in the ensuing examination (Theory and Practical of a subject shall be treated as separate subjects.)

11.2.3 Other than the provision of clause (11.2.2) above, a candidate shall not be permitted to reappear in that examination, for improvement of Division / Grade or for any other purpose.

11.3 Practical Training, and Project work shall be treated as Practical Subjects

11.3.1 In each semester, there will be normally three mid semester tests. Only in emergent cases number of tests could be reduced to two with approval of the Vice-Chancellor.

11.3.2 The grades awarded to a student shall depend upon his continues evaluation through performance in various examinations, assignments, quizzes, laboratory work, work mid semester test, and semester exam and regularity.

11.3.2 The grades to be used and their numerical equivalents are as under:

Credit Based Grading System

Grade	% Marks range (based on absolute marks system)	Credit Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	31-40	4	Marginal
F	30 & below	0	Fail
I		0	Incomplete
W		0	Withdrawal

11.3.4 The semester Grade point Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:

$$SGPA = \frac{\sum_{i=1}^{n} C_i P_i}{\sum_{i=1}^{n} C_i}$$

Where C_i is the number of credit offered in the i^{th} subject of a Semester for which SGPA is to be Calculated , P is the corresponding grade point earned I the i^{th} subject where I = 1,2,..... n, are the number of subject in that semester.

$$SGPA = \frac{\sum_{i=1}^{n} SGJ\ NCJ}{\sum_{i=1}^{n} NCJ}$$

Where NC_i is the number of total credits offered in the j^{th} semester, SG_j is the SGPA earned in the j_{th} semester, where j = 1,2..... M, are the number of semesters in that course.

12. Condonation of Deficiency

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two

subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks in a each semester.

13. Award of Division

13.1 Division shall be awarded only after the fourth and final semester examination based on integrated performance of the candidate for all the four years as per following details::

CGPA Score	Divisions
7.5≤ CGPA	First Division with Honours
6.5 ≤ CGPA< 7.5	First Division
5.0 ≤ CGPA< 6.5	II Division
CGPA< 5.0	Fail

13.2 The conversion from grade to an equivalent percentage in given academic program shall be according to the following formula applicable.

$$\text{Percentage marks scored} = \frac{\text{CGPA}^{\text{Obtained}} \times 100}{10}$$

14.2 Merit List

14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.

14.2 Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree, on the basis of the integrated performance of all the two year. The merit list shall included the first ten candidates securing at least first division and passing all semester in single attempt.

15. Examination Centers

15.1 University examination centers will be notified by the University.

16. General

16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the programs shall be governed by the provisions of the relevant ordinance of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

16.2 In case of any dispute / ambiguity, the ruling o f the Vice-Chancellor shall be final However. On the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the system / pattern of the examination.

16.3 In case of any dispute, the matter shall be decided under the jurisdiction of District Court, Bhopal.

16.4 The provisions of this ordinance shall change as per the directive of regulatory authority.

MADHYA PRADESH NIJI VISHWAVIDYALAY ADHINIYAM NO.17 OF 2007
ORDINANCE NO. 51

BACHELOR OF BUSINESS ADMINISTRATION IN HOTEL MANAGEMENT (BBA-HM)- 03 Year Course.

1. Course & Faculty

1.1 This ordinance shall be applicable to all three years Under Graduate Degree programs except those for which the university has separate ordinances. These courses shall be run on semester systems.

1.1.1 At present the degree covers under this ordinance are Bachelor of Business Management in Hotel Management.

1.1.2 These programs are offered by the concerned faculty after the recommendation of concerned Board of Studies / Faculty and approval of Academic Council.

1.1.3 More degree programs can be offered under this ordinance on the recommendations of the Board of Studies / Faculty and approval of Academic Council & Board of Management.

1.2 The ordinance shall be applicable to all the University Teaching Departments / Institutes /Schools of this University.

2. Duration

2.1 The duration of these courses of study are of three years (Six Semesters).

2.2 A candidate has to complete the entire course of under graduate degree within a maximum period of six years from the session of first admission.

3. Intake & fees

3.1 The intake for each of these Programs shall be decided by the Board Management of the University from time of time subject to the approval of the regulatory body, if any.

3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. Academic Year

4.1 There will be one academic cycles every year starting from July to June.

5. Eligibility

5.1 Candidates seeking admission to these programs must have passed the Senior Secondary (10+2) as specified below from any recognized Board or an equivalent.

5.1.1 BBA: Passed (10+2) Exam with any subject.

5.1.2 Candidates spearing for their 12th Examination and waiting for their results can apply. They will have to provide proof of passing the Degree, within 30 days of admission.

5.1.3 Eligibility for new Programs under this ordinance shall be defined by the Academic Council of the university.

6. Admission Procedure

Admission Under these programs will be made as follow:

6.1 The University will issue admission Notifications in News Papers, on the University's Website, Notice Board of the University and in other publicity media before the start of every cycle.

6.2 List of candidates provision ally selected for admission / shortlisted based on merit will be displayed on the Notice Board of the University / University's Website / or the students will be informed directly of their admission after the last date of application.

6.3 The Candidates, whose results of the Qualifying Exam are awaited can also apply. Such candidates, however, must produce the previous year Mark sheet/ school / College Certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission granted will be cancelled.

6.4 The application form may be rejected due to any of the following reasons:

6.4.1. The candidate does not fulfill the eligibility conditions.

6.4.2 The prescribed fees are not enclosed.

6.4.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.

6.4.4 Supporting documents for admission are not enclosed.

6.5 Enrolment / Registration Number will be assigned to the student by the University after verification & submission of all the necessary documents / fees.

6.6 Admission rules as framed by the University shall be applicable for all admission from time to time.

7. Course Structure

7.1 The Under Graduate course in semester system shall consist of:

7.1.1 Such course (Papers) as prescribed by the University.

7.1.2 Such job internship. Job work, Practical, In-Plant Training, Projects etc. as may be prescribed by the University.

7.1.3 Such scheme of examination as prescribed, by the university from time to time.

7.2 The course curriculum of each course shall be recommended by the concerned Board of Studies and approved by the Academic Council of the University. The Academic Council of the University on the recommendation of the concerned Board of studies may change number of papers and / or making scheme of the course after the due approval of Vice Chancellor.

7.3 Number of core subjects in a semester will not be less than 3 (three) and will not more than 5 (five), including of foundation course (If any).

7.4 Each subject may have one or two theory papers as decided by the Board of Studies.

8. Medium of Instruction and Examinations

8.1 The medium of Instruction and Examinations shall be either Hindi or English.

9. Examination Scheme

9.1 No candidate shall be allowed to take the term end semester Examination unless one has:

9.1.1 Attended at least 75% of lectures / Practical delivered.

9.1.2 Paid all the fees due.

9.1.3 Obtained 'No Dues' Certificate from the concerned Department / College.

9.1.4 Submitted the job internship Certificate / project report, as notified by the University.

9.1.5 Received in plant / practical training as prescribed by the University.

Clause (9.1) above shall not be applicable to the private / Ex Candidates.

9.2 Each student shall have to appear in the Examination of theory / practical and Continuous Comprehensive Examination system (CCE) Internal Assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

9.2.1 50% mark of each paper will be earmarked for internal assessment for each year, there will be at least two midterm examinations.

9.2.2 Main examination will carry 50% marks.

9.2.3 For passing the examination, the candidate that be required to secure at least 'D' Grade in University examination separately in the term-end theory, practical and internal assessment in each of the prescribed paper in the subject and practical's are also to be cleared separately.

9.2.4 There will be an external examiner to evaluate. The project report the minimum passing mark for project work will be 'B' Grade.

10. Promotion to Next Semester & Failed Candidate

10.1 There shall be no supplementary or second examinations in between the semester exam.

10.2 A candidate may provisionally continue his / her studies in higher semester class after the examinations of the semester he / she appeared is over. However, his /her eligibility the examinations of the semester he / she appeared is over. However, his / her eligibility shall be evaluated only after the results of semester are declared at which he / she had appeared.

10.3 Provided further, that if a candidate fails in more than one paper in any semester examination, he / she may be allowed to appear as an ex student in the next examination of the same semester.

10.3.1 A candidate clears all the subjects of 1st semester examination or fails in one or more subjects of the same will be allowed to the admission in the II semester.

10.3.2. A candidate will be admitted in odd semester (3rd , 5th) with maximum two backlog papers (ATKT of two subjects only).

10.3.3 A candidate shall not be admitted in the 4th,5th and 6th semester examination unless he/she may be allowed to appear as an Ex-Student in the next examination of the same semester.

10.3.4 Provided further that if a candidate fails in more than one paper in any semester examination, He / She may be allowed to appear as an Ex-student in the next examination of the same semester.

10.3.5 Provided further that if a candidate fails in more than one paper earlier semester and clears the final semester, his result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semester. In such situation, mark sheet for each semester will be issued separately up to third semester and a composite mark sheet will be issued in the Fourth semester once the candidate clears all the papers.

11. Award of Credits and Grades

One hour of conduct I lecturer (L) Tutorial (T) & two hours of practical (P) Per week shall be equal to one credit as allotted in the respective schemes.

11.1 Each course, along with its weightage in terms of units and equivalent credits, shall be recommended by the concerned Board of Studies and shall be approved by the Academec council. Only approved courses can be offered during any semester.

11.1.1 The distribution of weightage / marks for each component shall be recommended by the respective Board of Studies.

11.1.2 A students shall be continuously evaluated for his / her academic performance in as subject through tutorial work, practical, home assignment, mid-semester tests, field work, seminars, quizzes, and semester examinations and regularity, as proposed and recommended by respective Board of Studies and approved by the academic Council.

11.2 For the award of degree minimum **Cumulative Grade Point Average (CGPA)** required is 5.0 and promotion to higher semester.

11.3 To pass a particular subject of the course the minimum required grade is D. However, the candidate should also separately score minimum of Grade D in end semester examinations of theory and practical parts separately of the Subject. For practical examinations one external examiner from outside the institute shall always be there.

11.4 If a candidate has passed all the subjects of an applicable year but has failed to score a minimum **CGPA of 5.0** as per requirements, such a candidate shall be permitted to improve requisite grade point by reappearing **in maximum of three Theory / Practical Subjects,** in the ensuing examination (Theory and Practical of a subject shall be treated as separate subjects.)

11.5 Other than the provision of clause (16.2) above, a candidate shall not be permitted to reappear in that examination, for improvement of Division / Grade or for any other purpose.

11.6 Practical Training, and Project work shall be treated as Practical Subjects

11.6.1 In each semester, there will be normally three mid semester tests. Only in emergent cases number of tests could be reduced to two with approval of the Vice-Chancellor.

11.6.2 The grades awarded to a student shall depend upon his continues evaluation through performance in various examinations, assignments, quizzes, laboratory work, work mid semester test, and semester exam and regularity.

11.6.2 The grades to be used and their numerical equivalents are as under:

Credit Based Grading System

Grade	% Marks range (based on absolute marks system)	Credit Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	31-40	4	Marginal
F	30 & below	0	Fail
I		0	Incomplete
W		0	Withdrawal

11.3.4 The semester Grade point Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:

$$\text{SGPA} = \frac{\sum_{i=1}^{n} C_i P_i}{\sum_{i=1}^{n} C_i}$$

Where C_i is the number of credit offered in the i^{th} subject of a Semester for which SGPA is to be Calculated , P is the corresponding grade point earned I the i^{th} subject where I = 1,2,..... n, are the number of subject in that semester.

$$\text{SGPA} = \frac{\sum_{i=1}^{n} SGJ\ NCJ}{\sum_{i=1}^{n} NCJ}$$

Where NC_i is the number of total credits offered in the j^{th} semester, SG_j is the SGPA earned in the j_{th} semester, where j = 1,2..... M, are the number of semesters in that course.

11.3.5 The Grade sheet at the end of each even semester examination for students shall also show CGPA till end of that semester. The final examination grade sheet at the end of final semester examination of the course shall also indicate CGPA.

12. Condonation of Deficiency

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks in a each semester.

13. Award of Division

13.1 Division shall be awarded only after the fourth and final semester examination based on integrated performance of the candidate for all the four years as per following details:

CGPA Score	Divisions
7.5< CGPA	First Division with Honours
6.5 ≤ CGPA< 7.5	First Division
5.0 ≤ CGPA< 6.5	II Division
CGPA< 5.0	Fail

13.2 The conversion from grade to an equivalent percentage in given academic program shall be according to the following formula applicable.

$$\text{Percentage marks scored} = \frac{\text{CGPA}^{\text{Obtained}} \times 100}{10}$$

14.2 Merit List

14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.

14.2 Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree, on the basis of the integrated performance of all the two year. The merit list shall included the first ten candidates securing at least first division and passing all semester in single attempt.

15. Examination Centers

15.1 University examination centers will be notified by the University.

16. General

16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the programs shall be governed by the provisions of the relevant ordinance of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

16.2 In case of any dispute / ambiguity, the ruling o f the Vice-Chancellor shall be final However. On the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the system / pattern of the examination.

16.3 In case of any dispute, the matter shall be decided under the jurisdiction of District Court, Bhopal.

16.4 The provisions of this ordinance shall change as per the directive of regulatory authority.

MADHYA PRADESH NIJI VISHWAVIDYALAY ADHINIYAM NO.17 OF 2007

ORDINANCE NO. 52

MASTER OF BUSINESS ADMINISTRATION IN HOTEL MANAGEMENT (MBA-HM)- 02 Year Course.

1. Course & Faculty

1.1 This ordinance shall be applicable to all two year (Four semester) post graduate Degree programs except those for which the university has separate ordinances. These courses shall be run on semester systems.

1.1.1 At present the programs covered under this ordinance are Master of Business Administration (M.B.A.) in Hotel Management..

1.1.2 These programs are offered by the concerned faculty after the recommendation of concerned Board of Studies / Faculty and approval of Academic Council.

1.1.3 More degree programs can be offered under this ordinance on the recommendations of the Board of Studies / Faculty and approval of Academic Council & Board of Management.

1.2 The ordinance shall be applicable to all the University Teaching Departments / Institutes /Schools of this University.

2. Duration

2.1 The duration of these courses of study are of two years (Four Semesters).

2.2 A candidate has to complete the entire course of post graduate degree within a maximum period of four years from the session of first admission.

3. Intake & fees

3.1 The intake for each of these Programs shall be decided by the Board Management of the University from time of time subject to the approval of the regulatory body, if any.

3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. Academic Year

4.1 There will be one academic cycles every year starting from July to June.

5. Eligibility

5.1 Candidates seeking admission to these programs must have passed the graduation course as specified below from any recognized University or an equivalent body.

5.1.1 BBA- HM from any recognized University.

5.1.1 BBA- HM from any recognized University.

5.1.2 Candidates spearing for their Final Year / Semester of Graduation Examination and waiting for their results can apply. They will have to provide proof of passing the Degree, within 15 days of admission.

5.1.3 Eligibility for new Programs under this ordinance shall be defined by the Academic Council of the university.

6. Admission Procedure

6.1 The University will issue admission Notifications in News Papers, on the University's Website, Notice Board of the University and in other publicity media before the start of every cycle.

6.2 List of candidates provision ally selected for admission / shortlisted based on merit will be displayed on the Notice Board of the University / University's Website / or the students will be informed directly of their admission after the last date of application.

6.3 The Candidates, whose results of the Qualifying Exam are awaited can also apply. Such candidates, however, must produce the previous year Mark sheet/ school / College Certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission granted will be cancelled.

6.4 The application from may be rejected due to any of the following reasons:

6.4.1. The candidate does not fulfill the eligibility conditions.

6.4.2 The prescribed fees are not enclosed.

6.4.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.

6.4.4 Supporting documents for admission are not enclosed.

6.5 Enrolment / Registration Number will be assigned to the student by the University after verification & submission of all the necessary documents / fees.

6.6 Admission rules as framed by the University shall be applicable for all admission from time to time.

7. Course Structure

7.1 The Post Graduate course in semester system shall consist of:

7.1.1 Such course (Papers) as prescribed by the University.

7.1.2 Such job internship. Job work, Practical, In-Plant Training, Projects etc. as may be prescribed by the University.

7.1.3 Such scheme of examination as prescribed, by the university from time to time.

8. Medium of Instruction and Examinations

8.1 The medium of Instruction and Examinations shall be either Hindi or English.

9. Examination Scheme

9.1 No candidate shall be allowed to take the term end semester Examination unless one has:

9.1.1 Attended at least 75% of lectures / Practical delivered.

9.1.2 Paid all the fees due.

9.1.3 Obtained 'No Dues' Certificate from the concerned Department / College.

9.1.4 Submitted the job internship Certificate / project report, as notified by the University.

9.1.5 Received in plant / practical training as prescribed by the University.

Clause (9.1) above shall not be applicable to the private / Ex Candidates.

9.2 Each student shall have to appear in the Examination of theory / practical and Continuous Comprehensive Examination system (CCE) Internal Assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

9.2.1 50% mark of each paper will be earmarked for internal assessment for each year, there will be at least two midterm examinations.

9.2.2 Main examination will carry 50% marks.

9.2.3 For passing the examination, the candidate that be required to secure at least 'D' Grade in University examination separately in the term-end theory, practical and internal assessment in each of the prescribed paper in the subject and practical's are also to be cleared separately.

9.2.4 There will be an external examiner to evaluate. The project report the minimum passing mark for project work will be 'B' Grade.

10. Promotion to Next Semester & Failed Candidate

10.1 There shall be no supplementary or second examinations in between the semester exam.

10.2 A candidate may provisionally continue his / her studies in higher semester class after the examinations of the semester he / she appeared is over. However, his /her eligibility the examinations of the semester he / she appeared is over. However, his / her eligibility shall

be evaluated only after the results of semester are declared at which he / she had appeared.

10.3 If a candidate fails in not more than one paper in any one semester examination. He / She will be allowed to keep the term (ATKT) and promoted to the next semester. Candidate shall be eligible to carry the backlog o one paper of each semester examinations but in no case candidate shall be permitted to carry backlog of more than two papers at a time.

10.4 Provided further that if a candidate fails in more than one paper in any semester examination, He / She may be allowed to appear as an Ex-student in the next examination of the same semester.

10.5 Provided further that if a candidate fails in more than one paper earlier semester and clears the final semester, his result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semester. In such situation, mark sheet for each semester will be issued separately up to third semester and a composite mark sheet will be issued in the Fourth semester once the candidate clears all the papers.

11. Award of Credits and Grades

One hour of conduct I lecturer (L) Tutorial (T) & two hours of practical (P) Per week shall be equal to one credit as allotted in the respective schemes.

11.1 A students shall be continuously evaluated for his / her academic performance in as subject through tutorial work, practical, home assignment, mid-semester tests, field work, seminars, quizzes, and semester examinations and regularity, as proposed and recommended by respective Board of Studies and approved by the academic Council.

11.2 For the award of degree minimum **Cumulative Grade Point Average (CGPA)** required is 5.0 and promotion to higher semester.

11.2.1 To pass a particular subject of the course the minimum required grade is D. However, the candidate should also separately score minimum of Grade D in end semester examinations of theory and practical parts separately of the Subject. For practical examinations one external examiner from outside the institute shall always be there.

11.2.2 If a candidate has passed all the subjects of an applicable year but has failed to score a minimum **CGPA of 5.0** as per requirements, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of three **Theory / Practical Subjects,** in the ensuing examination (Theory and Practical of a subject shall be treated as separate subjects.)

11.2.3 Other than the provision of clause (11.2.2) above, a candidate shall not be permitted to reappear in that examination, for improvement of Division / Grade or for any other purpose.

11.3 Practical Training, and Project work shall be treated as Practical Subjects.

11.3.1 In each semester, there will be normally three mid semester tests. Only in emergent cases number of tests could be reduced to two with approval of the Vice-Chancellor.

11.3.2 The grades awarded to a student shall depend upon his continues evaluation through performance in various examinations, assignments, quizzes, laboratory work, work mid semester test, and semester exam and regularity.

11.3.2 The grades to be used and their numerical equivalents are as under:

Credit Based Grading System

Grade	% Marks range (based on absolute marks system)	Credit Point	Description of performance
A+	91-100	10	Outstanding
A	81-90	9	Excellent
B+	71-80	8	Very Good
B	61-70	7	Good
C+	51-60	6	Average
C	41-50	5	Satisfactory
D	31-40	4	Marginal
F	30 & below	0	Fail
I		0	Incomplete
W		0	Withdrawal

11.3.4 The semester Grade point Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under:

$$\text{SGPA} = \frac{\sum_{i=1}^{n} C_i p_i}{\sum_{i=1}^{n} C_i}$$

Where C_i is the number of credit offered in the i^{th} subject of a Semester for which SGPA is to be Calculated , P is the corresponding grade point earned I the i^{th} subject where I = 1,2,..... n, are the number of subject in that semester.

$$\text{SGPA} = \frac{\sum_{i=1}^{n} SGJ\ NCJ}{\sum_{i=1}^{n} NCJ}$$

Where NC_i is the number of total credits offered in the j^{th} semester, SG_j is the SGPA earned in the j_{th} semester, where j = 1,2..... M, are the number of semesters in that course.

12. Condonation of Deficiency

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks in a each semester.

13. Award of Division

13.1 Division shall be awarded only after the fourth and final semester examination based on integrated performance of the candidate for all the four years as per following details:

CGPA Score	Divisions
7.5≤ CGPA	First Division with Honours
6.5 ≤ CGPA< 7.5	First Division
5.0 ≤ CGPA< 6.5	II Division
CGPA< 5.0	Fail

13.2 The conversion from grade to an equivalent percentage in given academic program shall be according to the following formula applicable.

$$\text{Percentage marks scored} = \frac{\text{CGPA}^{\text{Obtained}} \times 100}{10}$$

14.2 Merit List

14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.

14.2 Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree, on the basis of the integrated performance of all the two year. The merit list shall included the first ten candidates securing at least first division and passing all semester in single attempt.

15. Examination Centers

15.1 University examination centers will be notified by the University.

16. General

16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the programs shall be governed by the provisions of the relevant ordinance of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

16.2 In case of any dispute / ambiguity, the ruling o f the Vice-Chancellor shall be final However. On the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the system / pattern of the examination.

16.3 In case of any dispute, the matter shall be decided under the jurisdiction of District Court, Bhopal.

16.4 The provisions of this ordinance shall change as per the directive of regulatory authority.

Established under Madhya Pradesh Niji Vishwavidyalay Adhiniyam No. 17 of 2007

Ordinance No. 53

Bachelor of Science (B.Sc.)/B.Sc. (Hons.) 3 Years Course (Six Semester)

This Ordinance is applicable to candidates admitted for B.Sc. Degree

1.0 AIM & OBJECTIVE:

AIM : This programme aims to providing a firm grounding in the basic concepts and methods and methods as was offering a selection special Course related to developing areas of the subject, particularly those areas of premier importance to the development of the country.

OBJECTIVE:

Producing graduates who are well grounded in the fundamentals of physics and acquisition of the necessary skills , in order to use their knowledge in physics in a wide range of practical applications. Developing creative thinking and the power of imagination to enable graduates work in research in academia and industry for broader application. Accommodating their relevant fields in allied disciplines and to allow the graduates of Physics to fit in to the inter-disciplinary environment. Relating the training of physics graduates to the employment opportunities within the country

2.0 NAME OF STATUTORY / REGULATORY BODY:- UGC/STATE/ CENTRAL GOVT.

3.0 DURATION:

Min- 03 years

Max- 05 years

Degrees of Bachelor of Science shall be of 3 years duration & shall consist of part I,II and III (Final)

4.0 ADMISSION:

a) A candidate who, after passing

i) Higher Secondary Examination of Board of Higher secondary Education of a state in the union of Indi.

OR

ii) Any other examination recognized by the University as equivalent thereto, has attended a regular course of study in constituent college or in the teaching department of the university for one academic year shall be eligible for appearing at the B.Sc, par I Examination.

b) A candidate who, after passing (i) The B.Sc Part I examination of the University

OR

Any other examination equivalent to it conducted by any board or university incorporated by law in force and has completed a regular course of study for one academic year in an constituent college in the teaching Department of the University shall be eligible for appearing at the B.Sc, par II Examination provided that he offers same subjects as In B.Sc I exam.

c) A candidate who has passed the B.Sc. part II of three Y.D.C of this University and has completed a regular course of study for one academic year in an constituent college shall be admitted to the B.Sc. part III (Final) examination provided be offers the same subjects which he had offered at the B.Sc. part II Examination.

d) A candidate who has passed the B.Sc. part II of three Y.D.C from any other Statutory University of the state and has completed a regular course of study for one academic year in an constituent college of this university will be admitted to the B.Sc. part III Examination provided he offers the same subjects as at the qualifying examination and the syllabus is almost identical and of the same standard.

e) Besides regular students and ex- students and subject to their compliance with this ordinance Non-Collegiate students shall be eligible for admission to the examination as of ordinance of the University for Examination.

f) The fees for each course shall be decided by Board of Management of University. Then number of seats in each course will be as per Govt. Norms.

5.0 COURSE COMMENCMENT FOR B.SC.

5.1 Every candidate a appearing at the B.Sc. Part I examination shall be examined in:

a) Every Course (Compulsory) for all students.

b) Any one of the following combinations:

i) Physics, Chemistry, Maths

ii) Physics, Chemistry or Statistics, Geology

iii) Physics Maths, Statistics

iv) Physics, Chemistry

v) Physics, Chemistry or, Geology

vi) Physics, Chemistry, Botany, Zoology

vii) Physics, Chemistry, Botany, Geology

viii) Physics, Chemistry, Zoology, Geology

ix)) Physics, Chemistry, Botany

x) Physics, Chemistry, Zoology

xi) Physics, Chemistry or Electronics, Maths

xii) Chemistry, Botany or Geology, Environment

xiii) Physics,, Computer Science, Maths

Provided that the Course of studies for Physics offering combination from (vi) to (x) shall be those prescribed for non-mathematical students (Group)

5.2 Every candidate appearing at the B.Sc. Honors part II and III (Final) shall be examined in General English of General Hindi.

Any one of the following combinations:-

(i) Physics, Chemistry and Mathematics

(ii) Chemistry, Botany, Zoology

(iii) Physics, Chemistry and Geology

(v) Chemistry, Zoology ,Geology

(vi) Chemistry, Botany, Geology

5.3 The candidates shall be required to offer the same combination of subjects at the B.Sc, Part III (Final) examination, as offered by them at the B.Sc. part II Examinations. The combination of subjects for the B.Sc, Part II class shall be from among the subjects offered by them at the B.sc. part I.

Provided that a candidates may be permitted to offer Geology as one to the subjects for tha B.Sc part II examination even if Geology was not of his subjects for the B.Sc. part I examination. In such cases, the candidate shall be examined in the Geology paper prescribed for the B.Sc. Part I Examination in addition to the papers prescribed for the B.Sc. Part II Examination shall e declared only after he has passed in the paper prescribed for the Part I Examination.

6 **ADMISSION PROCESSES :-** Admissions are done at Institutional level According to merit and the reservation rules are followed as per Norms of the Government.

7. **CANCELLATION OF ADMISSION**

In case of producing false documents and nonpayment of the fess, the admission will be cancelled.

8. **FEES.**

As per approval of Regulatory Body.

9. **ATTENDANCE**

Has attended not less than 75% of the total classes held in each theory / lab/ seminar / dissertation etc. This requirement shall be fulfilled separately for each subject of study. A deficiency up to 10% may be condoned by the Chairman of the Department.

A further Condonation of 5% in attendance may be allowed In severe / compassionate circumstances by the Vice-chancellor. However it may not be treated as a matter of right by the students. (In case as student fails to fulfill the necessary requirement of the attendance in any subject (s)any semester , he /she shall not be promoted to next semester and will have to repeat that academic semester in the next academic session aling with regular students.)

10.0 Minimum Marks to pass examination & Results

a) In order to pass at any of the Three Y.D.C. examinations, an examinee must obtain not fewer than 33% of the total marks in each subject. In subject where both theory and practical examinations are held, an examinee must pass separately in both theory and practical examinations.

b) In determining the result of the part III examination total marks obtained by the examinees at their part II and part III (Final) examinations in each subject and in the aggregate shall be taken in to account. No division shall be assigned on the result of the B.Sc. Part II examination. Provided that the marks obtained in General Hindi or General English of B.Sc.Part II and III (Final) shall not be taken in to account in determining the division of a candidate at the B.Sc. final Examination.

c) Successful examinees at the part I, Part II and Part III (Final) examinations of three year degree course obtaining 60% or more marks in aggregate of all three years shall be placed in the First division similarly those obtaining fewer than 60% but not fewer than 45% marks in the second division and other successful examinees in the third division.

d) Any candidate who passed B.Sc. part I examination of the University may be allowed to offer additional subjects of B.Sc. part I subject for qualifying for admission to Medical / Engineering colleges as the minimum pass marks in the subject as prescribed, he shall be declared to have passed the examination.

11.0 The scheme and course for B.Sc. degree shall be (on the recommendation of academic Council) of the university.

12.0 MODE OF EXAMINATION: Semester wise

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

Established under Madhya Pradesh Niji Vishwavidyalay Adhiniyam No. 17 of 2007

Ordinance No.54

BACHELOR OF SCIENCE (B.Sc.)

(03 Years Course)

This Ordinance shall be applicable to candidates admitted to B.Sc. Degree (IT / CS).

The ordinance is subject to change in accordance with the Directives and Regulations issued by the Apex body, UGC, Department of Higher Education of MP, Central Government, M.P.P.U.R.C and this University from time to time.

1. Preamble

B.Sc (IT / CS) programme is a versatile degree that provides students with the optimal balance between a defined sequence of study with flexible career options. Teaching methodology of this University will give a deep understanding of all three important subjects in both the groups (IT / CS).

2. Eligibility criteria for admission

Candidates seeking admission to the first year of Bachelor of Science (IT / CS) Course shall be required to have passed the higher Secondary Examination (10+2) of M.P. Higher secondary Board or an examination recognized equivalent there to.

Eligibility for B.Sc (IT):

Intermediate/10+2 (Physics, Chemistry, Maths)

Eligibility for B.Sc (CS):

Intermediate/10+2 (Physics, Chemistry, Maths)

a) Selection for admission will be made through an Admission Test followed by a Group Discussion or on the basis of merit list.

b) Candidates expelled from any other college or dismissed from Government Service on disciplinary grounds and those who are known to have been involved in acts of crime and of gross indiscipline or misbehavior will not be eligible for admission.

c) As stipulated by UGC & University, number of seats may be changed by University/ UGC from time to time. Decision in regards to total number of seats for all the departments would be reserved with Vice Chancellor of Malwanchal University.

d) Reservation to SC/ST/OBC and others shall be as per M.P. Government reservation policy.

e) Admission shall be granted to the candidates on their own risk and responsibility on the basis of details furnished by them. If at any time it is noticed that admission has been obtained by any candidate by giving incorrect, false information, concealing information or by oversight, the admission granted shall be cancelled and the candidate shall be asked to leave the department forth with after testing the accounts.

3. Duration of Course

Bachelor of Science (IT / CS) is 3 Years Degree course, spread over six semesters of approximately six months each.

a) There shall be at least 90 days of teaching in every semester, Bachelor of Science (IT / CS) is 3 years spread to 6 semesters.

b) A candidate may provisionally continue to attend next higher year/semester, even if the result of qualifying year/semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate cannot claim any right on the basis of his/her provisional admission.

4. Selection Procedure

The admission to the course conducted by UTD shall be through written / oral entrance examination or as prescribed / decided by the university from time to time.

5. Fee structure

As per approval of Regulatory Body.

6. Teaching Schedule and pattern

As per UGC And Governing Body of the University.

7. Scheme of examination

Semester wise.

8. Conditions of passing

If an examinee fails in any paper, he or she may be permitted to appear in the subsequent examination in the/those paper (s). He/ She would be allowed to keep the term and would be promoted to the next semester or year as per rules. Such a student may appear his back

papers with his next Semester/ year exams after depositing the required fees for his failed subjects. This rule shall be applicable only for odd number of semester.

9. Attendance

Attendance Candidates appearing as regular students for any semester examination are required to attend 75% of the lectures delivered and the practical classes held separately in each subject of the course of study, provided that a short fall in attendance up to a maximum of 5% can be condoned by the Vice- Chancellor of the University, for satisfactory reasons.

10. Every candidate for the B.Sc. (IT / CS) examination shall be examined in:

The scope of studies of part I, II and III examination shall be as prescribed by the University / Central Board of Studies in the syllabus from time to time and printed in the prospectus for the examination concerned

11. Medium of Instruction

(a) The medium of instruction and examination shall be English throughout the course of study.

12. General Conditions

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

MADHYA PRADESH NIJI VISHWAVIDYALAY ADHINIYAM NO.17 OF 2007

ORDINANCE No. 55

MASTER OF SCIENCE (M.Sc.)

The Ordinance shall be applicable to Candidates admitted for the Master of Science Degree.

1.0 AIMS

The examination for the degree of Master of Science shall consist of two parts:-

a) The Previous examination. And

b) The final examination

2.0 NAME OF STATUTORY / REGULATORY BODY: - UGC

3.0 DURATION: - Min: 02 YEAR DEGREE COURSE

Max: 04 years

4.0 QUALIFICATION/ ADMISSION

a) A candidate who, after obtaining the degree of Bachelor of Science of the UNIVERSITY or any Statutory University in India, has completed a regular course of study for one academic year in a Teaching Department of the UNIVERSITY or in a constituent college of the UNIVERSITY shall be admitted to the Previous Examination for the Degree of Masters of Science.

b) A candidate who, after passing the M.Sc. Previous examination of the UNIVERSITY has completed a regular course of study for one academic year in aTeaching Department of the University or in a constituent college of the University, shall be admitted to the Final examination for the degree of Master of Science in the subject in which he has passed the previous examination.

c) A candidate who has passed the previous examination for the Degree of Master of Science of another University may also be admitted to the Final Examination for the degree of the Master of Science after obtaining necessary permission from the Vice-Chancellor provided that the he had offered for his previous examination a course of study of an equivalent standard with almost identical syllabus as is required for the previous examination of the UNIVERSITY and has attended a regular course of study for one academic year in a teaching department of the UNIVERSITY or in a constituent college of the UNIVERSITY.

d) The fees for each course shall be decided by Board of Management of University. The Number of seats in each course will be as per University norms.

5.0 EXAMINATION

a) The examinations shall be by Theory and practical including Sessional, expect in the case of Mathematics where the examination shall be by means of theory papers only.

b) Besides regular students and ex-students and subject to their compliance with this Ordinance.

c) The subject of examination shall be one of the following:

i. Mathematics
ii. Physics
iii. Chemistry
iv. Zoology
v. Botany
vi. Geology
vii. Statistics
viii. Environmental Biology
ix. Micro Biology
x. Electronics
xi. Food Science Technology
xii. Information Technology
xiii. Computer Science

d) Any candidate who has passed the M. Sc., examination of this UNIVERSITY in any subject, shall be allowed to present himself for examination in any one or more of the optional papers in that subject not taken by him at the said examination and if, successful will be given a certificate to that effect. Provided that no candidate shall be allowed to offer more than two additional papers in any one year and in subjects other than Mathematics, a candidate shall undergo a practical test in respect of the paper concerned.

6.0 Marks Require for Passing the Examination

a) For both the Previous and the Final Examinations a candidate will be declared successful if he obtains at least 36% of the aggregate in the subject.

"Provided that in subjects in which practical examinations are held an examinee must pass separately in both obtaining not fewer than 36% of the total marks in each".

b) No division will be assigned on the result of the previous examination. The division in which a candidate is placed shall be determined on the basis of aggregate of marks obtained in both, the M.Sc. Previous and Final examinations.

c) Successful candidates who obtain 60% of the aggregate marks shall be placed in the first division, those obtaining fewer than 60% but not fewer than 48% in the second division and all other successful candidates obtaining fewer than 48% in the third division.

7.0 Notwithsatnding anything stated in this Ordinance, for any unforeseen issues arising. And not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a committee consisting of any or all the Directors of Schools. The decision of the Vice-Chancellor shall be final.

8.0 ATTENDANCE:

Attendance in all classes (lectures, tutorials, laboratories, etc.) is compulsory. A student may be debarred from appearing at an examination on ground of unsatisfactory attendance.

Absence from classes without prior permission will be considered as an act of indiscipline.

Established under Madhya Pradesh Niji Vishwavidyalay Adhiniyam No. 17 of 2007

Ordinance No.56

BACHELOR OF FASHION DESIGNING

(04 Years Course)

1. Programme (Name Of The Degree):

B.A. (Fashion Designing) shall be a full time regular programme of **Four years duration.** This programme shall run in the University Teaching Department of Malwanchal University, Indore (M.P.).

2. Duration:
Min: 04 years
Max: 06 years

Bachelor of Arts in Fashion Designing is 4 Years Degree course, spread over eight semesters of approximately six months each.

c) There shall be at least 90 days of teaching in every semester, Bachelor of Arts in Fashion Designing (BA) is 4 years spread to 8 semesters.

d) A candidate may provisionally continue to attend next higher year/semester, even if the result of qualifying year/semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate cannot claim any right on the basis of his/her provisional admission.

3. Eligibility Rules:

1) A candidate who has passed Higher Secondary 10+2 Pattern Examination in any discipline/ subjects of M.P. Board or any other State Board or Central Board or any other recognized National or International Board

2) Candidates expelled from any other college or dismissed from Government Service on disciplinary grounds and those who are known to have been involved in acts of crime and of gross indiscipline or misbehavior will not be eligible for admission.

3) As stipulated by UGC & University, Number of seats may be changed by University/ UGC from time to time. Decision in regards to total number of seats for all the departments would be reserved with Vice Chancellor of Malwanchal University.

4) Admission shall be granted to the candidates on their own risk and responsibility on the basis of details furnished by them. If any time it is noticed that admission has been obtained by any candidate by giving incorrect, false information, concealing information or by oversight, the admission granted shall be cancelled and the candidate shall be asked to leave the department forth with after testing the accounts.

5) There is no age bar for the admission in the course.

4. Selection Procedure

The admission to the course conducted by UTD shall be through written/oral entrance examination or as prescribed/decided by the university from time to time.

5. Fee structure: As per approval of the Regulatory Body.

6. Teaching Schedule and pattern

As per National/State level Governing Body, UGC and University Norms.

7. Course Structure:

The Vice Chancellor of Malwanchal University shall provide the syllabus or course structure as per the Industry Norms/ needs as and when required.

8. Scheme of Examination:

The Scheme of examination for the course & the programme shall be prescribed/notified by the university from time to time. The theory & practical examination of the course will be conducted as per semester system of examination.

8. Conditions of passing

If an examinee fails in any paper, he or she may be permitted to appear in the subsequent examination in the/those paper (s). He/ She would be allowed to keep the term and would be promoted to the next semester or year as per rules. Such a student may appear his back papers with his next Semester/ year exams after depositing the required fees for his failed subjects. This rule shall be applicable only for odd number of semester.

9. Division & Merit

a. Distinction- 75% and above in aggregate (First attempt only).
b. First Division- 60% and above in aggregate of marks of all the subjects.
c. Second Division- Less than 60% in aggregate of marks of all the subjects.
d. Third Division- Below 45% in aggregate of marks of all the subjects.
e. Passing marks- 40% in aggregate of marks of all the subjects.

10. Attendance

Candidates appearing as regular students for any semester examination are required to attend 75% of the lectures delivered and the practical classes held separately in each subject of the course of study, provided that a short fall in attendance up to a maximum of 5% can be condoned by the Vice- Chancellor of the University, for satisfactory reasons.

11. Medium of Instruction (For Teaching and Examination)

(a) The medium of instruction for teaching and examination shall be English throughout the course of study.

(b) The subjects to be studied in different semesters of B.A. (Fashion Designing) shall be as per the schemes, approved by Board of Studies of the University.

12. General Conditions

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

Established under Madhya Pradesh Niji Vishwavidyalay Adhiniyam No. 17 of 2007

Ordinance No.57

BACHELOR OF SOCIAL WORK (B.S.W.)

(03 Years Course)

This Ordinance shall be applicable to candidates admitted to BA Degree in Social Work. The ordinance is subject to change in accordance with the Directives and Regulations issued by the Apex body, UGC, Department of Higher Education of MP, Central Government, M.P.P.U.R.C and this University from time to time

1. Eligibility criteria for admission

f) Admission Candidates seeking admission to the first year of Bachelor of Arts Course shall be required to have passed the higher Secondary Examination (10+2) of M.P. Higher secondary Board or an examination recognized equivalent there to. Selection for admission will be made through an Admission Test followed by a Group Discussion or on the basis of merit list.

g) Candidates expelled from any other college or dismissed from Government Service on disciplinary grounds and those who are known to have been involved in acts of crime and of gross indiscipline or misbehavior will not be eligible for admission.

h) As stipulated by UGC & University, Number of seats may be changed by University/ UGC from time to time. Decision in regards to total number of seats for all the departments would be reserved with Vice Chancellor of Malwanchal University.

i) Reservation to SC/ST/OBC and others shall be as per M.P. Government reservation policy.

j) Admission shall be granted to the candidates on their own risk and responsibility on the basis of details furnished by them. If any time it is noticed that admission has been obtained by any candidate by giving incorrect, false information, concealing information or by oversight, the admission granted shall be cancelled and the candidate shall be asked to leave the department forth with after testing the accounts.

2. Duration of Course

Min: 03 years

Max: 05 years

Bachelor of Arts in Social Work is 3 Years Degree course, spread over six semesters of approximately six months each.

e) There shall be at least 90 days of teaching in every semester, Bachelor of Arts in Social Work (BA) is 3 years spread to 6 semesters.

f) A candidate may provisionally continue to attend next higher year/semester, even if the result of qualifying year/semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate cannot claim any right on the basis of his/her provisional admission.

3. Selection Procedure

The admission to the course conducted by UTD shall be through written/oral entrance examination or as prescribed/decided by the university from time to time.

4. Reservation.

Reservation to SC/ST/OBC and others shall be as per M.P. Government reservation policy.

5. Fee structure

As per approval of Regulatory Body.

7. Teaching Schedule and pattern

As per UGC And Governing Body of the University .

7. Scheme of examination

Scheme of examination shall be as prescribed by Governing Body of this University from time to time.

08. Conditions of passing

If an examinee fails in any paper, he or she may be permitted to appear in the subsequent examination in the/those paper (s). He/ She would be allowed to keep the term and would be promoted to the next semester or year as per rules. Such a student may appear his back papers with his next Semester/ year exams after depositing the required fees for his failed subjects. This rule shall be applicable only for odd number of semester.

09. Attendance

Attendance Candidates' appearing as regular students for any semester examination are required to attend 75% of the lectures delivered and the practical classes held separately in each subject of the course of study, provided that a short fall in attendance up to a maximum of 5% can be condoned by the Vice- Chancellor of the University, for satisfactory reasons.

10. Every candidate for the B.A. in Social Work examination shall be examined in:-

The scope of studies of part I, II and III examination shall be as prescribed by the University / Central Board of Studies in the syllabus from time to time and printed in the prospectus for the examination concerned .

11. Medium of Instruction

(a) The medium of instruction and examination shall be English throughout the course of study.

(b) Subjects to be studied in different semesters of B.A in Social Work (3 Years) shall be as per the schemes, approved by Board of Studies of the University.

12. General Conditions

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

Established under Madhya Pradesh Niji Vishwavidyalay Adhiniyam No. 17 of 2007

ORDINANCE NO. - 58

MASTER OF COMMERCE (M.Com)

(02 years course) (4 semesters)

This Ordinance shall be applicable to candidates admitted to master of commerce (M.Com) degree.

1. AIMS:- To aim to the overall development of the students; to make them gracious educated men and women of insight. Ready to take leadership in the cut throat competitive world of today.

2. **NAME OF STATUTORY / REGULATOR BODY:- UGC**

3. **DURATION:-2 Year course**
   Min: 02 years
   Max: 04 years

4. **ELIGIBILTY CRITERRIA:-**

A candidate, who after having passed the final examination for the B.Com degree from this university of n statutory University in India, has completed a regular course / study in the teaching department of the university of in a college affiliated to the university in which he offers himself for examination, for one year shall be admitted to the previous examination for degree of Master of Commerce.

a) A candidate, who after passing the M.Com previous examination of the university has completed a regular course of study for one academic year in attach department of university in the subject in which he offers, himself for examination, for one academic year shall be admitted to the final examination for the degree of Master o Commerce.

b) A candidate who pass the previous examination for the degree of Master o Commerce of another university may also be admitted to the final examination for the degree of Master o Commerce after obtaining necessary permission from the Vice-Chancellor provided that he/she offered for his/her previous examination a course of study or an equivalent standard with almost identical syllabus as is required for the previous examination of his university of this university and has attended a regular course of study for one academic year n teaching department of the university.

5. **FEES:-** As per approval of regulatory body.

6.0 Besides regular students and ex-students and subjects to their compliance with this ordinance, non collegiate candidates shall be eligible for admission to the examination as per provisions of the ordinance related matters and provided that if they fulfill other conditions of ordinance.

7.0 a) The scope of studies be as précised by the academic council on the recommendation of the board of studies and the faculty of commerce from time to time and printed in the prospectus for the examination of published by notification.

b) The examination shall be conducted by means of written papers. In both previous and in final examinations there.

8.0 The written examination shall be held as far as possible in the months of march, April every year, the date of commencement thereof having been notified in advance and at such centers as may be decided by the Board of Management of the University.

9.0 In order to be successful at any of the previous and final examination an examinee must obtain al least:-

i) 20% marks in each of the theory papers separately.

ii) 36% marks in the total of all theory papers taken together.

10.0 a) Examinees of the previous examination obtaining marks not fewer than minimum marks prescribed by foregoing paragraphs shall be declared to have passed the examination without any division being assigned to them.

b) Successful candidates of the final examination shall be placed in division on the basis of the total marks obtained at the previous and final examinations taken together in accordance with the following scale:-

i) Those obtaining 36% or more but fewer than 48% of marks in the aggregate Third division.

ii) Those obtaining 48% or more but fewer than 60% of marks in the aggregate second division.

iii) Those obtaining 60% or more marks in the aggregate First division

c) In the case of a candidate permitted to appear, after having passed the previous examination of another university, at the final examination of the university, the total marks obtained at the previous examination shall be, if they are out of an aggregate maximum marks more or fewer than the aggregate maximum marks of the university, reduced or raised proportionately as the custom may be, so as to make them out of an equal aggregate maximum marks.

11. a) A regular candidate of a college or of a teaching department of the university who on obtaining marks fewer than maximum pass marks prescribed by foregoing Para 8, has been declared to have failed or who, after having been duly admitted to the examination fails on account of or a similar bonafied reason to appear there to may reappear. Subsequently as an ex-students in accordance with the provisions and on fulfillment of the conditions of ordinance and regulations

b) An ex-students candidate for any of the examinations shall offer the same papers which he/she had previously offered as a regular candidate unless on account of change in the scheme of examination the papers offered by him/her earlier cease to be a part of the examination of syllabus for the examination and he/she has been permitted by the registrar to offer a different paper.

12.0 a) Regular students undergoing regular course of studies in a teaching departments of the university who have obtained not fewer than 60% of marks M.com in (previous) examination may be permitt3ed to offer at their final examination, dissertation or a project report in lieu of one of the theory papers from optional group, provided a provision for such dissertation project report has been made in the syllabus for the subject.

b) On being permitted to offer a dissertation a student shall prepare it on a problem not dealt earlier, assigned to him/her by the head of the department. In the college of the university teaching department

c) A regular students who has been permitted to offer, under the provisions of sub Para (a) dissertation shall send, through the principal of the college of the head of the department concerned, three printed of typed copies of it duly countersigned by the supervisor so as to reach the Registrar by a date preceding by three weeks the date of commencement of the written examination, any dissertation received after such a date shall not be accepted for the purpose of the examination.

d) An ex-students candidate for the final examination who was regular candidate from a college or a teaching Departments. Permitted, under the provisional sub. Para (a) above to offer a dissertation in lieu of an optional paper, May be on the recommendation of the head of the department and principal of the college of which she was regular students to submit either a revised dissertation on the same topic on which work was done previously or a dissertation on a fresh topic assigned by the principal in consultation with the head of the department in the college.

13.0 A candidate who has passed the M.Com examination of the university may. On submission of an application on prescribed form together with necessary fees, be allowed subject to the provisions of ordinances regulations and directives to reappear at the examination in the same subject for purpose of improving his/her performance thereat.

Provided that a candidate who has been granted permission for re-appearing at the examination may be treated, if he/she had been in the first instance, a regular student of a college of department ex-student candidate for the purpose of exemption from attending a regular course of studies again in the college of departments of production of a residence certificate.

14. Registrar shall publish the results of the examination as soon as possible after the examination but not later than the 60th day from the date when the examination was over.

15. In the notification declaring the results of the final examination names of first ten successful candidates, separately in each subject may be arranged in order of marks.

16. Other rules & regulations for master of commerce degree & examination etc. will be as per ordinance of university for this purpose from time to time or as per approval of Board of Management of the University for this Course.

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

MADHYA PRADESH NIJI VISHWAVIDYALAY ADHINIYAM NO.17 OF 2007
ORDINANCE No. 59
ADVANCE DIPLOMA, DIPLOMA AND CERTIFICATE IN VARIOUS VOCATIONAL TRADES AND SKILLS
(INCLUDING PMKVY COURSES)*
(03 – 24 MONTHS)

1.0 AIMS

University shall impart various Course in Vocational Traders & Skill Development for gainful employment, generation to rural youth. The course will lead for the award of Advance Diploma, Diploma and certificates and Vocational Programs. The candidates will be given quality technology knowledge and practical training in different Course. These courses with sound knowledge shall develop a candidate as a profitable entrepreneur.

2.0 NAME OF STATUTORY / REGULATORY BODY: - NCVT

3.0 DURATION

The duration for the Course will vary from Course to Course between 3 to 24 months.

4.0 INTAKE & FEES

(a) The intake and fees for each of the course shall be decided by the Board of Management of the University from time to time subject to norms of NCVT/MPSDC.

(b) The basic unit of intake in a course will as per norms of NCVT.

5.0 QUALIFICATION

The qualification of candidates for different Course will be as per NCVT & Govt. norms.

6.0 ADMISSION PROCEDURE:-

Admission under these Course will be made as follows:

a) The University will issue admission notification in newspapers, the university's website, notice Board of the University and publicity in media before the start of every cycle.

b) List of candidates provisionally selected for admission / shortlisted based on merit will be displayed on the notice Board of the University / University website / or the student will be informed direct of their admission.

c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates however must produce the previous year mark sheet/ school /college certificates as a proof of required eligibility criteria. The candidates so admitted shall have to present marks sheet of the qualifying examination within a month from the date of admission, failing which the provisional admission granted to them will be cancelled.

d) The application form may be rejected due to any of the following reasons:-

- The candidates do not fulfill the eligibility conditions
- The prescribed fees are not deposited.
- The application form is not signed by the candidate / parent / guardian, wherever required.
- Supporting documents for admission are not enclosed

e) Enrollment Registration number will be assigned to the student by the University after verification & submission of all necessary documents/fees.

f) Admission rules as farmed by the University shall be applicable for all admissions from time to time.

7.0 COURSE STRUCTURE

The diploma & certificate Course in various vocational trades and skills shall consist of:

a) Syllabus as prescribed by the University

b) Internship, lab work, practical, in-plant training, project etc. as may be prescribed by the university.

c) Scheme of Examination as prescribed by the Board of Management of University from time to time.

d) The curriculum of each course shall be based on recommendation of the University on the recommendation of the concerned Board of studies may change number of paper and/or marking scheme of the course after the due approval of Vice-Chancellor.

e) If required in a programme, a student shall be required to submit a project report based on the areas of his / her specialization project report certified by the concerned organization concerned and shall also be submitted and one copy to the registrar of the University for evaluation.

1) **Medium of Instruction and Examination**

The medium of instruction and examination shall be either Hindi or English

2) **Examination Scheme**

a) Each student shall have to appear in the examination of theory / practical and continuous internal assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

- 30% marks of each paper will be earned in internal assessment (for each semester, there will be two separate evaluations of 15 marks each).
- Main examination will carry 70% of marks.
- For passing the examination the candidate must be required to secure at least 30% marks in University examination separately in the term-end theory, practical and internal assessment in each of the prescribed paper and aggregate of 40% in the subject, practical are also to be cleared separately with 40% of marks wherever applicable.

b) Each certificate program shall have one theory and one practical paper. The Diploma course may have one theory / practical papers that are decided by the Board of Studies for each course.

8.0 LIST OF VOCATIONAL COURSES: As per NCVT norms –

1 3D Animation (Diploma Course)
2 Accountancy & Auditing
3 Accountancy and Taxation
4 Accounts & Business Executive (Certificate Course)
5 Advance Beauty Culture (Diploma Course)
6 Advance Computer Software (Diploma Course)
7 Agriculture (Diploma Course)
8 Agriculture Chemicals
9 Agro Based Food Industries (Animal Based)
10 Agro Based Food Industries (Crop Based)
11 Agro Based Industries (Feed Based)
12 Air Conditioners & Refrigerator Mechanics
13 Anti Money Laundering/Known your Customer (Certificate Course)
14 Applique Work (Vocational Programs)
15 Assistant Designer - Home Furnishing (Advance Diploma)
16 Audio - Video Editing - CAVE (Certificate Course)
17 Audio Visual Technician
18 Automobile Engineering Technician
19 Automobile Engineering Technology

20	Automobile Mechanic
21	Automobiles (Diploma Course)
22	Auxiliary Nurse and Mid Wives
23	Banking
24	Basic Financial Services
25	Batik Printing (Vocational Programs)
26	Bhartnattayam
27	Bio Medical Equipment & Technician
28	Bleaching, Dying and Fabric Painting
29	Building and Road Construction
30	Building Maintenance
31	Business Administration (Advance Diploma)
32	Business Correspondents/Business Facilator (Certificate Course)
33	Business Management (Diploma Course)
34	Business Math Statistics
35	C (Certificate Course)
36	C++ (Certificate Course)
37	Carpenter (Diploma Course)
38	Catering and Restaurant Management
39	Ceramic Technology
40	Chickan Work (Vocational Programs)
41	Child Care & Nutrition
42	Civil Construction / Maintenance
43	Classical Dance (Kathak)
44	Clercial Jobs/OfficeAssistance/Operator - CCO (Certificate Course)
45	Clothing for the Family
46	Commercial Art
47	Commercial Garment Designing and Making
48	Commodity Derivatives for Banking (Diploma Course)
49	Computer Application (Diploma Course)
50	Computer Assembly & Maintenance
51	Computer Fundamental & MS-Office (Certificate Course)
52	Computer Graphics Animation
53	Computer Hardware & Networking (Diploma Course)
54	Computer Hardware (Diploma Course)
55	Computer Science
56	Computer Teacher Training
57	Computer Technology
58	Computerised Fashion Designing (Vocational Programs)
59	Construction Technology, Water Supply & Sanitary Engg.
60	Consumer & Industrial Electronics Mechanics

61	Cooperation
62	Co-operative Management
63	Cotton Classifier
64	Crochet Work (Vocational Programs)
65	Crop Cultivation / Production
66	Cushion and Pillow Making (Vocational Programs)
67	Customer care Executive / Tele-caller (Certificate Course)
68	Cyber Crime (Certificate Course)
69	Dairying
70	Decorative Stiches (Vocational Programs)
71	Dental Hygienist
72	Dental Technician
73	Department Recovery Agent (Certificate Course)
74	Departmental Manager (Advance Diploma)
75	Distributor Salesman (Certificate Course)
76	Domestic Electronic and Project Equipment
77	Domestic IT Helpdesk Attendant (Certificate Course)
78	Dot Net Technology (Certificate Course)
79	Draughtsman (Diploma Course)
80	Dress Designing and Making
81	ECCE (Advance Diploma)
82	ECCE (Diploma Course)
83	ECG and Audiometric Technician
84	Electric Embroidery Machine Operator (Vocational Programs)
85	Electrical Embroidery (Vocational Programs)
86	Electrical Motor Winding
87	Electrician (Diploma Course)
88	Electronics (Diploma Course)
89	Electronics Engineering Technician
90	Electronics Technology
91	English & Soft Skill Trainer
92	Ethical Hacking (Certificate Course)
93	Examination for Employees of I.T. and BPO Companies (Certificate Course)
94	Examination in IT Security (Certificate Course)
95	Examination in Rural Banking (Operation for RRB Staff) (Certificate Course)
96	Export & Import Management (Certificate Course)
97	Export-Import Practices and Documentation
98	Fabric Painting (Vocational Programs)
99	Fashion Designing (Advance Diploma)
100	Fashion Technology (Vocational Programs)
101	Financial Accounting & Texation (Advance Diploma)

102	Fish Seed Production
103	Fisheries / Fish Processing
104	Fishing Technology
105	Fitness Trainer (Certificate Course)
106	Fitter (Diploma Course)
107	Flash (Certificate Course)
108	Floriculture
109	Food Preservation
110	Food Preservation and Processing
111	Front Office Executive (Diploma Course)
112	Fruit and Vegetables
113	Garment (Diploma Course)
114	General Machinist
115	Graphics Design (DTP) - CGD (Certificate Course)
116	Hand Embroidery (Vocational Programs)
117	Health Care and Beauty Culture
118	Health Sanitary Inspector
119	Health Worker (Hindustani Vocal Music)
120	Home Loan Advising (Certificate Course)
121	Horticulture
122	Hospital Documentation
123	Hospital House Keeping
124	Indian Music
125	Industrial Management
126	Information Technology
127	Inland Fisheries
128	Institutional House Keeping
129	Instrumental Music (Percussion Table)
130	Insurance
131	Interior Design
132	International Banking & Finance (Diploma Course)
133	Java (Certificate Course)
134	Jewellery Appraiser (Vocational Programs)
135	Knitting Technology
136	Lace Making (Vocational Programs)
137	Library and Information Science
138	Live Stock Management (Poultry Husbandry)
139	Maintenance & Servicing of Textile Machinery
140	Maintenance Repair of Electrical Domestic Appliances
141	Marketing (Diploma Course)
142	Marketing and salesmanship

143	Material Management Technology
144	Mechanical Servicing
145	Media Developer (Diploma Course)
146	Medical Laboratory / Technology / Assistants
147	Medicinal & Aromatic Plant Industry
148	Meeting Confrence and Event Planner (Certificate Course)
149	Mining Geology
150	Mobile Maintenance (Diploma Course)
151	Multi Purpose Health Worker
152	Multi Rehabilitation Worker
153	Multimedia (Diploma Course)
154	Mushroom Culture
155	Nanny (House maid) (Diploma Course)
156	Nursery Management and Ornamental Gardening
157	Nursing
158	Nutrition and Dietetics
159	Office Assistantship
160	Office Automation & Publishing - DOAP (Diploma Course)
161	Office Automation (Diploma Course)
162	Office Management (Diploma Course)
163	Office Secretaryship / Stenography
164	Office Secretaryship with Accountancy
165	Opthalmic Technician
166	Oracle (Certificate Course)
167	Pharmacist
168	Photography (Diploma Course)
169	Physical Education
170	Physiotherapy & Occupational Therapy
171	Plant Protection
172	Plantation Crops & Management
173	Plumbing (Diploma Course)
174	Post Harvest Technology
175	Poultry Farming
176	Pre School & Creche Management
177	Preservation & Processing of Fruits & Vegetables
178	Primary Health Worker
179	Printing & Book Binding
180	Printing Technology
181	Purchasing & Store Keeping
182	Quality Management (Certificate Course)
183	Quilt Work (Vocational Programs)

184	Radio & TV Maintenance & Repairs
185	Radio and Television Engineering
186	Receptionist
187	Repair & Maintenance of Power Driven Farm Machinery
188	Rubber Painting (Vocational Programs)
189	Rubber Technology
190	Rural Engineering Technology
191	Sales Consultant (Certificate Course)
192	Sales Marketing (Diploma Course)
193	Saree Designing (Vocational Programs)
194	Seed Production Technology
195	Sericulture
196	Sheep and Goat Husbandry
197	Smoking Works (Vocational Programs)
198	Soil Conservation
199	Sports Coach (Diploma Course)
200	SQL (Certificate Course)
201	Stenography (Diploma Course)
202	Store Keeper (Certificate Course)
203	Structure and Fabrication Technology
204	Sugar Technology
205	Surveying
206	Swine Production
207	Tailoring (Vocational Programs)
208	Tally Accounting (Certificate Course)
209	Tanneries
210	Taxation Practices / Taxation Laws / Tax Assistant
211	Textile Designing
212	Ticketing Tour Manager (Advance Diploma)
213	Tie and Dye (Vocational Programs)
214	Tourism and Travel Techniques
215	Trade Finance (Certificate Course)
216	Treasury, Investment and Risk Management (Diploma Course)
217	Urban Co-operative Banking (Diploma Course)
218	Vegetable Seed Production
219	Veterinary Pharmacist –cum-Artificial Insemination Asstt.
220	Visa Assistance Consultant (Certificate Course)
221	Visual Basic (Certificate Course)
222	Wealth Management Courses (Certificate Course)
223	Web Designing - CWD (Certificate Course)
224	Web Developer (Diploma Course)

225 Wellness Nearotherapist (Diploma Course)
226 Wool Knitting (Vocational Programs)
227 X-Ray Technician

9.0 COURSE DURATION:

The duration of course will be as per NCVT Norms.

10.0 EXAMINATION CENTRE:

The Centre of Examination shall be as per norms of NCVT.

11.0 SCHEME OF EXAMINATION:

As per guidelines of NCVT. Established Under M.P., Act No. 17 of 2007

* **PMKVY** - As per Pradhanmantri Kaushal Vikas Yojana 2.0 (2016-2020)

ORDINANCE 60
FOUR YEARS BACHELOR OF SCIENCE IN AGRICULTURE

Statutory Body: Indian Council of Agriculture Research

1. Title of the Degree:

Bachelor of Science in Agriculture B.Sc.(Hons) Agriculture

2. Duration of the Course:

Four Years (Eight semesters)

3. Eligibility for Admission:

Candidates who have passed duly recognized following examination:-

Final examination of the 10+2 system by any recognized Central Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi or any State Board such as M.P. Board of Secondary Education Bhopal or Others.

Or

H.S.C. Vocational Examination by any recognized Central/State Board or Senior Secondary School Examination conducted by the National/any state open schooling with a minimum of Five subjects of relevant and required fields.

Or

Any Public School/ Board/ University examination in India or in any foreign country Recognized as equivalent to 10+2.

Or

Final Examination of the two year course of the Joint Services Wing of the National Defense Academy.

Or

General Certificate Education (GCE) Examination (London/Cambridge/Sri Lanka)at the Advanced (A) Level.

Or

Any other examination equivalent to 10+2 by Central /State Government.

& Candidate with Agriculture stream/Physics, Chemistry, Mathematics/Physics, Chemistry Biology/Physics, Chemistry, Biotechnology/Physics, Chemistry, Computer Science or any Other suitable combination of subjects should have passed in all the subjects with minimum Requirement, as prescribed by the UGC/other concerned Regulatory Bodies ICAR.

Relaxation for SC/ST other as per Govt. of Madhya Pradesh rules.

Note: Candidate who in appearing, of has appeared for any qualifying examination during the Current academic session as a regular or a private candidate can also apply for admission on Provisional basis, subject

to the condition that the candidate must pass the qualifying Examination with required percentage of marks or equivalent grade.

4. **Eligibility for Admission to NRI/Other privileged Candidates:-**

Non – resident Indian and other privileged candidate shall be eligible for admission to these accordance with the directives of Govt. of India and/or State Government.

5. **Admission Procedure:**

The eligible candidates as specified in clause 3 above, should secure a place in the merit list Prepared on the basis of academic credentials or though The University entrance Test/Examination consisting of Aptitude Test/Group Discussion/Personal Interview or Institute /Board /Other Professional Bodies/Organizations or any other mode as decided by the UGC/other Regulatory Bodies ICAR and Govt. of M.P. from time to time.

6. **Branch/Specialization Distribution:**

Admission to the particular branch / Specialization of study shall be as decided by the University On the basis of counseling/personal interview.

7. **Intake:**

The intake for each of these courses shall be decided by the University from time to time, taking Care of the norms of the concerned regulatory body mainly ICAR.

8. **Academic cycle/year:**

There will be one/two academic cycle for these courses every year like summer & winter as Decided by the University.

9. **Course Structure:**

Course structure shall be as per the recommendation of the concerned Board of studies of the Faculty of the University duly approved by the Academic Council following the norms of ICAR.

10. **Medium of Instruction:**

The medium of instruction and examination shall be English and Hindi.

11. **Examination:**

a.)Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of studies with due approval of Academic Council.

b.)The studies and examination of these courses shall be on the basis of either marks/marks-cum- credit/ credit system as recommended by the concerned Board of Studies from time to time.

12. Eligibility for Degree:

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

b) Registered and successfully completed all the core courses, optional courses, practical/Lab Classes, including seminars, workshops, presentations, Group discussion, Field Work/ Training, Industrial Visit, Educational Tour, Extension Science, project Work/ Dissertation Or Thesis and other assignment etc where ever applicable.

.c) Successfully acquired the minimum required the minimum required credits as specified in The regulation corresponding to the branch of his/her study within the stipulated time, Where ever applicable;

d) Earned the specified credits in all the categories of subjects if applicable;

e) Secured a minimum CGPA of 4.5 or 45% in aggregate overall. However the award of the Division/Class all shall be as per recommendation of concerned Board of Studies of the University.

1. No dues to the University, Hostels, Libraries, NCC/NSS etc; and
2. No disciplinary action is pending against him/her.

In addition to the conditions prescribed for passing (as above), the B.Sc.-Ag (Honours) Students must maintain an average of 6.0 or 60% in aggregate overall and acquire stipulated Additional credits in addition to minimum required credits for award of B.Sc.- Ag Degree as Stipulated in regulations. Otherwise, they will be a awarded only B.Sc.-Ag degree.

13. Attendance Requirement:

A candidate must have at least 75% attendance. Provided that, in case of illness or because of Other reasonable cause it shall be relaxed by the' Vice Chancellor as admissible within applicable regulations.

14. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of B.Sc.-Ag (Hons) Degree ordinarily within a maximum Period of Eight year from the session of first admission. However, for any exceptional case the Matter shall be decided by the University as per the provisions of relevant rules and regulations.

15. General Instruction:

1.) The admission to the B.Sc. –Ag(Hons) courses shall be governed in Accordance and provisions with the rules/Directives. Of UGC/relevant Regulatory Body mainly ICAR or any other competent authority of the Govt. of India/State Government as amended time to time.

2.) The relaxation in eligibility conditions, age and. Reservation etc. shall be in accordance with the Rules/Directives of UGC relevant Regulatory Body mainly ICAR or any other competent authority of the Govt. of India/State Government as amended time to time.

16. At Present in the faculty of Agriculture Sole & Technology, degree of B.Sc.- Ag(Hons) shall include the branches/Specialization of Agronomy, Agriculture, Economics, Horticulture, Entomology, Agriculture Extension, Plant Breeding & Genetics, Plant Pathology, Plant Psychology, Soil Science, Seed Science & Technology, Agriculture Biotechnology, Agriculture Engineering, Floriculture etc. The list of various Branches/ specializations of B.Sc.- Ag course shall include the current courses/ programmes. However, the graduate degree Programmes /Courses in Agriculture /Agriculture related/allied streams like, B.Sc. (Horticulture), B.Sc. (Floriculture), B.Sc. (Food Technology), B.Sc. (Agriculture Biotechnology), B.Sc. (Sericulture) etc. and B.Sc. (Ag.) /B.Sc.-Ag (Hons.) Programmes with their various . Honours Courses shall run and governed through this ordinance.

The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like – on – line, e-learning, face-to face, through webinar etc/

17. These programmes are offered by. The Faculty of Agriculture Science & Technology recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.

18. General

The University shall also offer more number of Bachelor degree programmes with various specialization titles, which shall run under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaborations with or tie-up with other Educational or Academic Institute/Organizations/Universities/Research Organizations/Industries and duly approved by the Private University Regulatory Commission.

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

ORDINANCE 61

1. **Program Title:-**

Master of Physiotherapy in Sports

Master of Physiotherapy in Orthopaedics

Master of Physiotherapy in Neurology

Master of Physiotherapy in Cardiothoracic

Master of Physiotherapy in Obstetrics & Gynecology

2. **Promulgation:-**

The Degree of MPT Physiotherapy shall be conferred upon a candidate who has pursued a course of not less than two years of academic session, in an affiliated and recognized teaching institute as a regular candidate and who has passed two years theory and practical examinations with regular attendance and clinical posting allotted.

3. **Nomenclature:-**

ELECTIVES OFFERED AND DEGREE AWARDED: **MASTER OF PHYSIOTHERAPY**

I. Orthopaedics

II. Sports

III. Neurology

IV. Cardiothoracic

V. Obstetrics & Gynecology

4. **Course Outline:-**

The Masters Degree in Physiotherapy is a two year program consisting of classroom teaching, self academic activities and clinical posting. In the first year theoretical basis of physiotherapy is refreshed along with research methodology and biostatistics. The students are rotated in all areas of clinical expertise during this period. They are required to choose their study for dissertation and submit a synopsis. During the second year the students will be posted in their area of specialty. They are required to complete and submit their dissertation. The learning program includes seminars, journal reviews, case presentations, case discursions and classroom teaching. The students are encouraged to attend conference, workshop to enhance their knowledge during the course of study. University examinations are held at the end of second year.

5. Eligibility For Admission:-

- Master of Physiotherapy course shall be open to those who have passed 10+2 (Physics, Chemistry, English & Biology) and full time Bachelor of Physiotherapy B.Sc. (PT) or BPT degree from institutions any recognized university where the mode of study is a full time regular program, with minimum 3½ years or 4 ½years duration from this university or any other university in India or abroad as equivalent with not less than 50% of marks in aggregate and have completed 6 months of compulsory rotating internship in Physiotherapy .
- Or MBBS Degree from a statutorily constituted university or equivalent thereof.

In case of SC/ST/OBC students the relaxation of the eligibility percentage for the admission will be as per the Madhyapradesh State Government Rules.

Admission to the course will be as per the performance of the student in the entrance examination; however the student should have minimum 50% aggregate in BPT for appearing in the entrance exam.

6. Goals Of Course:-

- Impartation of education with research basis in order to validate techniques & technology in practice to physiotherapy.
- Formation of base of the professional practice by referral as well as first contact mode using evidence based practice.
- Preparation of a postgraduate student towards his/her professional autonomy at par with global standards
- Acquainting a student with concept of quality care at the institutional as well as the community levels.
- Inculcation of appropriate professional relationship in multidisciplinary set up, patient management and co partnership basis.
- Preparation of students to address problems related to health education and community physiotherapy.
- Practicing the concept of protection of rights of the community during referral as well as first contact practice.
- Incorporation of concept of management in physiotherapy.
- Experience in clinical training and undergraduate teaching partly.

7. Duration Of Course:-

The duration of the certified study for the Master of physiotherapy shall be full time regular course and its duration shall extend over a period of two continuous academic Years' on a full time basis for the award of the degree.

The student for the award of the MPT degree shall have to qualify in all papers prescribed for the MPT course within a period of FOUR years from the date he/she joined the course.

8. Medium Of Instruction :-

English will be the medium of instruction for the subjects of study and for the examination of the MPT course.

9. Methods Of Training:-

The training of postgraduate for MPT degree shall be on a full time pattern with graded responsibilities in the management and treatment of patients entrusted to his / her care. The participation of all the students in all facets of educational process is essential. Every candidate should take part in seminars, group discussions, clinical rounds, care demonstrations, clinics, journal review meetings & CME. Every candidate should be required to participate in the teaching and training programs of undergraduate students. Training should include involvement in laboratory experimental work and research studies.

10. Monitoring Process Of Studies (Internal Monitoring):-

It is essential to monitor the learning progress of each candidate through continuous appraisal and regular assessment. It not only helps teachers to evaluate students, but also students to evaluate themselves. The monitoring is done by the staff of the department based on participation of students in various teaching / learning activities. It may be structured and assessment be done using checklists that assess various aspects.

Work diary: Every candidate shall maintain a work diary and record his/her participation in the training programmers conducted by the department such as journal reviews, seminars etc.

Special mention may be made of the presentations by the candidate as well as details of clinical of laboratory procedures, if any conducted by the candidate. The work diary shall be scrutinized and certified by the Head of the Department and Head of the Institution.

Periodic tests: The College may conduct periodic tests. The test may include written theory papers, practical, viva voce and clinical in the pattern of university examination. Records and marks obtained in such tests will be maintained by the Head of Department.

11. Attendance Requirement For Examination:-

A candidate is required to attend a minimum of 80% of training and of the total classes conducted during each academic year of the MPT course. Provided further, leave of any kind shall not be counted as part of academic term without prejudice to minimum 80% of training period every year. Any student who fails to complete the course in this manner shall not be permitted to appear the University Examinations. A candidate who does not satisfy the requirement of attendance even in one subject or more will not be permitted to appear for University Examination. He / She will be required to make up the deficit in attendance to become eligible to take subsequent examination.

12. Condonation Of Attendance:-

Dean Principal of the college is empowered to condone 10% of attendance on valid grounds.

13. Admission To University Examination Of MPT Course:-

The candidate admitted in an academic year will be registered to take up their University examination after completion of two academic years.

Subject of first year MPT College/ Institutional examinations; **Basic Medical Sciences , Biomechanics & Kinesiology, Exercise therapy & Emergency care Exercise physiology** will be common subjects for all the students.

Subjects in second year University Examinations will be as per the elective specialization (Sports / Orthopaedics / Neurology / Cardiothoracic/ Obstetrics & Gynecology) except **Exercise Physiology & Nutrition, Physical Diagnosis & Rehabilitation** which will be common subjects to all the students.

* **Advanced Physiotherapeutic** would be additional elective subject as per specialization.

14. Commencement Of The Examination:-

There shall be two university examinations: Main and Supplementary examination as per university notification. For MPT course (which is of two years duration), the University examination will be held at the end of **second year only**. However, at the end of first academic year, Internal examination will be conducted at the college level itself and the result has to be sent to the University as per the scheduled notification. (These marks will be included in the Final Transcripts), and the students are eligible to appear their final year examination at Malwanchal university, subject to passing in first year internal examination conducted at college / institution level.

15. Working Days In An Academic Calendar / Admissions:-

There shall be 240 minimum teaching days in one academic year.

16. Dissertation:-

Every candidate pursuing MPT degree course is required to carry out work on a selected research Project under the guidance of a recognized postgraduate teacher. The results of such a work shall be submitted in the form of dissertation.

The dissertation is aimed to train a graduate student in research methods and techniques. It includes identification of a problem, formulation of a hypothesis search and review of literature getting acquainted with recent advances, designing of a research study, collection of data, critical analysis, and comparison of results and drawing conclusions.

Every candidate shall submit to the Registrar of university in the prescribed Performa a synopsis containing particulars of proposed dissertation work within 4 months from the date of commencement of the course on or before the dates notified by the university. The synopsis shall be sent through the proper channel. Such synopsis will be reviewed and the university will register the dissertation topic. All the synopses of Dissertation have to be approved by the Institutional Ethical Committee.

No change in the dissertation topic or guide shall be made without prior approval of the university. Guide will be only a facilitator, advisor of the concept and hold responsible in correctly directing the candidate in the methodology and not responsible for the outcome and results.

The dissertation should be written under the following headings.

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

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

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

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

17. **Guide:-**

Criteria for recognition of MPT teacher / guide

1. M.Sc. (PT) /MPT with five years teaching experience working on a full time position at a Recognized institution.
2. The age of guide / teacher shall not exceed 65 years.
3. The guide student ratio should be 1:5

Change of Guide

In the event of registered guide leaving the college for any reason or in the event of death of guide, guide may be changed with prior permission from the university.

18. **For other provision which is not covered in this curriculum & syllabus will be applicable as per the university ordinance.**

19. **Scheme Of Examination:-**

MPT 1st Year: University Examination

S.No.	Subject	Max Marks	Minimum Passing Marks
1.	Basic Medical Sciences & Principles of Physiotherapy Practice	100	50
2.	Biomechanics &Kinesiology	100	50
3.	Research Methodology & Biostatics and Educational Methodology	100	50
Total Max. Marks		300	

(There shall be institutional/college level theory examination as per university notification, marks to be send to university)

MPT 2nd / Final Year: University Examination

S.No.	Subject	Written	Practical	Viva	Total
1	Exercise Physiology & Nutrition	100	--	--	100
2	Physical Diagnosis & Rehabilitation	100	--	--	100
3	Elective-I*	100	100	50	250
4	Elective-II**(Advanced Physiotherapeutic)	100	--	--	100
5	Dissertation	--	--	50	50
Total Max. Marks					600

N.B.- Viva marks will be added in practical marks; candidate have to get min.50% marks i.e. 75 marks in practical and viva collectively for passing the practical examination.

Elective-I*: Subjects

MPT Sports: Sports Physiotherapy

MPT Orthopaedics: Orthopaedic Physiotherapy

MPT Neurology: Neurologic Physiotherapy

MPT Cardiothoracic: Cardiopulmonary Physiotherapy

MPT Obstetrics & Gynecology: Physiotherapy in Obs. & Gynecological conditions

Elective-II: Subjects (Advanced Physiotherapeutic)**

MPT Sports: Advanced Physiotherapeutic in Sports Physiotherapy

MPT Orthopaedics: Advanced Physiotherapeutic in Orthopaedic Physiotherapy

MPT Neurology: Advanced Physiotherapeutic in Neurologic Physiotherapy

MPT Cardiothoracic: Advanced Physiotherapeutic in Cardiopulmonary Physiotherapy

MPT Obstetrics & Gynecology: Advanced Physiotherapeutic in Physiotherapy in Obs. & Gynecological conditions

20. Passing Marks of Examination:

- The passing marks of examination would be 50% for each subject and also in total marks obtained. The candidate has to pass in theory and practical examination separately. For theory paper the internal assessment marks, viva-voce and theory examination marks will be counted.
- The candidate should pass separately in two heads i.e in Theory (Theory plus Viva voce) and also in Practical (with 50% marks).
- The candidate has to pass separately in each subject in internal assessment examination (with 50% marks) in order to be eligible to appear in university examinations.
- The grace marks shall be allowed according to the general ordinance relating to "Award of Grace Marks".
- Regarding Grace Marks it was decided that total weightage of grace marks would be **5 (five)**, and that grace marks can be split between the subjects. There will not be any grace marks for the Practical examination.
- Grace marks will not be added to total marks of the candidate. In Supplementary examination also similar pattern of grace marks will be followed.

21. After completion of two academic years of studies he shall not have any privileges of a regular student.

22. Successful candidate who obtain 60% or more of the aggregate marks in Part-I and Part-II examination taken together shall be placed in the first division and those who obtain 50% or more but less than 60% shall be placed in the second division.

23. A successful candidate of the M.P.T. Part-I and Part- II examination shall be awarded degree in following nomenclature:

- **M.P.T in Sports Physiotherapy**
- **M.P.T in Orthopedics Physiotherapy**
- **M.P.T in Neurological Physiotherapy**
- **M.P.T in Cardiothoracic Physiotherapy**
- **M.P.T in Gynecology and Obstetrics Physiotherapy**

SUBSQUENT ORDINANCE 61 NOTIFICATION

(Amedment in Statue Publish vide notification *NO R-175-CC-2016-38*-In exercise of the powers conferred by Sub-Section(1) of Section 28 of the Madhya Pradesh Niji Vishwavidyala (Sthapna Avam Sanchalan) Adiniyam,2007 the State Government hereby makes the **SUBSQUENT ORDINANCE 61** of the Malwanchal University, Indore(MP.

1. It shall come into force from the date of its publication.

2. It shall be applicable to Malwanchal University, Indore.

ORDINANCE 62

1. Program Title:-

Master of Medical Haematology

Master of Medical Histopathology

Master of Medical Microbiology

Master of Medical Biochemistry

2. Promulgation:-

The Degree of Master's in Medical Laboratory Technology (MMLT) shall be conferred upon a candidate who has pursued a course of not less than two years of academic session, in an affiliated and recognized teaching institute as a regular candidate and who has passed two year theory and practical examinations along with regular attendance and clinical postings allotted.

3. Nomenclature:-

ELECTIVES OFFERED AND DEGREE AWARDED: **MASTER'S IN MEDICAL LABORATORY TECHNOLOGY (MMLT)**

a) **Haematology**

b) **Histopathology**

c) **Microbiology**

d) **Biochemistry**

4. Eligibility For Admission:-

For admission candidate should have passed full time regular Bachelor's in Medical Laboratory Technology (BMLT) from any recognized university with minimum 50% aggregate.

In case of SC/ST/OBC students the relaxation of the eligibility percentage for admission will be as per the M.P. Govt. rules.

Admission to the course will be as per the performance of the student in the entrance exam. However the student should have minimum 50% aggregate in BMLT for appearing in the entrance exam.

5. Duration of the Course

The period of the certified study for the Master's Degree in Medical Laboratory Technology (MMLT) shall be a full time regular course and its duration shall extend over a period of two academic years for the award of the degree.

6. Admission to The Examination

The candidate admitted in an academic year will be registered to take up their examination after completion of one academic year. Subjects of first year MMLT [Introduction with basic aspects of Medical Haematology, Medical Histopathology, Medical Microbiology, Medical Biochemistry, Molecular Biology & Applied Genetics, and Instrumentation, Biostatics & Clinical Pathology] will be common for all the students. Subjects in second year will be as per the elective specialization (Medical Haematology, Medical Histopathology, Medical Microbiology and Medical Biochemistry) with recent advancements.

7. Commencement of The Examination

There shall be one university examinations in each academic year: Main Examination will be held in April for both MMLT- I and MMLT – II.

8. Working Days in An Academic Year

Each academic year shall consist of not less than 200 working days.

9. Attendance Requirement for Examination

Only the candidate with 75% of attendance during the period of study and training in affiliated & recognized institute will be permitted to appear in examination.

10. Condonation of Attendance

There shall be no condonation of attendance in PG course.

11. Qualifying Marks for A Pass.

50% marks in written exam in each theory subjects including oral and 50% marks in practical examination separately. The student must pass first year MMLT course in order to be promoted for MMLT second year. A candidate must secure 50% marks in Internal Assessments to appear in the exam. Internal assessment consists of day to day assessment and sessional examination.

12. Migration of Candidate

The student can apply for migration only after passing the first year university examination. However in this case the decision taken by the M.P. Paramedical Council will be final.

13. Dissertation / Thesis

Every candidate presenting himself for the examination in 2nd year shall submit 5 typed copies of a project work, atleast three months before the examination, to the university. Project work must consist the result of his own study of important investigations carried out under the guidance of the recognized Subject Guide from the same institution. The acceptance of the project work by the examiners shall be a condition precedent to the admission of the candidate for the written & practical examination. The project work will be treated as one theory paper. The guide for the project work should have minimum of three years teaching experience.

A candidate whose project work has been accepted once will not be required to submit a fresh dissertation if he/she reappears for the same branch on a subsequent occasion.

14. Medium of Instruction

The medium of instruction shall be English.

15. Scheme of Examination

MMLT – I Year

(Common for all specializations) :-

S.No.	Subject	Maximum Marks		
		Theory+Viva	Int.Ass.	Practical
1.	Medical Haemtology (Review of the introduction and basic aspects)	80+40	20	60
2.	Medical Histopathology (Review of the introduction and basic aspects)	80+40	20	60
3.	Medical Microbiology (Review of the introduction and basic aspects)	80+40	20	60
4.	Medical Biochemistry (Review of the introduction and basic aspects)	80+40	20	60
5.	Molecular Biology and Applied Genetics	80	20	-
6.	Instrumentation, Biostatics and Clinical Pathology	80	20	-

Total – 640 (Theory + Viva) + 120 (Internal Assessment) + 240 (Practical) = 1000

MMLT- II Year

Specialization- Medical Haematology

S.No.	Subject	Maximum Marks			
		Theory + Viva		Int.Ass.	Practical
1.	Medical Haematology-I*	80+	40	20	60
2.	Medical Haematology –II*	80+		20	
3.	Medical Haematology –III*	80+		20	
4.	Project Work	100			

*With Recent Advancements

Total- 280 (Theory + Viva) + 60 (Internal Assessment) + 60 (Practical) +100 = 500

Specialization- Medical Histopathology

S.No.	Subject	Maximum Marks			
		Theory + Viva		Int.Ass.	Practical
1.	Medical Histopathology-I*	80+	40	20	60
2.	Medical Histopathology-II*	80+		20	
3.	Medical Histopathology-III*	80+		20	
4.	Project Work	100			

*With Recent Advancements

Total- 280 (Theory + Viva) + 60 (Internal Assessment) + 60 (Practical) +100 = 500

Specialization- Medical Microbiology

S.No.	Subject	Maximum Marks			
		Theory + Viva		Int.Ass.	Practical
1.	Medical Microbiology-I*	80+	40	20	60
2.	Medical Microbiology –II*	80+		20	
3.	Medical Microbiology –III*	80+		20	
4.	Project Work	100			

*With Recent Advancements

Total- 280 (Theory + Viva) + 60 (Internal Assessment) + 60 (Practical) +100 = 500

Specialization- Medical Biochemistry

S.No.	Subject	Maximum Marks			
		Theory + Viva		Int.Ass.	Practical
1.	Medical Biochemistry-I*	80+	40	20	60
2.	Medical Biochemistry-II*	80+		20	
3.	Medical Biochemistry-III*	80+		20	
4.	Project Work	100			

*With Recent Advancements

Total- 280 (Theory + Viva) + 60 (Internal Assessment) + 60 (Practical) +100 = 500

Grand Total- 1000 (First Year) + 500 (Second Year) = 1500.