



AMRAPALI UNIVERSITY

(Ordinance Governing the Under Graduate Certificate Programme, Undergraduate Diploma Programme, Undergraduate Degree Programme, Undergraduate Degree with Honours and Research Programme, Post Graduate Programmes as per the Credit System with Multiple Entry and Multiple Exit Options in accordance with NEP 2.0)

Effective from Academic Year : 2024-25

Amrapali University, Haldwani

Ordinances Governing the different Certificate, Diploma, Undergraduate, Post Graduate Programmes as per Credit System with Multiple Entry and Multiple Exit Options.
(Regulations in accordance with National Education Policy 2020 with effect from Academic Year 2024-25)

Introduction:

Amrapali University, situated in Haldwani (Nainital), stands as a distinguished institution of higher education within the Kumaun Region of Uttarakhand, established in 1999. It serves the educational needs of both local and global learners with distinction.

Emphasizing the significance of adaptable learning approaches, the National Education Policy (NEP) of 2020 underscores the necessity for innovative and flexible curricular frameworks. This regulation framework aim to facilitate imaginative combinations of disciplines for study, offering students multiple entry and exit points (MEME) to transcend existing rigid boundaries. This shift promises to unlock fresh opportunities for students to pursue subjects of their choice while providing them the flexibility to tailor their educational journey to their preferences, convenience, or requirements. The NEP 2020 envisions restructuring degree programmes to facilitate seamless student mobility, advocating for adjustments in programme structures and durations.

Aligned with the principles outlined in NEP 2020, the University will develop rigorous, research-based specializations and foster opportunities for multidisciplinary education across Graduate, Master's, and Doctoral programmes.

The existing undergraduate programs will transform into a new framework offering multiple entry and exit options, supplemented by Skill Enhancement Courses within a credit-based system. Continual and comprehensive evaluation will be developed for effectively mapping learning outcomes, course outcomes, and programme outcomes following the principles of outcome-based education. Hence, the university commits to maintaining its Choice Based Credit System to ensure the quality-driven evaluation of programs.

In light of NEP 2020, the programmes at Amrapali University are designed to offer courses tailored to the needs and aspirations of students, providing them with enriched personalized learning experiences. The details of the UG certificate, UG Diploma, UG Degree, UG Degree with Honours and Research, PG Diploma, and PG Degree are mentioned here and will be governed through this ordinance while the Doctoral Programme will be governed by a separate ordinance.

1. Title:

The Academic Ordinance Governing various UG Certificate, UG Diploma, UG, UG with Honours and Research and Post Graduate programmes of Amrapali University, Haldwani in accordance with the Choice Based Credit System with Multiple Entry and Multiple Exit Options as per the NEP 2.0 guidelines.

- 1.1 These Ordinance may be called **The Academic Ordinance for Undergraduate Certificate, Undergraduate Diploma, Undergraduate Degree, Undergraduate Degree Programmes with Research and Honours, and Post Graduate Programmes 2024-25 of Amrapali University** (applicable from the Academic year 2024-25 respectively). These Ordinances apply to Full-Time students (including Working Professionals) of UG- (Certificate, Diploma, Degree), and Post Graduate Diploma and Degree Programmes.

- 1.2 A student who has been duly admitted to the Amrapali University Programmes and has registered for and attended a Programme of study is referred to as an enrolled student of the Programme.
- 1.3 These academic programmes will have a lateral entry facility in all the years of study in line with NEP.
- 1.4 The First Year ends with the award of a UG Certificate, the second year with a UG Diploma, the third year with a UG degree, and The 4th year ends with an Honours/Honours with a Research Degree with some exceptions wherein such programme will have a different ordinance.
- 1.5 Skill development and holistic multi-disciplinary learning are the focus of NEP and the same is incorporated within the different Programmes of Study at University and the ordinance is framed accordingly.
- 1.6 Summer vacation is proposed for conducting Internships/ field studies/ exploring practices/Scientific Innovations/ conducting social & community outreach programmes and other similar field work-related training, courses and activities.
- 1.7 Boards of Studies with inputs from the Deans and subject experts would design the curriculum of different programmes as per the NEP guidelines.
- 1.8 Faculty members are encouraged to design courses having components of job-oriented skills. They are also encouraged to adopt innovative methods of Teaching-Learning to impart the same and to have suitable assessment practices.
- 1.9 It is suggested that all Faculty/Departments should network with Industry/R&D Labs/PSUs/Govt. Departments/Academic Institutions for facilitating student internships.
- 1.10 These ordinances will come into force with effect from the date of approval of the Board of Governors and from the academic year 2024-25 onwards.
- 1.11 Nothing within these Ordinances shall be deemed to debar the University to amend these Ordinances subsequently.
- 1.12 Unless provided otherwise, the regulations, orders, codes, procedures, policies, schemes etc., on the subjects covered under these Ordinances, shall cease to operate from the date of enactment of these Ordinances.
- 1.13 Any abbreviated or shortened version of a word should represent and mean that word exactly as specified in the Act, the Statutes, these Ordinances, Manuals, and other University documents as may be framed from time to time.

2. Scope:

This Ordinance is based on National Education Policy-2020 (NEP-2020), Learning Outcome Based Curriculum Framework-Choice Based Credit System (LOCF-CBCS) and is according to the Curriculum and Credit Framework for UG Programmes (CCFUGP) of University Grants Commission. This ordinance shall apply to Undergraduate and Post Graduate programmes (Multidisciplinary) of Amrapali University, Haldwani under NEP-2020 w.e.f. the Academic Session 2024-25.

- 2.1 The duration of the programme for the award of Undergraduate Certificate in Discipline will be one academic year and of Undergraduate Diploma in Discipline will be two academic years. The duration of a Bachelor's Degree in discipline will be three academic years. The duration of a Bachelor's Degree with Honours and Bachelor's Degree with Research will be four Academic Years. Each academic year will be divided into two semesters termed as odd and even semesters i.e., July to December and January to June. The duration for award of Post Graduate Degree Programme will be one or two year based on entry level or a specified in section 9.4 of the Ordinance.

Table:01

Level	Programme	Award of Certificate/ Diploma/ Degree from Academic Year onwards
Undergraduate Programme:		
Level 4.5	Undergraduate Certificate (One year or two semesters)	2024-25
Level 5.0	Undergraduate Diploma (Two years or four semesters)	2025-26
Level 5.5	Bachelor's Degree (Three years or six semesters)	2026-27
Level 6.0	Bachelor's Degree with Honours(Four years or eight Semesters)	2027-28
Level 6.0	Bachelor's Degree Honours with Research (Four years or eight Semesters)	2027-28
Post-graduate Programme:		
Level 6.0	Postgraduate Diploma (One year or two semesters)	2024-25
Level 6.5	Master's Degree (1-Year PG after obtaining a four-year Bachelor's Degree Honors/Research with a lateral entry in 2 nd Year or 2-Year PG after a 3-year UG)	2025-26
Level 7	Master's Degree(2 -Year PG after a 4-year UG)	2025-26
Level 8	Doctoral Degree	2027-28

2.2 There shall be teaching for 15 weeks (90 Days) in each semester excluding admission and examination.

2.3 In case of extreme emergency or conditions where the routine conduct of 90 days seems difficult due to law and order conditions, weather emergency, pandemic conditions the loss will be covered through special teaching hours conducted through online mode.

3. Key Terms:

3.1 "Academic Year and Semester" means two consecutive (one odd and one even) semesters will constitute one academic year. A semester will consist of 90 days of academic work and Academic Year will consist of 180 days excluding holidays, breaks and end term examinations.

3.2 "Act" means the Uttarakhand Private Universities Act, 2024.

3.3 "Academic Bank of Credits (ABC)" It is a virtual/digital mechanism that contains information of the credits earned by individual students throughout their learning journey in Higher Education Institutions in India recognized by UGC.

3.4 "Aggrieved Student" means any student, who has a complaint in the matters relating to or connected with the grievances defined under these Ordinances.

3.5 "Board of Studies" (BOS) means the committee of a Faculty/Department constituted, to design programme curriculum, frame syllabus of courses, frame

criterion for evaluation and to provide overall direction to the academic programmes undertaken by the Faculty/Department.

3.6 “BOM” means Board of Management of the University.

3.7 “BOG” means Board of Governors of the University

3.8 “Class” means specific group of students meeting for specific instructional purposes.

3.9 “Class Coordinator” means the coordinator of the specific section of the programme of the University.

3.10 “Class Representative” means the student’s representative of a specific section of the programme of the University.

3.11 “Clause” means duly numbered Clauses of these Ordinances.

3.12 “COE” means Controller of Examination of the University.

3.13 “Continuing Student” means a student who is enrolled in university programme and has completed at least one semester prior to the current semester.

3.14 “Course Detail” means the detailed teaching scheme of a particular course.

3.15 “Course” means a component/subject of a programme. All courses need not carry the same weightage. The courses shall define learning objectives and learning outcomes. A course may include lectures, tutorials, laboratory work, field work, project work, outreach activities, vocational training, viva-voce, seminars, workshops, term papers, assignments, presentations, self-study, and other activities, or a mix of these.

3.15.1 Lecture: Component of a course which is taught by a teacher through lectures covering the contents of a course.

3.15.2 Tutorial: Component of a course which involves problem-solving, learning through discussions and remedial teaching related to the contents and periphery of a course with the direct involvement of a teacher.

3.15.3 Practicum/Practical: A course or a component of a course which enables students to learn or to attain skills or to get procedural knowledge for the contents of a course through practical/laboratory activity/project and to apply learnt/studied principles/theory/concepts related to the chosen field of learning, work/vocation, or professional practice in the field of learning, work/vocation under the supervision of a teacher.

3.15.4 Seminar: A course or a component of a course which makes students to learn a specific topic through in-depth exploration and analysis of facts about the topic in a set-up that involves presentation, interactive discussions and collaborative learning under the supervision of a teacher.

3.15.5 Internship: A course requiring students to participate in professional employment-related activity or work experience or cooperative education activity with an entity external to the educational institution normally under the supervision of an employee of an organization or an individual professional. A key aspect of the internship is induction into actual, formal and organized work situations. Internship involves working with local industry (Government or Private organizations), business establishments, artists, craft persons, etc. to provide opportunities for students to actively engage in on-site experiential learning.

3.15.6 Studio Activity: A studio activity involves the engagement of students in creative, artistic or experimental activities involving visual, digital, audio, video and other professional experiential work.

3.15.7 Field Work/Practice/Survey/Project: A course or a component of course which enables students to participate in field-based learning/project, involving the application of knowledge in solving/analyzing/exploring a real-life situation/difficult problem under the supervision of a teacher/mentor.

3.15.8 Project Work: A course or a component of a course which facilitates students to apply their knowledge, skills and critical thinking ability to complete a specific task in a given time frame through conceptualization, exploration and analysis of research-based activities to suggest tangible solutions for a given problem related to the chosen field of learning.

3.15.9 Community Engagement and Service: A course or a component of a course which exposes the students to the socio-economic issues prevailing in society so that the theoretical learning can be supplemented by actual life experiences to understand and generate solutions to real-life problems.

3.16 Credit: A unit by which the coursework is measured. It determines the number of hours of instruction required per week over the duration of one semester. For calculation of the teaching hours, one credit means one hour of lecture or one hour of tutorial or one hour of seminar or two hours of practicum/laboratory work per week over the duration of a semester.

Table:02

S.No	Component	No. of Hours/ Semester	Credit/ Week
1	Lecture	15	1
2	Tutorial	15	1
3	Practicum, Laboratory Work, Seminar/Group Discussion	30	1
4	Experiential Learning, Internship, Industrial Training, Community Engagement and services, Field visit/ Industrial visit, Studio /Workshop Activities, Field practices/ projects etc. Note: The credits may increase in case of a full-time industrial training course. The same would be defined in the curriculum of a programme.	45	1

3.17 “Choice-Based Credit System (CBCS)” The CBCS means the system that provides choices to students to select disciplinary and interdisciplinary courses to fit into their own requirements and to learn at their own pace within the framework.

3.18 “Dean” means the Academic Head of a Faculty of the University.

3.19 “Disciplinary Probation” refers to a student's status after committing an act of academic or other misconduct, and once assigned, the student stays on disciplinary probation for the duration determined by the Proctorial Board of the University or the Vice-Chancellor.

3.20 “Enrolment Number” means a unique number allotted as System ID, to a student on his admission in the University. The enrolment number/System ID remains unchanged throughout the duration of the student's stay at the University.

3.21 “ESE” means End-Semester Examination.

3.22 “External examiner” means an examiner who is not in the employment of Amrapali University.

3.23 “Ex-Student” means a student who has an FA(Fail Absent) or FI (Fail & Improve) in a few courses after appearing in year/ semester end examinations and who registers afresh to pass the said course(s) as FA or FI on payment of the prescribed fee.

3.24 “Expulsion” means permanent removal from the University rolls with the prohibition on future enrolment.

3.25 “Exit option” means the option exercised by the students, to leave the Programme at the end of any given Academic year.

3.26 “Grade” means a letter grade or grade point assigned to a student in a Course for her/his performance at academic sessions as denoted in symbols of:

O(outstanding), A+(Excellent), A(Very good), B+(Good), B(Above average), C(Average), P(Pass) F(Fail) and Ab(Absent) with a numeric value of O=10, A+=9, A=8, B+=7, B=6, C=5 P=4, and F=0, Ab=0.

- 3.27 “Lateral entry”** means a student being admitted into an ongoing Programme of the University other than in the 1st year of the programme.
- 3.28 “Learning Outcome-based Curriculum Framework (LOCF)”** The learning outcomes of the programme are mapped against well-defined Course Learning Outcomes (CLOs).
- 3.29 Major and Minor Subject:** A major subject is a subject of choice in a discipline which equips a student with knowledge, understanding and skills majorly in the chosen field of learning contributing to the core of the programme. A minor subject helps a student to gain a broader understanding in addition to the Major subject. The courses in Major subjects will be Core Courses (CC), while a Minor subject will include CC as well as Vocational Courses (VOC).
- 3.29.1 Core Course (CC):** A compulsory course of a subject aimed to cover the basics of Major/Minor subject.
- 3.29.2 Vocational Courses (VOC):** A vocational course is focused on practical work, preparing students for a particular skilled profession. Such courses develop capacities for sustenance, work, and economic participation and develop values and sensibilities toward physical work and dignity of labour.
- 3.30 “Mentor”** means a faculty member/teacher who acts as a counsellor, guide, motivator, and role model to a group of students (mentees), assigned to them. He acts as a career guide to his mentees and also advises them on course-specific and programme-specific information.
- 3.31 “MSE”** means Mid-Semester Examination.
- 3.32 Other Courses**
- 3.32.1 Multidisciplinary Courses (MDC):** These courses are based on introductory knowledge in a subject. A student will study MDC in a subject other than the discipline of Major and Minor subjects to gain knowledge across the disciplines.
- 3.32.2 Ability Enhancement Courses (AEC):** These courses aim at enabling the students to achieve competency in the English language or Modern Indian Languages (MIL) with special emphasis on language and communication skills.
- 3.32.3 Skill Enhancement Courses (SEC):** These courses aim at imparting practical skills, hands-on training, soft skills, etc. to enhance the employability of students.
- 3.32.4 Value-Added Courses (VAC):** These courses aim at enabling the students to acquire and demonstrate the acquisition of knowledge and understanding of human values, Indian Knowledge System (IKS), contemporary India, environmental science and education, digital and technical solutions, health and wellness, yoga education, sports and fitness, etc.
- 3.33 “Ombudsperson”** means the Ombudsperson appointed by the University as per State Government/UGC (Redressal of Grievances of Students) Regulations, 2019;
- 3.34 “Practical”** means classes that require students (generally in smaller groups compared to lecture) to perform certain functions that help them to test and understand what is being taught in the lecture or otherwise.
- 3.35 “Pre-requisites”** means conditions that must be met before a student can register for a course.
- 3.36 “Programme”** A programme is made up of courses and leads to the award of a Certificate, Diploma or Degree after completing requisite courses successfully.

3.37 Key Terms related to Evaluation

3.37.1 Letter Grade: It is an index of the performance of a student in a course. Grades are denoted by letters O, A+, A, B+, B, C, P, F and Ab depending on the score earned in that course.

3.37.2 Grade Point: It is a numerical value allotted to each letter grade on a 10-point scale.

3.37.3 Credit Point: It is the product of grade point and number of credits for a course.

3.37.4 Semester Grade Point Average (SGPA): It is a measure of performance of a student in a semester. It is the ratio of total credit points secured by a student in all the courses registered in a semester to the total of the credits of the courses taken during that semester. It shall be expressed up to two digits after decimal place.

3.37.5 Cumulative Grade Point Average (CGPA): It is a measure of overall cumulative performance of a student in a programme over all the semesters. The CGPA is the ratio of total credit points secured by a student in all the courses of the programme to the sum of the total credits of all the courses of the programme. It is expressed up to two digits after decimal place.

3.37.6 Detailed-Grade-Certificate: Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The Detailed-Grade-Certificate will display the course details (code, title, number of credits, grade secured) along with SGPA of that semester.

3.38 “Roll Number” is the number issued to every student, to be printed on his Admit Card. The card shall carry the details of the Course(s) that a student is supposed to be examined in. The roll number shall remain valid for the total duration of a Programme.

3.39 “Rustication” from the University means the withdrawal of right to access to the entire premises and facilities of the University campus for a specified period and/ or till the fulfilment of specified conditions.

3.40 “Faculty Level Student Grievance Redressal Committee” (FLSGRC) means a committee constituted under this Ordinance, for a Faculty, Department, or Centre within the Faculty.

3.41 “Faculty” means a Faculty or Institute or College established by the University in accordance with the Act and the Statutes of the University.

3.42 “Semester” shall consist of 15-18 weeks of academic work equivalent to around 90 teaching days.

3.43 “Student” means a person enrolled, or seeking admission to be enrolled, in the University.

3.44 “Suspension” from the University means withdrawal of the right to access to all or some of the facilities or premises of the University as an interim measure, pending further investigation.

3.45 “Syllabi” means details of the course and includes a description of nature, duration, pedagogy, syllabus, eligibility and related details.

3.46 “Tutorial” means a class that offers students (generally in smaller groups compared to lectures) an opportunity to discuss in small groups the subject being taught, ask questions, and clear their doubts about the subject matter with their classmates and the teacher.

3.47 “University Student Grievance Redressal Committee” (USGRC) means a committee constituted under this Ordinance at the level of the University, for dealing with grievances which do not relate to a Faculty, Department or Centre of the University, e.g. Administration, Accounts, Admission Cell, Examination Cell,

Inter-Hostel Administration (Hostel & Mess/Food), Maintenance, House Keeping, Student Welfare and Sports, Transport, Security and other common facilities.

3.48 “University” means the Amrapali University, Haldwani established under the Uttarakhand Private Universities Act, 2024; and Definitions specified in the University Act and the Statutes shall apply *inevitably* unless provided otherwise.

4 Commencement:

These Regulations are framed in accordance with National Education Policy 2020 and shall come into force from Academic Year 2024-25 onwards.

5 Enrolment of Students:

5.1 The student will be assigned a unique ID as a permanent enrolment number and given an identity card with the enrolment number (i.e. system id), which must be quoted by the student in all correspondence with the University and subsequent applications for admission to a University examination.

5.2 To get enrolled in this University, the student must submit all the mandatory documents required and notified for enrolment and clear all the dues within the prescribed deadline, failing which the University will not enrol the student. It reserves the right to cancel the Provisional Admission.

5.3 The Registrar's office will be responsible for keeping track by maintaining records of all enrolled students studying in the University's different faculties, departments, and centres, as well as those conducting research at the university.

5.4 A student applying for a change of his name in the official records, shall submit his application to the Registrar accompanied by:

- a) The prescribed fee;
- b) An Affidavit relating to his present and proposed name, duly sworn in the presence of a Magistrate by himself; or
- c) A newspaper advertisement in which the proposed name change is announced. The clause relating to publishing, on the other hand, shall not apply in the instance of a woman student who wishes to change her name after her marriage, in which case the marriage certificate specifying the new name shall be valid.

6 Programme Duration and Multiple Exit Options: All programmes shall be offered as per the UGC list of 'Specification of Degree' prevailing from time to time. The programme duration, credits and options for multiple entry and exit will be as per the final Programme Curriculum approved by the Academic Council, as per the proposed curriculum and syllabus by BOS in line with UGC UG Curriculum Framework– Scheme (*Appendix-I*). The UG curriculum of UGC is suggestive in nature so the Faculty at Amrapali University may incorporate changes as per the need of the Programmes.

6.1 UG Certificate Programme: The UG Certificate Programme leads to a UG certificate after completing 1 year (2 semesters) of study in the chosen fields of study. Students on exit shall be awarded UG certificate (in the Field of Study/Discipline) after securing the requisite minimum of 40 Credits on completion of Semester II if, in addition, they complete one work-based/skill-based vocational course/internship of 4 credits within one year from the completion of the 2nd-semester examination thus total minimum credits required for UG Certificate would be 44. These students are allowed to re-enter the degree programme within a period of three years and complete the degree within the stipulated maximum period of seven years. (*Appendix-I; Table-2*).

6.2 UG Diploma Programme: The UG Diploma Programme leads to a UG diploma after 2 years (4 semesters) of study in the chosen fields of study. Students on exit shall be awarded a UG Diploma (in the Field of Study/Discipline) after securing the requisite minimum 80 Credits on completion of Semester IV if, in addition, they complete one work-based/skill-based vocational course/internship of 4 credits within one year from the completion of the 4th-semester examination thus total minimum credits required for UG Diploma would be 84. These students are allowed to re-enter the degree programme within a period of three years and complete the degree within the maximum period of seven years.

6.3 Three-Year UG Degree Programme (BA, B. Sc, B. Com and Bachelors in other Specified disciplines) with single/double major: Students who wish to undergo a 3-year (6 semesters) UG programme shall be awarded a UG degree in the Major discipline after successful completion of three years, securing a minimum of 120 credits. Provision of a double Major shall be implemented in due course of time.

6.4 Four Year UG Programme with honours (BA, B. Sc, B. Com and Bachelors in other Specified disciplines) with single/double major: Students who wish to undergo a 4-year (8 semesters) UG programme shall be awarded a UG Honours degree in the Major discipline after successful completion of four years, securing a minimum of 160 credits. Provision of a double Major shall be implemented in due course of time. Special provisions may be created for the existing 3 years Honours programme wherein a minimum of 80 credits should be earned in core subjects of a discipline.

6.5 Four-Year UG Programme with Honours and Research (BA, B. Sc, B. Com and Bachelors in other disciplines) with single/double major: Students who wish to undergo a 4-year (8 semesters) UG programme shall be awarded a UG Honours and research degree in the Major discipline after successful completion of four years with a rigorous research project, securing a minimum of 160 credits. Provision of a double Major shall be implemented in due course of time.

7 Eligibility Criteria:

7.1 Minimum eligibility criteria for multiple entry points of the UG programmes

- a) **1st year:** Senior Secondary School Leaving Certificate or Higher Secondary (Class 12) Certificate obtained after successful completion of Grade 12 or equivalent stage of education corresponding to Level-4 (Levels in NHEQF) and/or Admission test conducted by University/National Level Testing Agency/State Level Testing Agency; or conditions laid by Admission Board/Committee of the University.
- b) **2nd year:** A certificate obtained after successful completion of 1 year (2 semesters) of the undergraduate programme. These students are required to enrol for admission in the 2nd year within a period of three years from obtaining the UG certificate from Amrapali University or any other University/institution recognized by the University with the credit equivalence. Students who have completed a Diploma of a non-NEP programme will also be eligible for enrollment in 2nd year of study as a provision for Lateral Entry.
- c) **3rd year:** A diploma obtained after successful completion of 2 years (4 semesters) of the undergraduate programme. These students are required to enrol in the 3rd year UG programme within a period of three years from obtaining the UG diploma from Amrapali University or any other University/institution recognized by the University with the credit equivalence.

- d) **4th Year (Honours):** A Bachelor's degree after successful completion of three years (6 semesters) of the Undergraduate programme obtained from Amrapali University or any other University/institution recognized by Amrapali University Academic Council/UGC. These students are to complete the degree within the stipulated maximum period of seven years.
- e) **4th Year (Honours with Research):** The minimum entry requirement for the 4th year (Honours with Research) UG programme is a three-year Bachelor's Degree with a minimum of 5 CGPA (on 10 CGPA Scale) within a period of three years from obtaining a 3-year Bachelor's Degree from Amrapali University or any other University/institution recognized by Amrapali University Academic Council/UGC with credit equivalence. These students have to complete the degree within the stipulated maximum period of seven years from the date of enrollment in the said programme/date of commencement of the Degree Programme.

7.2 Admissions through Lateral Entry: In all Academic programmes where admission was carried out adopting approved procedures in preceding years, subject to availability, lateral entry admission shall be permitted, subject to:

- 7.2.1** That the University shall notify the admission process and number of vacancies open for lateral entry.
- 7.2.2** That the Lateral entrants shall be admitted only after such a transparent screening process and such procedure that the University may prescribe from time to time. The university may prescribe different methods of screening for different programmes depending on the circumstances prevailing in each case.
- 7.2.3** Lateral entry shall be permissible only at the beginning of year 2,3,4 of the undergraduate/honours programme; provided that students seeking lateral entry shall have obtained the minimum pass marks/ grades fixed by the University in their previous academic years.

7.3 Age Limits for Admission:

- a) UG certificate/ UG Diploma/ UG Degree/ UG Degree with Research and Honours
First Year Admission: Minimum 17 Years and Maximum 24 Years.
- b) Relaxation in a maximum age limit of up to 2 years will be given to students who belong to the PH category.
- c) For admission to Programmes having different statutory bodies as- PCI, NCTE, AICTE, BCI etc. the age limit prescribed by such council or body will be considered.

7.4 Gap Certificate: If there is a gap in taking admission after Intermediate, then an affidavit stating the reasons of gap (certified by the Notary on Rs. 10.00 Stamp paper) has to be submitted at the time of admission

7.5 The admission or eligibility criteria shall be fixed by the Academic Council from time to time whenever necessary. The University may also adopt its policy for admission or selection of eligible candidates for admission complying with the eligibility criteria as prescribed.

7.6 The statutory reservation policy of the government shall be followed in case of selection of eligible candidates for admission as per the provisions of the Uttarakhand Private University Act.

7.7 In case of non-availability of students in a specific category and seats being vacant, the vacant seats can be merged with another category with the notification of the Admission Board/ Committee of the University.

7.8 Order of Merit will be determined as follows:

7.8.1 If two or more candidates have secured equivalent marks/rank in the Merit Index, then the merit for admission will be determined as follows:

7.8.1.1 The candidate, who has secured a higher percentage of marks in qualifying examination.

7.8.1.2 If the marks secured in qualifying examination are the same in such cases, first preference will be given to the candidate who has secured a higher percentage of marks at previous examination to the qualifying examination.

7.8.2 If the marks obtained in the High School or equivalent examination are also the same, then in that case the older candidate as per age will be given priority.

7.9 The University reserves the right to change or amend the admission rules at any time without prior notification.

7.10 If any candidate gets admission based on false information/improper means or based on the false mark- sheets/certificates, his/her admission will be treated as cancelled from the beginning, and legal action will be taken against him/her.

7.11 The University has a right to cancel admission in case any of the required documents about eligibility/ category/ Gap/ or required Documents as listed for admission are not submitted on time or the Fee is not deposited as per the specified schedule at the time of admission or if the student fails to report for enrollment registration in the programme as per announced date.

7.12 All disputes regarding the interpretation of the provision of the Ordinance related to the admissions shall be referred to the Vice-Chancellor/Admission Committee of Amrapali University and their decision shall be final.

8. Coding Level of Courses: Courses shall be coded based on the learning outcomes, level of difficulty, and academic rigor. The coding structure is as follows:

0-99: Pre-requisite courses required to undertake an introductory course which will be a pass or fail course with no credits. It will replace the existing informal way of offering bridge courses that are conducted in some of the colleges/ universities.

100-199: Foundation or introductory courses that are intended for students to gain an understanding and basic knowledge about the subjects and help decide the subject or discipline of interest. These courses may also be prerequisites for courses in the major subject. These courses generally would focus on foundational theories, concepts, perspectives, principles, methods, and procedures of critical thinking in order to provide a broad basis for taking up more advanced courses. These courses seek to equip students with the general education needed for advanced study, expose students to the breadth of different fields of study; provide a foundation for specialized higher-level coursework; acquaint students with the breadth of (inter) disciplinary fields in the arts, humanities, social sciences, and natural sciences, and to the historical and contemporary assumptions and practices of vocational or professional fields; and to lay the foundation for higher level coursework.

200-299: Intermediate-level courses including subject-specific courses intended to meet the credit requirements for minor or major areas of learning. These courses can be part of a major and can be pre-requisite courses for advanced-level major courses.

300-399: Higher-level courses which are required for majoring in a disciplinary/interdisciplinary area of study for the award of a degree.

400-499: Advanced courses which would include lecture courses with practicum, seminar-based course, term papers, research methodology, advanced laboratory experiments/software training, research projects, hands-on-

training, internship/apprenticeship projects at the undergraduate level or First year Postgraduate theoretical and practical courses.

500-599: Courses at first-year Master's degree level for a 2-year Master's degree programme

600-699: Courses for second-year of 2-year Master's or 1-year Master's degree programme

700 -799 & above: Courses limited to doctoral students.

9. Structure of the Undergraduate Programme

The UG programme will consist of the following categories of courses and the minimum credit requirements for 3-year UG and 4-year UG (Honours) or UG (Honours with Research) programmes are given below:

Minimum Credit Requirements to Award Degree under Each Category (Table-03); Ref. Table 2 CCFUG of UGC

S. No.	Broad Category of Course	Minimum Credit Requirement	
		3-year UG	4-Year UG
1	Major (Core)	60 (15-18 courses of 4 - 3 credits)	80 (20-24 courses of 4-3 credits)
2	Minor Stream	24 (6-8 courses of 4 credits)	32 (8-10 courses of 4-3 credits)
3	Multidisciplinary	09 (3 courses of 3 credits)	09 (3 courses of 3 credits)
4	Ability Enhancement Courses (AEC)	08 (4 courses of 2 credits each)	08 (4 courses of 2 credits each)
5	Skill Enhancement Courses (SEC)	09 (3 courses of 3 credits each)	09 (3 courses of 3 credits each)
6	Value Added Courses common for all UG	06-08 (4 course of 2 credits each)	06-08 (4 course of 2 credits each)
7	Summer Internship	02-04 (1 field based work)	02-04 (1 field based work)
8	Research Project / Dissertation	-	12 (Project report & background subjects)
Total	Minimum Credits	120	160

Note: Honours students not undertaking research will do 3 courses for 12 credits in lieu of a research project / Dissertation or an On Job Project-based training for 12 Credits. The programmes having a mandatory longer duration of industrial training as in the case of Hospitality can have more credit allocation based on the number of hours of exposure where 45 hours of exposure will earn 1 credit.

9.1 Curricular components of the undergraduate programme: The curriculum consists of major stream courses, minor stream courses and courses from other disciplines courses, ability enhancement-language courses etc., skill enhancement

courses, and a set of value enhancement courses on Environmental Education, Understanding the Indian Knowledge System, Digital and Technological Solutions, Health & Wellness, Yoga education, and Sports and Fitness etc. At the end of the second semester, students can decide either to continue with the chosen major or request a change of major. The minor stream courses may include vocational courses which will help the students to be equipped with job-oriented skills.

9.1.1 Disciplinary/interdisciplinary major: The major would provide the opportunity for a student to pursue in-depth study of a particular subject or discipline. Students may be allowed to change major within the broad discipline at the end of the second semester by giving her/him sufficient time to explore interdisciplinary courses during the first year. Advanced-level disciplinary/interdisciplinary courses, a course in research methodology, and a project/dissertation will be conducted in the seventh semester. The final semester will be devoted to seminar presentation, preparation, and submission of project report/dissertation. The project work/dissertation will be on a topic in the disciplinary programme of study or an interdisciplinary topic.

9.1.2 Disciplinary/interdisciplinary minors: Students will have the option to choose courses from disciplinary/interdisciplinary minors and skill-based courses relating to a chosen vocational education programme. Students who take a sufficient number of courses in a discipline or an interdisciplinary area of study other than the chosen major will qualify for a minor in that discipline or the chosen interdisciplinary area of study. A student may declare the choice of the minor and vocational stream at the end of the second semester, after exploring various courses.

9.1.3 Vocational Education and Training: Vocational Education and Training will form an integral part of the undergraduate programme to impart skills along with theory and practical. A minimum of 2 credits to 12 credits in later stages of the programme will be allotted to the 'Minor' stream relating to Vocational Education and Training and these can be related to the major or minor discipline or choice of the student. These courses will be useful for finding a job for those students who exit before completing the programme.

9.1.4 Courses from Other Disciplines (Multidisciplinary) (9 credits): All UG students are required to undergo 3 introductory-level courses relating to any of the broad disciplines given below. These courses are intended to broaden the intellectual experience and form part of liberal arts and science education. Students are not allowed to choose or repeat courses already undergone at the higher secondary level (12th class) in the proposed major and minor stream under this category.

9.1.4.1 Natural and Physical Sciences: Students can choose basic courses from disciplines such as Natural Science, for example, Biology, Botany, Zoology, Biotechnology, Biochemistry, Chemistry, Physics, Biophysics, Astronomy and Astrophysics, Earth and Environmental Sciences, etc.

9.1.4.2 Mathematics, Statistics, and Computer Applications: Courses under this category will facilitate the students to use and apply tools and techniques in their major and minor disciplines. The course may include training in programming software like Python among others and applications software like STATA, SPSS, Tally, etc. Basic courses under this category will be helpful for science and social science in data analysis and the application of quantitative tools.

9.1.4.3 Media Sciences: Courses from this category will help the students to understand the recent developments in information and media science (journalism, mass media, and communication)

9.1.4.4 Commerce and Management: Courses include business management, accountancy, finance, financial institutions, fintech, etc.,

9.1.4.5 Humanities and Social Sciences: The courses relating to Social Sciences, for example, Anthropology, Communication and Media, Economics, History, Linguistics, Political Science, Psychology, Social Work, Sociology, etc. will enable students to understand individuals and their social behaviour, society, and nation. Students be introduced to survey methodology and available large-scale databases for India. The courses under humanities include, for example, Archaeology, History, Comparative Literature, Arts & Creative expressions, Creative Writing and Literature, language(s), Philosophy, etc., and interdisciplinary courses relating to humanities. The list of Courses that can include interdisciplinary subjects such as Cognitive Science, Environmental Science, Gender Studies, Global Environment & Health, International Relations, Political Economy and Development, Sustainable Development, Women's and Gender Studies, etc. will be useful in understanding society.

9.1.5 Ability Enhancement Courses (AEC) (08 credits): Modern Indian Language (MIL) & English language courses focused on language and communication skills. Students are required to achieve competency in a Modern Indian Language (MIL) and the English language with special emphasis on language and communication skills. The courses will aim at enabling the students to acquire and demonstrate the core linguistic skills, including critical reading and expository and academic writing skills, that help students articulate their arguments and present their thinking clearly and coherently and recognize the importance of language as a mediator of knowledge and identity. They would also enable students to acquaint themselves with the cultural and intellectual heritage of the chosen MIL and English language, as well as to provide a reflective understanding of the structure and complexity of the language/literature related to both the MIL and English language. The courses will also emphasize the development and enhancement of skills such as communication, and the ability to participate/conduct discussion and debate. New AEC courses may be introduced by BOS as per the specific needs of a Programme.

9.1.6 Skills Enhancement Courses (SEC): These courses are aimed at imparting practical skills, hands-on training, soft skills, etc., to enhance the employability of students. New SEC courses may be introduced by BOS as per the specific needs of a Programme.

9.1.7 Value-Added Courses (VAC) Common to All UG Students (6-8 credits)

9.1.7.1 Understanding Indian Knowledge System: The course aims to enable the students to acquire and demonstrate the knowledge and understanding of contemporary India with its historical perspective, the basic framework of the goals and policies of national development, and the constitutional obligations with special emphasis on constitutional values and fundamental rights and duties. The course would also focus on developing an understanding among student-teachers of the Indian knowledge systems, the Indian education system, and the roles and obligations of teachers to the nation in general and to the school/community/society. The course will attempt to deepen knowledge about and understanding of India's freedom struggle and of the values and ideals that it represented to develop an appreciation of the contributions made by people of all sections and regions of the country, and help learners understand and cherish the values enshrined in the Indian Constitution and to prepare them for their roles and responsibilities as effective citizens of a democratic society.

9.1.7.2 Environmental science/education: The course seeks to equip students with the ability to apply the acquired knowledge, skills, attitudes, and values required to take appropriate actions for mitigating the effects of environmental degradation, climate change, and pollution, effective waste management, conservation of

biological diversity, management of biological resources, forest and wildlife conservation, and sustainable development and living. The course will also deepen the knowledge and understanding of India's environment in its totality, its interactive processes, and its effects on the future quality of people's lives.

9.1.7.3 Digital and technological solutions: Courses in cutting-edge areas that are fast gaining prominences, such as Artificial Intelligence (AI), 3-D machining, big data analysis, machine learning, drone technologies, and Deep learning with important applications to health, environment, and sustainable living that will be woven into undergraduate education for enhancing the employability of the youth.

9.1.7.4 Health & Wellness, Yoga education, sports, and fitness: Course components relating to health and wellness seek to promote an optimal state of physical, emotional, intellectual, social, spiritual, and environmental well-being of a person. Sports and fitness activities will be organized outside the regular institutional working hours. Yoga education would focus on preparing the students physically and mentally for the integration of their physical, mental, and spiritual faculties, and equipping them with basic knowledge about one's personality, maintaining self-discipline and self-control, to learn to handle oneself well in all life situations. The focus of sports and fitness components of the courses will be on the improvement of physical fitness including the improvement of various components of physical and skills-related fitness like strength, speed, coordination, endurance, and flexibility; acquisition of sports skills including motor skills as well as basic movement skills relevant to a particular sport; improvement of tactical abilities; and improvement of mental abilities.

The University may introduce in the near future other innovative value-added courses relevant to the discipline or common to all UG programmes.

9.1.8 Summer Internship /Apprenticeship (2 – 4 credits): A key aspect of the new UG programme is induction into actual work situations. All students will also undergo internships / Apprenticeships in a firm, industry, or organization or Training in labs with faculty and researchers in their own university/research departments during the summer term. Students will be provided with opportunities for internships with local industry, business organizations, health and allied areas, local governments (such as panchayats, and municipalities), Parliament or elected representatives, media organizations, artists, crafts persons, and a wide variety of organizations so that students may actively engage with the practical side of their learning and, as a by-product, further improve their employability.

Students who wish to exit after the first two semesters will undergo a 4-credit work-based learning/internship during the summer term to get a UG Certificate. In the programmes where full-time industrial training is the need for skill development, the credits may get increased depending on hours of exposure.

The programmes having a mandatory longer duration of industrial training as in the case of Hospitality can have more credit allocation based on the number of hours of exposure where 45 hours of exposure will earn 1 credit.

9.1.8.1 Community engagement and service: The curricular component of 'community engagement and service' seeks to expose students to the socio-economic issues in society so that the theoretical learnings can be supplemented by actual life experiences to generate solutions to real-life problems. This can be part of summer term activity or part of a major or minor course depending upon the major discipline.

9.1.8.2 Field-based learning/minor project: The field-based learning/minor project will attempt to provide opportunities for students to understand the different

socioeconomic contexts. It will aim at giving students exposure to development-related issues in rural and urban settings. It will provide opportunities for students to observe situations in rural and urban contexts, and to observe and study actual field situations regarding issues related to socioeconomic development. Students will be given opportunities to gain a first-hand understanding of the policies, regulations, organizational structures, processes, and programmes that guide the development process. They would have the opportunity to gain an understanding of the complex socio-economic problems in the community, and innovative practices required to generate solutions to the identified problems. This may be a summer term project or part of a major or minor course depending on the subject of study.

9.1.9 Research Project / Dissertation: Students choosing a 4-Year Bachelor's degree (Honours with Research) are required to take up research projects under the guidance of a faculty member. The students are expected to complete the Research Project in the eighth semester. The research outcomes of their project work may be published in peer-reviewed journals or may be presented in conferences /seminars or may be patented.

9.1.10 Other Activities: This component will include participation in activities related to the National Service Scheme (NSS), National Cadet Corps (NCC), adult education/literacy initiatives, mentoring school students, and other similar activities.

9.1.11 Additional Courses: New courses in each of the above categories may be introduced by BOS as per the specific needs of a Programme.

9.2 Change of Major: Students can opt for a change of major within the broad discipline (Natural and Physical Sciences, Mathematical, Statistics, and Computational Sciences, Library, Information and Media Sciences, Commerce and Management, and Humanities and Social Sciences or any other specialized core area) at the end of the first year.

9.3 Additional Seats: The University may create 10% additional seats as per the statutory regulation of the NEP framework over and above the sanctioned strength to accommodate the request for a change of major. Any unfilled or vacant seats can be filled by those seeking a change of Major. Preference will be given to those who have got highest CGPA with no arrears in the first year.

9.4 The Post-Graduate Degree Structure:

Details of the structure of programmes and schemes of examination of different programmes have been given in the Appendix 3. The syllabi of the programmes shall be as prescribed by the Academic Council of the university.

9.4.1 The 2-year programme will have the second year devoted entirely to research for those who have completed the 3-year Bachelor's programme.

9.4.2 For students completing a 4-year Bachelor's programme with Honours/Honours with Research, there will be a 1-year Master's programme; and

9.4.3 There may be an integrated 5-year Bachelor's/Master's programme.

9.4.4 PG framework will be in sync with the National Credit Framework (NCrF) for the creditisation of all learning and assignment, accumulation, storage, transfer & redemption of credits, subject to assessment

9.5 Main features of the PG Programme curriculum framework:

9.5.1 Flexibility to move from one discipline of study to another.

9.5.2 Flexibility for students who qualify UG with a double major to opt for any of the two subjects they have majored.

9.5.3 Flexibility for students who qualify UG with a major and minor (s) to opt for either major or minor(s) subject in the Master's programme.

9.5.4 Mobility and flexibility as per the UGC (Establishment and Operation of Academic Bank of Credits in Higher Education) Regulations, 2021, and UGC Guidelines for Multiple Entry and Exit in Academic Programmes offered in Higher Education Institutions. These documents are to facilitate the implementation of the proposed “Curriculum and Credit Framework for Postgraduate Programmes.”

9.6 Credit Requirement and Eligibility for the Master’s Programme:

9.6.1 A bachelor’s degree with Honours/ Honours with Research with a minimum of 160 credits for a 1-year/2-semester master’s programme at level 6.5 on the NHEQF.

9.6.2 A 3-year/6-semester bachelor’s degree with a minimum of 120 credits for a 2-year/4-semester Master’s programme at level 6.5 on the NHEQF.

9.6.3 A 4-year Bachelor’s degree (e.g. B.E., B.Tech. etc.) with a minimum of 160 credits for a 2-year/4-semester Master’s programme (e.g. M.E., M. Tech. etc.) at level 7 of NHEQF.

9.6.4 Candidates who have passed the three-year Bachelor’s degree examination of the University or any other University considered as equivalent thereto, with the respective subject as optional/major/special/main subject, are eligible for admission to the two-year Master’s Degree programmes provided they have secured a minimum of CGPA of 5.0 or 50% marks in the aggregate of all the subjects (CGPA of 4.5 or 45% marks for SC/ST/Differently abled candidates/) marks in the major/cognate subject.

Table:04

S.No.	Qualifications	Level	Credits	Credit Points
1	1 Year PG after a 3-year UG	6	40	240
2	1-Year PG after a 4-year UG	6.5	40	260
3	2-Year PG after a 3-year UG	6.5	40+40	260
4	2 Year PG after a 4 Year UG	7	40+40	280

9.7 Credit Distribution at PG level

9.7.1 For 1 Year PG level

Table:05

Curricular Components	PG Programme (one year) for 4-yr UG (Hons./Hons. with Research)			
	Minimum Credits			
	Level of Course	Course Work	Research Thesis/ Project/ Patent	Total Credits
Coursework + Research	500	20	20	40
Course Work	500	40	-	40
Research	-	-	40	40

9.7.2 For 2 Year PG level

Table:06

Curricular Components	PG Programme (one year) for 4-yr UG (Hons./Hons. with Research)			
	Minimum Credits			
	Level of Course	Course Work	Research Thesis/ Project/Patent	Total Credits
1 st Year	400	24	-	40
(1 st +2 nd Semester)	500	16		
Students who exit at the end of 1st year shall be awarded a Postgraduate Diploma				

2 nd Year (3 rd +4 th Semester)	Coursework & Research or	500	20	20	40
	Coursework	500	40		
	Research			40	40

9.7.3 Designs of Postgraduate Programme

According to the NEP 2020 policy, the University will have the flexibility to have different designs for master's programmes. The University has three designs of PG such as 1-year master's degree, 2-year master's degree, and an integrated 5-year programme. Accordingly, the different faculties at the University will prepare the curriculum as per the graduate attributes of the programme, once prepared the curriculum framework with the approval of the BOS of the Department will be forwarded for final approval of the Academic Council.

9.8 Switching Subjects in Postgraduate Programme

The first degree often makes students think of a different career path that requires a change of subject. Changing direction with a postgraduate degree has its challenges, but NEP gives enough freedom to make it a possibility. The postgraduate programmes at university provide an opportunity for students to change the field and realize their vision, as per the pathways given below:

- a) A student is eligible for admission in a Master's Degree programme either in a major or minor discipline chosen by the student in a UG programme.
- b) Irrespective of the major or minor disciplines chosen by a student in a UG programme, a student is eligible to take admission in any discipline of a master's degree programme if the student qualifies for the National level or University level entrance examination in the discipline of the master degree programme.

Candidates who have completed the 4-year undergraduate programme or a 3-year UG and 2-year masters programme or 5-year integrated programme (UG + PG) in STEM subjects will be eligible for admission in M. Tech or M.E in allied areas.

10. Credit Requirements:

The students shall complete the courses equivalent to minimum credit requirements as shown in the table given below for the award of UG Certificate/Diploma/Bachelor degree/Postgraduate diploma/Master's degree with MEME options:

Table 7:

Level of Programme	Credits	Level	Credit Point
Undergraduate Certificate after successful completion of First Year (Two Semesters) of UG Degree Programme	44	4.5	180
Undergraduate Diploma after successful completion of Second Year (Four Semesters) of UG Degree Programme	84	5	200
Bachelor Degree after successful completion of the Third Year (Six Semesters) of UG Degree Programme	120	5.5	220
Bachelor Degree (Honours) in a Discipline after successful completion of Four Year (Eight Semesters) of UG Degree Programme	160	6	240

Bachelor Degree (Honours with Research) in a Discipline after successful completion of Four Year (Eight Semesters) of UG Degree Programme	160	6	240
Postgraduate Diploma in discipline after successful completion of the First Year of Master's degree programme	40	6.5	260
Master's Degree in discipline after successful completion of 2 Year Master Degree Programme	80	7	280
4year Bachelor's Degree with Research/ 2 Year Master Degree with a PhD Degree	Total Credits accumulating to 320	8	320

Details of course-wise credits are described in the later part of the Regulations.

- 10.1** A student shall be required to earn at least fifty percent of the credits from the University: provided further that, the student shall be required to earn the required number of credits in the core subject area necessary for the award of the degree or Diploma or Certificate, as specified by the ordinances of the programme, in which the student is enrolled.
- 10.2** A student, who completes a three-year Bachelor's degree, with a minimum CGPA of 5 (on 10 CGPA scale) and wishes to pursue the fourth year of the undergraduate programme by research, shall be allowed to continue the programme with Research to obtain the Bachelor's degree Honours with Research.
- 10.3** A student, who completes four years of a Bachelor's degree with honours, either by research or coursework with a research component and a suitable grade is eligible to enter into the Second Year of 'Master's Degree Programme.'
- 10.4** The Integrated Master's Degree Programme shall extend over five academic years (Ten Semesters) having exit options with a Bachelor's Degree after successful completion of three academic years (Six Semesters) of study and a Bachelor's Degree with Honours in a discipline/subject at the end of four academic years (Eight Semesters). After the successful completion of five years of an integrated programme, the student would obtain a Master's degree.
- 10.5** Master's Degree Programme will be of One Academic Year (Two Semesters) for the Four Year Honours Degree holders and it will be of Two Academic Years (Four Semesters) for the three-year Degree holders.
- 10.6** Two Years Master's Degree Programmes will have an exit option after the completion of the First Year (Two Semesters) with the Post-Graduate Diploma in the respective discipline.
- 10.7** It is optional for the student to exit or not, after two, four and six semesters of the undergraduate programme with a Certificate, Diploma and Bachelor's Degree, respectively. He/she will be eligible to rejoin the programme at the exit level to complete either a diploma, degree or honours degree. There is no need to surrender either a UG certificate or a UG diploma. Further, all the candidates will be awarded a Bachelor's degree on successful completion of three academic years (Six Semesters) of the undergraduate programme. There is no need to surrender three year UG Degree while taking re-entry to the Fourth Year of a UG Degree.

- 10.8** A student will be allowed to enter/re-enter only at the Odd Semester and can only exit after the Even Semester. Re-entry at various levels as lateral entrants in academic programmes should be based on the credits requirement. Such credit requirements are to be defined by the concerned Board of Studies.
- 10.9** If a student would like to exit after Level 4.5/ Level 5/ Level 6, he/she should apply to the university through the faculty/ department for the purpose of exit, after completion of the respective examination session. Such a student should also apply for the award of a Certificate / Diploma / Postgraduate Diploma after completing Level 4.5/ Level 5/ Level 6 respectively. Such an award will be made only for those who would like to exit the programme.
- 10.10** However, before such exit, a candidate can attempt an examination for improvement of the result. After such an exit, he/she will not be allowed for the examination for improvement.
- 10.11** The student has to pay the prescribed fees for the award of a Certificate/ Diploma / Postgraduate Diploma. Through the stipulated procedure, the certificate/diploma / PG diploma in the MEME options shall be awarded at any time in a year if the same is recommended by the Academic Council with the approval of the Management Board. However, the UG and PG degrees shall be awarded in the convocation ceremony.

11. Academic Bank of Credits (ABC):

- 11.1** The Academic Bank of Credits (ABC), a national-level facility promotes the flexibility of curriculum framework and interdisciplinary/ multidisciplinary academic mobility of students across the Universities in the country with an appropriate “credit transfer” mechanism. It is a mechanism to facilitate the students to choose their own learning path to attain a Certificate/ Diploma/ Degree, working on the principle of multiple entry and exit as well as anytime, anywhere, and any level of learning.

ABC will enable the integration of multiple disciplines of higher learning leading to the desired learning outcomes including increased creativity, innovation, higher order thinking skills and critical analysis. ABC will provide significant autonomy to the students by providing an extensive choice of courses for a programme of study, flexibility in curriculum, novel and engaging course options across a number of higher education disciplines/institutions.

All the enrolled students as well as the University will have to register in NAD portal. The students can do so through Digi Locker site or App.

11.2 Operationalization of ABC:

Amrapali University will appoint an institutional nodal officer for ABC as per UGC directives. The nodal officer shall be responsible for the proper operationalization of ABC in the faculties within the university.

The ABC-related operations shall be as follows:

- a. The Multi-Entry and Multi-Exit (MEME) option for students is facilitated at the undergraduate and post-graduate levels.
- b. It would facilitate credit accumulation through the facility created by the ABC scheme in the “Academic Bank Account” opened for students across the country to transfer and consolidate the credits earned by them by undergoing courses in the University. The eligibility of University to offer courses shall be

as per UGC (Establishment and Operationalization of ABC Scheme in Higher Education) Regulations, 2021 dated 28th July 2021 and changes therein notified by the UGC from time to time.

- c. The ABC allows credit redemption through the process of commuting the accrued credits maintained in the ABC to fulfil the credit requirements for the award of certificate/diploma/PG diploma/degree by the University.
- d. Upon collecting a UG certificate, UG diploma, PG diploma or degree, all the credits earned till then, in respect of that certificate, diploma, PG diploma or degree shall stand debited and redeemed from the account concerned.
- e. As the University is offering programmes with the MEME system, it will register in the ABC to enable acceptance of multidisciplinary courses, credit transfer, and credit acceptance.
- f. The validity of credits earned will be for a maximum period of seven years or as prescribed by the UGC.
- g. The procedure for depositing credits earned, their shelf life, and redemption of credits, would be as per UGC (Establishment and Operationalization of ABC scheme in Higher Education) Regulations 2021 dated 28th July 2021 and changes therein notified by the UGC from time to time.

11.3 Monitoring, Support and Quality by Universities and ABC:

- 11.3.1** It shall be the responsibility of University, to monitor the development and operationalization of the ABC programme at the university level and at the level of their faculties (Here, 'registered' means 'registered on ABC').
- 11.3.2** University shall offer teachers training, staff training, mentoring, academic and administrative audit, and other measures for improving the quality of performance of the ABC facility and promotion of holistic and multidisciplinary education with the support of ABC.
- 11.3.3** The quality assurance of the implementation of ABC at the level of the registered university shall be looked at by the Dean, Board of Examination of the university or the officer nominated by him different from ABC nodal officer, under the directives and guidance of Board of Examination and Evaluation of the university.
- 11.3.4** The University shall upload, annually, on its website, a report of its activities related to the Academic Bank of Credits, as well as of measures taken by it for Quality assurance, Quality sustenance and Quality enhancement.
- 11.3.5** The Grievance Redressal Committee constituted by the examination section shall be responsible for addressing the Grievances and appeals related to ABC.

12. Course Coding:

Each course offered by a faculty/department will be identified by a unique course code indicating faculty, department, programme, semester, course code no as per the coding level series mentioned in section 8 of this regulation. The coding will have following alphabets used :-

First three characters from the programme, e.g., for Bachelor of Business Administration (BBA), next will be semester figure followed with version and last being course number. For example – for semester one Numeric “1” will be used, for version first “0” will be used and for courses first “1” will be used. Thus the course code will be “BBA101”.

However, the concerned Board of Studies/School Board may recommend a specific course codification pattern for the approval of the Academic Council.

For Different Faculty of University, the coding abbreviations are as under:

Name of Faculty	Faculty Code
FTCA	FT
FHTM	FH
FCBM	FM
FPS	FP
FE _d	FE
FGS	FS

13. Registration for Examination

- a) No student shall be admitted to any examination of the University unless he has been duly enrolled/ registered as a student for the prescribed number of courses.
- b) A student who fails to submit the registration form (every Semester) shall be deemed as an unregistered student and shall not be allowed to attend classes and take examinations even if he has paid the fees.
- c) A student has to submit a duly signed filled No Dues Form from all concerned departments from where pre-clearance is mentioned in the form.
- d) A student failing to submit the signed complete No Dues Form will not be admitted to any of the examinations of the University
- e) A student failing to fulfil the attendance requirements as mentioned in clause 14.7 of the ordinance will not be admitted to any of the University Examinations.

13.1 Admit Card

13.1.1 Every student eligible to appear for Amrapali University examinations may be issued an admit card. No student will be permitted to enter the examination hall without a valid Admit Card and Identity Card issued by the University.

13.1.2 Admit cards are subject to scrutiny by the officials of the Examination Cell or the examination hall invigilators at any time during the examination.

13.1.3 In case the student forgets to bring the admit card/identity card or misplaces it or loses it, the student must report to the COE Office before the commencement of the examination with a passport-size photograph and obtain a duplicate admit card/identity card at a nominal charge.

13.2 Deficient Student

- i) A deficient student is one who has either not registered himself for one or more courses or has registered but not completed successfully one or more courses of the previous semester(s) or has a Cumulative Grade Point Average (CGPA) less than the minimum CGPA required for the award of a Degree or a Diploma or a Certificate.
- ii) The backlog courses may be registered for, as far as possible, in the sequence of their accumulation.
- iii) The facility of repeating or improvement of grades in a compulsory course(s) shall be available within the maximum duration of the Programme as stipulated in the ordinances.

- iv) If a student fails in an elective course, he may opt to re-register for the same course or may opt for other prescribed courses of the same credit provided the maximum duration for the completion of Degree/ Diploma/ Certificate permits so.
- v) Student (s) unable to secure minimum CGPA for promotion from one Academic year to another will have to repeat the whole year. While repeating the whole year, the student shall complete all the requirements together with other students admitted in the Programme in that Academic year, while the System Id/ enrolment number allotted at the time of registration shall be retained, his old marks will be replaced by the marks obtained in Continuous Assessment (CA), MSE and ESE examination held in current Academic year.
- vi) An ex-student who has FI in a/ few courses after appearing in final year/ semester examinations may register afresh to pass the said course(s) as FI on payment of the prescribed fee.

14. Assessment and Evaluation:

Assessment is an integral part of the teaching-learning process. A multidisciplinary programme requires a multidimensional assessment to measure the effectiveness of the diverse courses.

14.1 Continuous Comprehensive Evaluation: Summative evaluation will not suffice the need to test all levels of learning outcomes. A modular curriculum demands assessment at several intervals during and after the achievement of learning outcomes specified for every module. Cognitive skills such as logical thinking, application of knowledge and skills, analysis and synthesis of concepts and rules demand evaluation strategies other than summative paper-pencil tests. Innovative evaluation strategies are to be used by teachers during the semester. Increased weightage of internal evaluation should be encouraged by including innovative assessment and evaluation strategies.

14.1.1 Summative Evaluation Strategies: Summative assessment evaluates students' performance at the end of the instructional period (the end of the semester). This type of assessment collects evidence of students' knowledge, skill and proficiency. It is done via exit learning products or a cumulative assessment. The pencil-paper test is a popular type of summative assessment whereas there are some innovative strategies like open book examinations, group examinations, creative assignments, written reports, practical examinations, etc. Summative assessment should be effectively used for appropriate learning outcomes.

14.1.2 Formative Evaluation Strategies: Formative assessment helps students to learn and practice throughout the course. It is useful to identify gaps and improve learning. It is done via approaches that support specific student needs. Formative evaluation strategies include rubrics, classroom discussion, home assignments, journals, checklists, questionnaire, self-evaluations, peer evaluations etc. Though paper-pencil tests and over-use of question-answers may be discouraged for formative assessments, a few ICT tools for quizzes and games can be used eventually for formative assessments.

14.1.3 The assessment process acts as an indicator to both faculty and students to improve continuously. The following are the guidelines for effective assessment of the programme:

- i) Student assessment should be as comprehensive as possible and provide meaningful constructive feedback to faculty and student about the teaching-learning process.

- ii) Assessment tasks need to evaluate the capacity to analyse and synthesize new information and concepts rather than simply recall information previously presented.
- iii) The process of assessment should be carried on in a manner that encourages better student participation and rigorous study.
- iv) Assessment should be a combination of continuous formative evaluation and an end-point summative evaluation.
- v) A range of tools and processes for assessment should be used (e.g. open book tests, portfolios, case studies, assignments, seminars, presentations, fieldwork, projects, dissertations, etc.) in addition to the standard paper-pencil test. The students should be informed about the modalities well in advance. The evaluated courses/assignments shall be immediately provided to the students.
- vi) Paper-pencil tests should be designed rigorously using a range of tools and processes (e.g. constructed response, open-ended items, multiple-choice with more than one correct answer). Faculty may provide options for a student to improve his / her performance in the continuous assessment mode.
- vii) Continuous/ Internal assessment marks shall be shown separately on mark sheets. A candidate, who has failed or wants to improve the result, shall retain the internal assessment marks, provided he/ she fulfils the minimum requirements.

14.2 Scheme for Assessment

Total marks for each course shall be based on continuous assessments and semester-end examinations. The combination of internal assessment and semester-end examination for Undergraduate and Post-graduate Programmes will be as follows:

A. Theory Courses

i) Attendance	:	10 Marks (10%)
ii) Continuous Assessment (CA)	:	10 Marks (10%)
iii) Mid-Semester Examination (MSE)	:	10 Marks (10%)
iv) End-Semester Examination (ESE)	:	70 Marks (70%)

B. Practical / Laboratory / Studio Courses

i) Attendance	:	20 marks (20%)
ii) Continuous Assessment (CA)	:	30 marks (30%)
- Viva –Voce		
- Practical Records File		
- Performance during conduct of practical exercises/ experiments		
iii) End-Semester Examination (ESE)	:	50 marks (50%)

The Board of Studies (BOS) of the Faculty/Department shall decide the different components of Continuous Assessment (CA). In Faculty having no separate Departments, the Faculty Board (FB) shall perform this function.

The components of the evaluation of laboratory/ practical courses are distributed as follows:

Provided that for some of the programmes, the weightage shall be as approved by the Academic Council. Internal Assessment Process shall be as follows:

- i) The Continuous Evaluation shall be based on tests, assignments, seminars, case studies, fieldwork, project work, Mid Term etc. The mid-term assessment process should be conducted after completing 50% of the syllabus of the course/s whereas the other continuous assessments after each unit of the course syllabus. The break-up of weightage of continuous evaluation is to be addressed in the programme-specific curriculum.
- ii) In case a student has failed to attend the internal assessment on the scheduled date, it shall be deemed that the student has dropped the test. However, in case of a student who could not take the test on the scheduled date due to genuine reasons, such a candidate may appeal to the Programme Dean/Head of the Department for a re-test. The Programme Dean/Head of the Department in consultation with the concerned teacher shall decide about the genuineness of the case and decide to conduct a special test for such candidate on the date fixed by the concerned teacher but at least 15 days before the commencement of the concerned semester-end examination.

14.3 The outline for continuous internal assessment activities shall be as under:

Table:09

Level	Semester	Suggestive Activities Per Semester
4.5	Semester – I	Assignments, Unit Tests, Presentation
	Semester – II	Assignments, Unit Tests, Presentation, Field Tour & Survey
5.0	Semester – III	Assignments, Unit Tests, Group Activity, Seminar, Case Study
	Semester – IV	Assignments, Unit Tests, Group Activity, Seminar, Case Study
5.5	Semester – V	Field Work/Project Work
	Semester – VI	Field Work/ Project Work/ Seminar, Assignments, Unit Tests, Group Activity, Case Study, Sample Survey
6.0	Semester – VII	Assignment, Case Study/ Field Work/ Project Work, Research Study
	Semester – VIII	Assignment, Case Study/ Field Work/ Project Work, Research Study

The teachers concerned shall conduct test/seminar/case study, etc. The students should be informed about the modalities well in advance. The evaluated courses/assignments shall be immediately provided to the candidates after obtaining acknowledgement in the register by the concerned teacher(s). The evaluated tests, assignments etc. of the internal evaluation shall be obtained back to maintain them till the announcement of the results of the examination of the concerned semester.

14.3.1 The internal assessment marks shall be communicated to the concerned examination section at least 10 days before the commencement of the university examinations of the concerned programme.

14.3.2 There shall be separate passing heads for internal evaluation and university examination. Marks obtained in each evaluation system may be recorded separately.

14.3.3 The record of internal assessment should be overviewed at the time of academic audit of the concerned Faculty/ university department. Such records should be preserved by the concerned faculty/university department as per the university rules and regulations.

14.4 Unless provided otherwise in the Course and/ or Programme details, the components of Evaluation for each course shall be as under:

- | | | |
|-------------------------------------|---|----------------|
| i) Attendance | : | 10 Marks (10%) |
| ii) Continuous Assessment (CA) | : | 10 Marks (10%) |
| iii) Mid-Semester Examination (MSE) | : | 10 Marks (10%) |
| iv) End-Semester Examination (ESE) | : | 70 Marks (70%) |

The Board of Studies (BOS) of the Faculty/Department shall decide the different components of Continuous Assessment (CA). In Faculty having no separate Departments, the Faculty Board (FB) shall perform this function.

The components of the evaluation of laboratory/ practical courses are distributed as follows:

- | | | |
|--|---|----------------|
| i) Attendance | : | 20 marks (20%) |
| ii) Continuous Assessment (CA) | : | 30 marks (30%) |
| - Viva –Voce | | |
| - Practical Records File | | |
| - Performance during conduct of practical exercises/ experiments | | |
| iii) End-Semester Examination (ESE) | : | 50 marks (50%) |

14.5 Conduct of Examinations: The Mid-Semester and End-Semester examinations shall be conducted by the Controller of Examination of the University by his team on the date(s) notified in the Academic Calendar.

14.6 Transparency guidelines

- All marks obtained in assignments/practical's, presentations or a report shall be made available to the students within a reasonable time after evaluation.
- A student shall be allowed to see his MSE answer books. Any grievance will be reported to the HOD/Dean of the concerned Department/Faculty. Any change in the marks will be made with due approval of the Faculty Dean.
- A student shall be allowed to see the answer books of ESE if required only once for fee / which he will be required to fill the "**answer sheet view form**" available with the COE office within a period of 15 days from the declaration of the result. The answer sheet view form will be submit with a fee of Rs. 500/- . No second opportunity shall be provided for the purpose. A student may seek re-evaluation of a specific paper by making a written request after deposing reevaluation fee of Rs. 3500/- each peper in the following types of complaints:

- Question left ungraded,
- A correct answer has been awarded a zero,
- The cumulative total of marks assigned to answers is wrong.

No other request for re-evaluation shall be entertained. The result shall be conveyed to the student.

14.7 Attendance Requirements

14.7.1 Course-Wise Attendance

A student is expected to attend all the classes consisting of lectures, tutorials, labs, and workshop sessions. A student may be debarred from appearing in the ESE of one or more courses for shortage of attendance as enumerated below:

- a) Attendance shall be monitored course/subject-wise.
- b) A student shall be required to have at least 75% attendance in a course and then only will be eligible to appear in MSE as well as in ESE in the said course.
- c) Student shall be given attendance on account of his participation in authorized extra-curricular activities as well as the activities related to placement, equivalent to the number of days of participation in those events/ activities, provided prior approval has been obtained from the competent authority.
- d) In extreme cases of hardship on account of hospitalization of self, immobilization for valid reasons, or in case of natural calamity, the Dean of the Faculty may allow attendance to the extent of 10%, provided the claim is duly supported by requisite documents to the satisfaction of the Dean concerned.
- e) In case of hospitalization, complete medical treatment records of the hospital, may be verified by the University.
- f) In case of natural calamity, the official government notification relating to the calamity in the concerned region will suffice.
- g) In case a student has been allowed to change the course or programme during the current semester, the classes attended in the previous course/ programme will also be considered in the calculation of attendance, and the eligibility for appearing in ESE will be determined accordingly.
- h) Irrespective of whether a student has registered late or on time (except for those who are fresh enrolments in any programme of the University), the calculation of attendance shall be based on all the classes held, and not from the date on which the student has registered,
- i) The fresh enrollment students to different programmes of the University may be condoned for attendance by the Dean of respective Faculty and the attendance in such cases will be calculated from the actual date of Registration to said programme of University.
- j) In case of attendance below 75% but above 50% the students can take additional special classes with additional fees to make up the attendance shortfall, these classes will be conducted after the routine schedule and on holidays and Sundays.
- k) If the student can attain the requisite attendance shortfall by attending these classes they may be allowed to fill the examination form.

14.8 Academic Progression

14.8.1 A student passes and obtains credit for a course when he secures at least 40% marks in the ESE as well as cumulative 40% marks in the total of ESE, MSE (wherever applicable) and CA and a minimum 4 CGPA. For Post Graduate Programmes of the University, a student passes and obtains credit for a course when he secures at least 50% marks in the ESE as well as 50% marks in the total of ESE, MSE (wherever applicable) and CA and a minimum 5 CGPA. The digits after the decimal point will not be counted in computing the 50% credit, as 25.6 and 25.3 will be treated as 25.

- 14.8.2** Student who fails in a laboratory/practical/viva-voce course shall repeat it as per the schedule decided by the Department/Faculty.
- 14.8.3** A student is awarded **FI** (Failure and Improve) grade in a course, he has registered in a semester, if
- a) She/he fails to secure 40% marks in ESE or fails to secure cumulative 40% marks in CA, MSE and ESE taken together; for Post Graduate Programmes of University, A student passes and obtains credit for a course when he secures at least 50% marks in the ESE as well as 50% marks in the total of ESE, MSE (wherever applicable) and CA. Or
 - b) The CGPA is less than 4 in the case of undergraduate and less than 5 for post-graduate programmes.
 - c) he fails to appear in ESE; or
 - d) he fails to meet the attendance requirement in the course.
- 14.8.4** A student, who needs to repeat a course which is a pre-requisite for another course, shall register and pass the course as early as possible in the subsequent semesters (odd/even).
- 14.8.5** All marks obtained in assignments/practicals, presentations or a project report will be made available to the students within a reasonable time after evaluation.

14.9 Grade Improvement

Students who secure a CGPA less than 6.5 after completing the pre-requisite credits for the award of a degree, and wish to improve their CGPA may be permitted for CGPA improvement. Such students shall be allowed to withdraw the grade given in the course(s) earlier passed with a low grade and shall be permitted to reappear for the examinations to improve the grade(s) and in turn CGPA. Such students shall have to comply with the following conditions:

- a) Student will submit a written application to Dean Academics seeking his permission through the Dean/Head of the Department from where he has graduated to register for CGPA improvement within 15 days from the date of declaration of his exam result; provided that he should not have taken
 - i. Leaving Certificate from the university and
 - ii. Degree from the University. No student will be admitted once the course registration process of the improvement examination ends.
- b) For grade improvement, a student can register for a maximum of 04 courses in which he has secured a B, C or P grades. In case a student wishes to register for more than 04 courses, he will need to obtain special permission from the Vice-Chancellor.
- c) A student can choose a maximum of three theory courses from a particular semester in which he has secured B, C or P grade, the student will have to register for these courses in a particular semester in which those courses are offered.
- d) At the time of registration student will surrender all the original Grade Cards received by him at the university. The maximum grade awarded would be 'B' in the courses in which he appears for grade improvement.
- e) Grade improvement shall be allowed only in theory courses and it shall not be permitted in courses like Minor Projects, Major Projects, Seminars, Laboratory Courses, Term Paper, etc.
- f) Students will have to give an affidavit that they will not use the surrendered Grade Card till they get the official result of the courses for which they wish to appear for grade improvement. No change will be allowed after registration of a course(s) for grade improvement.

- g) Students wishing to improve their grade will have to pay the requisite fee as prescribed by the University.
- h) Students wishing to avail the facility of grade improvement will have to pass all the courses at the time for which they have registered. They will not be entitled to appear in the summer term or re-examination in such cases.
- i) Only one attempt will be permissible to a student wishing to use the facility of grade improvement. If the student fails to secure higher grade(s) the original result (grade) before registering for improvement will be retained.
- j) Student who improves his CGPA will be issued fresh Grade Card(s) by the university. These Grade Cards will clearly indicate "Grade Improvement" against the course for which the students re-appeared. The date on the new Grade Card will be that as issued for other students appearing in those courses.
- k) Such students who appear for grade improvement shall not be considered for any Merit Position or Medal.

14.10 Passing a course in which student got an FI (Failure & Improve) grade

14.10.1 A student securing an FI grade has the following options to pass the course:

- a) By re-registering for the course in subsequent semester and appearing in all tests, assignments, and examinations, and passing the course.
- b) By registering for the course in the subsequent semester (Odd/Even when the course is offered as a regular course) by depositing a specified fee, as per the schedule given in the Academic Calendar, and improving in overall components of examinations by scoring good marks in repeat end term exam so that the cumulative (CA+MSE+ESE) % is as mentioned in clause 14.8.1.
- c) Students having FI grades in Odd Semester shall be allowed to appear in the ESE of subsequent Odd Semester. Students having FI grades in Even Semester shall be allowed to appear in ESE of subsequent Even Semester. The registration fee shall be per subject/course as specified by the University from time to time.
- d) In case the student got FI on account of shortage in attendance or on account of abstaining in examination(s) he shall take all examinations and secure at least 40% in ESE as well as 40% marks in CA, MSE and ESE taken together. For Post Graduate Programmes of the University at least 50% marks in the ESE as well as 50% marks in the total of ESE, MSE (wherever applicable) and CA.
- e) A student can replace an elective course with another elective course. If a course is discontinued by the Department, the student shall be required to register for an equivalent course of the same credit.

14.10.2 The procedure for conducting repeat courses shall be as under:

- a) The student needs to attend the required percentage of the scheduled meetings, (as per the attendance rules in force), failing which an FI grade shall again be awarded.
- b) The student who has not been debarred shall be allowed to appear in the ESE.
- c) Standard rules for passing a course shall apply.
- d) The final grade secured in the course shall be capped at A.

14.11 Examination on Demand

14.11.1 After the semester is over, a student in UG, having more than 50% marks in CA+MSE, but less than 40% marks in ESE, for PG having

more than 50% marks in CA+MSE, but less than 50% marks in ESE, and not debarred in any course, may request COE for 'Examination on Demand' of ESE during the next subsequent semester. The fee for such an examination shall be as specified by the University, from time to time for each course.

14.11.2 A student who desires 'Examination on Demand' shall make a written request to COE (through FEC of the concerned Faculty) along with the examination fee, at least two weeks before the last date of examination form filling. COE may schedule the date after taking the University's convenience into account.

14.11.3 The grade earned through the 'Examination on Demand' (based on previously earned CA + MSE marks + marks obtained in the 'Examination on Demand') shall be capped at 'A' grade.

14.12 Yearly Promotion

14.12.1 A student shall have a CGPA of at least 4/10 for UG programmes and 5.0/10 in PG programmes in the first year of study to be eligible to register for courses offered in the third semester. The student shall maintain the minimum required CGPA in the second and subsequent years for academic progression.

14.12.2 If a student fails to fulfil the criteria of academic progression (as given in sub-section (14.8)) then she/he is required to repeat the same year of study to continue in the programme after re-registration for the same they will be required to pay the programme fee.

14.12.3 The student repeating a year of a programme due to certain reasons or due to disqualification will be required to pay the term fee as fixed for that particular programme by seeking re-admission.

14.13 Time Duration for Completing Programmes:

14.13.1 The maximum duration for completion of the Diploma Programme will be N+2 and for the UG Degree Programme shall be N+3 for PG Degree programme will be N+2, where N stands for the minimum duration for a programme completion as per the ordinances. In exceptional cases, a further extension of a maximum of 1 more year can be given by the Vice-Chancellor depending upon the merit of the case.

14.13.2 The enrollment of students who fail to complete the Diploma or Degree programme in an extended duration will stand cancelled.

14.14 Council-based programmes

For all council-based programmes like PCI, BCI etc., the University shall follow the examination rules and regulations of the respective Councils.

14.15 Use of Unfair Means

All the cases of unfair means will be guided as per the separate prepared Examination Manual that shall provide for what constitutes the use of unfair means and penalties.

14.16 System of Grading

Unless otherwise prescribed by the statutory regulatory authority of a Programme, the University shall use a ten-point broad-band grading system.

- a) Each Programme shall have a prescribed number of credits assigned to it, depending upon the academic load of the course determined by the weekly contact hours. The credits assigned shall be provided in course details.
- b) The credits assigned to a course reflect its weightage in the determination of the Grade point. The courses that have not been assigned any credit shall be treated as non-credit courses.

14.17 Award of Grades

14.17.1 A student shall be awarded a letter grade in each course. The following letter grades shall be used to report the performance of a student:

Table:10

Grades and Grade Points			
Letter Grades	Description	Grade Points	Range of Marks
O	Outstanding	10	90 to 100
A+	Excellent	9	80 to 90
A	Very Good	8	70 to 80
B+	Good	7	60 to 70
B	Above Average	6	50 to 60
C	Average	5	45 to 50
P	Pass	4	Between 40 to 45
F	Fail	0	Below 40
Ab	Absent	0	0

Note: The Grades shall be awarded by competent authority as per the procedure laid down by the Academic Council.

14.17.2 General guidelines for the award of grades

- a) Evaluation of different components of a course outlined in the course plan shall be done in marks.
- b) The marks obtained in various components shall be added to get total marks secured on a 100-point scale for theory and laboratory courses.
- c) The End-Semester Examinations' question paper shall cover all the sections of the syllabus.
- d) The grades shall be notified with the approval of the Vice-Chancellor on the recommendations of the Grade Moderation Committee (GMC). The GMC shall consist of:

- | | | | | |
|----------------------------------|---|----------|---|--------------------------|
| i. Vice-Chancellor | - | Chairman | } | or appointed his nominee |
| ii. Dean of the Faculty | - | Member | | |
| iii. Head of Department (If any) | - | Member | | |
| iv. Controller of Examination | - | Convenor | | |

14.17.3 Semester Grade Point Average (SGPA)

The Semester Grade Point Average is a weighted average of the grade points earned by a student in all the courses credited and describes his academic performance in a semester. If the grade point associated with the letter grades awarded to a student are say, g1, g2, g3, and the corresponding weightage is (credits) are say, w1, w2, w3, the SGPA is given by:

The calculation of grade point average semester-wise and part-wise is as follows:

$$GPA = \frac{\sum_i C_i G_i}{\sum_i C}$$

GPA = Sum of the multiplication of grade points by the credits of the courses / Sum of the credits of the courses in a semester

$$SGPA = \frac{\sum_i^k c_i \cdot g_i}{\sum_i^k c_i}$$

Note- For any such calculations

i = the specific course

C_i = Credits earned for course i in any semester;

G_i = Grade Point obtained for course i in any semester;

n = refers to the semester in which such course were credited

k = refers to the number of courses for which candidate registered for the semester

GPA = Sum of the multiplication of grade points by the credits of the courses offered under each part / Sum of the credits of the courses under each part in a semester.

Example to understand SGPA calculation:

Table:11

Semester	Course	Credit	Letter Grade	Grade Point	Credit Point (Credit x Grade)
1	Course 1	3	A	8	3x8=24
1	Course 2	4	B+	7	4x7=28
1	Course 3	3	B	6	3x6=18
1	Course 4	3	O	10	3x10=30
1	Course 5	3	C	5	3x5=15
1	Course 6	4	B	6	4x6=24
		20			139
SGPA					139/20=6.95

14.17.4 Cumulative Grade Point Average (CGPA)

The CGPA indicates overall academic performance of a student in all the courses registered up to and including the latest completed semester. It is computed in the same manner as SGPA, considering all the courses (say, n), and is given by:

CUMULATIVE GRADE POINT AVERAGE [CGPA]

$$= \frac{\sum_n \sum_i C_{ni} G_{ni}}{\sum_n \sum_i C_{ni}}$$

CGPA = Sum of the multiplication of grade points by the credits of the entire programme under each part / Sum of the credits of the courses of the entire programme under each semester.

Example of Calculating CGPA:

Table:12

Sem. 1	Sem. 2	Sem.3	Sem.4	Sem.5	Sem.6
Credit 20	Credit 18	Credit 20	Credit 16	Credit 20	Credit 18
SGPA 6.9	SGPA 6	SGPA 6.5	SGPA 6.5	SGPA 6.7	SGPA 6.4

$$\text{CGPA} = (20 \times 6.9 + 18 \times 6 + 20 \times 6.5 + 16 \times 6.5 + 20 \times 6.7 + 18 \times 6.4) / \text{cumulative credits } (20 + 18 + 20 + 16 + 20 + 20 + 18 + 20)$$
$$729.2 / 112 = 6.51$$

Note:

- i. *A student shall be required to complete successfully all the courses of the curriculum prescribed for the Programme and attain a minimum level of academic performance, by way of obtaining a minimum CGPA of 4.0 in UG Programmes as well as PG Programmes, until otherwise decided by the Academic Council.*
- ii. *A student shall normally have to clear his backlogs in the sequence in which he has obtained the low grades.*
- iii. *A copy of the grade card is issued to each student at the end of a Semester. A duplicate copy, if required, can be obtained on payment of the prescribed fee.*
- iv. *If a student fails at the end of a semester to achieve minimum required SGPA, he shall be placed on ACADEMIC PROBATION during the semester immediately following. He may either repeat the course(s) in which he has obtained 'P' or 'F' grade or opt for a new course of the same category/ discipline/ subject as and when offered, in order to complete the credit requirement.*

14.17.5 Conversion factor for converting CGPA into marks equivalent

If a conversion to marks is required, the following formula shall be used to calculate the same:

- a) **For average CGPA: Sum of all the Grade Points (GP) of each subject must be divided by n.**

For instance, if an examinee scores the GP for- Subject 1 is 8, Subject 2 is 9, Subject 3 is 9, Subject 4 is 9.5, Subject 5 is 7 and Subject 6 is 8

Then the sum of GPs will be: $8+9+9+9.5+7+8= 50.5$

Dividing 50.5 by 6, we get 8.4 which is the aggregate CGPA.

- b) **For overall indicative percentage of marks:**

We need to multiply CGPA with 9.5. **$(9.5 \times \text{CGPA})$**

The equivalent percentage of Marks= CGPA x 9.5

14.18 Minimum CGPA Requirement for award of Degree/ Diploma

14.18.1 Under-Graduate and Post-Graduate Programme:

Unless approved otherwise, the minimum CGPA requirement for the award of a degree in an Undergraduate shall be 4 and the Postgraduate Programme shall be 5, subject to getting a minimum of 'P' or a higher grade in each of the courses offered and also satisfying other conditions as specified in the Programme details

14.18.2 Diploma Programme

Criterion as decided by the University for different courses in specific ordinances from time to time shall be applicable.

14.19 RESULT

- i. The results for each semester shall be declared on the date(s) notified in the Academic Calendar.
- ii. The mathematical principle of rounding off shall be followed to round off the grade points up to two places after the decimal.

- iii. The result of a student may be withheld if he has not paid the university dues, or a case of misconduct or use of unfair means pending against him; or for any other reason, as may be decided by the University.

14.20 Unfair Means / Students' Grievance Committee:

- A. Use of Unfair Means: All cases regarding reported use of Unfair Means (UFM) in the examination during term-end examination shall be placed before a Unfair Means Committee/s to be constituted by the Vice-Chancellor for decision in individual cases, and recommending penalties, if any. The actions deemed as "Use of Unfair Means" shall be specified by the Central Examination Cell/Board and the procedure for dealing with cases of suspected/ alleged/ reported use of unfair means shall be approved by the Vice-Chancellor. For UFM cases during a teacher's continuous evaluation, the Dean of the concerned Faculty shall take appropriate necessary decisions and communicate to the Central Examination Cell.
- B. Students Grievance Committee: In case of any written representation/complaints received from the students within seven days after completion of the examination regarding setting up of question paper etc. along with specific recommendations of the Dean of the School / Director of the Institution, the same shall be considered by the Students Grievance Committee to be constituted by the Vice-Chancellor. The Vice-Chancellor shall take an appropriate decision on the recommendations of the Students Grievance Committee, before the declaration of result(s) of the said examination.

14.21 Award of Degrees and Diplomas

- i. A student shall be deemed to have completed the requirements of a Programme and declared eligible for the award of a Degree or Diploma, only if he has completed all the requirements specified in the University Ordinances, Examination Manual and/or the Programme and Curriculum details.
- ii. Classification of Successful Candidates: A candidate who passes all the examinations in all semester courses securing the following CGPA and Grades shall be declared as follows:

Table:13

Letter Grades	CGPA	Range of Marks	Classification of Result
O	9-10	90-100	First Division with distinction securing CGPA 8-9 / First Division with exemplary securing CGPA 9-10 awarded to those students who pass all the theory and practical examinations in first attempt.
A+	8-9	80-90	
A	7-8	70-80	
B+	6-7	60-70	
B	5-6	50-60	Second Division
C	4.5-5	45-50	
P	4-4.5	40 to 45	Pass
F	0	Below 40	Fail
Ab	0	0	Fail

Note: For securing a Degree and Diploma in First Division with Exemplary or Distinction, a student must pass all the courses both theory and practical in the **first attempt** if not less for 80-100%, i.e., without ever being awarded a Re-appear or a Fail grade.

15. Mode of Instruction:

- a. The mode of instruction at Amrapali University shall encompass a blend of traditional classroom teachings, practical laboratory sessions, online courses, seminars, workshops, and any other pedagogical methodologies deemed appropriate by the University.
- b. The University reserves the right to introduce innovative teaching methods and technologies to enhance the learning experience of students, subject to approval by the appropriate academic bodies.
- c. The language used for instruction and examination will be English.

16. Doctoral Programme

Examination, evaluation, and award of degrees of Doctoral Programme(s) shall be conducted by the separate rules and regulations framed by the University as PhD. ordinances.

17. AWARD OF DEGREES, DIPLOMAS AND OTHER DISTINCTIONS

- 17.1** The Degrees and Diplomas shall be awarded to the successful students based on their performance evaluated through examinations and/or any other method of testing prescribed by the Academic Council.
- 17.2** The Degrees shall be awarded in annual Convocation or in a function specially organized for the purpose.
- 17.3** The text and the format of the degrees and citations shall be approved by the Academic Council.
- 17.4** The Visitor or The President in their absence, the Vice-Chancellor or in their absence the Pro-Vice-Chancellor shall preside over the Convocation/ Special function.

18. DUPLICATE DEGREE

A duplicate degree / migration shall be issued to a student who has lost his degree / migration, after the completion of following steps:

- a) The student shall file an F.I.R. at the local police station and shall publish it in the national newspaper also.
- b) The student shall submit an affidavit on an INR 10/- stamp paper that he has lost the degree.
- c) The student shall submit a written request together with a payment of prescribed fee to the office of the Dean of the Faculty concerned.
- d) The Dean's Office will forward the application with all documents to the Office of Controller of Examination.
- e) After checking all the documents, the data of the student shall be sent to the printing agency for printing the degree / issue of migration.

Once the degree has been printed and received, a "DUPLICATE" stamp shall be affixed to the duplicate of the degree at the Controller of Examination office and sent to the Faculty concerned to be given to the student & rgw sane process wuk be followed for issue of migration certificate.

19. Mobility Options and Credit Transfers:

The students shall be permitted to opt for inter-disciplinary and horizontal mobility and can take courses of their choice, learn at their paces, undergo additional courses, acquire more than the required credits, and adopt an interdisciplinary approach to learning.

- 19.1** A student can take the courses of any other university subject to equivalence of the core/elective courses and availability of seats, adopting due administrative process and formal consent of the Dean and approval of Academic Council. The University shall constitute an Equivalence Committee for the purpose.
- 19.2** A student availing inter-university mobility shall continue to be a bonafide student of the University where he initially got admission and in case he/she earns credit from a different university, the credits earned shall be transferred to his/her Amrapali University specific programme of study according to the equivalence guidelines established.
- 19.3** It shall be the responsibility of the student to assess the feasibility and practicality of vertical mobility (across universities) as it doesn't entitle a student to be exempted or relaxed from any of the requisites (sessional marks, attendance, assignments, end-semester examinations, programme duration etc.) for the completion of the programme.
- 19.4** The mobility option should not be interpreted as inter-university migration.
- 19.5** The mobility across the disciplines is also subject to availability of desired elective course, faculty, infrastructure and no. of students (as fixed by the concerned department from time to time) opting that elective course.
- 19.6** The mobility shall be permissible from the Regular Mode to the Regular Mode of learning only, and cannot be replaced by Open/Distance/Online in place of regular mode.

20. Transfer of students from other University:

- a.** A student migrating from any other University may be permitted to join odd semester of the degree programme provided he/she has passed all the subjects of previous semesters/years as the case may be. Such student must satisfy all other conditions of eligibility stipulated in the regulations of the University.
- b.** The transfer of admission shall be within the intake capacity permitted to the programme by the Academic Council.
- c.** The student shall fulfil the attendance requirements as per the University Regulations.
- d.** The student who is migrating from other Universities is eligible for overall SGPA/CGPA.
- e.** The student shall complete the programme as per the regulation governing the maximum duration of completing the programme as per this regulation.

21. Pedagogy Across All Programmes

- 21.1** Outcomes-based approach to higher education: The programmes of study at the University are in line with the National Higher Education Qualifications Framework (NHEQF) and envisage that students must possess the quality and characteristics of the graduate of a programme of study including learning outcomes relating to the disciplinary area(s) in the chosen field(s) of learning and generic learning outcomes that are expected to be acquired by a graduate on completion of the programme(s) of study.

The Programmes at Amrapali University will incorporate within the curriculum the graduate attributes to enhance capabilities so that learners can broaden the current knowledge base and skills, gain and apply new knowledge and skills, and undertake future studies independently, thus able to perform well in a chosen career and play a constructive role as a responsible citizen in society. Graduate attributes are fostered through meaningful learning experiences made available through the curriculum and learning experiences thus inculcating in the learner's process of critical and reflective thinking.

Graduate attributes are incorporated in the form of learning outcomes that are specific to disciplinary areas relating to the chosen field (s) of learning within broad multidisciplinary/interdisciplinary/ transdisciplinary contexts and generic learning outcomes that graduates of programmes of study should acquire and demonstrate as given in the below Table.

Table 14: Graduate attributes: (Reference Table 1 of CCFUP of UGC)

Types of Learning Outcomes	The learning Outcome Descriptor
Learning outcomes that are specific to disciplinary/ interdisciplinary areas of learning	Comprehensive Knowledge, Coherent understanding Practical, professional and Procedural Knowledge Specialization Skills Translate concept to real life situation
Generic Learning Outcome	Complex Problem Solving:
	Critical Thinking
	Creativity
	Communication Skills
	Analytical Reasoning/Thinking
	Research Related Skills
	Coordinating/ Collaborating Skills
	Leadership Skills
	Learning to Learn Skill
	Digital Technology Skills
	Multicultural Competence
	Value Inculcation
	Autonomy and Accountability
	Environmental Awareness
Community Service	
Empathy	

21.2 To ensure that effective learning takes place following will remain the focus point for different faculty at the University- appropriate curriculum, apt pedagogy, continuous formative assessment and adequate student support. The intention is to contextualize curriculum through meaningful pedagogical practices, which determine learning experiences directly influencing learning outcomes. Active, cooperative, collaborative and experiential learning pedagogies are some of which will be regularly practised. Use of technology in creating a learning environment that connects learners with content, peers and instructors all through the

learning process respecting the pace of learners is the need of the hour and it will be ensured that-

- i) The classroom process must encourage rigorous thinking, reading and writing, debate, discussion, peer learning and self-learning.
- ii) The emphasis will be on critical thinking and challenge to current subject orthodoxy and developing innovative solutions.
- iii) Curricular content must be presented in ways that invite questioning and not as a body of ready knowledge to be assimilated or reproduced. Teachers at different Faculty at Amrapali University would be facilitators of questioning and not authorities on knowledge.
- iv) Classroom teaching would focus on the 'how' of things i.e. the application of theory and ideas.
- v) All courses including social sciences and humanities should design project and practicum to enable students to get relevant hands-on experiences.
- vi) Learning must be situated in the Indian context to ensure that there is no sense of alienation from their context, country and culture.
- vii) Classroom processes must address issues of inclusion and diversity since students are likely to be from diverse cultural, linguistic, socio-economic and intellectual backgrounds.
- viii) Cooperative and peer supported activities must be part of empowering students to take charge of their own learning.
- ix) Teacher's will have the freedom to identify and use the pedagogical approach that is best suited to a particular course and student.
- x) Pedagogies PBL (Problem/Project Based Learning), service learning be brought into practice as a part of curriculum. Experiential learning in the form of internship with a specified number of credits is to be made mandatory.

21.3 Blended Learning (BL) mode is to be used to help learners develop 21st century skills along with the effective learning and skill development related to the subject-domains. BL should be carefully implemented and should not replace classroom time as a privilege. Every faculty/department should strive to be a model institution to demonstrate successful implementation of BL in the higher education of our country.

21.4 Study Webs of Active Learning for Young Aspiring Minds (SWAYAM) is India's national Massive Open Online Course (MOOC) platform (www.swayam.gov.in), designed to achieve the three cardinal principles of India's Education Policy: access, equity, and quality. The University Grants Commission (Credit Framework for Online Learning Courses through SWAYAM) Regulations, 2021 have been notified in the Gazette of India, which now facilitates an institution to allow up to 40 percent of the total courses being offered in a particular programme in a semester through the online learning courses offered by the SWAYAM platform. The BOS of specific programmes with approval of the Academic Council may adopt SWAYAM courses for the benefit of the students. A student will have the option to earn credit by completing quality-assured MOOC programmes offered on the SWAYAM portal or any other online educational platform approved by the UGC/the regulatory body from time to time.

22. Skill Courses: Skill courses are classified into two categories i.e.

Skill Enhancement Courses

Vocational Skill Courses

There will be two credits each for skill courses.

- a. Multidisciplinary Skills Basket:** The policy framework for skill development envisages that skilling will be integrated with formal education. Wide range of courses would be made available across the disciplines under course category of Skill Courses. Such courses can be either conducted at department level/university level approved by the Academic Council or made available from MOOCs or some other platforms. Students will have the option to earn credits by completing quality-assured MOOCs offered on the SWAYAM portal or any other online educational platform approved by the UGC or the regulatory body from time to time.

For completing SECs, students can complete courses from the different sources such as:

- i. Courses available at the University
- ii. SWAYAM
- iii. NPTEL
- iv. IGNOU
- v. Other MOOCs platforms with credits being matched.
- vi. Future Skills Prime (digital skilling ecosystem developed by the Government of India and NASSCOM)
- vii. Any Other platform approved by the Academic Council

The assessment and evaluation of skill courses are to be done as per the rules and regulations mentioned in the ordinances from time to time.

b. List of Skill Courses:

A list of Skill courses can be prepared by different Faculty Boards and a common pool of courses may then be developed by the Academic Council across the faculties.

c. Indian Knowledge Systems (IKS) in Curriculum

UG Programmes will have two credit courses on the Indian Knowledge System which will be related to respective Major subjects in the respective programme. Such a course on IKS will be designed by the concerned Board of Studies.

23. Power to Remove Difficulties:

- i. If any difficulty arises in giving effect to the provisions of these regulations, the Vice-Chancellor may by order make such provisions not inconsistent with the Act, Statutes, Ordinances or other Regulations, as appears to be necessary or expedient to remove the difficulty.
- ii. Necessary additions or deletions in the Model Programme Structure, Course Pattern, scheme of examination not inconsistent with the Act, Statutes, Ordinance or other Regulations shall be effected with the approval of appropriate authorities of the University.

24. Modification to the Regulations:

Notwithstanding the foregoing, any amendments / modifications issued or notified by the University Grants Commission / Higher Education Commission of India and its verticals such as National Higher Education Regulatory Council, State Government, from time to time shall be incorporated into these Regulations and shall constitute an integral part of these Regulations.

25. Repeal:

The existing Regulations governing all programmes in the faculties of Humanities, Commerce and Management, Science and Technology and Interdisciplinary Studies shall stand repealed. However, the above Regulations shall continue to be in force for the students who have been admitted to the course before the enforcement of these regulations.

26. Exception for these regulations:

- i. These structure and graduation framework will not be applicable to some programmes which are already running in the previous years prior to year 2024-25 and are affiliated to different other universities or boards.

Appendix:1: STRUCTURE OF THE UNDERGRADUATE PROGRAMME UNDER NEP AS PER UGC

A. The Semester-wise- Broad Course Category-wise Distribution as per Minimum Credits of the four-year UG programme with curricular/ generic components focus based on the Curriculum and Credit Framework for Undergraduate Programmes (CCFUP-UGC) (Table-1)

Sem.	Levels of Course in Major/ Minor Discipline (Codes)	Focus of Course Structure	Major Discipline	Minor Discipline	Multi-disciplinary Courses (MD)*	Ability Enhancement courses (AEC)	Skill Enhancement Courses (SEC)	Value-added courses (VAC)	Total
I	100-199 <i>Foundation/ Introductory courses.</i>	- <i>should equip students with basic knowledge to take up advanced courses/ specialized coursework,</i> - <i>to choose disciplinary/interdisciplinary course of their interest prospective professional field</i>	Major 1 (4 Cr) (100 level)	Minor 1 (4 Cr) (100 level)	MD-1 (3 Cr) <i>(Can be chosen from a bouquet designed for specific programme structure) eg. Natural/Physical Sciences/Math/Stats/Computer Applications/ Language/Media Communication/Commerce & Management/ Humanities & Social Sciences/ Information Science etc.</i>	AEC -1 (2Cr) <i>Linguistic/communication Skills/critical reading/academic writing/cultural intellectual heritage of language /abilities to discuss/ debate</i>	SEC-1 (3 Cr) <i>(Practical skills, Hands on, soft skills and so on for employability in the disciplinary/interdisciplinary areas chosen)</i>	VAC-1 (2Cr) <i>Understanding India - National development policies/fundamental duties/Indian education system, role of teachers)</i> VAC-2 (2Cr) <i>Environmental Science/Edn)- (2cr) (intends to deepen understanding of India's environment and effects on future)</i>	20
II			Major 2 (4Cr) (100 level)	Minor 2 (4Cr) (100 level)	MD-2 (3Cr) <i>(Can be chosen from a bouquet for specific programme structure)</i> Eg. <i>Natural/Physical Sciences/Math/Stats/Computer Applications/ Lib.Information and Mass Media/Commerce & Management/Humanities & Social Sciences/ Health/ History/ Tourism/ Event Mgmt etc.</i>	AEC -2 (2Cr) <i>Linguistic/communication Skills/critical reading/academic writing/cultural intellectual heritage of language /abilities to discuss/ debate</i>	SEC-2 (3Cr) <i>(Practical skills, Hands on, soft skills and so on for employability in the disciplinary/interdisciplinary areas chosen)</i>	VAC-3 <i>Health & Well Being / Yoga /sports/fitness (Promoting an optimal state of wellbeing)</i> (2Cr) VAC-4 <i>Digital Technologies(2cr) Cutting edge areas like AI, Big data analysis and related areas. (2Cr)</i>	20

		<p><i>Note:</i></p> <ul style="list-style-type: none"> ➤ <i>Students exiting the programme after securing 40 credits will be awarded UG Certificate in the relevant Discipline/Subject provided they secure 4 credits in work based vocational courses offered during summer term or internship / Apprenticeship in addition to 6 credits from skill-based courses earned during first and second semester. Thus the total credit required for exit would be 44.</i> ➤ <i>UG Certificate can be offered in multiple streams pertaining to the major discipline – eg. In the discipline of Commerce, certificates may be offered in Accounting, Taxation and Auditing and so on as separate streams on the basis of vocational course/ internship.</i> ➤ <i>The student decides either to continue with the chosen major or request a change of major at the end of 2nd semester.</i> ➤ <i>The student declares the choice of minors and vocational stream related to the minor at the end of second semester after exploring various courses. (The minor stream courses include vocational courses which will help the students to equip with job oriented skills.)</i> 	
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III	200-299: <i>Intermediate level courses</i>	<i>-Prerequisite for advanced-level major courses along with Interdisciplinary/ Ability, Skill & Value Enhancement Courses</i>	Major3 (4Cr) Major 4 (4 Cr)	Minor 3 (4 Cr) (Vocational)	MD-3 (3Cr) (Can be chosen from a bouquet) Natural/Physical Sciences/Math/Stats /Comp. Applications/ Media Sciences/ Commerce & Management/ Humanities & Social Sc.	AEC -3 (2Cr) <i>Linguistic/communication Skills/critical reading/academic writing/cultural intellectual heritage of language /abilities to discuss/ debate</i>	SEC(3Cr) (Practical skills, Hands on, soft skills and so on for employability in the disciplinary/interdisciplinary areas chosen)		20
IV			Major 5 (4 Cr) Major 6 (4Cr) Major 7 (4 Cr)	Minor 4 (4 Cr) (Vocational)		AEC -4 (2Cr) <i>Linguistic/communication Skills/critical reading/academic writing/cultural intellectual heritage of language /abilities</i>		VAC-4 <i>Community Engagement and Service(2Cr) (Generating solutions to</i>	20

<ul style="list-style-type: none"> ➤ <i>Students exiting the programme after securing 80 credits will be awarded UG Diploma in the relevant Discipline /Subject, provided they secure additional 4 credits in work based vocational courses offered during summer term or internship / Apprenticeship. Thus total Credits for exit would be 84.</i> ➤ <i>UG Diploma can be offered in multiple streams pertaining to the major discipline. Summer Internship could be initiated during holidays and continued to the Vth semester.</i> 									
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V	300-399: Higher Level courses	<i>Disciplinary/interdisciplinary course study for the award of degree</i>	Major 8 (4Cr) Major 9 (4Cr) Major 10 (4Cr)	Minor 5 (4 Cr) (Vocational)			Internship(4cr) (Major 11)		20
VI			Major 12 Major 13 Major 14 Major 15 (16 Cr)	Minor 6 (4 Cr)					20
<ul style="list-style-type: none"> ➤ Students who want to undertake 3-year UG programme will be awarded UG Degree in the relevant Discipline /Subject upon securing 120 credits. ➤ A minimum of 12 credits will be allotted to the minor stream relating to vocational education and training spreading through 2, 3, 4 &5 semesters. ➤ Internship is included as the Major 11 course. 									
VII	400-499: Advanced Courses	<i>Lectures with seminars/term papers/ labs/hands on, internships, Research/projects and so on.</i> <i>(Research methodology/Statistics course for UG with Research)</i>	Major 16 Major 17 Major 18 (12 Cr)	Minor 7 Minor 8 (8 Cr)					20
VIII			Major 19 Major 20 (8 Cr) (400 level)			Research Project/Dissertation (12 Cr)			20
<ul style="list-style-type: none"> ➤ Students will be awarded UG Degree (Honours) with Research in the relevant Discipline /Subject provided they secure 160 credits ➤ Honours students not undertaking research will do 3 courses for 12 credits in lieu of a research project / Dissertation. ➤ Students of UG honours with research will choose a research component in the 4th year and complete research methodology courses and advanced courses in major/minor. 									

Important Note: The concerned departments/centres need to design the structure of the courses following the suitable pedagogical approaches, learning outcomes and assessment methods following the guidelines given in the NEP regulations of Pondicherry University. Outcome based approach need to be followed so that students possess the characteristics of the graduate programme in both disciplinary areas and generic areas. The following link can be used for a detailed outline from the National Higher Education Qualifications Framework (NHEQF)

B. The Semester-wise- Broad Course Category-wise Distribution as per Flexible Credits of the four-year UG programme with curricular/ generic components focus based on the Curriculum and Credit Framework for Undergraduate Programmes (CCFUP-UGC) (Table-2)

Sem.	Levels of Course in Major/ Minor Discipline (Codes)	Focus of Course Structure	Major Discipline	Minor Discipline	Multi-disciplinary Courses (MD)*	Ability Enhancement courses (AEC)	Skill Enhancement Courses (SEC)	Value-added courses (VAC)	Total
I	100-199 <i>Foundation/ Introductory courses.</i>	<i>-should equip students with basic knowledge to take up advanced courses/ specialized coursework/ Interdisciplinary Courses of their interest to prospective professional field</i>	Major 1 (4 Cr) Major 2 (4 Cr)	Minor 1 (4 Cr)	MD-1 (3 Cr) <i>(Can be chosen from a bouquet designed for specific programme structure) eg. Natural/Physical Sciences/Math/Stats/Computer Applications/ Language/Media Communication/Commerce & Management/ Humanities & Social Sciences/ Information Science etc.</i>	AEC -1 (2Cr) <i>Linguistic/communication Skills/critical reading/academic writing/cultural intellectual heritage of language /abilities to discuss/ debate</i>	SEC-1 (3 Cr) <i>(Practical skills, Hands on, soft skills and so on for employability in the disciplinary/interdisciplinary areas chosen)</i>	VAC-1 (2Cr) <i>Understanding India - National development policies/fundamental duties/Indian education system, role of teachers)</i> VAC-2 (2Cr) <i>Environmental Science/Edn)- (2cr) (intends to deepen understanding of India's environment and effects on future)</i>	22
II			Major 3 (4Cr) Major 4 (4 Cr)	Minor 2 (4Cr)	MD-2 (3Cr) <i>(Can be chosen from a bouquet for specific programme structure)</i> <i>Eg. Natural/Physical Sciences/Math/Stats/Computer Applications/ Lib.Information and Mass Media/Commerce & Management/Humanities & Social Sciences/ Health/ History/ Tourism/ Event Mgmt etc.</i>	AEC-2 (2Cr) <i>Linguistic/communication Skills/critical reading/academic writing/cultural intellectual heritage of language /abilities to discuss/ debate</i>	SEC-2 (3Cr) <i>(Practical skills, Hands on, soft skills and so on for employability in the disciplinary/interdisciplinary areas chosen)</i>	VAC-3 <i>Health & Well Being / Yoga /sports/fitness (Promoting an optimal state of wellbeing)</i> (2Cr) VAC-4 <i>Digital Technologies(2cr) Cutting edge areas like AI, Big data analysis and related areas. (2Cr)</i>	22

		<p><i>Note:</i></p> <ul style="list-style-type: none"> ➤ <i>Students exiting the programme after securing 44 credits will be awarded UG Certificate in the relevant Discipline/Subject provided they secure 4 credits in work-based vocational courses offered during the summer term or internship / Apprenticeship in addition to 6 credits from skill-based courses earned during first and second semester. Thus the total credit required for exit would be 48.</i> ➤ <i>UG Certificate can be offered in multiple streams pertaining to the major discipline – eg. In the discipline of Commerce, certificates may be offered in Accounting, Taxation and Auditing and so on as separate streams on the basis of vocational course/ internship.</i> ➤ <i>The student decides either to continue with the chosen major or request a change of major at the end of 2nd semester.</i> ➤ <i>The student declares the choice of minors and vocational stream related to the minor at the end of second semester after exploring various courses. (The minor stream courses include vocational courses which will help the students to equip with job oriented skills.)</i> 	
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III	200-299: Intermediate level courses	-Prerequisite for advanced level major courses	Major 5 (4 Cr) Major 6 (4 Cr) Major 7 (4 Cr)	Minor 3 (4 Cr) 200 level (Vocational)	-	AEC-3 (2Cr) <i>Linguistic/communication Skills/critical reading/academic writing/cultural intellectual heritage of language /abilities to discuss/ debate</i>	SEC-3 (3Cr) SEC -4 (3Cr) <i>(Practical skills, Hands on, soft skills and so on for employability in the disciplinary/interdisciplinary areas chosen)</i>		24
IV			Major 8 (4Cr) Major 9 (4Cr) Major 10 (4 Cr)	Minor 4 (4Cr) (Vocational)	MD-4 (3Cr) <i>(Can be chosen from a bouquet) Natural/Physical Sciences/ Math/Stats/Comp.Applications/Media.Sciences/Commerce&Management/Humanities&Social Sc.</i>	-	SEC-4 (3 Cr) <i>(Practical skills, Hands on, soft skills and so on for employability in the disciplinary/interdisciplinary areas chosen)</i>	VAC-5 <i>Community Engagement and Service (2Cr) (Generating solutions to real life problems)</i>	24

<ul style="list-style-type: none"> ➤ <i>Students exiting the programme after securing 92 credits will be awarded UG Diploma in the relevant Discipline /Subject, provided they secure additional 4 credits in work based vocational courses offered during summer term or internship / Apprenticeship. Thus total Credits for exit would be 96.</i> ➤ <i>UG Diploma can be offered in multiple streams pertaining to the major discipline. Summer Internship could be initiated during holidays and continued to the Vth semester.</i> 									
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V	300-399: Higher Level courses	<i>Disciplinary/interdisciplinary course study for the award of degree</i>	Major 11 Major 12 Major 13 (12 Cr)	Minor 5 (4 Cr) (Vocational)			Internship(4cr) (Major 14)		20
VI			Major 15 Major 16 (08 Cr)	Minor 6 Minor7 (08 Cr)		AEC- 4 Field Project (2 Cr)		VAC-6 (2Cr)	20
<ul style="list-style-type: none"> ➤ Students who want to undertake 3-year UG programme will be awarded UG Degree in the relevant Discipline /Subject upon securing 132 credits. ➤ A minimum of 12 credits will be allotted to the minor stream relating to vocational education and training spreading through 2, 3, 4 &5 semesters. ➤ Internship is included as the Major 14 course. 									
VII	400-499: Advanced Courses	<i>Lectures with seminars/term papers/ /labs/hands on, internships, Research/projects and so on. (Research methodology/Statistics course for UG with Research)</i>	Major 17 Major 18 Major 19 (12 Cr)	Minor 8 (4 Cr)		AEC-5 (2Cr) AEC-6 (2Cr)			20
VIII			Major 20 (4 cr)	Minor 9 (4Cr) (vocational)		Research Project/Disser tation/ Internship Project (12 Cr)			20
<ul style="list-style-type: none"> ➤ Students will be awarded UG Degree (Honours) with Research in the relevant Discipline /Subject provided they secure 172 credits ➤ Honours students not undertaking research will do Internship Project for 12 credits in lieu of a research project / Dissertation. ➤ Students of UG honours with research will choose a research component in the 4th year and complete research methodology courses and advanced courses in major/minor. 									

Important Note: The concerned departments/centres need to design the structure of the courses following the suitable pedagogical approaches, learning outcomes and assessment methods following the guidelines given in the NEP regulations of Pondicherry University. Outcome based approach need to be followed so that students possess the characteristics of the graduate programme in both disciplinary areas and generic areas. The following link can be used for a detailed outline from the National Higher Education Qualifications Framework (NHEQF)

Appendix 2- NCrf Labels

Table 3: NCrf Levels for different academic grades/ Vocational Education & Training/ Skilling* and Assessment Bands

Academic Band/ Hours of Learning per year	Academic Grade/ Levels-School Education & Higher Education	Vocational Education Long Term Training/ Short Term Training (LTT/STT)	National Credit Framework (NCrF) Credit levels	Credits Earned/ year	Credit Points Earned	Assessment Stage and equivalence
Doctoral Degree	Ph.D.	NSQF Level 8 STT	8.0	40	320	
PG degree (1/2 years)/ ME/ M Tech (1200 Hrs./yr)	PG- 2 nd (Engg)	NSQF Level 7 STT	7.0	40	280	MTech. 2 nd Yr/ Engg PG Degree
	PG – 2 nd yr/ PG 1 st yr (Engg)	NSQF Level 6.5 STT	6.5	40	260	PG Degree/ M. Voc / M.Sc. (Engg)
4-year UG with honors/ Honors with Research / PG – 1st yr 4-year UG with honors/ Honors with Research / B.E./ B.Tech. OR 3 year UG (1200 Hrs/yr)		NSQF Level 6 STT	6.0	40	240	UG- Degree (Hons)/ PG – Diploma/B.Tech/B.E
	UG- 3 rd Year	10 th +5-Yr NTC/NAC/CITS, 12 th +3-Yr NTC/NAC/CITS, NSQF Level 5.5 STT	5.5	40	220	UG- Degree/ B. Voc/ B.Sc. Eng
	UG- 2 nd Year	10 th +4-Yr NTC/NAC/CITS, 12 th +2-Yr NTC/NAC/CITS, NSQF Level 5 STT	5.0	40	200	UG- Diploma
	UG- 1 st Year/equivalent	10 th +3-Yr NTC/NAC/CITS, 12 th +1-Yr NTC/NAC/CITS, NSQF Level 4.5 STT	4.5	40	180	UG- Certificate
2 year- Senior Secondary (1200 Hrs/yr)	Class XII	10 th +2-Yr NTC/NAC/CITS, NSQF Level 4 STT	4.0	40	160	Class XII (Thru CBSE/ School Boards/ NIOS) Diploma Vocation
	Class XI	10 th +1-Yr NTC/NAC/CITS, NSQF Level 3.5 STT	3.5	40	140	Class XI (Thru CBSE/ School Boards/ NIOS) Certificate of Vocation
2 Year- Secondary (1200 Hrs/yr)	Class X	8 th +2-Yr NTC/NAC, NSQF Level 3 STT	3.0	40	120	Class X (Thru CBSE/School Boards/ NIOS)
	Class IX	8 th +1-Yr NTC/NAC, NSQF Level 2.5 STT	2.5	40	100	Class IX (Thru CBSE/ School Boards/ NIOS)
3 year- Middle (1200 Hrs/yr)	Class VIII	NSQF Level 2 STT	2.0	40	80	Class VIII (thru School Boards/ NIOS)
	Class VII		1.67	40	67	
	Class VI		1.33	40	53	
3 year- Preparatory (1000 Hrs/yr)	Class V	NSQF Level 1 STT	1.0	33	33	Class V (thru School Boards/ NIOS)
	Class IV		0.8	33	26.4	
	Class III		0.6	33	19.8	
5 year Foundational (800 Hrs / yr)	Class II		0.4	27	10.8	
	Class I		0.2	27	5.4	
	Pre-School (3 years)		0.1x3	27x3=81	8.1	

Appendix 3: Structure of the UG Programme

Table 2: The Semester-wise and Broad Course Category-wise Distribution of credits of the Undergraduate Programme in accordance to Appendix 1 Table 1:

Semester	Discipline Specific Courses - Core	Minor	Inter disciplinary courses	Ability Enhancement courses (language)	Skill Enhancement courses /Internship /Dissertation	Common Value Added Courses	Total Credits
1	(100 level)	(100 Level)	(1 course)	(1 course)	1 course)	(1 or 2 courses)	20
2	(100 level)	(100 Level)	(1 course)	(1 course)	1 course)	(1 or 2 courses)	20
Students exiting the programme after securing 40 credits will be awarded UG Certificate in the relevant Discipline /Subject provided they secure 4 credits in work based vocational courses offered during summer term or internship / Apprenticeship in addition to 6 credits from skill-based courses earned during first and second semester							40+4
3	(200 level)	(200 & above)	(1 course)	(1 course)	1 course)	-	20
4	(200 level)	(200 & above)	-	(1 course)	-	-	20
Students exiting the programme after securing 80 credits will be awarded UG Diploma in the relevant Discipline /Subject provided they secure additional 4 credit in skill based vocational courses offered during first year or second year summer term.							80+4
5	(300 level)	(200 Level & Above)	-	-	Internship	-	20
6	(300 level)	(200 Level & Above)	-	-	-	-	20
Students who want to undertake 3-year UG programme will be awarded UG Degree in the relevant Discipline /Subject upon securing 120 credits							120
7	(400 Level)	(300 & above)	-	-	-	-	20
8	(400 Level)	(300 & above)	-	-	(Research Project/ Dissertation)	-	20
Students will be awarded UG Degree (Honours) with Research in the relevant Discipline /Subject provided they secure 160 credits							160

Note:

- i. Only the minimum total number of credits in each semester is indicated above. The University will decide the number of credits for each course (e.g. Major, Minor, Multidisciplinary, etc.) to fulfill the minimum number of credit requirements.
- ii. Students may be permitted to audit course(s) of their choice offered by the HEI provided they meet the pre-requisite for the course.
- iii. Minor stream courses can be from the 3rd 300 or above level and 50% of the total credits from minors must be secured in the relevant subject/discipline and another 50% of the total credits from a minor can be earned from any discipline as per students' choice.
- iv. Students are not allowed to take the same courses studied in the 12th class under the interdisciplinary category.
- v. 40% of the credits in any category may be earned through online courses approved by the Department and Institution as per the existing UGC regulations.
- vi. VIII-Semester core major may be seminar-based with students' presentations and discussions.
- vii. Students may be encouraged to enroll in activities such as NSS / NCC.

Appendix-4 Multiple Entry Multiple Exit options as per UGC & AICTE

I. **Multiple Entry Multiple Exit (ME-ME) - UGC**

ACADEMIC LEVEL	ENTRY QUALIFICATION *	EXIT QUALIFICATION AND CREDITS required for the level	NATIONAL CREDIT LEVEL (NCrF)
	Higher Education		
UNDER-GRADUATE 1 st year (B. General/ B. Voc)	12 th pass certificate or equivalent state of education	Under-Graduate Certificate will be awarded and Minimum 40 credit-hours followed by an exit 4-credit skills-enhancement course	4.5
UNDER-GRADUATE 2 nd year (B. General/ B. Voc)	Under-Graduate Certificate	Under-Graduate Diploma will be awarded and Minimum of 80 credit-hours followed by an exit 4-credit skills-enhancement course	5
UNDER-GRADUATE 3 rd year (B. General/ B.Voc)	Under-Graduate Diploma	Bachelor Degree will be awarded and Minimum of 120 credit-hours	5.5
UNDER-GRADUATE 4 th year (B. General/ B.Voc)	Bachelor's Degree (3 year)	Bachelor's degree (Honors/ Honors with Research); and Minimum of 160 credits, with minimum of 40 credits each at level 4.5, 5, 5.5 and 6 of the NHEQF	6
POST GRADUATE DIPLOMA Or 1 st year of 2- year PG program	Bachelor's degree (3 years)	Post Graduate Diploma after completion of 1st year of 2-year PG program; and Minimum of 40 credits for individuals who have completed a bachelor's programme	6.0
MASTERS (M. General / M. Voc) 2 year of master program	Bachelor degree (after 3 years of UG)	Master's degree; and Minimum of 80 credits from the first and second years of the program, with minimum of 40 credits in the first year and minimum of 40 credits in the second year of the program at level 6.5 on the NHEQF	6.5
MASTER'S (General/ M. Voc) One year program after 4 year UG	Bachelor's degree (honors/ honors with research) or Post Graduate Diploma	Master's degree; and Minimum of 40 credits for individuals who have completed a bachelor's degree (Honors/ Honors with Research)	6.5
Master's programme (Eng M.E., M. Tech)	Bachelor's degree (honors/ honors with research)	Master's degree; and Minimum of 80 credits from the first and second years of the programme, with minimum of 40 credits in the first year and minimum of 40 credits in the second year of the programme at level 6 on the NHEQF	7
Ph.D.	PG Diploma OR Master's Degree OR a Bachelor's degree (honors with research)	Doctorate degree will include course work and a thesis with published work and/or creative work	8

*Admission will be open to those who have met the entrance requirements, including specified levels of attainment, in the programme admission regulations along with evaluation of documentary evidence (including the academic record and/or evidence relating to the assessment and validation of prior learning outcomes) of the applicant's ability to pursue an undergraduate programme of study.

Appendix 5: UG Programme/curricular component as per UGC FYUGP

Programme/curricular components and credit apportionment for courses within the four-year undergraduate programme		
Programme/curricular component	Course/activity	Credit Hours
Common courses, including relevant practicum (24 credit hours)	Language and communication skills (Modern Indian language)	6
	Language and communication skills (English language)	6
	Understanding India	3
	Environmental science/education	3
	Health and wellness, yoga and sports	2
	Digital and technological solutions, including Artificial Intelligence, 3-D machining, big data analysis, and machine learning with emphasis on their applications to education, health and sustainable living.	4
Introductory courses relating to Natural Sciences, Humanities, and Social Sciences) (18 credit hours) (Interdisciplinary courses may form part of the basket of courses to be taken during the first three semesters. These may include, for example, courses relating to Cognitive Science, Environmental Science, Gender Studies, Global Environment & Health, International Relations, Political Economy and Development, Sustainable Development, Urban Studies, Women's and Gender Studies, etc.)	Introductory courses relating to Natural Science: Three introductory courses (one each in semester 1, 2 & 3) within Natural Science (to be chosen from a basket of courses that would include courses such as Astronomy and Astrophysics, Biology, Biochemistry, Chemistry, Computer Science, Data Science, Earth and Environmental Sciences, Mathematical and computational thinking and analysis, Physics, Statistics etc.)	6
	Introductory courses relating to Social Sciences: (Courses chosen from a basket of courses that would include, for example, courses such as Anthropology, Communication and Media, Economics, History, Linguistics, Political Science, Psychology, Sociology, Social Work, etc.)	6
	Introductory courses relating to Humanities: (courses chosen from a basket of courses that would include, for example, Archeology, Arts & Creative expressions, Comparative Literature, Creative Writing and Literature, Philosophy, etc.)	6
Introductory courses relating to vocational studies (6 credit hours)	Courses chosen from a basket of courses that may include, for example, Agriculture (Organic Farming, Protected Cultivation, Production of Horticulture Crops, Floriculture, etc; Banking, Financial Services and Insurance; Construction; Health Care; Food Industry; IT-ITeS; Media & Entertainment; Tourism and Hospitality etc.	6
Disciplinary/interdisciplinary Major (chosen from a	One disciplinary/interdisciplinary major (Course chosen from a learning area relating to Natural	48

learning area relating to one of the introductory courses pursued during the first three semesters- 48 credit hours)	Sciences, Social Sciences, Humanities, and interdisciplinary courses pursued during the first three semesters)	
Disciplinary/interdisciplinary Minor (36 credit hours)	Two minors, one 'minor' relating to a disciplinary/interdisciplinary area and the other relating to vocational studies/education (Course chosen from a learning area relating to Natural Sciences, Social Sciences, Humanities, interdisciplinary courses, and courses relating to vocational studies pursued during the first three semesters)	36
Advanced courses required for taking up research, research methodology courses, research internship, and a research project in the chosen 'major' area of study (18 credits)	Research methodology courses	6
	Development of project/research proposal, review of related literature or studies and collection of the required data.	4
	Research internship	4
	Preparation of report of the research project.	4
Field immersion (3 credit hours)	Field-based learning/project to develop innovative practices required to solve real-life problems relating to chosen fields of learning, work or vocation.	3
Internships with local industry, businesses, artists, crafts persons, etc. during the sixth semester (4 credit-hours)	Internships with local industry, businesses, artists, crafts persons, etc.	4
Community engagement and service (3 credit hours)	Community-engaged activities, including participation in National Service Scheme, National Cadet Corps (NCC), adult literacy/education programmes, and student mentoring.	3
		160

Learning activities required to promote value-based education, Indian knowledge systems, global citizenship education, inclusive education, gender equity etc. and the achievement of generic learning outcomes will be integrated into relevant curricular components and courses.

Remote/blended learning modes: Options will be available for students to earn credit by completing quality-assured remote learning modes, including online programmes offered on the Study Webs of Active Learning for Young Aspiring Minds (SWAYAM: www.swayam.gov.in) or other online educational platform approved by the competent body from time to time. Students may opt to earn credits from such courses up to 40 per cent of the total credits required for the award of a certificate/Diploma/Degree.