

# IIMT UNIVERSITY ORDINANCES



**IIMT UNIVERSITY**  
**Ganga Nagar, Meerut-250001**  
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**CONTENTS**

<b>Ordinance No.</b>	<b>Title of Ordinance</b>	
01	Admission and Enrollment of students to the University – for regular on Campus Education	
02	Conduction of Examination, appointment of Examiners and medium of instruction	
03	Evaluation	
04	Conditions of Service of Teachers	
05	Procedure/Norms for appointment to the posts of Professor, Associate Professor, Assistant Professor and Academic Staff	
06	Manner of appointment and emoluments of employees other than teachers and other academic staff	
07	Fees payable by students of the University	
08	Doctor of Philosophy Programme	
09	Convocation	
10	Norms/regulations for promotion through career advancement of assistant professor, associate professors, professors and academic staff	
11	Emoluments, terms and conditions of service of the Vice-Chancellor, Pro Vice-Chancellor, Registrar, Finance Officer & Controller of Examinations	
12	Assignment of Departments to the Colleges	
13	Creation & Composition of different Bodies	
14	Sensitization, prevention and Redressal of sexual harassment	
15	Curbing the Menace of Ragging in Higher Educational Colleges	
16	Traveling and Halting Allowance Rules	
17	Award of Undergraduate/P.G. Degrees and Diplomas/P.G. Diplomas & Certificates of the University (for regulars on campus mode)	
18	Conditions of residence of the students of the University	
19	Award of Fellowship, Scholarships, Studentships, Medals and Prizes	
20	Equivalence Committee for recognition of Examinations/Degrees	
21	Transfer of Students	
22	Code of Conduct of the employees of the University	
23	Courses of Study	
24	Reservation of Seats and other special provisions for Admission	
25	Visiting Professors & fellows	
26	The Proctor	
27	Transfer of Credits	
28	Ordinances for different courses	
29	Provision for women students	
30	Establishment of special university units	
31	Cooperations and collaborations	
32	Admission of the students of foreign national in University	

**ORDINANCE - 01**

**ADMISSION AND ENROLLMENT OF STUDENTS TO THE  
UNIVERSITY – FOR REGULAR ON CAMPUS EDUCATION**

As stipulated under Section 29 (a) of the Act

1. Without prejudice to the provisions of the Statutes, no student shall be eligible for admission to any course of study of this University on migration from any other University or Board unless he has passed an examination equivalent to the examination of this University prescribed by the Ordinances for admission to the concerned course of this University:

Provided that the application for admission shall be supported by:-

- (a) a migration certificate or a no objection certificate from the concerned University or Board; and

Provided further that the application of a student who has not completed his course of study of any other University may be considered for admission to a course of this University, if the pattern and syllabi are similar, subject to fulfillment of conditions and provisions, if any, regarding transfer of credits etc., which may be prescribed by Regulations in this regard.

2. Every student admitted to a Department or a Centre or an College maintained by the University shall be enrolled by the University on receipt of an application for enrolment from him/her duly forwarded by the concerned Head of the College:

Provided that the application for enrolment shall be supported by:-

- (a) mark sheet of qualifying examination, in original
- (b) migration certificate or no objection certificate, in original; and
- (c) fee, as prescribed by the University.

3. A student enrolled by the University shall be allotted an enrolment number.
4. A student desiring to seek admission in any other university or college on completion of a course of study or otherwise may apply to the University for issue of a migration certificate. On receipt of such an application the University shall issue the migration certificate, provided that
  - (a) the application is accompanied by the prescribed fee;
  - (b) all the outstanding dues have been cleared and a no dues certificate has been obtained; and;
  - (c) an entry to this effect has been made in the Enrolment Register by the Officer of the University issuing the migration certificate.
5. Application form for admission to the various programmes offered by University shall be as prescribed by the Academic Council of the University from time to time.

6. The last date for admission to the various Schools of the University shall be fixed each year by the Academic Council.
7. The number of students to be admitted in the College/Schools of the University in the coming session shall be prescribed each year by the Academic Council.
8. Admission of students shall be made strictly on the basis of merit adjudged through All-India Common Entrance Test or through other Central agencies Entrance Test, wherever applicable, aimed at assessing knowledge, comprehension and aptitude of the student to pursue higher studies through written test/viva/group discussion /personal interview or a combination of these.
9. However, provided that in case of courses where the intake of students is small, admission may be made on the basis of the merit adjudged through the marks obtained in the qualifying examination. The decision to this effect will be taken by the Academic Council on the recommendation of the concerned School Board.
10. The Entrance Examination shall be held at headquarters and/or other such places as notified by the University from time to time.
11. Question Paper(s) for entrance examination(s) shall be set by expert(s) appointed by the Vice Chancellor.
12. During an entrance examination the candidates shall be under the disciplinary control of the Centre Superintendent to be appointed by Vice-Chancellor, whose instructions on the conduct of examination shall be final and binding.
13. If a candidate disobeys instructions or misbehaves with any member of the supervisory staff or with any of the invigilators at the Centre, he/she may be expelled from the examination.
14. The Centre Superintendent shall immediately report the facts of such a case with full details of evidence to the Controller of Examinations who will refer the matter to the Examination Committee for or any specific sub-committee constituted by it for such further action as the Committee may deem fit.
15. Relevant provisions of the relevant Ordinance aimed at maintenance of discipline during examinations shall be applicable to entrance examinations, wherever applicable.
16. Admissions to the various programmes of studies shall be made by the Admission Committee of the concerned School comprising of the Pro Chancellor and Chairman, two nominees of the Vice Chancellor and Dean Students Welfare (DSW).
18. The syllabi, format, duration, scheme of evaluation of the entrance examination shall be decided by the Admission Committee (or the concerned committee in case of CUCET) and approved by the Academic Council.

19. Minimum qualifications for admission to the programmes in various Department/Centres shall be prescribed by the Academic Council in consultation with the Dean of the School/Heads of the Department/ Centres each year, subject to the concessions provided for by the Regulations.
20. In case of a tie/bracketed score in the marks scored in the entrance test, the marks obtained in the qualifying exam will be taken into consideration for deciding merit.
21. Only such candidates who have passed an examination of an Indian University/Board established or recognized by State/Central governments or such other examination as has been recognized equivalent by State/Central governments/university shall be considered for admission.
22. 15% of the seats in the academic programmes offered by the University shall be reserved for students belonging to Scheduled Caste, 7½% for students belonging to Scheduled Tribe and 27% for students belonging to Other Backward Classes. Departments of Ex-Service man and Physically Handicap shall be given reservation as per Govt. rule.

Provided that nothing in this section shall deem to prevent the University from making special provisions for admission of women, persons with disabilities or of persons belonging to the weaker sections of the society and, in particular, of the Scheduled Castes, the Scheduled Tribes and the other socially and educationally backward classes of citizens.

Provided further that no such special provision shall be made on the ground of domicile.

23. The 10% of seats over and above the normal intake shall be for the students of foreign nationality/international students for admission to the programmes.
24. The commencement of classes for all courses, other than professional courses, shall be governed by the UGC norms concerning Minimum Standards of Instruction for the Grant of Degrees as issued and amended from time to time.
25. The minimum and maximum duration for the programmes offered by the University shall be prescribed by the Academic Council in conformity with requirements of regulations prescribed by national regulatory bodies from time to time.
26. A candidate shall be admitted to the programme in a School on his/her enrollment as a student of the University after paying the fee prescribed by the University.
27. A Student admitted to the University shall be a member either of a Hall of Residence/Hostel or Non-Resident Students Centre of the University.
28. If, at any time, it is discovered that a candidate has made a false or incorrect statement or other fraudulent means have been used for securing admission his/her name shall be removed from the rolls of the University.

**ORDINANCE - 02**

**CONDUCTION OF EXAMINATION, APPOINTMENT OF  
EXAMINERS AND MEDIUM OF INSTRUCTION**

As stipulated under Section 29 (c) of the Act

The medium of instruction in respect of all courses conducted in the Schools, Centres and Departments admitted to the privileges of the University shall be English, except in cases of studies/research in Languages.

**CONDUCT OF EXAMINATION**

1. Examinations of the University, other than the doctorate examination shall be open to regular and eligible students, i.e. such students who have undergone a regular course of study in the University for a period specified for that course of study after fulfilling the minimum attendance and credit requirements as laid down by the University.
2. All examinations of the University (except entrance examinations) shall be conducted at University Campus through internal assessment by the faculty members concerned. The format and timing of continuous internal assessment shall be decided by the concerned faculty member and the format and timing of the end-semester examinations shall be decided by the College Director. Provided however that all end – semester examinations for different Departments / Centres in a College shall normally be conducted in a commonly agreed time frame within the semester.
3. Question papers of all examinations shall be set and answered in English & Hindi languages subject to the following conditions:
  - i. Question papers of all examinations in languages shall be set and answered in the respective languages. Provided that candidates appearing at an examination in languages other than English may be permitted to answer a part of the question paper in English and the rest in the language concerned.

**DISCIPLINE AMONG STUDENTS IN UNIVERSITY EXAMINATIONS**

**I. UNIVERSITY END SEMESTER EXAMINATIONS**

1. The end-semester examinations shall be held under the general supervision of the Controller of Examination and Dean/Director/Principal of Colleges. They shall be responsible for the fair and orderly conduct of the examination.
2. In case of detection of unfair means (as specified in clause 1 of General Guidelines below), the same shall be brought to the notice of Dean/Director/Principal of Concerned Colleges who shall submit a full report of the same to the Controller of Examination concerned for further action specified under clause 5 of the General Guidelines below.

**II. ENTRANCE EXAMINATIONS**

1. It consists of two papers that include subject methodology and general aptitude. During an entrance examination the candidates shall be under the disciplinary control of the Centre Superintendent of the centre who shall issue the necessary instructions. If a candidate disobeys instructions or misbehaves with any member of the supervisory staff or with any of the invigilators at the Centre, he/she may be expelled from the examination for that session.
2. The Centre Superintendent shall immediately report the facts of such a case with full details of evidence to the Controller of Examinations who will refer the matter to the Examination Discipline Committee in terms of clause 4 of General Guidelines below. The Committee will make recommendations for disciplinary action as it may deem fit to the Vice-Chancellor.

3. Everyday, before an examination begins, the invigilators shall call upon all the candidates to search their persons, tables, desks, etc. and ask them to hand over all papers, books, notes or other reference material which they are not allowed to have in their possession or accessible to them in the examination hall. Where a late-comer is admitted this warning shall be repeated to him at the time of entrance to the examination hall. They are also to see that each candidate has his / her identification card and hall ticket with him/her.

### **III. GENERAL GUIDELINES**

1. Use of Unfair means:

A candidate shall not use unfair means in connection with any examination. The following shall be deemed to be unfair means:

- a. Incriminating material related / unrelated to the subject of the examination concerned found in possession.
- b. Copying either from the possessed material or from a neighbour.
- c. Inter-changing of answer scripts/pages/sheets.
- d. Change of seat for copying.
- e. Trying to help other candidates.
- f. Found consulting neighbours
- g. Writing some other candidate's roll/enrollment number in the main answer sheet.
- h. Insertion of pre- written answer sheets (Main sheets or Additional Sheets)



- i. Misbehavior the invigilator or insubordinate behaviour as reported by the Centre Superintendent and / or invigilator.
  - j. Consulting the invigilator for answering the questions in the examination.
  - k. Cases of impersonation.
1. Using electronic devices for the purpose of malpractice. Mobile Phone possession is also prohibited.
  2. The Executive Council may declare any other act of omission or commission to be unfair means in respect of any or all the examination.
  2. If the Vice-Chancellor is satisfied that there has been mass-scale copying or use of unfair means on a mass-scale at particular center(s), he may cancel the examination of all the candidates concerned and order re-examination.
  3. Where the invigilator incharge is satisfied that one third (1/3) or more students were involved in using unfair-means or copying in a particular Examination Hall, it shall be deemed to be a case of mass copying.
- a) The Centre Superintendent of the examination centre shall report to the Controller of Examinations without delay and on the day of the occurrence if possible, each case where use of unfair means in the examination is suspected or discovered with full details of the evidence in support thereof and the statement of the candidate concerned, if any, on the forms supplied by the Controller of Examinations for the purpose.
  - b) A candidate shall not be forced to give a statement but the fact of his /her having refused to make a statement shall be recorded by the Centre Superintendent and shall be got attested by two other members of the

supervisory staff on duty at the time of occurrence of the incident.

- c) A candidate detected or suspected of using unfair means in the examination may be permitted to answer the question paper, but on separate answer-sheet. The answer-sheet in which the use of unfair means is suspected shall be seized by the Centre Superintendent, who shall send both the answer-sheets to the Controller of Examinations with his report. This will not affect the concerned candidate appearing in the rest of the examinations.
- d) All cases of use of unfair means shall be reported immediately to the Controller of Examinations by the Centre Superintendent, examiner, paper-setter, evaluator, moderator, tabulator or the person connected with the University examination as the case may be, with all the relevant material

#### 4. Examination Discipline Committee

- a) All the cases of alleged use of unfair means shall be referred to a Committee called the Examination Discipline Committee to be appointed by the Vice-Chancellor.
- b) The Committee shall consist of five members drawn from amongst the teachers and officers of the University. One member will be nominated as Chairman from amongst them by the Vice Chancellor.
- c) A member shall be appointed for a term of two years, and shall be eligible for re-appointment.
- d) Three members present shall constitute the quorum.
- e) Ordinarily, all decisions shall be taken by the Committee by simple majority. If the members cannot reach a consensus, the case shall be referred to the Vice-Chancellor, whose decision shall be final.

- f) All decisions taken by the Examination Discipline Committee will be placed before the Vice-Chancellor for approval.
- g) A candidate, within one month of the receipt of the decision of the University, may appeal to the Vice-Chancellor, in writing for a review of the case. If the Vice-Chancellor is satisfied that the representation merits consideration, he/she may refer the case back to the Examination Discipline Committee for reconsideration.
5. The Examination Discipline Committee may recommend one of the following punishments for cases of unfair means.

<b>Nature of unfair means</b>	<b>Scale of Punishment</b>
If the candidate has used unfair means specified in sub-Clause (a) to (f) of Clause III	Cancel all the University Examinations registered by the candidate in that session.
If the candidate has repeated the unfair means shown at III (a) to (f) a second time.	Cancel the University Examination of all subjects registered by the candidate in that session and debar him/her for the next examination session (i.e. all University Examinations in the subsequent session)
If the candidates has repeated the unfair means shown at III (a) to (f) third time.	Cancel the University Examination of all subjects registered by the candidate for that session and debar him/her for two years from registering and appearing for the University Examination.
If the candidate used unfair means in sub Clause (g) of Clause III	Cancel the University Examinations of all subjects registered by the candidate during that semester only.
If the candidates used unfair means in sub Clause (h) of Clause III	Cancel the University Examinations of all subjects registered by the candidate for that session and debar him/her for two subsequent examination sessions.

If the candidates use unfair means in sub Clause (i) of Clause III.	Cancel the University Examinations of all subjects registered by the candidate for that session and debar him/her for two years from registering and appearing for the University Examination.
If the candidates used unfair means in sub Clause (j) of Clause III	Cancel the examination of all subjects registered by the candidate for that session.
If the candidates used unfair means in sub clause (k) of Clause III	Cancel the University Examinations of all subjects registered by the candidate for that session and debar him/her for two years from registering and appearing for the examination sessions. Moreover, relevant legal action shall be initiated if an outsider is involved.
If the candidates used unfair means in sub Clause (l) of Clause III.	<p><b>a) In the Single Hall :</b> Cancel the relevant examination taken by the students of that Hall. Debar the concerned invigilator and other involved directly or indirectly from the examination work such as invigilation, question paper setting, valuation, etc. for the next six examination sessions.</p> <p><b>b) In a Centre:</b> Cancel the relevant examination taken by the students of the center. Debar the Hall Superintendents and the Chief Superintendent and other involved directly or indirectly from the examination work such as invigilation, question paper setting, valuation etc., for the next six examination sessions and cancel the examination center for two years.</p>
If the candidates used unfair	Cancel the University Examinations of all subjects

means in sub Clause (m) of Clause III.	registered by the candidate for that session and debar him/her for two subsequent examination sessions.
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**ORDINANCE - 03**

**EVALUATION**

As stipulated under Section 29 (g) of the Act

- (1) The School Board may, with the approval of the Academic Council, provide for the minimum requirement of courses in a programme and examination thereof.
- (2) Each course shall be allotted credits depending on the quantum of work required to be done for teaching / learning of the course in a semester. The assigning of credits to a course shall be based on the principle that one hour of theory lecture or tutorial per week shall be allotted one credit while two/three hours of practicals / field work in a week shall carry one credit.
- (3) (a) Every department will announce, prior to the commencement of the semester, the courses on offer and the names of course instructors in the particular semester along with the prerequisites of each course, indicating the core courses (compulsory), optional courses and audit courses. If a student wishes to audit a course, the attendance requirement can be waived at the discretion of the department and by taking into account the student's background and aptitude with the condition that the student shall meet all the requirements of the tests / seminars / assignment and examinations.  
  
(b) Every student, on the first day of the semester will be advised to register only for just as many courses as he can cope with, but the total of the credits of the courses registered in the parent department must not be **below 16** in any semester. Thus, the first day of the semester will be utilised by the faculty of the department for meeting the students individually and completing the registration process.  
  
(c) A student will be given time of two weeks from the date of commencement of semester to finalise his choice of courses which will be done on individual student basis through counselling by the student advisor and the Head of the parent department by taking into account the student's progress, attendance etc. A student thus has an opportunity to opt out of a course within two weeks if the student wishes to take the course during the following year / semesters so as to match the load to his or her ability.  
  
(d) Once the choice of courses is finalised, the department will communicate to the University the consolidated list of courses registered by the students, indicating separately the courses being audited, of the department to the Academic Section / Controller of Examinations within one month of the commencement of a semester. This will form the basis for application of regulations regarding attendance, SGPA / CGPA and promotion to the next semester.  
  
(e) Every student who has registered for a programme shall complete the full quota of the credits stipulated for the programme in not more than twice the total duration of the programme. A student who is asked to repeat a course may be allowed more time if recommended by the Head of the concerned Department.
- (4) A student may be permitted to do certain courses in another College subject to

compatibility of course content and assessment process with the prior approval of the department, and the University may allow transfer of credits of such courses on the recommendation of the Dean of the school. Similar benefit could also be given, on the recommendation of the Dean of the school, if a student has successfully completed a course, equivalent to a core course of the programme for which the student has registered, in a recognised College prior to joining a programme.

- (5) No Student shall be permitted to appear at the End of Semester Examination (hereinafter referred to as “EoSE”) unless he has attended a regular course of study prescribed for the Programme, i.e., he shall be required to put in a minimum of 75% of attendance in lectures, seminars, tutorials and preceptorials provided that the requirement of attendance shall not apply to any Audit Course and Self-study course organized by the University for which there shall be no formal class room instruction.
- (6) The School Board, on the recommendation of the Department concerned, may condone shortage of attendance up to 5%. Cases of shortage of attendance more than 5%, but less than 15%, may be recommended by the Board for consideration of the Vice-Chancellor, with justification, if any, whose decision thereon shall be final.
- (7) (a) For passing a semester, the assessment of a student shall be based on
- (i) Continuous Internal Evaluation (shortly called ‘CIE’) of 50% marks in each course; and
  - (ii) End of Semester Examination(‘EoSE’) of 50% marks in each paper.
- (b) For a course, the CIE shall have three components, viz. Components 1, 2 and 3.
- i) There shall be three Internal Assessment (IA) tests in each course in a semester with at least two of these in the form of formal tests, the third one can be a formal test, a seminar, a viva-voce examination or an equivalent procedure ensuring that the level of difficulty and the standard of evaluation are commensurate with the student’s performance in tests. A home assignment if given should be evaluated as stipulated in (viii) d.
- ii) The two best scores out of the three IA tests will be taken in arriving at the final grade in the course. This will provide relief for contingencies arising out of illness or other extra-ordinary circumstances and it avoids the need for special tests for the absentees.
- iii) The relative weightage of the components of assessment will be as given in the following table. There shall be four components in the final score in any course:
- Score in the best of the three IA tests –Component I
  - Score in the second best of the three IA tests - Component II
  - Score awarded by the course instructor based on Class attendance/ / participation/ discipline/seminar/ surprise test etc. - Component III

Score obtained in the End of Semester Examination -EoSE

<b>Component</b>	<b>Description of the Component</b>	<b>Relative Weightage (Out of 100)</b>
Component 1	The highest of IA Tests 1,2 and 3.	20
Component 2	The second highest of IA Tests 1,2 and 3	20
Component 3	Attendance and class room participation, Viva-Voce/Group Discussion /Tutorials/Case Studies etc.	10
EoSE	Performance at the EoSE	50

- iv) A student who misses out two or all the three of IA Tests 1,2 and 3 on whatever grounds shall not be permitted to appear for the EoSE.
  - v) A student is required to score a minimum of 35 % in each subject in the EoSE of every semester.
  - vi) Internal assessment tests I, II and III may be spaced out with an interval of about a month.
  - vii) There shall be no retest in any of the IA Tests 1,2 and 3. If a student appears for only two out of the three IA tests, the student shall be awarded marks on the basis of his / her scores in those two IA tests attended by him/her and with a weightage of 40 out of 100. [Examples: A student scoring 12 in IA Test I, 15 in IA Test II and 14 in IA Test III will be awarded  $12 + 15 = 27$ , sum of best two, out of 40. A student scoring 12 and 15 in any two of IA tests I, II and III who is absent for one of the three tests will be awarded 27 out of 40]
  - viii) A student who is absent **for two or all three IA tests will NOT be permitted to appear for the EoSE** and will be required to redo the particular course or an equivalent one in subsequent semesters. However, if the student has put in the necessary minimum attendance, he may be permitted to take the IA Tests in a subsequent semester when the course is on offer in the department.
- (c) The norms and standards of evaluation of the performance of a student in various components of Internal Assessment shall be such as may be determined by the concerned Department and approved by the School Board.
- (d) For evaluation of Home Assignment, the University may employ one or more assessment tools such as objective tests, paper presentation, problem solving, laboratory work etc., suitable to a course.
- (e) There shall be one written / laboratory based EoSE of three hours duration carrying **100 marks in each course covering the syllabus** prescribed for the course.
- (f) Wherever necessary, external examiners shall be appointed by the Vice-Chancellor for evaluating the performance of students at the EoSE on the recommendation of the Head of the concerned department.
- (i) Evaluation of Project Report / Dissertation and viva-voce examination shall be made jointly by the supervisor of the student and one other examiner to be appointed by the Vice-Chancellor.
- (j) A student will be deemed to have earned the credits allotted to a



course, if he obtains the minimum pass marks in the course, taking the marks obtained by him in CIE and EoSE of that course into consideration.

- (8) The minimum pass marks for a programme will be 35% or 'D' grade on the ten point Scale.
- (9) The grades shall be awarded as per scheme given below in Table1:

### **Explanation:**

#### **'E' and 'F' Grades**

The 'E' and 'F' grades respectively denote poor and very poor performance in the course as a whole and shall amount to failing in a course; 'F' grade is awarded in case of a student not allowed to appear for EoSE due to poor attendance. A student has to repeat all compulsory / core courses in which he/she obtains either 'E' or 'F' grade, until a pass grade is obtained. A student failing in the final project will also be required to repeat the same. In such elective or other courses in which 'E' or 'F' grade is obtained, a student may take the same course or take any other course in lieu of that course from the same category. The 'E' or 'F' grade secured in any course stay permanently on the grade card. The weightage of these grades is not taken into consideration in the calculation of the Cumulative Grade Point Average (CGPA); however, these are counted in the calculation of the Semester Grade Point Average (SGPA). A candidate failing in a course and obtaining 'E' grade shall be required to appear only in the EoSE of that course at the next earliest opportunity. However, if a candidate opts to repeat his Sessional tests also, he/she may be permitted to do so. In that case, his/her earlier marks shall automatically stand cancelled. A candidate failing in a course and obtaining 'F' grade, shall be required to repeat the entire course at the earliest opportunity. A student who is not permitted to appear at the EoSE on account of shortage of attendance shall have to attend the course again and put in minimum attendance required, in order to be eligible to appear in the EoSE.

#### **AU Grade**

This grade is awarded to an audit course and is not counted in the computation of SGPA/CGPA.

A student who is not allowed to appear for the EoSE in a particular course may on fulfillment of attendance and other requirements, appear for the EoSE in a subsequent semester when the course is on offer by making a request at the start of that semester to the concerned head / Coordinator of the department. If the particular course has been modified or discontinued, the student shall be advised to take a specific equivalent course by the Head/Coordinator of the department, determined on the basis of the contents, standard and the number of credits.

#### **'I' Grade**

This refers to an 'incomplete' grade, which is required to be converted into a regular letter grade under the following circumstances:

If a student is absent during EoSE of a course due to medical or some other reason of

compelling nature or such other special circumstances, he/she may apply for the award of 'I' grade to the Head of the Department offering the course, through the Course Coordinator, provided that he/she has attended 75% of the classes held in the semester. The Head of the Department may grant 'I' grade on his request under intimation to the Academic section. A second examination shall be held normally within 10 days of the last day of EoSE to convert 'I' grade to proper letter grade not exceeding 'B'. Under special circumstances, due to which the student is unable to be present in the College for taking the second examination during ten days period following the last day of the EoSE, the Dean of School on the recommendation of the concerned Head of the Department, may extend the period for conversion of I- grade as mentioned above, to the first week of the next semester.

### **'W' Grade**

This refers to withdrawal from a course as per following provision:

A student who wants to withdraw from a course shall apply, through the Head of the Department, to the Dean of School on a prescribed form within one week from the end of the first IA test if advised by his/her Course Coordinator (the teacher in-charge of the course; if a course is offered by more than one teacher, one of them will be designated as the course coordinator). If his request for withdrawal is granted, it will be recorded in the Registration record of the student and the concerned Course Coordinator will be informed about the same. Such a student shall be awarded a withdrawal (W) grade at the end of the semester.

### **'X' Grade**

This grade is awarded for incomplete Project work and will be converted to a regular grade on the completion of the Project work and its evaluation.

- (10) Following shall be the general guidelines for the award of grades:
- (b) Evaluation of different components of a course shall be done and marks awarded to all the students taking the course in a semester. The marks obtained by a student in various components shall be given relative weightages and added to obtain the total marks secured by a student on a 100-point scale. The weights shall be as given in the table at Article 7 (b) (iii). The rounding off, if any, shall be done on the higher side.
  - (c) For 30 or fewer students (excluding the supernumerary admissions) in a course, the grades shall be awarded on the basis of cut-off in the absolute marks, as per the criterion given below in Table 2.
  - (d) For more than 30 students in a course (excluding the supernumerary admissions), the statistical method shall be used for the award of grades with or without marginal adjustment for *natural cut-off*, ensuring the provisions in (f), (g), (h) and (i) below. The salient features of the statistical method are given in Table 3.

- (f) A+ (i.e., A Plus) grade shall not be awarded to a candidate with percentage of marks less than 80:

Provided that in any course A+ grade shall not be awarded to more than 10% (rounded off to integer value) candidates registered in the course.

- (g) 'D' grade shall not be awarded to a candidate with percentage of marks less than 35.

- (h) No student having 35% or more marks shall be awarded a failing grade, i.e., 'E' or 'F' grade.

- (i) When the statistical method is applicable, the overall distribution of number of different grades shall be as far as possible according to the statistical distribution, the Normal or Gaussian distribution.

- (j) On the initiative of the Course Coordinator, the provisional grades shall be awarded by the Coordination Committee of the course, consisting of all the teachers involved in that course. The grades shall normally be finalized within 7 days of the EoSE.

- (k) In case of any ambiguity or lack of clarity, or for ensuring near uniformity of evaluation standards, the grades so awarded by the Coordination Committee may be moderated by a Grade Moderation Committee constituted by the Dean of concerned School for all the programmes in a Department. This Committee will finalize the grades and display a copy of the grades awarded to the candidates on the Notice Board of the Department/Academic Section. All the final grades shall be communicated to the Academic Section within 15 days from the last date of the EoSE. The Course Coordinator shall retain a copy of the records of the marks obtained and grades awarded to all the students registered in a course and shall forward one copy of all such records to the Head of the Department.

- (l) The procedure for evaluation and award of grades in project, training, seminar, group discussion etc. shall be such as may be decided by the School Board.

- (11) **Project evaluation and the award of 'X' Grade.**- A student is required to carry out a Project and submit project report as per requirement of his course. A student who is unable to complete his/her project shall be awarded an 'X' grade on the recommendation of an Evaluation Committee constituted by the Vice-Chancellor. The student concerned shall have to present his/her work to the Evaluation Committee latest by 4 weeks before the beginning of the next semester. An 'X' grade shall be awarded to a candidate under the circumstances described below and on being awarded 'X' grade, he/she shall be required to formally register for the next semester and pay fees as prescribed by the University. 'X' grade will be awarded in exceptional circumstances only when the

submission of the project report is beyond the control of the student, on the recommendation of his/her supervisor. Normally, the following shall be the grounds for the award of 'X' grade:

- (a) medical grounds; and
  - (b) technical reasons.
- (12) The award of grades based on absolute marks out of 100 shall be as follows:

**Table 2-Grades according to absolute marks**

Marks	Grade #	Marks
91	< A+ <	100
82	< A <	90
73	< B+ <	81
64	< B <	72
55	< C+ <	63
46	< C <	54
35	< D <	45

**Note:-**

# The Moderation Committee may, on the Course Coordinator's request and in exceptional cases, make suitable adjustments to Table 2 giving reasons thereof in writing.

- (13) Where the number of students in a course is 30 or more, the statistical method of grading shall be adopted for award of grades.

**Table 3 – Grades according to statistical method**

Lower Range of Marks	Grade	Upper Range of Marks
$x + 1.5 \sigma$	< A+	
$x + 1.0 \sigma$	< A <	$x + 1.5 \sigma$
$x + 0.5 \sigma$	< B+ <	$x + 1.0 \sigma$
$x$	< B <	$x + 0.5 \sigma$
$x - 0.5 \sigma$	< C+ <	$x$
$x - 1.0 \sigma$	< C <	$x - 0.5 \sigma$
$x - 1.5 \sigma$	< D <	$x - 1.0 \sigma$

In the above  $X$  and  $s$  respectively represent the mean and standard deviation of the marks obtained by the students registered in a course.

- (14) A student obtaining 'D' or a higher grade in a course shall be deemed to have earned the credits allotted to that course.
- (15) The overall performance of a candidate in a semester shall be evaluated in terms of Semester Grade Point Average (SGPA) given by:

$$SGPA = \frac{\sum_{i=1}^n C_i P_i}{\sum_{i=1}^n C_i}$$

Where,

$C_i$  = Number of credits earned in the  $i^{th}$  course of a semester for which SGPA is to be calculated.

$P_i$  = Grade point earned in the  $i^{th}$  course.

$i$  = 1...n represents the number of courses in which a student is registered in the concerned semester.

- (16) A student shall be eligible to be promoted to a next higher semester on securing not less than forty percent of the total credits allotted to all the courses for which the student has registered in that semester excluding the audit courses:  
Provided that in the case of a student who fails to secure forty percent of the total credits of a semester, the Vice-Chancellor may, as a special case, on the recommendation of the Dean of the concerned School, permit him to be promoted on medical or any other like reason beyond the control of the student.
- (17) A student shall be eligible for the award of a degree only on obtaining a pass grade all the courses prescribed for a program leading to such degree.
- (18) The overall performance of a candidate in a programme shall be evaluated in

terms of Cumulative Grade Point Average (CGPA) given by:

$$\text{CGPA} = \frac{\sum_{j=1}^n C_j p_j}{\sum_{j=1}^n C_j}$$

Where,

$C_j$  = Number of credits earned in the  $j^{\text{th}}$  course of the Programme for which CGPA is to be calculated.

$P_j$  = Grade point earned in the  $j^{\text{th}}$  course; A grade lower than D (i.e. grade point < 4) in a course shall not be taken into account

$j = 1 \dots n$  represents the number of courses in which a student was registered and obtained a grade not lower than D up to the last semester of the Programme for which CGPA is to be calculated.

- (19) In case of any difficulty, regarding the award of grades or working out SGPA or CGPA, the decision of the Vice-Chancellor shall be final.
- (20) (a) The list of the examiners and moderators for all examinations, except for Ph.D. degree shall be drawn up by the Board of Studies and submitted to the School Board concerned. The School Board shall scrutinize the list and forward the same to the Executive Council for approval in consultation with the Academic Council.
- (b) The examiners for Ph. D. Degree shall be appointed by the Executive Council in consultation with Academic Council on the recommendation of the School Board.
- (c) The paper setters appointed by the University shall be required also to provide the following alongwith the manuscript of the question paper:-
- a detailed marking scheme; and
  - synoptic answers to all questions.
- (d) The question papers for examination in each course of studies offered by the University shall be moderated by a committee consisting of:
- Head of the Department / Centre / College concerned; and
  - at least one and not more than two other persons appointed by the Vice-Chancellor for the purpose.
- (e) The question papers shall be moderated in accordance with the Regulations in this regards.
- (f) If more than half of a question paper is changed by the committee of moderators, the Vice-Chancellor may, on the recommendation of the convener of the committee, if deemed fit, initiate appropriate action against the paper setter.
- (21) After the declaration of the result of a programme, the University may on a written application of an examinee along with prescribed fee, within fifteen days of the declaration of his result, allow him to:
- see his/her answer script(s) individually in person; and / or
  - see individually in person the answer script(s) of another examinee of his programme; and / or

- (c) obtain from the University a photocopy of any of his/her answer script(s).
- (22) (a) A student may apply, alongwith the prescribed fee, for the scrutiny of his result or answer script(s) or the grades awarded to him by the University within thirty days of declaration of his result.
- (b) A student may also apply, alongwith the prescribed fee, for revaluation of his answer script(s) within thirty days of declaration of his result.
- (c) The University shall take appropriate action on such applications received from the students and declare the results of the scrutiny/revaluation within thirty days of the last date for receipt of such applications.
- (d) The University shall retain answer books of the students of a semester for a period of six months after the declaration of the results. Thereafter, if there is no appeal of any student(s) about their results pending and if no legal matter is pending which may require the answer books of some candidate(s), the answer books may be disposed off.
- (23) The University may appoint a committee to deal with the cases of unfair-means or indiscipline reported by the Head of the Department / Dean of School of Studies, as per provisions in this regard.

**ORDINANCE - 04**

**CONDITIONS OF SERVICE OF TEACHERS**

As stipulated under Section 29 (o) of the Act

Teachers of the University means Professors, Associate Professors, Assistant Professors and such other persons as may be appointed for imparting instruction or conducting research in the University or its College or Institute maintained by the University and are designated as teachers by the Ordinances.

A teacher of the University shall be a whole-time salaried employee of the University and shall devote his/her whole-time to the University and does not include honorary, visiting, part-time and ad-hoc teachers.

Provided that nothing contained in this Ordinance shall apply to the work undertaken in connection with the examination of Universities or learned bodies or Public Service Commissions or to any literary work or publication or radio/television talk or extension lectures or, with the permission of the Vice-Chancellor, to any other academic work.

No whole-time salaried teacher of the University shall without the permission of the Executive Council engage directly or indirectly in any trade or business whatsoever or any private tuition or other work to which any emolument or honorarium is attached. However, teachers may engage in consultancy work as per UGC guidelines and with prior approval of the University and 20% share of money be given to the University to be used for development.

**Nature of Duties**

Every teacher shall undertake to take part in such activities of the University and perform such duties in the University as may be required by and in accordance with the Act, the Statutes and Ordinances framed there-under, for the time being in force, whether the same relate to organization of teaching, research, extension, examination of students, their discipline, welfare, and generally to act under the direction of the authorities of the University.



**PERIOD OF PROBATION AND CONFIRMATION**

The minimum period of probation shall be one year extendable by a maximum period of one more year in case of unsatisfactory performance.

The confirmation at the end of one year shall be automatic, unless extended for another year by a specific order, before expiry of the first year.

Subject to this Clause, it is obligatory on the part of the university/the concerned college to issue an order of confirmation to the incumbents within 45 days of completion of probationary period after due process of verification of satisfactory performance.

Probation and confirmation rules are applicable only at the initial stage of recruitment, issued from time to time, by Central Government.

All other Central Government rules on probation and confirmation shall be applicable mutatis mutandis.

**Confirmation**

It shall be the duty of the Registrar to place before the Executive Council the case of confirmation of a teacher on probation, not later than forty days before the end of the period of probation.

The Executive Council may then either confirm the teacher or decide not to confirm him, or extend the period of probation so as not to exceed twenty-four months in all.

In case the Executive Council decides not to confirm the teacher, whether before the end of twenty-four months' period of his/her probation, or before the end of the extended period of probation, as the case may be, he shall be informed in writing to that effect, not later than thirty days before the expiration of that period.

Provided that the decision not to confirm a teacher shall require a two-third majority of the members of the Executive Council present and voting.

### **Increment**

Every teacher shall be entitled to increment in his/her scale of pay, unless the same is withheld or postponed by a resolution of the Executive Council and after the teacher has been given due opportunity to make his/her written representation.

### **Age of Retirement**

Subject to the provision of Statute 25, every teacher confirmed in the service of the University, shall continue in such service until he/she attains the age of superannuation i.e. 65 years or as prescribed by the UGC **and** Govt. of India from time to time.

Provided further that if the date of Superannuation of a teacher falls at any time during the Academic Session the Executive Council, may on the recommendation of the Vice-Chancellor re-employ the teacher for any period up to the end of the academic session, with a view not to disturb the teaching work of the Department/Centre.

In special cases, a teacher on his/her attaining the age of superannuation, may be re-employed on a contract in keeping with the regulations in this behalf as issued by the UGC from time to time.

### **Variations in Terms and Conditions of Service**

Every teacher shall be bound to act in conformity with the Statutes, Ordinances, Regulations and Rules of the University as well as a code of professional ethics as may be formulated by the University.

Provided that no change in the terms and conditions of service of a teacher shall be made after his/her appointment in regard to designation, scale of pay, increment, provident fund, retirement benefits, age of retirement, probation, confirmation, leave; leave salary

and removal from service so as to adversely affect him.

### **Professional Code of Conduct**

Every teacher of the University shall abide by the Code of Conduct framed by the University and the following lapses would constitute misconduct on the part of a University teacher.

- i) Any lapses in performing his / her duties as assigned by the university from time to time.
- ii) Inciting students against other students, colleagues or administration (This does not interfere with the right of a teacher to express his/her difference of opinion on principles in seminars and other places where students are present) or any other such actions which are against the interest of the university.
- iii) Indulging in communal activities, or making inappropriate remarks on caste, creed, religion, race or sex in his/her relationship with his/her colleagues and trying to use the above considerations for improvement of his/her prospects or any other such actions which are against the interest of the university.
- iv) Refusal to carry out the decisions by appropriate administrative and academic bodies and/or functionaries of the University.
- v) Indulging in plagiarism of any sort within the legal meaning, interpretation and expression of the term.

### **Resignation**

A whole-time salaried teacher may, at any time, terminate his/her contract by giving the University three months' notice in writing or on payment to the University of three

months salary in lieu thereof. The notice period shall be one month in case of probationers, contractual, temporary and ad-hoc teachers or salary in lieu thereof.

Provided that the Executive Council may waive the requirement of notice at its discretion.

**Contract**

The written contract between a teacher and the University required to be entered into under Section 33 (1) read with statutes 22 (3) of Central Universities Act, 2009 shall be in the form prescribed by the Ordinances.

- (i) **Fixation of Pay of Re-employed Pensioners**

As per the Government of India Rules issued from time to time.

**Teaching Days, Work Load And Leave Rules**

The rules and conditions governing number of teaching days, work load and leave rules shall be as prescribed by the UGC Regulation 2016 **and GOI** from time to time.

The other conditions of service for teachers will be as per UGC Regulation 2016 and as amended from time to time.

**ORDINANCE-05**

**PROCEDURE/NORMS FOR APPOINTMENT TO THE POSTS OF PROFESSOR,  
ASSOCIATE PROFESSOR, ASSISTANT PROFESSOR AND OTHER ACADEMIC  
STAFF**

As stipulated under Section 29 (j) of the Act

1. Vacancies

- (a) The Registrar shall update the faculty positions in the various Departments in a prescribed proforma with all necessary details.
- (b) The Registrar shall also maintain a Register of Roster so as to ensure reservation of posts in accordance with the Reservation Policy of the Government of India.
- (c) The Head of the Department will intimate to the Registrar through the Dean of the School, the occurrence of a vacancy in the prescribed proforma along with such other particulars like the specialization, etc., which may be needed for making selections for such positions with reference to the structure of the Department approved by the University.

2. Mode of Advertisement

- (a) Suitable advertisement shall be prepared from time to time on the basis of the information provided by the Registrar and approved by the Vice Chancellor.
- (b) The advertisement shall clearly state the essential and desirable qualifications, requirement of experience, reservation of posts as per Government of India norms, last date of receipt of applications, procedure of short-listing of candidates to be called for interview for a post etc. It shall also clearly state relaxations, if any, in the qualifications or experience in the advertisement. It shall be ensured that advertisement for a post invariably mentions that higher qualification holders shall be given preference. The conditions, if any, under which the essential qualifications are relaxable shall be clearly stated in the advertisement.

- (c) Advertisement shall appear in at least two all India newspapers and in at least one regional newspaper. It shall also appear in the website of the University. On-line applications may also be invited;

Provided that if there are some academic positions for which the candidates are likely to be exclusively available in a particular region or regions, the advertisement may be limited to the papers in that region or regions, only after recording the reasons for doing so in writing and with the prior approval of the Vice-Chancellor.

- (d) The closing date of receipt of applications shall be at least five weeks from the date of appearance of the advertisement in the newspapers.

Provided that in emergent circumstances the notice may be reduced to three weeks for reasons to be recorded in writing.

- (e) No application will be entertained after the closing date unless the delay is condoned by the Vice Chancellor.

### 3. Personal Contact Candidates

A process of personal contact may also be initiated by the Vice-Chancellor for obtaining particulars of candidates from appropriate authorities in the concerned fields. The particulars so forwarded by the concerned authorities, in response to such a request, may also be considered along with other applications in response to the advertisement. No application fee shall be chargeable in respect of such applications.

4. In order to attract best talents, the University may make rolling advertisements whereby eligible candidates can submit their applications for different faculty positions throughout the year.

### 5. Procedure of Scrutiny -

- (a) The applications forms received shall be scrutinized as per the norms prescribed by the

UGC by a Committee consisting of the following members:

- i. Director of the college concerned-Chairman
- ii. Head/Coordinator of the Department concerned-Member provided he/she is Professor, failing which he/she may be involved in the scrutiny for the post of Assistant Professor
- iii. All Professors of the Department
- iv. Senior most Associate Professor of the Department concerned (only for scrutiny of assistant professor)
- v. At least one Professor from another Department in the same School or another School or as decided by the Vice Chancellor.

(b) The procedure for scrutiny of applications shall be as follows:

- (i) In the first instance, the non-academic particulars of the candidates like age, nationality, date of submission of application, etc. shall be scrutinized. Academic qualifications and experience shall be considered next. Separate merit lists of eligible candidates shall be prepared for reserved and unreserved posts with reference to the area of specializations. In case a candidate is found ineligible, the Remarks column in the list must specify the reason.
- (ii) Ordinarily, the number of candidates recommended for interview for one post may not exceed **twelve** and for two posts **twenty**, and **ten** per post, if the vacancies are more; A suitable screening criterion, as approved by the Vice Chancellor, may be used by the Committee for short-listing, on the basis of merit, to recommend the required number of candidates for interview.

Provided that the above number may be exceeded by the Committee for reasons to be given in writing;

- (iii) Ordinarily, for the posts of Assistant Professors or equivalent, a higher weightage will be given for consistently good academic record, the objective being to pick up those who have the best potential for development. Their research work and other experience shall be considered but with a lesser weightage. A short-listing of candidates, in the order of merit, for the post of Assistant Professor shall be prepared by the Committee on the basis of screening criteria.
- (iv) In the case of the posts of Associate Professor and Professor and their equivalent, the weightage for the teaching, co-curricular and extracurricular activities and research records shall be given as stipulated in the Performance Based Appraisal System (PBAS) based on the Academic Performance Indicator (API) of the UGC Regulations. Merit list of candidates for these posts and their equivalent shall be drawn on the basis of the proforma.
- (v) Under no circumstances shall the essential qualifications, experience and requirement of API scores as prescribed by the UGC and advertised accordingly, be relaxed.
- (vi) The Head of the Department or the Dean of the School, as the case may be, will forward the applications with his recommendations to the Vice Chancellor for final selection of candidates for interview for the posts. The Vice Chancellor may vary the list suitably at his discretion to ensure sufficient number of candidates to be called for interview.

#### 6. Re-advertisement

If the number of recommended eligible candidates is less than three per vacancy or its multiples for more than one vacancy, the post shall be re-advertised with the stipulation that candidates who may have applied earlier need not apply again. In such cases, the Vice Chancellor shall also initiate personal contact as provided in clause 3 above. In case the number of eligible candidates is still less than three after the process of second advertisement and personal contact, the interviews shall be held in accordance with the provisions of this Ordinance.



7. Information to candidates

The candidates will be informed through registered post/speed post and/or email/telephones/telegrams of the venue, date and time of interview at least twenty one (21) days ahead of the scheduled date of interview.

8. The Chairman - Convenor shall issue to each member of the Selection Committee a Notice, not less than ten days before the meeting, stating the time and venue of the meeting. Meeting of the Selection Committee shall be fixed after prior consultation with, and subject to the convenience of Chancellor Nominee and of the experts nominated by the Executive Council.

9. The Chairman - Convenor shall be entitled to vote at the Selection Committee meeting and shall have a casting vote in the case of a tie.

10. The recommendations of the Selection Committee shall be submitted to the Executive Council and orders of appointment shall be issued after the approval of the Executive Council in accordance with Statute 12(2) (ii).

11. The terms and conditions with regard to the minimum qualifications and other terms and conditions, as prescribed by the UGC from time to time, shall be followed.

i. In addition to the above, the Vice-Chancellor may prescribe, in consultation with the concerned Dean and Head of the Department, to the Academic Council such specification or any other conditions as required for the vacant post.

12. The prescribed qualification and experience will be minimum, and the mere fact that a candidate possessing the same will not entitle him/her for being called for interview.

13. The University will have the right to restrict the number of candidates to be called for interview, based on the recommendations of the Screening Committee constituted as per the Regulations for this purpose, to a reasonable number on the basis of qualifications and experience higher than the minimum prescribed or by any other condition that it may deem fit.

14. It would be open to the Executive Council to offer appointment to suitable persons, who may not have applied, in accordance with Statute 19(1).
15. The rules and procedures prescribed by the Govt. of India in respect of the Reserved Categories shall be followed as provided in Section 7 of the University Act.
16. The selection procedure shall be as laid down by the UGC Regulations on Minimum Qualifications for Appointment of Teachers and Other Academic staff in Universities and Colleges and Measures for Maintenance of Standards in Higher Education – 2010 and as amended from time to time.
17. In case of selection to two or more posts on the same date, the recommendations shall invariably be made in order of merit of the selected candidates for the purpose of determining seniority in service.
18. No recommendations should be made with a condition attached to the occurrence of the future events.
19. The Selection Committee, after considering a candidate for the post of Professor or Associate Professor, may, if it is of the opinion that he or she will be suitable choice for the next lower post, can make such recommendation.
20. The statutory provision for relaxing of age, minimum qualification, experience etc. prescribed in case of the candidates belonging to SC/ST/OBC/PWD categories will be made applicable to them.
21. If any candidate is recommended by the Selection Committee for appointment in relaxation of any of the prescribed conditions relating to qualifications, age, experience etc., it shall be so stated and recorded.
22. When the Selection Committee empowers to recommend a higher initial pay or advance increments to be offered to a selected candidate, it shall be as per the UGC Regulation referred to above.

23. Number of posts advertised may be treated as tentative. The University shall have the right to increase/decrease the number of posts at the time of selection and make appointments accordingly.
24. The Serving candidates should apply through their employer
25. Outstation candidates belonging to SC/ST/PWD categories called for interview will be paid equivalent to return single second class railway fare towards journey, expenses on production of ticket numbers / proof.
26. Canvassing in any form on behalf of any candidate will disqualify such candidate.
27. The Chairman - Convenor shall have the power to lay down the procedure in respect of any matter not mentioned in the Act / Statute / Ordinance.
28. The Selection Committee's recommendations, when approved by the Executive Council, shall remain valid for a period of one year from the date of such approval.
29. The application forms shall be sold and registration fee collected at the rates prescribed by the University from time to time. The SC/ST/ Persons with Disabilities need not pay the Registration Fee.
30. In case of any dispute any suites or legal proceedings against the University, the jurisdiction shall be restricted to **the Meerut Court, Meerut.**

**ORDINANCE - 06**

**MANNER OF APPOINTMENT AND EMOLUMENTS OF  
EMPLOYEES OTHER THAN TEACHERS AND  
OTHER ACADEMIC STAFF**

The employees of the university, other than teachers and other academic staff, shall be grouped in to Group A,B and C category and such other categories as may be classified by Govt. of India from time to time.

- (1) The University shall have the following methods of recruitment to the non-teaching posts:-
  - (a) by direct recruitment;
  - (b) by promotion;
  - (c) by deputation of employees, whose services are borrowed from other organizations;
  - (d) by short term contract; and
  - (e) by re-employment of persons retired from service.
- (2) Appointment to a post in any grade by promotion shall be made, whether in a permanent or officiating capacity, from amongst employees serving on posts in the immediately preceding lower cadre in service, subject to such conditions of eligibility as may be prescribed by the Executive Council.
- (3) Every appointment by promotion shall be made on the basis of suitability, past performance and conduct, as evident from the Annual Confidential Reports, besides due regard to seniority, on the recommendation of the Departmental/Central Promotion Committee, constituted for the purpose from time to time:  
Provided that separate Selection Committees shall be constituted for the promotion of the persons of the rank of Assistant Registrar and above and for persons holding posts below Assistant Registrar.

**SELECTION COMMITTEE**

- (1) Following shall be the constitution of the Selection Committees:-
  - (a) Selection Committee for the Assistant Registrar and above:

1.	Vice-Chancellor * (* in the absence of Vice-Chancellor, pro chancellor or nominee of the Vice Chancellor not below the rank of Professor will be the head of the committee	:	Chairman
2.	Pro-Vice-Chancellor	:	Member
3.	one member from amongst the members of Executive Council to be nominated by the Executive Council	:	Member
4.	One expert, not in service of the University, nominated by the Vice Chancellor	:	Member

## IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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5.	A representative of SC/ST/OBC/Minority/Women/Differently-abled categories, if any of candidate representing these categories is Chancellor, if any of the above members of the Selection Committee do not belong to that category	:	Member
6.	The Head of Department concerned	:	Member
7.	Registrar	:	Member -Secretary

(b) Selection Committee for the **technical posts** below Assistant Registrar:

1.	Dean of the concerned School of Studies	:	Chairman
2.	One member of Executive Council to be nominated by the Executive Council	:	Member
3.	One expert, not in service of the University, nominated by the Vice Chancellor	:	Member
4.	A representative of SC/ST/OBC/ Minority/Women/Differently-abled categories, if any of candidate representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the Selection Committee do not belong to that category.	:	Member
5.	The Head of the Department / Centre / Institution concerned	:	Member
6.	Registrar / Deputy Registrar* (*in the absence of Registrar, to be nominated by the Vice Chancellor)	:	Member-Secretary

(c) Selection Committee for **non-technical** posts below Assistant Registrar:

1.	Registrar	:	Chairman
2.	One member nominated by the Executive Council	:	Member
3.	Finance Officer or Controller of Examinations or Librarian, nominated by the Vice Chancellor	:	Member
4.	A representative of SC/ST/OBC/ Minority/ Women/ Differently-abled categories, if any of candidate representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the selection committee do not belong to that category.	:	Member
5.	One Expert, not in the service of the University, nominated by the Vice-Chancellor,	:	Member
6.	Any one Deputy Registrar, nominated by the Vice Chancellor	:	Member-Secretary

- The candidates for the posts of Group A & B will be selected by Selection Committee through personal interview.
- University may conduct competitive written test/trade test/technical test for the selection of such posts as may be prescribed in the CRR.
- The candidates will be picked up for interview on the basis of marks obtained in the written test, in order of merit, in the ratio of 10:1 of the vacancies to be filled-up.

1. The Chairman will be entitled to vote at the Selection Committee meeting and shall have a casting vote in case of a tie.
2. The recommendations of the Selection Committee in respect of the posts of groups A & B will be submitted to the Executive Council and orders of appointments will be issued only after the approval of the Executive Council.
3. The Vice-Chancellor may be authorized to make appointments on the basis of the recommendations of the Selection Committee to the posts of Groups C.
4. The rules and procedures prescribed by the Govt. of India in respect of the Reserved categories shall be followed as provided in Section 7 of the Central Universities Act, 2009 and as prescribed by the GOI from time to time.
5. The rules of Govt. of India in regard to Pay & Allowances, Leave, Pension and P.F. shall be followed subject to amendments if any, from time to time.
6. The Selection Committee may decide its own method of evaluating the performance of the candidates in interview.
7. If two or more candidates are selected, the recommendations shall be made in order of merit of the selected candidates.
8. No recommendation should be made with a condition attached to it.
9. The University will have the right to relax any of the qualifications, experience, age, etc., in exceptionally deserving cases of all posts on the recommendations of the screening and Selection Committee.
10. The relaxation in age, qualification etc., shall be applicable to the SC/ST, OBC, physically challenged etc. candidates as per rules of GOI.
11. If any candidate is recommended by the Selection Committee for appointment in relaxation of any of the prescribed conditions relating to qualifications, age etc, it shall be so stated and recorded.
12. When the Selection Committee considers it fit to recommend a higher initial pay or advance increments to be offered to a selected candidate, it may do so giving reasons therefor.
13. Number of posts advertised may be treated as tentative. The University shall have the right to increase/decrease the number of posts at the time of selection and make appointments accordingly.
14. The prescribed qualifications and experience will be minimum and the mere fact that a candidate possessing the same will not entitle him for being called for interview. The University will have the right to restrict the candidates to be called for interview to a reasonable number (10:1) on the basis of qualifications

and experience higher than the minimum prescribed or by any other condition that it may deem fit.

15. The in-service candidates should apply through proper channel. The conditions of age and experience will be relaxed for in-service candidates, on the recommendations of the Selection Committee.
16. Outstation candidates belong to SC/ST/PWD categories called for interview will be paid equivalent to return single second class railway fare towards journey expenses on production of proof.
17. The Chairman shall have the power to lay down the procedure in respect of any matter not mentioned in the Act/ Statute/ Ordinance.
18. Canvassing in any form on behalf of any candidate will disqualify such candidate.
19. The Selection Committee's recommendations, when approved shall remain valid for a period of one year from the date of such approval.
20. The application forms will be sold and the application fee collected as prescribed by the University from time to time. The SC/ST / PWD and in-service candidates of CURAJ need not pay application fee.
21. In cases of any disputes, any suits or legal proceedings against the University, the territorial jurisdiction shall be restricted to the Meerut **Court**.

22. **QUALIFICATIONS & EXPERIENCE FOR APPOINTMENT OF FACULTY**

**PROFESSOR:**

A.

- (i) An eminent scholar with Ph.d. qualification(s) in the concerned/ allied/relevant discipline and published work of high quality, actively engaged in research with evidence of published work with a minimum of 10 publications as books and/or research/policy papers.
- (ii) A minimum of ten years of teaching experience in university/college, and/or experience in research at the



University/National level institutions/industries, including experience of guiding candidates for research at doctoral level.

- (iii) Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process.
- (iv) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), set out in this Regulation in Appendix III.

OR

- B. An outstanding professional, with established reputation in the relevant field, who has made significant contributions to the knowledge in the concerned allied/relevant discipline, to be substantiated by credentials.

#### **PRINCIPAL**

- (i) A Master's Degree with at least 55% marks (for an equivalent grade in a point scale wherever grading system is followed) by a recognized University.
- (ii) A Ph.d. Degree in concerned/allied/relevant discipline(s) in the institution concerned with evidence of published work and research guidance.
- (iii) Associate Professor/Professor with a total experience of fifteen years of teaching/research/administration in Universities, Colleges and other institutions of higher education.
- (iv) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), as set out in this Regulation in Appendix III for direct recruitment of Professors in Colleges.

#### **ASSOCIATE PROFESSOR**

- (i) Good academic record with a Ph.D. Degree in the concerned/allied/relevant disciplines.
- (ii) A Master's Degree with at least 55% marks (or an equivalent grade in appoint scale wherever grading system is followed).
- (iii) A minimum of eight years of experience of teaching and/or research in an academic/research position equivalent to that of Assistant Professor in a University, College or Accredited Research Institution/industry excluding the period of Ph.D. research with evidence of published work and a minimum of 5 publications as books and/or research/policy papers.

- (iv) Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process with evidence of having guided doctoral candidates and research students.
- (v) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), set out in this Regulation in Appendix III.

#### **ASSISTANT PROFESSOR**

##### **Art, Humanities, Sciences, Social Science, Commerce, Education, Languages, Law, Journalism and Mass Communication**

- (i) Good academic record as defined by the concerned university with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level in a relevant subject from an Indian University, or an equivalent degree from an accredited foreign university.
- (ii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.
- (iii) Notwithstanding anything contained in points (i) and (ii), candidates, who are, or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions.
- (iv) NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted.

#### **QUALIFICATIONS, EXPERIENCE AND OTHER ELIGIBILITY REQUIREMENTS FOR APPOINTMENT OF PHYSIOTHERAPY TEACHERS**

##### **1. ASSISTANT PROFESSOR:**

- i. Bachelor Degree in Physiotherapy (B.P/T./B. Th./P./B.P. Th.). Masters in Physiotherapy (M./P.Th/M.Th.P./M.Sc. P.T/M.PT.) with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) from recognized University.

**2. ASSOCIATE PROFESSOR:**

- i. Master in Physiotherapy (M.P.T./M.P.Th./M.Th.P/M.Sc.P.T.) with eight years total experience as Assistant Professor.
- ii. Desirable: Higher Qualification like Ph.D. in any discipline in Physiotherapy recognized by U.G.C./independent published work of higher standard.

**3. PROFESSOR:**

- I. Masters in Physiotherapy (M.P.T./M.P.Th./M.Th.P./M.Sc. P.T.) with eleven years total experience including five years experience as Associate Professor (Physiotherapy).
- II. Desirable: Higher Qualification like Ph.D. in any discipline in Physiotherapy recognized by U.G.C./independent published work of high standard.

**4. PRINCIPAL/DIRECTOR/DEAN:**

- I. Masters in Physiotherapy (M.P.T./M.P.Th./M.Th.P./M.Sc. P.T.) with fifteen years total experience, including five years experience as Professor (Physiotherapy).
- II. Senior-most Professor shall be the Principal/Director/Dean.
- III. Desirable: Higher Qualification like Ph.D. in any discipline in Physiotherapy recognized by U.G.C./independent published work of higher standard.

**MINIMUM QUALIFICATIONS FOR APPOINTMENT OF TEACHING FACULTY IN UNIVERSITIES –MANAGEMENT/BUSINESS ADMINISTRATION:**

**1. ASSISTANT PROFESSOR:**

**i. Essential:**

1. First Class Masters Degree Business Management/Administration/ in a relevant management related discipline or first class in two year full time PGDM declared equivalent by AIU/accredited by the AICTE/UGC;  
OR
2. First Class graduate and professionally qualified Chartered Accountant/Cost and Works Accountant/Company Secretary of the concerned statutory bodies.

ii. **Desirbale:**

1. Teaching, research, industrial and /or professional experience in a reputed organization;
2. Papers presented at Conferences and /or published in refereed journals.

2. **ASSOCIATE PROFESSOR:**

- i. Consistently good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in Master's Degree in Business Management/Administration/in a relevant management related discipline or first class in two years full time PGDM declared equivalent by AIU/recognized by the AICTE/UGC;

OR

First Class graduate and professionally qualified Chartered Accountant/Cost and works Accountant/Company Secretary of the concerned statutory body.

- ii. Ph.D. or Fellow of Indian Institute of Management or of an Institute recognized by AICTE and declared equivalent by the AIU.
- iii. A minimum of eight years' experience of teaching/industry/research/ professional at managerial level excluding the period spent for obtaining the research degree.

OR

- iv. In the event the candidate is from industry and the profession, the following requirements shall constitute as essential requirements:

1. Consistently good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in Master's Degree in Business Management/Administration/in a relevant management related discipline or first class in two years full time PGDM declared equivalent by AIU/recognized by AICTE/UGC.

OR

First Class graduate and professionally qualified chartered Accountant/Cost and works Accountant/Company Secretary of the concerned statutory body.

2. A minimum of ten years experience of teaching industry / research/profession, out of which five years must be at the level of Assistant Professor or equivalent excluding the period spent for obtaining research degree. The candidate should have Professional work experience, which is significant and can be recognized at national/international level as equivalent to Ph.D. and ten years managerial experience in industry/profession of

which at least five years should be at the level comparable to that of lecturer/assistant professor.

- v. Without prejudice to the above, the following conditions may be considered desirable:
  - a) Teaching, research industrial and /or professional experience in a reputed organization;
  - b) Published work, such as research papers, patents filed/obtained, books and /or technical reports; and
  - c) Experience of guiding the project work/dissertation of PG/Research Students or supervising R&D projects in industry.

### 3. PROFESSOR:

- i. Consistently good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in Master's Degree in Business Management/Administration/in a relevant discipline or consistently good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in two year full time PGDM declared equivalent by AIU/recognized by the AICTE/UGC;

OR

First Class graduate and professionally qualified Chartered Accountant/Cost and works Accountant/Company Secretary of the concerned statutory body.

- ii. Ph.D. or Fellow of Indian Institute of Management or of an Institute recognized by AICTE and declared equivalent by the AIU.
- iii. A minimum of ten years' experience of teaching/industry/research/professional out of which five years must be at the level of Reader or equivalent excluding the period spent for obtaining the research degree.

OR

- iv. In the event the candidate is from industry and the profession, the following shall constitute as essential:
  - 1. Consistently good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in Master's Degree in Business Management/Administration/in a relevant management related discipline or consistently good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in two years full time PGDM declared equivalent by AIU/recognized by AICTE/UGC.

OR

First Class graduate and professionally qualified Chartered Accountant/Cost and works Accountant/Company Secretary of the concerned statutory body.

2. The candidate should have professional work experience which is significant and can be recognized at national/international level as equivalent to Ph.D. and twelve years' managerial experience in industry/profession of which at least eight years should be at least at a level comparable to that of Reader/Assistant Professor.
- v. Without prejudice to the above, the following conditions may be considered desirable:
  - i) Teaching, Teaching, research, and /or professional experience in a reputed organization;
  - ii) Published work, such as research papers, patents filed/obtained, books and/or technical reports;
  - iii) Experience of guiding the project work/dissertation of PG/Research Students or supervising R&D projects in industry;
  - iv) Demonstrated leadership in planning and organizing academic, research, industrial and /or professional activities; and
  - v) Capacity to undertake/lead sponsored R&D consultancy and related activities.

**MINIMUM QUALIFICATIONS FOR APPOINTMENT OF TEACHING FACULTY IN UNIVERSITIES – ENGINEERING AND TECHNOLOGY DISCIPLINE:**

**1. ASSISTANT PROFESSOR:**

- i. Essential:

First Class Masters Degree in the appropriate branch of Engineering (Engg.) & Technology (Tech.)
- ii. Without prejudice to the above, the following conditions may be considered desirable:
  1. Teaching, research industrial and / or professional experience in a reputed organization;
  2. Papers presented at Conferences and /or in refereed journals.

**2. ASSOCIATE PROFESSOR:**

- i. Essential:

A Ph.D. Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of Engg., & Tech., and experience of eight years in

teaching, research and / or industry at the level of Lecturer or equivalent grade, excluding period spent on obtaining the research degree.

OR

ii. In the event the candidate is from industry and the profession, the following shall

constitute as essential:

1. First Class Master's Degree in the appropriate branch of Engg., & Tech;
2. Significant professional work which can be recognized as equivalent to a Ph.D. Degree in appropriate branch of Engg., & Tech., and industrial/ professional experience of eight years in a position equivalent to the level of Lecturer, *Provided* that the recognition for significant professional shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts appointed by the Vice-Chancellor of the University.

iii. Without prejudice to the above, the following conditions may be considered desirable:

1. Teaching research industrial and / or professional experience in a reputed organization;
2. Published work, such as research papers, patents filed/obtained, books, and/or technical reports;
3. Experience of guiding the project work/dissertation of PG/Research Students or supervising R&D projects in industry;
4. Demonstrated leadership in planning and organizing academic, research, industrial and / or professional activities; and
5. Capacity to undertake / lead sponsored R&D, consultancy and related activities.

**BIO-TECHNOLOGY (ENGG. & TECH.) DISCIPLINE:**

**1. ASSISTANT PROFESSOR:**

**i. Essential:**

1. First Class Master's Degree in the appropriate branch of Engineering (Engg.) & Technology (Tech.);

OR

2. A Ph.D. Degree in Applied Biological Sciences such as, Micro-Biology, Bio-Chemistry, Genetics, Molecular Biology, Pharmacy and Bio-Physics;

OR

3. Good academic record with at least 55% marks (or an equivalent grade) and at the Master's Degree level, in the

relevant subject or an equivalent degree from an Indian/Foreign University.

- ii. Beside fulfilling the above qualifications, candidates should have cleared the eligibility test (NET) for lecturers conducted by the UGC, CSIR or similar test accredited by the UGC.
- iii. Desirable:
  1. Teaching research industrial and / or professional experience in a reputed organization;
  2. Papers presented at Conferences and /or in refereed journals;

**2. ASSOCIATE PROFESSOR:**

i. Essential:

1. A Ph.D Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of Engg., & Tech./Applied Biological Sciences, and experience of eight years in teaching, research and / or industry at the level of lecturer or equivalent grade, excluding period spent on obtaining the research degree;

OR

ii. In the event the candidate is from industry and the profession, the following shall constitute as essential;

1. First Class Master's Degree in the appropriate branch of Engg., & Tech. / Applied Biological Sciences;
2. Significant professional work which can be recognized as equivalent to a Ph.D. Degree in appropriate branch of Engg., & Tech., and industrial / professional experience of eight years in a position equivalent to the level of Lecturer,

*Provided* that the recognition for significant professional shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts appointed by the Vice-Chancellor of the University.

iii. Desirable:

1. Teaching, research industrial and / or professional experience in a reputed organization;



2. Published work, such as research papers, patents filed /obtained, books, and / or technical reports; and
3. Experience of guiding the project work/dissertation of PG/Research Students or supervising R&D projects in industry.

**3. PROFESSOR:**

i. Essential:

1. A Ph.D Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of Engg., & Tech./Applied Biological Sciences, and experience of ten years in teaching, research and / or industry, out of which at least five years at the level of Assistant Professor Reader or equivalent grade.

OR

ii. In the event the candidate is from industry and the profession, the following shall constitute as essential;

1. First Class Master's Degree in the appropriate branch of Engg., & Tech. / Applied Biological Sciences;
2. Significant professional work which can be recognized as equivalent to a Ph.D. Degree in appropriate branch of Engg., & Tech., /Applied Biological Sciences, and industrial/professional experience of ten years, out of which at least five years at a senior level of Assistant Professor / Reader,

*Provided* that the recognition for significant professional shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts appointed by the Vice-Chancellor of the University.

iii. Desirable:

1. Teaching, industrial research and / or professional experience in a reputed organization;
2. Published work, such as research papers, patents filed /obtained, books, and / or technical reports;
3. Experience of guiding the project work/dissertation of PG/Research Students or supervising R&D projects in industry.
4. Demonstrated leadership in planning and organizing academic, research, industrial and / or professional activities; and

5. Capacity to undertake / lead sponsored R&D, consultancy and related activities.

**PHARMACY DISCIPLINE:**

**1. ASSISTANT PROFESSOR:**

**i. Essential:**

1. A basic degree in pharmacy (B.Pharm)
2. Registration as a pharmacist under the Pharmacy Act, 1948, as amended from time to time, including any succeeding enactments.
3. First Class Master's Degree in appropriate branch of specialization in Pharmacy.

**ii. Desirable:**

1. Teaching research industrial and / or professional experience in a reputed organization; and
2. Papers presented at Conferences and /or in refereed journals;

**2. ASSOCIATE PROFESSOR:**

**i. Essential:**

1. A basic degree in Pharmacy (B.Pharm)
2. Registration as a pharmacist under the Pharmacy Act, 1948, as amended from time to time, including any succeeding enactments.
3. A Ph.D Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of specialization in Pharmacy, and experience of eight years in teaching, research, industry and / or profession at the level of Lecturer or equivalent grade; excluding period spent on obtaining the research degree.

OR

**ii. In the event the candidate is from industry and the profession, the following shall constitute as essential;**

1. First Class Master's Degree in the appropriate branch of specialization in Pharmacy.
2. Significant professional work which can be recognized as equivalent to a Ph.D. Degree in appropriate branch of

specialization in Pharmacy and industrial / professional experience of eight years in a position equivalent to the level of Lecturer,

*Provided* that the recognition for significant professional shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts appointed by the Vice-Chancellor of the University.

iii. Desirable:

1. Teaching, research industrial and / or professional experience in a reputed organization;
2. Published work, such as research papers, patents filed /obtained, books, and / or technical reports; and
3. Experience of guiding the project work/dissertation of post graduate or Research Students or supervising R&D projects in industry.

**3. PROFESSOR:**

i. Essential:

1. A basic degree in Pharmacy (B.Pharm)
2. Registration as a pharmacist under the Pharmacy Act, 1948, as amended from time to time, including any succeeding enactments.
3. A Ph.D Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of specialization in Pharmacy, and experience of ten years in teaching, research, industry and / or profession at the level of Lecturer or equivalent grade;

OR

ii. In the event the candidate is from industry and the profession, the following shall constitute as essential;

1. First Class Master's Degree in the appropriate branch of specialization in Pharmacy and
2. Significant professional work which can be recognized as equivalent to a Ph.D. Degree in appropriate branch of specialization in Pharmacy and industrial / professional experience of five years at a senior level comparable to Assistant Professor/Reader,

*Provided* that the recognition for significant professional shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts appointed by the Vice-Chancellor of the University.

iii. Desirable:

1. Teaching, industrial research and / or professional experience in a reputed organization;
2. Published work, such as research papers, patents filed /obtained, books, and / or technical reports;
3. Experience of guiding the project work/dissertation of post graduate or Research Students or supervising R&D projects in industry.
4. Demonstrated leadership in planning and organizing academic, research, industrial and / or professional activities; and
5. Capacity to undertake / lead sponsored R&D, consultancy and related activities.

For avoidance of doubt, it is hereby clarified that:

1. If Class or Division is not declared at the Bachelor's or Master's Degree levels, an aggregate of  $\geq 60\%$  or equivalent Cumulative Grade Point Average (CGPA) is to be considered as equivalent to First Class.
2. In respect of CGPA awarded to the candidates on a 10-Point Scale, the Table of equivalence shall be provided by the university concerned followed for determining the Class obtained by them as per (1) cited above.

## **QUALIFICATIONS PRESCRIBED FOR FACULTY POSITIONS IN THE REGULATIONS OF NCTE.**

### **A. QUALIFICATIONS FOR B.ED. COURSE**

#### **(i) PRINCIPAL/HEAD (in multi-faculty institution):**

- a. Academic and professional qualification will be as prescribed for the post of lecturer;
- b. Ph.D. in Education; and
- c. Ten years teaching experience out of which at least five years teaching experience in a Secondary Teacher Educational Institution.

*Provided* that, in the event of non-availability of eligible and suitable candidates for appointment as Principal/Heads as per above eligibility criteria, it would be permissible to appoint retired Professor/Head in Education on contract basis for a period not exceeding one year at a time, till such time the candidates complete sixty five years of age.

**(ii) ASSISTANT PROFESSOR:**

**a. Foundation Courses**

1. A Master's Degree in Science/Humanities/Arts with 50% marks (or an equivalent grade in a point scale wherever grading system is followed);
2. M.Ed. with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed); and
3. Any other stipulation prescribed by the UGC/any such affiliating body/State Government, from time to time for the positions of principal and lectures, shall be mandatory;

OR

1. M. A. in Education with 55% marks (or an equivalent grade in a point scale wherever grading system is followed);
2. B.Ed. with at least 55% (marks or an equivalent grade in a point scale wherever grading system is followed); and
3. Any other stipulation prescribed by the UGC/any such affiliating body/State Government, from time to time for the positions of principal and lectures, shall be mandatory.

**b. Methodology Courses**

1. A Master's Degree in subject with 50% marks (or an equivalent grade in a point scale wherever grading system is followed);
2. M.Ed. Degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed); and
3. Any other stipulation prescribed by the UGC/any such affiliating body/State Government, from time to time for the positions of principal and lectures, shall be mandatory;

*Provided* that at least one lecturer should have specializations in ICT and another in the special education.

**B. QUALIFICATIONS FOR M.ED. COURSE**

**(i) PROFESSOR / HEAD:**

- a. A Master's Degree in Arts/Humanities/Sciences/Commerce and M.Ed. each with a minimum of 55% marks (or an equivalent grade in a point scale wherever grading system is followed),

OR

M.A. (Education) with 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and B.Ed. each with a minimum of 55% marks (or an equivalent grade in a point scale wherever grading system is followed);

- b. Ph.D. in Education; and
- c. At least ten years of teaching experience in University department of education or College of Education of which a minimum of five years at the M.Ed. level with published work in the area of his specialization.

*Provided* that, in the event of non-availability of eligible and suitable candidates for appointment as Professor /HOD / Reader as per above eligibility criteria, it would be permissible to appoint retire Professor / HOD / Reader in Education on contract basis for a period not exceeding one year at a time till such time the candidates complete sixty five years of age.

**(ii) ASSOCIATE PROFESSOR:**

- a. A Master's Degree in Arts/Humanities/Sciences/Commerce and M.Ed. each with a minimum of 55% marks (or an equivalent grade in a point scale wherever grading system is followed),

OR

M.A. (Education) and B.Ed. each with a minimum 55% marks (or an equivalent grade in a point scale wherever grading system is followed);

- b. Ph.D. in Education; and
- c. At least eight years of teaching experience in University department of education or College of Education, with a minimum of three years at the M.Ed. level and has published work in the relevant area of specialization.

**(iii) ASSISTANT PROFESSOR:**

- a. A Master's Degree in Arts/Humanities/Sciences/Commerce and M.Ed. each with a minimum of 55% marks (or an equivalent grade in a point scale wherever grading system is followed),

OR

M.A. (Education) and B.Ed. each with a minimum 55% marks (or an equivalent grade in a point scale wherever grading system is followed); and

- b. Any other stipulation prescribed by the UGC/such other affiliating body/State Government, from time to time for the positions of principal and lectures, shall be mandatory;

*Provided* that it is desirable that one faculty member possesses a Master's Degree in Psychology and another member in Philosophy/Sociology besides M.Ed.

### C. QUALIFICATIONS FOR M.ED. COURSE

#### (i) PRINCIPAL/HEAD

- a. A Master's degree in Physical Education with 55% marks (or an equivalent grade in a point scale wherever grading system is followed);
- b. Ph.D. in Physical Education or equivalent published work in Physical Education; and
- c. Ten years teaching experience out of which five years experience shall be in a college Physical Education.

*Provided* that, in the event of non-availability of eligible and suitable candidates for appointment as Principal/Heads as per above eligibility criteria, it would be permissible to appoint retired Principal / Head in Physical Education or contract basis for a period non exceeding one year at a time till such time the candidates complete sixty five years of age.

#### (ii) PROFESSOR:

- a. A Master's degree in Physical Education with a minimum 55% marks (or an equivalent grade in a point scale wherever grading system is followed);
- b. Ph.D. in Physical Education or equivalent published work; and
- c. At least ten years teaching / research experience in a department /college of Physical Education out of which at least five years in the post graduate institution / University department.

#### (iii) ASSOCIATE PROFESSOR:

- a. A Master's degree in Physical Education with a minimum 55% marks (or an equivalent grade in a point scale wherever grading system is followed);
- b. At least eight years teaching / research experience in a department /college of Physical Education out of which at least three years in the post graduate level; and
- c. Ph.D. in Physical Education or equivalent published work

*Provided* that, in the event of non-availability of eligible and suitable candidates for appointment as Professor / Reader as per above eligibility criteria, it would be permissible to appoint retired Professor / Reader in Physical Education on contract basis for a period not exceeding one year

at a time till such time the candidates complete sixty five years of post-retirement service.

**(iv) ASSISTANT PROFESSOR:**

- a. A Master's degree in Physical Education with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed); and
- b. Any other stipulation prescribed by the UGC/such other affiliating body/State Government, from time to time for the positions of principal and lectures, shall be mandatory;

**MINIMUM QUALIFICATIONS FOR DIRECT RECRUITMENT TO THE POSTS OF LIBRARIAN, DEPUTY LIBRARIAN AND UNIVERSITY ASSISTANT LIBRARIAN / COLLEGE LIBRARIAN**

**UNIVERSITY LIBRARIAN**

- i. A Master's Degree in Library Science / Information Science / documentation with at least 55% marks or its equivalent grade of B in the UGC seven points scale and consistently good academic record set out in these Regulations.
- ii. At least thirteen years as a Deputy Librarian in a university library or eighteen years' experience as College Librarian.
- iii. Evidence of innovative library service and organization of published work.
- iv. Desirable: A M. Phil. / Ph.D. Degree in library science / Information Science / documentation / achieves and manuscript-keeping.

**DEPUTY LIBRARIAN**

- i. A Master's Degree in Library Science / Information Science / documentation with at least 55% of the marks or its equivalent grade of B in the UGC seven points scale and a consistently good academic record.
- ii. Five years as an Assistant University Librarian/College Librarian.
- iii. Evidence of innovative library service and organization of published work and professional commitment, computerization of library.
- iv. Desirable: A M.Phil./Ph.d. Degree in library science/information science/ Documentation /Archives and manuscript-keeping/computerization of library.

**UNIVERSITY ASSISTANT LIBRARIAN / COLLEGE LIBRARIAN**

- i. A Master's Degree in Library Science / Information Science / Documentation Science or an equivalent professional degree with at least 55% marks (or an equivalent grade in a point scale



- wherever grading system is followed) and a consistently good academic record with knowledge of computerization of library.
- ii. Qualifying in the national level test conducted for the purpose by the UGC or any other agency approved by the UGC.
  - iii. However, candidates, who are, or have been awarded Ph.D. degree in accordance with the "University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree), Regulations 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of University Assistant Director of Physical Education/College Director of Physical Education & Sports.

**MINIMUM QUALIFICATION FOR THE POSTS OF DIRECTOR OF PHYSICAL EDUCATION AND SPORTS, DEPUTY DIRECTOR OF PHYSICAL EDUCATION AND SPORTS AND ASSISTANT DIRECTORS OF PHYSICAL EDUCATION AND SPORTS**

**UNIVERSITY DIRECTOR OF PHYSICAL EDUCATION AND SPORTS**

- (i) A Ph.D. in Physical Education.
- (ii) Experience of at least ten years as University Deputy or fifteen years as University Assistant DPEs/College (selection grade).
- (iii) Participation in at least two national/international seminars/conferences.
- (iv) Consistently good appraisal reports.
- (v) Evidence of organizing competitions and conducting coaching camps of at least two weeks' duration.
- (vi) Evidence of having produced good performance teams/athletes for competitions like state/national/inter-university/combined university, etc.

**UNIVERSITY DEPUTY DIRECTOR OF PHYSICAL EDUCATION AND SPORTS /COLLEGE DIRECTOR OF PHYSICAL EDUCATION AND SPORTS**

- (i) A Ph.D. in Physical Education. Candidates from outside the university system, in addition, shall also possess at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level by the university concerned.
- (ii) Eight years experience as University Assistant DPES/College DPES, with a benefit of two years and one year for Ph.D. and M.Phil. Degree holders.
- (iii) Evidence of organizing competitions and conducting coaching camps of at least two weeks duration.

- (iv) Evidence of having produced good performance teams/athletes for competitions like state/ national /inter-university/combined university, etc.
- (v) Passed the physical fitness test in accordance with these Regulations.
- (vi) Consistently good appraisal reports.

**UNIVERSITY ASSISTANT DIRECTOR OF PHYSICAL EDUCATION/COLLEGE DIRECTOR OF PHYSICAL EDUCATION AND SPORTS**

- (i) A Master's Degree in Physical Education or Master's Degree in Sports Science with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) with a consistently good academic record.
- (ii) Record of having represented the university / college at the inter-university /inter-collegiate competitions or the State and / or national championships.
- (iii) Qualifying in the national level test conducted for the purpose by the UGC or any other agency approved by the UGC.
- (iv) Passed the physical fitness test conducted in accordance with these Regulations.
- (v) However, candidates, who are, or have been awarded Ph.D. degree in accordance with the "University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree), Regulations 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of University Assistant Director of Physical Education/ College Director of Physical Education & Sports.

**PHYSICAL FITNESS TEST NORMS**

- (a) Subject to the provisions of these Regulations, all candidates who are required to undertake the physical fitness test shall be required to produce a medical certificate certifying that he/ she is medically fit before undertaking such tests.
- (b) On production of such certificate mentioned in sub-clause (a) above, the candidate would be required to undertake the physical fitness test in accordance with the following norms;

<b>NORMS FOR MEN</b>			
<b>12 MINUTES RUN/WALK TEST</b>			
Up to 30 years	Up to 40 years	Up to 45 years	Up to 50 years
1800 metres	1500 metres	1200 metres	800 metres

<b>NORMS FOR WOMEN</b>			
<b>8 MINUTES RUN/WALK TEST</b>			
Up to 30 years	Up to 40 years	Up to 45 years	Up to 50 years
1000 metres	800 metres	600 metres	400 metres

Since the UGC has prescribed the above qualifications for teaching positions in all higher education institutions for maintenance of minimum standards in consultation with the Statutory Councils governing the approval of courses respectively, any future modification in qualifications for appointment of teachers in universities/colleges offering such courses will automatically be considered as adopted by the UGC as prescribed qualifications for those courses.

23. Subject to revision by the University as and when necessary, following shall be the details of qualifications, experience, age limit etc. for various posts other than faculty positions in the University:-

**1 1. REGISTRAR**

Pay Scale: Rs. 37400-67000 (Grade Pay Rs. 10,000/-)

**Minimum Qualifications:**

- a. Master's Degree with at least 55% of the marks or its equivalent grade of B in the UGC seven-point scale.

OR

At least 15 years of experience as Assistant Professor in the AGP of Rs. 7000 and above or with 8 years of service in the AGP of Rs. 8000 and above including as Associate Professor, alongwith experience in educational administration.

OR

Comparable experience in a research establishment and / or

other institution of higher education

OR

15 years of administrative experience of which 8 years as Deputy Registrar or an equivalent post.

**2. FINANCE OFFICER**

Pay Scale: Rs. 37400-67000 (Grade Pay Rs. 10,000/-)

**Minimum Qualifications:**

- a. A Master's Degree with at least 55% of the marks or its equivalent grade of B in UGC seven-point scale.
- b. 15 years of appropriate experience of financial management of which 8 years as Deputy Registrar/Deputy Finance Officer or an equivalent post of a University/affiliated college/public sector undertaking/ autonomous organization/ multinational organization/ Government.

**OR**

- c. Comparable experience in a research establishment and/or other institutions of higher education.

**OR**

- d. With an overall service of 15 years as Deputy Finance Officer including 8 years in post of Assistant Registrar/Assistant Finance Officer.

**3. LIBRARIAN**

Pay Scale: Rs. 37400-67000 (Grade Pay Rs. 10,000/-)

**Minimum Qualifications:**

- a. Master's Degree in Library Science / Information Science/ Documentation with at least 55% of the marks or its equivalent grade of 'B' in UGC seven-point scale and consistently good academic record.
- b. At least thirteen years' experience as Deputy Librarian in University Library or any other library of statutory organisation or eighteen years' experience as a College Librarian.
- c. consolidated APIs score of 400 points
- d. Evidence of innovative Library service and organization of published work.

**Desirable:** M. Phil / Ph. D Degree in Library Science / Information Science / Documentation / Archives and manuscript keeping.

**4. CONTROLLER OF EXAMINATIONS**

Pay Scale: Rs. 37400-67000 (Grade Pay Rs. 10,000/-)

**Minimum Qualifications:**

- a. Master's Degree with at least 55% of the marks or its equivalent grade of B in UGC seven-point scale

At least 15 years of experience as Assistant Professor in the AGP of Rs. 7000 and above or with 8 years of service in the AGP of Rs. 8000 and above including as Associate Professor, alongwith experience in educational administration.

OR

Comparable experience in a research establishment and / or other institution of higher education

OR

15 years of administrative experience of which 8 years as Deputy Registrar or an equivalent post.

**Desirable:** Adequate experience in the pre-conduct and post-conduct of University examinations or other comparable examinations.

**5. DEPUTY REGISTRAR**

Pay Scale: Rs. 15600-39100 (Grade Pay Rs. 7,600/-)

**Minimum Qualifications:**

a. Master's Degree with at least 55% of the marks or its equivalent grade of 'B' in UGC seven-point scale.

b. Nine years of experience as Assistant Professor in AGP of Rs. 6000 and above with experience in educational administration.

OR

Comparable experience in research establishment and / or other institutions of higher education

OR

5 years of administrative experience as Assistant Registrar or on an equivalent post.

Age: Not more than 55 years

**6. DEPUTY FINANCE OFFICER**

Pay Scale: Rs. 15600-39100 (Grade Pay Rs. 7,600/-)

**Minimum Qualifications:**

a. Master's Degree with at least 55% of the marks or its equivalent grade of B in UGC seven-point scale.

OR

Nine years of experience as Assistant Professor in the AGP of Rs. 6000 and above with experience in educational administration.

OR

Comparable experience in research establishment and / or other institutions of higher education

OR

5 years of administrative experience as Assistant Registrar or in an equivalent post.

**Desirable:** Preference will be given to candidates with M.Com / MBA (Finance) / ICWA / CA / SAS  
**Age:** Not more than 55 years

**7. DEPUTY LIBRARIAN**

Pay Scale: Rs. 37400-67000 (Grade Pay Rs. 9000/- )

**Minimum Qualifications:**

- a. Master's Degree in Library Science / Information Science Documentation with at least 55% of the marks or its equivalent grade of B in UGC seven-point scale.
- b. Five years experience as an Assistant University Librarian / College Librarian.

OR

Evidence of innovative Library services, published work and professional commitment.

- c. Consolidated score of 300 points.

**Desirable:** M. Phil / Ph. D Degree in Library Science / Information Science / Documentation / Archives and Manuscript-keeping, Computerisation of Library.

Age: Not more than 55 years

**8. DEPUTY CONTROLLER OF EXAMINATION**

Pay Scale: Rs. 15600-39100 (Grade Pay Rs. 7,600/-)

**Minimum Qualifications:**

- a. Master's Degree with at least 55% of the marks or its equivalent grade of B in UGC seven-point scale.

OR

Nine years of experience as Assistant Professor in the AGP of Rs. 6000 and above with experience in educational administration.

OR

Comparable experience in research establishment and / or other institutions of higher education.

OR

5 years of administrative experience as Assistant Registrar or on an equivalent post.

**Desirable:** Adequate experience in the pre-conduct and post-conduct of University examinations or other comparable examinations.

Age: Not more than 55 years

**9. EXECUTIVE ENGINEER**

Pay Scale: Rs. 15600-39100 (Grade Pay Rs. 6,600/-)

**Minimum Qualifications:**

- a. A Bachelors Degree in Civil Engineering with 10 years of experience in design and systems and construction of buildings, roads, sanitary and water supply systems including maintenance of the same

**Desirable:** Post-Graduate Degree in structures.

**Age:** Not more than 55 years

**10. INTERNAL AUDIT OFFICER**

Pay band : 15600-39100 with a grade pay of Rs. 7600

**Minimum Qualification:**

- a. All India organised Audit and Accounts Services Officers holding analogous posts with at least 3 years experience in similar capacity.
- b. Officer qualified in SAS or its equivalent Accounts Service Examination of Central/State Government, holding analogous post and with 9 years' service in the immediate lower cadre. OR  
Officers with at least 9 years service in the cadre of Assistant Registrar/Accounts Officer with experience in Audit, Accounts and Works Departments of various organisations/Central Universities etc.

**Age:** Not more than 50 years

**11. ASSISTANT REGISTRAR AND ITS EQUIVALENT POSTS**

Pay Scale: Rs. 15600-39100 (Grade Pay Rs. 5,400/-)

**Minimum Qualifications:**

- a. Good academic record plus Master's Degree with at least 55% of the marks or its equivalent grade of B in UGC seven-point scale.

**Desirable:** Three years of experience as a Section Officer / Superintendent in

Central / State University offices. OR

Five years of experience as Assistant Professor/Lecturer in a college or a University or an autonomous institution with experience in educational administration.

**Age:** Not more than 45 years

12. **ASSISTANT FINANCE OFFICER**  
Pay Scale: Rs. 15600-39100 (Grade Pay Rs. 5,400/-)

**Minimum Qualifications:**

- a. Good academic record plus Master's Degree with at least 55% of the marks or its equivalent grade of B in UGC seven-point scale.
- b. Five years of experience as a Section Officer / Superintendent in Central / State University offices.

**Desirable:** Preference will be given to candidates with  
M.Com/M.B.A.  
(Finance)/ICWA/CA/SAS

**Age:** Not more than 45 years

13. **ASSISTANT CONTROLLER OF EXAMINATION**  
Pay Scale: Rs. 15600-39100 (Grade Pay Rs. 5,400/-)

**Minimum Qualifications:**

- a. Good academic record plus Master's Degree with at least 55% of the marks or its equivalent grade of B in UGC seven-point scale.
- b. Five years of experience as a Section Officer / Superintendent in Central / State University offices.

**Desirable:** Adequate experience in the conduct of University examinations or some other comparable examinations.

**Age:** Not more than 45 years

14. **PUBLIC RELATIONS OFFICER**  
Pay Scale: Rs. 15600-39100 (Grade Pay Rs. 5,400/-)

**Minimum Qualifications:**

- a. Master's Degree in Communication and Journalism in First or Higher IInd Class from any Indian University or Corresponding degree from a foreign University.

OR

Master's degree in any discipline with First Division and P.G. Diploma in Communication and Journalism

AND



Six years of experience in the editorial Department / Centre of any established English / Hindi Newspapers accredited with ABC, National News Agencies, Radio or Television, Film media, reputed advertising agencies with excellent knowledge of speaking English and Hindi.

**Desirable:** Knowledge of Two or more Indian Languages

Age: Not more than 45 years

**15. MEDICAL OFFICER**

Pay Scale: Rs. 15600-39100 (Grade Pay Rs. 5,400/-)

**Minimum Qualifications:**

Medical Graduate (Allopathic) with 5 years experience as General Duty Officer in a residential teaching institution or a hospital of repute. Candidate with post-graduate qualifications will be preferred.

Age: 45 years

**16. ASSISTANT LIBRARIAN**

Pay Scale: Rs. 15600-39100 (Grade Pay Rs. 6,000/-)

**Minimum Qualifications:**

Master's Degree in Library Science / Information Science / Documentation or an equivalent professional degree with at least 55% of marks or its equivalent grade of 'B' in the UGC seven point scale plus a consistently good academic record, computerization of library with five years experience

Essential: Qualifying in the National Level Test conducted for the purpose by the UGC or any other agency approved by the UGC.

Age: Not more than 45 years

**17. DOCUMENTATION OFFICER**

Pay Scale: Rs. 15600-39100 (Grade Pay Rs. 5,400/-)

**Minimum Qualifications:**

- a. Master's Degree with at least 55% of the marks or its equivalent grade of 'B' in the UGC seven point scale.
- b. Degree in Library Science or its equivalent from a recognized University with at least five years experience in documentation.

Desirable: Experience in Museology /

Archeology. Age: Not more than 45 years

**18. INFORMATION SCIENTIST**

Pay Scale: Rs. 15600-39100 (Grade Pay Rs. 5,400/-)

**Minimum Qualifications:**

B.E. (Computer  
Science) OR

Master's Degree in Computer Application  
(MCA) OR

Master's Degree in Library and Information Science (M. Lib or M.  
Lib. Sc.) and Post Graduate Diploma in Computer Application  
(PGDCA).

OR

Bachelor's Degree in Library and Information Science (B. Lib or  
B.Lib.Sc.) with at least three years experience in the field and Post  
Graduate Diploma in Computer Application (PGDCA).

All the Degrees / Diplomas shall be from a recognized University /  
Institution with at least 55% of the marks or its equivalent grade of 'B'  
in the UGC seven point scale.

Age: Not more than 45 years

**19. SYSTEM ADMINISTRATOR / SYSTEM ANALYST**

Pay Scale: Rs. 15600-39100 (Grade Pay Rs. 5,400/-)

**Minimum Qualifications:**

Any of the following qualifications with at least 55% of the marks  
or its equivalent grade of 'B' in the UGC seven point scale:

B.Tech (CSE)

B.Tech (Non-CSE) with experience in Computing  
M.Sc. (Physical Sciences) with 2 years experience in

Computing M.Sc.(Physical Sciences) with PGDCA

M.C.A.

Age: Not more than 45 years

**20. SECTION OFFICER**

Pay Scale: Rs. 9300-34800 (Grade Pay Rs. 4,600/-)

**Minimum Qualifications:**

Graduate in any discipline.

Knowledge of Computer Application.

5 years experience as Superintendent / Sr. Asst. in a State/Central/Deemed University/Affiliated or Autonomous College/Public Sector Undertaking/Autonomous organisation/Multinational organisation/Government.

Age: Not more than 40 years

**21. PERSONAL ASSISTANT**

Pay Scale: Rs. 9300-34800 (Grade Pay Rs. 4,200/-)

**Minimum Qualifications:**

Graduate in any discipline.

Typing speed, 40 wpm.

Proficiency in Stenography

A good knowledge of computers.

Experience as Stenographer / LDC of not less than 3 years in a State/Central/Deemed University/Affiliated or Autonomous College/Public Sector Undertaking/Autonomous organisation/Multinational organisation/Government.

Preference will be given to those qualified in the Stenographers examination held by a State / Central Board or its equivalent examination.

Age: Not more than 40 years

**22. PRIVATE SECRETARY**

Pay Scale: Rs. 9300-34800 (Grade Pay Rs. 4,600/-)

**Minimum Qualifications:**

Graduate in any discipline.

Typing speed, 40 wpm.

Proficiency in Stenography

A good knowledge of computers.

Experience as Personal Assistant of not less than 3 years in a State/Central/Deemed University /Affiliated or Autonomous College/Public Sector Undertaking/Autonomous organisation/Multinational organisation/Government.

Age: Not more than 40 years

**23. STATISTICAL OFFICER**

Pay Scale: Rs. 9300-34800 (Grade Pay Rs. 4,200/-)

**Minimum Qualifications:**

Graduate with at least 55% of the marks or its equivalent grade of 'B' in the UGC seven point scale.

5 years of experience as Sr. Assistant / Assistant in a State / Central/Deemed University/Affiliated or Autonomous College/Public Sector Undertaking/Autonomous organisation/Multinational organisation/Government.

Age: Not more than 40 years

**24. ASSISTANT ACCOUNTS OFFICER**

Pay Scale: Rs. 9300-34800 (Grade Pay Rs. 4,200/-)

**Minimum Qualifications:**

Graduate with at least 55% of the marks or its equivalent grade of 'B' in the UGC seven point scale.

5 years of experience as Sr. Assistant / Assistant in a State / Central/Deemed University/Affiliated or Autonomous College/Public Sector Undertaking/Autonomous Organisation/Multinational Organisation/Government.

Adequate knowledge of

Accounts Age: Not more

than 40 Years

**25. ASSISTANT ENGINEER**

Pay Scale: Rs. 9300-34800 (Grade Pay Rs. 4,200/-)

**Minimum Qualifications:**

A degree in Civil Engineering with 5 years experience supervising Civil works in any State / Central/Deemed University/Affiliated or Autonomous College/Public Sector Undertaking/Autonomous Organisation/Multinational Organisation/Government or as a Govt. approved Contractor.

Age: Not more than 40 years

**26. COMPUTER OPERATOR**

Pay Scale: Rs. 9300-34800 (Grade Pay Rs. 4,200/-)

**Minimum Qualifications:**

A Graduate in Sciences alongwith a Certificate course in Computer Operations. OR

Diploma in Computer Programming with three years of experience as Computer/Data entry operator in a State / Central/Deemed University / Affiliated or Autonomous College/Public Sector Undertaking/ Autonomous Organisation/Multinational Organisation/Government.

Age: Not more than 40 years

**27. ASSISTANT**

Pay Scale: Rs. 9300-34800 (Grade Pay Rs. 4,200/-)

**Minimum Qualifications:**

A Bachelor's Degree with atleast 55% of the marks or its equivalent grade of 'B' in the UGC seven point scale.

3 years Experience as UDC / in a State / Central / University /Affiliated College/Public Sector Undertaking /Autonomous organisation/Multinational organisation/Government.

Age: Not more than 40 years

**28. JUNIOR ENGINEER**

Pay Scale: Rs. 9300-34800 (Grade Pay Rs. 4,200/-)

**Minimum Qualifications:**

A Degree in Civil /Electrical Engineering with at least one year experience or a Diploma in Civil / Electrical Engineering with at least three years experience in supervision of erection / maintenance of Civil/Electrical works.

Age: Not more than 40 years

**29. GUEST HOUSE MANAGER**

Pay Scale: Rs. 9300-34800 (Grade Pay Rs. 4,200/-)

**Minimum Qualifications:**

10+2 or its equivalent with 5 years of experience of managing a Canteen or a Mess attached to a Students Hostel or Guest House of a University or Institution of higher learning.

Age: Not more than 40 years

**30. TECHNICAL ASSISTANT**

Pay Scale: Rs. 5200-20200 (Grade Pay Rs. 2,800/-)

**Minimum Qualifications:**

Diploma in Laboratory Technology or its equivalent from a recognized institutions.

Two years experience as Laboratory Technician with familiarity in handling sophisticated equipment.

Age: Not more than 35 years

**31. STENOGRAPHER**

Pay Scale: Rs. 5200-20200 (Grade Pay Rs. 2,400/-)

**Minimum Qualifications:**

Graduate in any discipline.

Qualified in the Stenographers examination held by a State / Central Board or its equivalent examination.

Typing speed, 40 wpm.

Proficiency in Stenography

At least two years experience in Stenography with good knowledge of computer operations in a State / Central / University /Affiliated College / Public Sector Undertaking /Autonomous organisation/Multinational organisation/Government.

Age: Not more than 35 years

**32. UPPER DIVISION CLERK**

Pay Scale: Rs. 5200-20200 (Grade Pay Rs. 2,400/-)

**Minimum Qualifications:**

A Graduate or its equivalent with at least 3 years experience as Lower Division Clerk or equivalent in a State / Central / University/Deemed Affiliated or Autonomous College/Public Sector Undertaking /Autonomous organisation/Multinational organisation/Government.

Age: Not more than 35 years

**33. LIBRARY ASSISTANT**

Pay Scale: Rs. 5200-20200 (Grade Pay Rs. 2,000/-)

**Minimum Qualifications:**

B. Lib. Information Science.

**Desirable:** Experience and practice of Typing/Data Entry Operation or experience of working in a computerized library.

Age: Not more than 35 years

**34. LAB ASSISTANT**

Pay Scale: Rs. 5200-20200 (Grade Pay Rs. 2,000/-)

**Minimum Qualifications:**

B.Sc. with Chemistry/Computer Science/relevant subject/BCA OR  
Diploma of 3 years in the relevant field.

**Desirable:** Certificate course in instrumentation or experience of handling sophisticated instruments or good knowledge of computer maintenance.

Age: Not more than 35 years

**35. LOWER DIVISION CLERK**

Pay Scale: Rs. 5200-20200 (Grade Pay Rs. 1,900/-)

**Minimum Qualifications:**

A Graduate with good academic record. A Typing speed of 40 w.p.m. in English.

**Desirable:** Good Knowledge of computer

applications. Age: Not more than 35 years

**36. CARETAKER**

Pay Scale: Rs. 5200-20200 (Grade Pay Rs. 1,900/-)

**Minimum Qualifications:**

10+2 or equivalent qualification from a recognised Board.

Experience of maintenance including sanitation, upkeep &

security. Age: Not more than 35 years

**37. DRIVER**

Pay Scale: Rs. 5200-20200 (Grade Pay Rs. 1,900/-)

(Selection through Driving Test and Interview)

**Minimum Qualifications:**

i. Secondary or equivalent examination from a recognised Board.

ii. Valid Driving License for Light / Medium Vehicles

iii. Should have at least 3 years experience of driving and maintenance of vehicles.

Age: Not more than 35 years

**38. ELECTRICIAN**

Pay Scale: Rs. 5200-20200 (Grade Pay Rs. 1,900/-)

**Minimum Qualifications:**

Secondary or equivalent examination from a recognised Board alongwith Industrial Training Institute Certificate in Electrician Trade with at least 60% marks.

Two years experience as Electrician in a reputed organization

Age: Not more than 35 years

**39. COOK**

Pay Scale: Rs. 5200-20200 (Grade Pay Rs. 1,900/-)

**Minimum Qualifications:**

At least 10<sup>th</sup> standard pass with experience of at least 3 years in the



Kitchen of a Hostel / Canteen / Guest House /Hotel.

Age: Not more than 35 years

**40. COOK-CUM-ATTENDANT**

Pay Scale: Rs. 5200-20200 (Grade Pay Rs. 1,900/-)

**Minimum Qualifications:**

Candidate possessing at least 10<sup>th</sup> standard pass and having experience of at least 3 years in the Kitchen of Hostel/ Canteen /Guest House.

Age: Not more than 35 years

**41. LIBRARY ATTENDANT**

Pay Scale: Rs. 5200-20200 (Grade Pay Rs. 1,800/-)

**Minimum Qualifications:**

10+2 or its equivalent examination from a recognised Board with certificate course in Library Science from a recognized Institution.

Age: Not more than 35 years

**42. LAB ATTENDANT**

Pay Scale: Rs. 5200-20200 (Grade Pay Rs. 1,800/-)

**Minimum Qualifications:**

10+2 or its equivalent examination with Science subjects from a recognised Board.

**Desirable:** Experience of working in a science laboratory

Age: Not more than 35 years

**43. PEON/OFFICE ATTENDANT**

Rs. 5200-20200 with a Grade Pay of Rs. 1, 800/-

**Minimum Qualifications:**

At least 10<sup>th</sup> standard pass.

Age: Not more than 35 years

**44. KITCHEN ATTENDANT / CLEANER**

Rs. 5200-20200 with a Grade Pay of Rs. 1,800/-

**Minimum Qualifications:**

At least VIII standard pass with experience of working in a Hostels / Canteen/Hotel or any large eating – houses.

Age: Not more than 35 years

**45. HOSTEL ATTENDANT**

Rs. 5200-20200 with a Grade Pay of Rs. 1, 800/-

**Minimum Qualifications:**

At least 10<sup>th</sup> standard pass.

Age: Not more than 35 years

**WRITTEN CONTRACT OF APPOINTMENTS**

Every teacher and member of the academic staff of the University shall be appointed on a written contract, as stipulated under section 33 (1) read with statutes 22 (3) of Central Universities Act, 2009, the form of which is hereby prescribed and appended to this ordinance”.

*TO BE TYPED ON RS. 100/- NON-JUDICIAL STAMP  
PAPER & SUBMIT ONE ORIGINAL AND TWO COPIES  
THEREOF.*

**SERVICE CONTRACT**

ARTICLES OF AGREEMENT EXECUTED on this \_\_\_\_\_ day  
of \_\_\_\_\_  
\_\_\_\_\_ the year Two Thousand the \_\_\_\_\_ Year of the  
Republic of India between  
\_\_\_\_\_ S/O/D/O/W/O \_\_\_\_\_ aged  
\_\_\_\_\_ years, residing at \_\_\_\_\_ of the  
first part (hereinafter called ‘the party of the first part’) and the IIMT UNIVERSITY of the  
second part.

WHEREAS the IIMT UNIVERSITY (hereinafter referred to as “the University”) have engaged the party of the first part as  
\_\_\_\_\_ (Designation) and the party of the first part has agreed to serve the University on the terms and conditions hereinafter contained;

Now these present witness and the parties here to respectively agree as follows:

1. The party of the first part shall submit to the orders of the University and of the authorities under whom he may from time to time, be placed by the University and shall remain in the service commencing from the date of joining duty \_\_\_\_\_ (Date) subject to the terms and conditions herein contained.
2. The party of the first part shall devote his/her whole time and attention efficiently and diligently to his/her duties and at all time obey the rules including the University Servants Conduct Rules prescribed for the time being for the regulations of the branch of the University to which he may be attached and shall whenever required to perform such duties as may be assigned to him/her from time to time.
3. The party of the first part shall be of the Teacher’s/Officer’s rank and his/her status shall be that of \_\_\_\_\_ (Designation) in \_\_\_\_\_ (Department/Centre/Office) as on the date of appointment.
4. The party of the first part shall be from the date of coming into force of these presents, be granted Rs. \_\_\_\_\_ (Basic Pay including the Grade Pay of Rs. \_\_\_\_\_) in the pay scale of Rs. \_\_\_\_\_. He/she shall also be eligible for the usual allowance admissible under the rules of the University/Govt. of India in force.



**ORDINANCE - 07**

**FEES PAYABLE BY STUDENTS OF THE UNIVERSITY**

As stipulated under Section 29 (e) of the Act

1. There will be a Fee Fixation Committee to determine the fee payable by the students for different courses. The Committee shall be empowered to review the fee from time to time.
2. The fee prescribed by the above committee shall be effective only after the approval of Academic Council and Executive Council.

**3. Due date and mode of payment:**

The students shall deposit fees as prescribed by the University from time to time on or before the date fixed by the University.

**4. Delay or default in payment:**

- i. If a student does not pay fee on time, a fine shall be levied on the total fee payable as follows:
  - a) 10% of the fees for the first 10 days
  - b) 20% of the fees for the next 10 days
  - c) 30% of the fees thereafter up to one month from the due date
- ii. The Vice Chancellor, or on his/her behalf any other officer to whom this/her power has been delegated may on the recommendations of the Director/Dean of the School concerned, relax any of the conditions for payment of fees in special cases provided the student concerned submits a written application stating the reasons for late payment of fee. Such applications should be submitted well ahead of the due dates, so that a decision may be taken.
- iii. Names of the defaulters, which shall be put up on the Notice Board, shall be removed from the rolls of the University with effect from the first day of the following month.
- iv. A student whose name has been struck off from rolls of the University may be re-admitted on the recommendations of the Dean of the School concerned and on payment of arrears of fees in full and other dues, together with a re-admission fee as fixed by the University. However, such re-admission shall be within the same semester and subject to the student fulfilling the minimum attendance criteria.
- v. Whenever a student proposes to withdraw from the University, he shall

submit an application to the Dean of the School concerned through the Head of the Department/Centre/Centre intimating the date of his/her withdrawal. If he/she fails to do so, his/her name shall continue to be kept on the rolls of the University for maximum period of one month following the month up to which he has paid the fees. He/She shall also be required to pay all fees/charges that may fall due during his/her period.

### **5. Blind students exemption:**

Blind students shall be exempted from payment of all the tuition fees.

### **6. Concession in fee:**

- i. The University shall award freeships to the students as per the guidelines issued by the GoI/UGC from time to time.
- ii. Fees concession for SC/ST/Kashmiri migrant students and any other category as per Govt. of India directives shall be applicable.

### **7. Refund of fees, security deposit etc.:**

The fee, security deposit etc. will be refunded as per the rules of the University from time to time.

7. The fees for the various Courses/Programmes, as decided by the University from time to time, shall be payable by the students.

8. Students shall not be issued Hall Tickets or allowed to appear at the Examinations unless they have cleared their dues and paid the examination fee.

### **9. Fees for re-checking Examination results:**

The fees for re-checking examination results shall be fixed by the University.

Provided that the fees shall be refunded to the candidate if, on re-checking the results, any error or omission is discovered in the results notified by the University.

### **10. Fees for the supply of Statement of Marks:**

1. Every candidate shall pay along with the examination fee, a fee as fixed by the University for the supply of statement of marks for each examination.
2. The statement of marks shall be sent to the candidates through the Head of the Department/Centre concerned.
3. Duplicate copies of Statement of Marks shall be supplied on payment of a fee as fixed by the University for each Statement of marks.

### 11. Fees for issuing transfer, provisional and other certificates:

1. The fees for issuing the following documents, and for duplicate copies thereof, shall be as prescribed by the University:
  - a. Transfer Certificate  
Duplicate copy of the Transfer Certificate
  - b. Provisional Certificate of having passed an examination of the University  
Duplicate copy of the above
  - c. Degree Certificate (In-person)  
Degree Certificate (In-absentia)  
Duplicate copy of Degree (on production of FIR)
  - d. Bonafide Certificate
  - e. Any other certificate
  - f. Duplicate copy of any other certificate
2. A student or candidate, who wishes to add or to alter his/her name as originally recorded in the University Registers shall pay a fees fixed for the purpose by the University. Such addition or alteration shall be made to his/her original name as alias in the University Enrollment Register after he has fulfilled the necessary formalities.
3. A student who applies for alteration of the record of his/her date of birth as entered in the University Registers shall pay fees fixed for the purpose by the University. No change in the date of birth shall be made unless approved by the competent authority.

**ORDINANCE – 08**

**DOCTOR OF PHILOSOPHY PROGRAMME**

(As stipulated under Section 29 (d) of the Act)

This Ordinance shall apply to all programmes leading to the degree of Doctor of Philosophy.

**1. DEFINITIONS**

- (i) **“Approved College”** shall mean an college of higher learning approved by the University.
- (ii) **“BOS”** shall mean the Board of Studies of the School concerned.
- (iii) **“Candidate”** shall mean a person registered for the Ph.D. degree who has got his research plan duly recommended by RDC and approved by BOS.
- (iv) **“College/Institute”** shall mean an academic college maintained or admitted by the University to its privileges and includes an affiliated college/institute.
- (v) **“Caretaker Supervisor”** shall mean a member of the academic staff appointed to act as the candidate’s supervisor in the absence of the Supervisor before and/or after submission of the thesis.
- (vi) **“COE”** shall mean Controller of Examinations of the University.
- (vii) **“Degree”** shall mean the degree of Doctor of Philosophy (Ph.D.) of the University.
- (viii) **“Research Student/Candidate”** shall mean a person registered for the Ph.D and devoting adequate time for completing the requirements of this degree.
- (ix) **“Joint Supervisor”** shall mean a member of the academic staff of the University/other outside staff, other than the Supervisor, and approved by BOS on the recommendation of the RDC to guide/supervise the research work of the student/candidate.
- (x) **“Minimum Registration Period”** shall mean the minimum period for which a candidate must be registered, prior to the date of submission of the thesis.



- (xi) **“Ph.D.”** shall mean the degree of Doctor of Philosophy.
- (xii) **“RDC”** shall mean Research Degree Committee, and shall consist of Vice-Chancellor, Dean of the concerned School, Controller of Examinations, and two Professors other than the Supervisor/Joint Supervisor of the candidate to be nominated by the Vice-Chancellor. The Vice-Chancellor shall be the Chairman of the Committee.
- (xiii) **“Registration Period”** shall mean the length of period commencing with the date of preliminary registration at the University and ending on the date of submission of the thesis, counting out any gaps.
- (xiv) **“Sponsored Research Student/ Candidate”** shall mean a research student/  
candidate except that he receives complete financial support from the sponsoring organization/ employer.
- (xv) **“Student”** shall mean a person registered for the Ph.D. degree prior to becoming a candidate.
- (xvi) **“Supervisor”** shall mean a member of the academic staff of the University/other recognized/outside staff approved by BOS on the recommendation of RDC to guide/supervise the research work of the student/candidate.
- (xvii) **“University”** shall mean IIMT University, Meerut.
- (xviii) ODC shall mean Oral Defence Committee .
- (xix) **“RAC”** shall mean Research Advisory Committee.

**Note:** In this Ordinance where-ever ‘He’ and ‘His’ occurs, these shall mean to imply ‘he/she’ and ‘his/her’ respectively.

2. The University shall provide for studies and research leading to award of degree of Doctor of Philosophy.

The programmes shall be conducted at and through the colleges of the University. Subject to the guidance of the Academic Council and control of the concerned School, research studies for Ph.D. shall be organised by the Board of Studies of the concerned college.

3. A Research Student/ Candidate shall be required to pursue his research work or any prescribed course-work at the University under the

guidance of approved supervisor(s). The BOS may also permit a research student/ candidate to carry out either a part/ or full research work outside the University at a Research Centre approved by the Academic Council. Further, the BOS may permit the research student/candidate to work at his place of employment provided adequate facilities for research on the proposed topic of research are available there to the satisfaction of BOS. In the absence of such facilities the student will have to work at the University.

#### **4. ADMISSION ELIGIBILITY**

- (a) An applicant possessing any one of the following qualifications shall be eligible to apply for admission to a Ph.D. programme of the University.
- (i) A Master's degree in Engineering/ Technology/ Science/ Architecture/Humanities/Commerce/Law/Education/Pharmacy/ Management of a recognised Indian University, or a degree approved by Association of Indian Universities, or any other equivalent qualification to the satisfaction of Academic Council of the University, in the relevant field, with not less than 55% marks in aggregate and then has to appear for a personal interview.

JRF-NET/GATE/GPAT qualified with atleast 55 % marks at PG level will be exempted from entrance examination but has to appear for a personal interview.

- (ii) For applicants belonging to SC/ST category and/or physically handicapped applicants, a relaxation of 5% in marks shall be admissible under eligibility conditions .
- (iii) Teachers working in any University and having a teaching/research/other relevant experience of not less than 5 years, may be allowed a relaxation of 5% marks.

Provided that out of the two relaxations stipulated under clauses 4 (a) (iii),(iv) Only one relaxation is permissible for an applicant.

- (iv) Applicants who are in employment in any organization either in India or abroad will be eligible for registration as Research Student/Candidate provided:
  - a) They fulfill qualifications and/or experience.
  - b) The applicant proves to the satisfaction of the BOS that his employment duties will permit him to devote sufficient time for research and prescribed course if any;
  - c) the application for admission is endorsed by the Head of applicant's employing organization; and
  - d) if the applicant is serving in any organization located in a country other than India then such a Research Student/Candidate shall further satisfy the RDC/ BOS that his stay outside the country shall not debar him/her in having warranted guidance for his/her research work from the Supervisor(s).

Further,

1. The numbers of new enrolments will be limited to the vacancy in the respective subjects.
2. Preference will be given to Full-time Ph.D. students and faculty members, as a part of Faculty Development Program and Career Advancement.
3. Preference will be given to IIMT Faculty and Ph.D. guides.
4. If the application for becoming recognized Ph.D. guide is made from outside Meerut, then approval from the respective college will be mandatory under the circumstances the college from where the application has been moved would become a recognize research centre of the University. The University will develop necessary formats and procedures for this purpose.
5. The eligibility criteria for a recognized research guide will be 5 years teaching experience of post graduate colleges with minimum five research publications in the peer reviewed journals. The Ph.D. guide registration will be updated accordingly.
6. The University will encourage industries/institute with good research record to seek recognition as an approved "Research Centre" of the University.

7. To build the research culture, knowledge generation, wealth creation and social mobilization as also interdisciplinary approach, the University will make provisions for awarding fellowships/research associate ship.

**5. PRELIMINARY REGISTRATION**

Applications for joining the Ph.D. programme shall be submitted on a prescribed Form. The applications of applicant who fulfill the eligibility criteria as laid down in clause 4 shall be placed before the RDC of the concerned Department for its recommendations. If approved by the RDC, the student shall be allowed preliminary registration from the date of payment of prescribed fees.

**6. COURSE WORK**

Admitted candidates have to complete six months course work and pass out before confirmation of his registration for Ph.D. Exemption from course work will be given to those who have registered after M.Phil degree.

- The coursework comprises of one or two semesters.
- Total number of Credits assigned for the Course Work (one/two Semesters) is 16.
- The detailed syllabi for the coursework of Ph.D. programme shall be prepared by the Board of Studies of the respective discipline.
- It will also specify the scheme of examinations.
- The BOS of respective discipline will be empowered to add, modify or change the prescribed papers for semester/s from time to time.

**SEMESTER WISE COURSE WORK DESIGN FOR PH.D.**

**COMMERCE AND MANAGEMENT**

S. NO.	NAME OF PAPER	CREDITS
1	Research Methodology	3
2	Quantitative Techniques	3

3	Computer Applications	3
4	Elective Course as per Topic	3
5	Research Proposal/Term paper	4

**EDUCATION**

1	Research Methodology for Social Sciences	3
2	Quantitative Methods for Social Sciences	3
3	Computer Applications in Research	3
5	Elective Subject as per Topic	3
6	Term Paper/Research Paper	4

**LAW**

1	Research Methodology for Social Sciences	3
2	Quantitative Methods for Social Sciences	3
3	Computer Applications in Research	3
5	Elective Subject as per Topic	3
6	Term Paper/Research Paper	4

**ENGINEERING AND TECHNOLOGY**

1	Research Methodology for Social Sciences	3
2	Quantitative Methods for Social Sciences	3
3	Computer Applications in Research	3
5	Elective Subject as per Topic	3
6	Term Paper/Research Paper	4

**BASIC AND APPLIED SCIENCES**

1	Research Methodology for Social Sciences	3
2	Quantitative Methods for Social Sciences	3

3	Computer Applications in Research	3
5	Elective Subject as per Topic	3
6	Term Paper/Research Paper	4

**7. RESEARCH PLAN**

- (a) Each student who has a preliminary registration shall be required to submit his Research Plan before the RDC duly signed by supervisor.
- (b) On the basis of the content of the Research Plan, the RDC shall either recommend the case for consideration and approval of the concerned Advisory Committee, or, may ask the student to make a fresh presentation of the Research Plan.

The students may take any course/courses of their choice.

The RDC will approve the thesis supervisor(s) or, in case it deems fit not to approve the proposed supervisor, or any of the joint supervisors, it may advise the student to propose alternate names for consideration of the RDC.

- (c) A research student/candidate must get his Research Plan approved within 6 months of his preliminary registration, failing which the same shall be cancelled.
- (d) After completing the Course work, the students is asked to give a presentation in the presence of their advisory board Committee (RAC) and on their approval his/her registration shall be confirmed.
- (e) After completing his research works the student is required to give a piece work seminar lecture for his work in the presence of advisory members (RAC) who will approve the suitability for the award of Ph.D. thesis which shall be placed in RDC.

**8. REGISTRATION AS A CANDIDATE**

- (a) After the approval of the Research Plan and the names of Supervisor(s) of a research student/ candidate, the case shall be submitted to the BOS for its consideration and approval within a maximum period of one month. If an approval is not accorded by the BOS, then such a research

student/candidate may submit his/her case for fresh approval, through the RDC, after presenting a fresh/modified Research Plan.

- (b) After the approval of the BOS, and after the student has paid the fees prescribed by the University, a student shall be formally registered as a candidate with effect from the date on which the BOS accorded its approval, or, from any other date specified by the BOS.
- (c) A candidate shall be required to condone his Registration by the recommendation of supervisor, every year, and pay the fees as prescribed by the University.

### 9. THESIS SUPERVISORS

- (a) Each candidate shall have a supervisor, duly approved by the University, as provided in clause (b). A candidate may also have one joint supervisor.
- (b)
  - (i) Any regular teacher of the University (Lecturer/Reader/Professor) who holds a Ph.D. degree with research/ book publications and has a teaching/research experience of not less than 3 years shall be eligible to be a supervisor or a joint supervisor.
  - (ii) A teacher with a Ph.D. but with experience of teaching/research of less than 3 years, will be eligible to become a joint supervisor.  
The allocation of Research Supervisor for a selected research scholar shall be decided by the Department concerned depending on the number of scholars per Research Supervisor, the available specialization among the Supervisors and research interests of the scholars as indicated by them at the time of interview/*viva voce*.
- (iii) A recognized teacher working in college of the University who holds a Ph.D. degree, a teaching experience of not less than 3 years and has an established record of independent research shall be eligible for the appointment either as a supervisor or a joint supervisor.
- (iv) Only a full time regular teacher of the concerned University/ College can act as a supervisor. The external supervisors are not allowed. However, Co-Supervisor can be allowed in inter-disciplinary areas

from other departments of the same institute or from other related colleges with the approval of the Research Advisory Committee.

- (v) The BOS, on the recommendation of the RDC, shall consider the names of the Supervisor, and if it approves of the same, these shall be appointed after obtaining approval of the Vice-Chancellor. If the names proposed by the applicant are not approved, the student may be asked to suggest other names, or, in exceptional circumstances assigned by the Dean, with the concurrence of the student and the supervisor, and approval of the Vice-Chancellor.
- (vi) At any given time, a Professor shall not have more than 8 Ph.D. candidates, a Reader more than 6 candidates, and a Lecturer more than 4 candidates registered under him.

### **RESEARCH ADVISORY COMMITTEE:**

A RAC will be constituted by the Vice Chancellor with research guides and two Astd./Associate/Professors as members (mandatory).

There shall be a Research Advisory Committee, or an equivalent body for similar purpose as defined in the Statutes/Ordinances of the College concerned, for Ph.D. scholar. The Research Supervisor of the scholar shall be the Convener of this Committee. This Committee shall have the following responsibilities:

- To review the research proposal and finalize the topic of research;
- To guide the research scholar to develop the study design and methodology of research and identify the course(s) that he/she may have to do.
- To periodically review and assist in the progress of the research work of the research scholar.



**10. PERFORMANCE MONITORING**

- (a) The academic/research progress of each student/candidate will be monitored by the RDC. For this purpose, each candidate will be asked to submit a progress report at the end of each semester to his supervisor(s). On receipt of the progress report, the supervisor(s) shall arrange with RDC for a review.
- (b) The RDC after having considered the progress report of each candidate shall recommend one of the following:
  - (i) Continuation of registration
  - (ii) Continuation of registration and issuance of a warning to the candidate and making recommendation in consultation with the supervisor(s), of steps necessary to improve his performance.
  - (iii) **Termination of registration.** The minimum registration period for allowing a candidate to submit the thesis proposal shall be increased by six months, every time a warning has been issued.

**11. REGISTRATION PERIOD REQUIREMENTS**

- (a) The minimum period of Registration after which a candidate can submit his thesis shall be three years from the date of registration as a candidate. The period can be further increased as provided in clause 9(b).
- (b) A research student/candidate shall normally be allowed to submit his thesis within a maximum period of 6 years. However, in exceptional cases (woman candidate and candidate with more than 40% disability), this limit may be extended up to a maximum period 8 years. The Re-Registration is required thereafter the prescribed maximum limit..

**12. PRE-THESIS SUBMISSION PRESENTATION**

- (a) A pre-thesis submission presentation by the candidate before the RDC is an essential requirement. On completion of the research work, the candidate shall submit to the RDC through his supervisor(s), 8 copies of the Summary of his research work including bibliography and make a presentation at which faculty members and other research students may be present.

- (b) The candidate shall be required to submit his thesis within three months from the date of pre-thesis submission presentation by the candidate. However, in case a candidate fails to submit his thesis within the stipulated time and has suitable justification for the same, the Dean of the School may, on recommendations of RDC grant an extension of not more than three months i.e., the candidate may be allowed to submit his thesis within a period not exceeding 6 months from the date of pre-thesis submission presentation.
- (c) The candidate will be required to submit a certificate from his supervisor(s) in the prescribed format countersigned by the Dean that the work embodied in the thesis entitled “\_\_\_\_\_” is original and has been carried out by the author and that it has not been submitted in full or in part for any other diploma or degree of this or any other University.

**13. APPOINTMENT OF EXAMINERS**

- (a)
  - (i) A panel of at least six experts in the subject area of research work would be suggested by the supervisor(s) and placed before the RDC for its recommendations. The RDC may delete any of the name(s) proposed by the supervisor(s) and/or add any names.
  - (ii) A person from the same college where the candidate is employed cannot be appointed as an external examiner. Further a person from a college to which the Supervisor and/or joint Supervisor of the candidate belongs, cannot be appointed as an external examiner.
- (b) On receipt of the title and synopsis of the thesis, the Director/Dean shall send the panel of examiners as approved by the RDC to the Vice-Chancellor who will appoint the Board of Examiners for the thesis. The Board shall consist of one internal examiner from amongst the supervisor(s), and two external examiners . The examiners shall normally be chosen from the panel of examiners recommended by the RDC. In case one or more examiners so appointed decline to examine the thesis, another examiner shall be appointed out of the panel. In case the panel gets exhausted, RDC shall recommend additional names.

**14. THESIS SUBMISSION**

- (a) The thesis shall be a piece of research work characterized either by discovery of new facts or enunciation of a new theory or theories or by fresh interpretation of known facts. It should bear evidence of the candidate's capacity for analysis and judgement as well as his ability to carry out independent investigation, design or development. A thesis may be supplemented by published work if necessary. No part of the thesis or supplementary published work, shall be submitted for the award of any other diploma or degree.
- (b) The thesis shall be written in English in specified format in accordance with the instructions issued.
- (c) A candidate may submit his thesis within the time period as stipulated, provided he has:
  - (i) Completed the minimum period of registration as provided.
  - (ii) Has published minimum of 2 research papers in the Journals of national/international (repute)
- (d) Three copies of the thesis in soft binding alongwith one copy on Electronic media for record must be submitted to the COE for evaluation. In case of a candidate being supervised by more than one supervisors, appropriate number of additional copies must be submitted.

**15. EVALUATION**

- Prior to the submission of the dissertation/thesis, the scholar shall make a presentation in the Department before the Research Advisory Committee of the College concerned which shall also be open to all faculty members and other research scholars. The feedback and comments obtained from them may be suitably incorporated into the draft dissertation/thesis in consultation with the Research Advisory Committee.

- Ph.D. scholars must publish at least one (1) research paper in refereed journal and make two paper presentations in conferences/seminars before the submission of the dissertation/thesis for adjudication, and produce evidence for the same in the form of presentation certificates and/or reprints.
- The Academic Council (or its equivalent body) of the College shall evolve a mechanism using well developed software and gadgets to detect plagiarism and other forms of academic dishonesty. While submitting for evaluation, the dissertation/thesis shall have an undertaking from the research scholar and a certificate from the Research Supervisor attesting to the originality of the work, vouching that there is no plagiarism and that the work has not been submitted for the award of any other degree/diploma of the same college where the work was carried out, or to any other college.
- The Ph.D. thesis submitted by a research scholar shall be evaluated by his/her Research Supervisor and at least two external examiners, who are not in employment of the College/College, of whom one examiner may be from outside the country. The *viva-voce* examination, based among other things, on the critiques given in the evaluation report, shall be conducted by the Research Supervisor and at least one of the two external examiners, and shall be open to be attended by Members of the Research Advisory Committee, all faculty members of the Department, other research scholars and other interested experts/researchers.
- The public *viva-voce* of the research scholar to defend the dissertation/thesis shall be conducted only if the evaluation report(s) of the external examiner(s) on the dissertation/thesis is/are satisfactory and include a specific recommendation for conducting the *viva-voce* examination. If one of the evaluation reports of the external examiner in case of Ph.D. thesis, is unsatisfactory and does not recommend *viva-*

*voce*, the College shall send the dissertation/ thesis to another external examiner out of the approved panel of examiners and the *viva-voce* examination shall be held only if the report of the latest examiner is satisfactory. If the report of the latest examiner is also unsatisfactory, the dissertation/ thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree.

- The Colleges shall develop appropriate methods so as to complete the entire process of evaluation of Ph.D. thesis within a period of six months from the date of submission of the dissertation/thesis.

**(a) Evaluation of Thesis**

- (i) Each examiner will be requested to submit to the COE, a detailed assessment report and his recommendations on a prescribed Performa within 3 months of the date of receiving the thesis.
- (ii) In the event that the assessment report is not received from an examiner within 6 months, the Vice-Chancellor may appoint another examiner from the panel of examiners for evaluating the thesis.
- (iii) The examiners shall be required to state categorically whether in their individual opinions, the thesis should be:
  - a) accepted for the award of Ph.D. degree, or
  - b) referred to the candidate for presentation in the revised form, or
  - c) rejected.

The examiner shall state the reasons for recommending resubmission/rejection of the thesis. If resubmission is recommended, the examiner shall specifically indicate the modifications that need to be made in the thesis by the candidate.

- (iv) In the event of the candidate being required to submit a revised thesis, he/she shall, submit the same within a period of one year from date of communication in this regard from the COE. However, in exceptional circumstances this period may be extended by RDC by one more year but the total revision time will not exceed two years. The revised thesis shall be sent for assessment to the original panel of examiners. In the

event of one or more or original external examiners not being available, an additional external examiner may be appointed.

**(b) ORAL DEFENCE**

- (i) A candidate, whose thesis is recommended for acceptance in accordance with provision of clause 14(a)(iv) on the basis of thesis evaluation, shall be required to defend his work/thesis orally before a duly constituted committee, hereinafter referred to as Oral Defence Committee (ODC), during working hours of the University at the University premises. Any deviation from this should have prior permission of Vice-Chancellor.
- (ii) ODC shall consist of the HOD of the concerned Department, the supervisor(s), and two advisory committee members (RAC) to be appointed by the Vice-Chancellor.
- (iii) On the completion of all the stages of examination, ODC shall recommend to RDC to approve one of the following:
- (a) That the degree be awarded,
  - (b) That the candidate be re-examined at a later specified time in a specified Manner,
  - (c) that the degree not be awarded, In case of (a) and (b), the COE in consultation with Dean shall also provide to the candidate a list of all corrections and modifications required in the thesis, including suggestions made by the examiners during the thesis evaluation.
- The candidate shall thereafter submit two hard-bound copies of the thesis, incorporating all necessary corrections/modifications.

**16. AWARD OF DEGREE**

- (i) The Degree shall be awarded by the University provided that:
- a) RDC so approves,
  - b) The candidate produces a “No Dues Certificate’ in the prescribed form,
  - c) The candidate has submitted two hard bound copies of the thesis; one for the Department Library and one for the Central Library. These should incorporate all necessary corrections/modifications, if any.

- (ii) Hard bound copies and CD ROM of the Ph.D. thesis, submitted after the oral defence examination, must contain the copyright certificate in the beginning of the thesis, on a separate page on the left side:

**17. LEAVE AND ATTENDANCE**

A student/candidate will be entitled to avail leave as per Leave Rules/Attendance

Rules formulated and amended from time to time by the Academic Council.

**18. CANCELLATION OF REGISTRATION**

Registration of a student/candidate shall be cancelled in any one of the following

eventualities, after due approval of Vice-Chancellor:

- (i) If he absents himself for a continuous period of six weeks without prior intimation/sanction of leave.
- (ii) If he/she resigns from the Ph.D. programme and the resignation is duly recommended by RDC.
- (iii) If he fails to renew his registration in any year subject to the provisions contained in these Ordinances.
- (iv) If his academic progress is found unsatisfactory in terms of Clause 9 of this Ordinance.
- (v) If he is found to be involved in an act of misconduct and/or indiscipline and termination is recommended by the RDC or any other authority authorised by the Academic Council.

**18.** Notwithstanding anything contained in these Ordinances, all categories of students/candidates shall be governed by the rules and procedures framed by the Academic Council on this behalf, and in force from time to time.

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

**Instructions for preparation of Ph.D. thesis**

1. Thesis should be type-written on good quality A-4 size paper in double space with sufficient margins, font size 12, TIMES NEW ROMAN, double spacing, preferable number of pages 300 for Ph.D. and 500 for D.Lit.
2. Suitable reproduction of Indian-ink diagrams should be used. Photographs should be suitably mounted on the same quality paper as the thesis.
3. References should be given in a style in the text consistent with a standard journal in the field.
4. Three copies of the thesis in soft binding alongwith one copy on 3.5” CD/ DVD for record must be submitted to COE for evaluation. In case of a candidate being supervised by more than one supervisor, appropriate number of additional copies must be submitted.
5. The cover should be printed in block letters.
6. After the viva-voce examination, two copies of the thesis in maroon colour hard cover binding must be submitted. The cover should have the material indicated in the item 5 above printed on it. Besides, the following should be printed on the spine of the thesis: (a) the year of publication at the top; (b) the author’s last name in the middle; and (c) Ph.D. at the bottom.
7. The contents of the thesis should have the following format:
  - (i) Inner cover page;
  - (ii) Certificate of the Supervisor(s);
  - (iii) Acknowledgements;
  - (iv) Abstract;
  - (v) Table of Contents;
  - (vi) List of Figures/Tables;
  - (vii) Body of the thesis;
  - (viii) References;
  - (ix) Appendices; and
  - (x) Brief bio-data of the author.
8. The inner cover page should read as follows:

Submitted in partial fulfillment of the requirement of the degree of  
Doctor of Philosophy



**ENTRANCE EXAMINATION FOR PH.D.**

Entrance examination will comprise of two sections as follows:

**Type of Test Duration Max. Marks**

Section-I Aptitude Test (50 MCQ) 1 hr. 100

Section-II Subject Specific Test (Objective/ Subjective) 2 hrs. 150

(A) Section I - Aptitude Test will be Objective type (MCQ), based on:

- (i) General Awareness
- (ii) English Language and Comprehension
- (iii) Numerical Ability and Data Interpretation
- (iv) Logical Reasoning

(B) Section II - Subject Specific Test will also be Objective type (MCQ) and subjective, based on subject specific discipline.

Syllabi for different Subject Specific Tests will be of PG level.

**Each correct answer of MCQ shall be awarded 2 marks**

**ORDINANCE - 09**

**CONVOCATION**

**Convocation**

Convocation for the purpose of conferring Degrees shall be held on such date and place as may be fixed by the Chancellor.

**Special Convocation**

A special Convocation may be held at such time as may be decided by the Executive Council for the purpose of conferring Honorary Degrees in accordance with the procedure or for the purpose of conferring other Degrees under special circumstances on the recommendation of the Academic Council.

The Convocation shall consist of the body corporate of the University.

The Chancellor shall preside over at the Convocations of the University held for conferring Degrees.

In the absence of the Chancellor, the Vice Chancellor shall fix the date and preside over the Convocations.

**Notice**

Not less than four weeks' notice shall be given by the Registrar for meetings of the relevant statutory authorities for the Convocation.

The Officer concerned shall, with the notice, issue to each member of the Convocation, a programme of the procedure to be observed thereat.

The candidates who have passed their examinations in the years since the last

Convocation shall be eligible to be admitted to the Convocation.

Provided that in case the Convocation is not held in a particular year, the Vice Chancellor shall be competent to authorise admission of successful candidates in the year to their respective Degrees in absentia and issue the degrees on payment of prescribed fee.

### **Application**

A candidate for the Degree must submit to the Officer concerned his/ her application on or before the date prescribed for the purpose for admission to the Degree at the Convocation in person along with the prescribed fee.

Such candidates who are unable to present themselves in person at the Convocation shall be admitted to the Degree in absentia by the Chancellor and their Degrees shall be given by the Controller of Examinations on application and payment of the prescribed fee.

### **Fees**

The fee for admission to the Degree at the Convocation in person and in absentia shall be fixed by the University.

### **Honorary Degree**

Honorary Degree shall be conferred at Convocation / Special Convocation and may be taken in person or in absentia.

The presentation of the persons at the Convocation on whom Honorary Degrees are to be conferred shall be made by the Vice Chancellor or by a person nominated by him.

Candidates at the Convocation shall wear Academic Dress (gowns) appropriate to their respective Degree as specified by the University. No candidate shall be admitted

to the Convocation who is not in proper Academic Dress as prescribed by the University.

**Procedure of Convocation:**

(a) For the award of degree at the Convocation, candidates present shall be formally presented to the Chancellor or in his/her absence to the Vice Chancellor for admission to their respective degrees. The Deans of respective Schools of Studies will present the candidates for admission to the respective Post-Graduate degrees. Senior-most professor will present the candidates for admission to the doctoral degree. The Registrar or the person appointed for the purpose by the Vice Chancellor will present the candidates for degrees in absentia. The names of the recipients of medals and prizes shall be read out by the Registrar or the by the person appointed for the purpose.

(b) Degree/ Certificate shall be supplied to the candidates in a manner to be prescribed by the Vice Chancellor after the Convocation is over.

(c) The Chancellor, The Chief Guest, The Vice-Chancellor, the Pro-Vice-Chancellor, the Registrar, the Controller of Examinations, the Finance Officer, the Deans of Schools and the members of the University Authorities shall wear their special convocation dress as prescribed by the University.

(d) The Chancellor, The Chief Guest, The Vice-Chancellor, the Pro-Vice Chancellor, the Registrar, the Controller of Examinations, the Finance Officer, the Deans, the members of the University Authorities shall assemble in the meeting room at the appointed hour and shall walk in procession in the following order to the Convocation Hall:

The Controller of Examination (with the Convocation Flag)

**Members of the authorities**

The Court

The Academic Council

The Executive Council

The Boards of Schools

The Deans of Faculties

The Finance Officer

The Registrar

The Pro-Vice Chancellor

The Chief Guest

The Vice Chancellor

The Chancellor

(e) When the procession enters the Convocation Hall, the candidates and the audience shall rise and remain standing until the members of the procession have taken their seats.

(f) The Chancellor, the Chief Guest, the Vice -Chancellor, the Pro Vice-Chancellor, the Registrar, the Controller of Examinations, the Deans, the Finance Officer, the members of University Authorities shall take their seats in places reserved for them.

(g) The Registrar will then obtain the permission of the Chancellor or in his/her absence the Vice Chancellor, to declare the Convocation open.

(h) The Vice Chancellor then will deliver a welcome speech.

(i) The Convocation address will be delivered by the Chief Guest.

(j) The Chancellor or in his/her absence the Vice Chancellor, shall then say, "Let the candidates be presented".

(k) The person appointed for the purpose of presentation of candidates for their admission to respective degrees shall be in the following form. The candidates when presented will rise in their seats.

"Sir/Madam..... Chancellor/Vice Chancellor, Sir, I present to you.....  
Candidates who have been examined and found qualified for the Degree of.....to  
which I pray that they may be now admitted".

(l) The Chancellor or in his/her absence the Vice Chancellor will admit the candidates to the degree in the following words:

"By virtue of the powers vested in me as the Chancellor/Vice-Chancellor of the IIMT University Meerut, I admit you to the degree of.....and I charge you that ever in your life and conversation you show yourselves worthy of the same".

(m) The candidates will then take their respective seats.

(n) The Registrar or the person appointed for the purpose will then request the Chancellor or in her/his absence the Vice-Chancellor to admit the candidates in absentia to the various degrees in the following words:

"Chancellor/Vice - Chancellor Sir, on behalf of the other ..... candidates who have been examined and found qualified for the Degree of.....and have been permitted to receive their degrees in absentia. I pray that they be admitted to their respective degrees".

The Chancellor or in her/his absence the Vice Chancellor will admit those candidates to their respective degrees in the following words:

"By virtue of the powers vested in me as the Chancellor/Vice-Chancellor of the IIMT University Meerut, I admit those candidates to their respective degrees in absentia.

(o) The person designated for the purpose will then present the candidates for receiving Gold Medals that will be given to them by the Chief Guest or any other dignitary as decided by the Vice Chancellor.

(p) The person designated for the purpose will then present the candidates for receiving Prizes that will be given to them by the dignitary as decided by the Vice Chancellor.

(q) When all candidates have been admitted to their degrees, medals and prizes, the Registrar, when the Chancellor is present, shall propose a vote of thanks.

(r) After this the Registrar shall, with the permission of the Chancellor or in his/ her absence, the Vice Chancellor, declare the Convocation closed.

(s) The procession will then leave the Convocation Hall in the same order as that in which it entered, the graduates and the audience standing.

**ORDINANCE - 10**

**NORMS/REGULATIONS FOR PROMOTION THROUGH CAREER  
ADVANCEMENT OF ASSISTANT PROFESSORS, ASSOCIATE  
PROFESSORS, PROFESSORS AND OTHER ACADEMIC STAFF**

The promotion through career advancement of Assistant Professors/Associate Professors/Professors/other Academic Staff in the university shall be governed by the Norms/Regulations prescribed by the University Grants Commission in vogue and as amended from time to time.

**Selection Committees**

(a) The Selection Committee for the appointment /promotion to the post of Professor (direct recruitment/Career Advancement Scheme) shall have the following composition:

1. Vice-Chancellor or Acting Vice-Chancellor to be the Chairperson of the Selection Committee;
2. An academician nominated by the Chancellor;
3. Dean of the faculty, wherever applicable;
4. Chairperson of the Department/ School/Director of the Institute;
5. Three experts in the concerned subject/field nominated by the Vice-Chancellor out of the panel of names approved by the statutory body of the University.

Provided that the Vice-Chancellor may add more names to the panel in special circumstances and report these names to the Executive Council at its next sitting

6. An academician representing SC/ST/OBC/Minority/Women/Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the Selection Committee do not belong to that category.



At least four members including two outside subject experts, shall constitute the quorum.

(b) The Selection Committee for the appointment/promotion to the post of Associate Professor(direct recruitment/Career Advancement Scheme) shall have the following composition:

1. Vice-Chancellor or Acting Vice-Chancellor to be the Chairperson of the Selection Committee.
2. An academician nominated by the Chancellor.
3. Dean of the faculty, wherever applicable.
4. Chairperson of the Department/ School/ Director of the Institute/Principal of the College concerned. (if an appointment/promotion is to be made exclusively for teaching in the Institute/College);
5. Three experts in the concerned subject/field nominated by the Vice-Chancellor out of the panel of names approved by the statutory body of the University

Provided that the Vice-Chancellor may add more names to the panel in special circumstances and report these names to the Executive Council at its next sitting.

6. An academician representing SC/ST/ OBC/ Minority/ Women/ Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the Selection Committee do not belong to that category.

At least four members including two outside subject experts, shall constitute the quorum.

(c) Selection Committee for the appointment to the post of Assistant Professor shall have the following composition:

1. The Vice-Chancellor or Acting Vice-Chancellor to be the Chairperson of the Selection Committee;
2. An academician nominated by the Chancellor;
3. Dean of the concerned Faculty, wherever applicable;
4. Chairperson of the Department/School, Director of the Institute or Principal of the College concerned. (if an appointment is to be made exclusively for teaching in the Institute/College);
5. Three experts in the concerned subject nominated by the Vice-Chancellor out of the panel of names approved by the relevant statutory body of the University;

Provided that the Vice-Chancellor may add more names to the panel in special circumstances and report these names to the Executive Council at its next sitting.

- (g) An academician representing SC/ST/OBC/ Minority/ Women/ Differently-abled categories to be nominated by the Vice-Chancellor or Acting Vice-Chancellor, if any of the candidates representing these categories is the applicant and if any of the above members of the selection committee do not belong to that category.

At least four members including two outside subject experts, shall constitute the quorum.

**ORDINANCE — 11**

**EMOLUMENTS, TERMS AND CONDITIONS OF THE SERVICE OF THE  
VICE-CHANCELLOR, PRO VICE-CHANCELLOR, REGISTRAR, FINANCE  
OFFICER & CONTROLLER OF EXAMINATIONS**

**1. VICE-CHANCELLOR**

**Terms & Conditions:**

The Vice-Chancellor shall be Principal Executive and Academic Officer of the University and shall be appointed by the Chancellor for a term of 03 years. He can be reappointed after the expiry of the term for further period, decided by the Chancellor, if deemed fit by him. The suitable procedure can be adopted by the Chancellor for his appointment.

**Emoluments:**

The Vice-Chancellor shall be placed in the fixed pay of Rs. 75,000/- + Rs. 5,000/- as special allowance +D.A. All other eligibility and facilities for the Vice-Chancellor as provided in the Act/Statute of the University shall be applicable besides the pay.

**2. PRO VICE-CHANCELLOR**

**Terms & Conditions:**

The Pro Vice-Chancellor shall be Officer of the University and shall be appointed by the Vice-Chancellor from amongst the senior professors of the University with the approval of the Chancellor for a period determined by the Chancellor. The Pro-Vice Chancellor shall hold office at the pleasure of the Vice-Chancellor, however, any such action shall have the prior approval of Chancellor.

If the Pro Vice-Chancellor fails to act in accordance with the decisions of the Vice-Chancellor, Pro Chancellor or Chancellor his/her services as Pro Vice-Chancellor can be terminated forthwith. His/Her duties and responsibilities shall be as per Act & Statutes.

**Emoluments:**

The Pro Vice-Chancellor shall get an honorarium in addition to his / her salary as professor and such other facilities as decided by the Executive Council from time to time. This may be revised as per guidelines of the UGC from time to time.

**3. REGISTRAR**

**Terms & Conditions:**

The Registrar shall be selected by a committee consisting of Pro-Chancellor and Vice-Chancellor and the same will be subject to approval of Chancellor. The Registrar shall be Ex-officio Secretary of the Court, Executive Council, Planning Board, Academic Council. When the office of the Registrar is vacant or when the Registrar by reason of illness or any other

cause, is unable to perform the duties of his office, the duties of his office shall be performed by an officer authorized by the Vice-Chancellor with permission of Chancellor till the Registrar joins his duties or new appointment is made. The post of Registrar shall be filled only by direct recruitment. The powers, duties and responsibilities of the Registrar shall be as provided in the Act and Statutes.

**Emoluments:**

The Registrar shall be placed in the Pay Scale of Rs. 37400-67000 with a Grade pay of Rs. 10,000/- + D.A. and other facilities decided by the Chancellor. This may be revised as per guidelines of the UGC from time to time.

#### **4. FINANCE OFFICER**

**Terms & Conditions:**

The Finance Officer shall be selected by the Vice-Chancellor with the consent of the Chancellor by adopting a procedure. When the office of the Finance Officer is vacant or when the Finance Officer is, by reason of illness, absence or any other cause unable to perform the duties of his/her office, his duties shall be performed by the officer nominated by the Chancellor and in case it is not feasible his duties shall be performed by the Registrar.

The duties, responsibilities and powers of the Finance Officer shall be as per Act and Statutes.

**Emoluments:**

The Finance Officer shall be placed in the Pay Scale of Rs. 37400-67000 with a Grade pay of Rs. 10,000/- + DA + such other facilities as decided by the appropriate authority of the University. This may be revised as per guidelines of the UGC from time to time.

#### **5. CONTROLLER OF EXAMINATION**

**Terms & Conditions:**

The Controller of Examination shall be selected by the Pro-Chancellor. The Controller of Examination shall carry out duties related to his office as decided by the Executive Council under the supervision of the Vice-Chancellor. His duties, responsibilities and powers shall be as per Act and Statutes.

**Emoluments:**

He will be placed in the Pay Scale of Rs. 37400-67000 with a Grade pay of Rs. 10,000/- + DA + such other facilities as decided by the appropriate authority of the University. His pay may be revised as per guidelines of the UGC from time to time.

**ORDINANCE – 12**

**ASSIGNMENT OF DEPARTMENTS TO THE COLLEGES**

**List of Colleges & Departments**

**IIMT College of Medical Sciences**

Department of Nursing

Department of Physiotherapy

**College of Commerce & Management**

Department of Management Studies

Department of Hospital Administration

Department of Commerce

**College of Computer Science & Applications**

Department of Computer Application

**College of Education**

Department of Education

Department of Physical Education

**College of Engineering and Technology**

Department of Civil Engineering

Department of Mechanical Engineering

Department of Electronics & Communication Engineering

Department of Computer Science & Engineering

Department of Information Technology

Department of Electrical Engineering

**College of Hotel Management & Tourism**

Department of Hotel Management & Catering Technology

Department of Home Science & Clinical Nutrition

**College of Journalism & Mass Communication**

Department of Journalism & Mass Communication

**College of Law**

Department of Law

**College of Pharmacy**

Department of Pharmaceutics

Department of Pharmaceutical Chemistry

Department of Pharmacognosy

Department of Pharmacology

**College of Sciences**

Department of Chemistry

Department of Life Sciences (Botany, Zoology, Microbiology & Biotechnology)

Department of Mathematics

Department of Environment Sciences

Department of Physics

Department of Library Sciences

**ORDINANCE - 13**

**CREATION & COMPOSITION OF DIFFERENT BODIES**

As stipulated under Section 29 (m) of the Act

The Following committees shall be created for the improvement of academic stature of the university

**UNIVERSITY BUILDING COMMITTEE**

1. There shall be a Building Committee consisting of the following members, namely:
  - a. The Vice Chancellor (Chairperson)
  - b. A member of Planning Board nominated by Vice Chancellor
  - c. The Finance Officer
  - d. A Representative of User Department
  - e. Two teachers of the University not below the rank of Professor nominated by the Vice Chancellor
  - f. Head, Department of Civil Engineering, (where it exists),
  - g. Head, Department of Electrical Engineering, (where it exists) or
  - h. Director of Engineering College in the University or from nearby University Engineering College.
  - i. The University Engineer, or the University Architect or a Government Architect.

- j. The Registrar – Member Secretary

NOTE :The Director of the College/the Head of the Department/the Head of the College, who is the main user of the proposed Building, may be invited to attend the meeting in which the said project comes up for consideration.

2. The Committee shall...
  - a. be responsible for finalizing the Plans and Estimates of the various Building Projects.
  - b. be responsible for the maintenance and upkeep of the University Buildings;
  - c. Assess the cost of repairs, additions, alteration and demolition of the University Buildings annually and prepare the Budget for the same to be submitted for approval of the Executive Council.
  - d. exercise all such powers, as delegated to it by the Executive Council from time to time, and
  - e. Constitute one or more Sub-Committees to look after any of the functions and responsibilities assigned to it.
- 3) The Committee shall meet at least twice in a year, or as and when necessary.
- 4) One third members shall form the quorum.
- 5) The Building Committee shall be responsible for ensuring the completion of the building in accordance with the approved plans and estimates and proper utilization of the funds.



**PURCHASE COMMITTEE**

1. There shall be a Purchase Committee of the University for the purchase of goods consisting of the following members, namely :

- i. The Finance Officer or his representative
- ii. Head of the Department/Institution concerned;
- iii. Officer in charge of Purchase & Procurement- (Secretary).

2. The above Committee shall be responsible for procurement of goods as defined hereunder:

*The term “goods” includes all articles, material, commodities, live stock, furniture, fixtures, raw material, spares, instruments, machineries, equipments etc. purchased or otherwise acquired for the use of the University but excludes books, publications, periodicals etc. purchased for a library.*

3. The procedure to be followed in making procurement for the university School /Department/Centre/Division/Sections should conform to the following yardsticks:

- (i) The specifications in terms of quality, type etc., as also quantity of goods to be procured, should be clearly spelt out keeping in view the specific needs of the procuring School/Department/Centre/Division/Section.
- (ii) The specifications so worked out should meet the basic needs of the Department/Centre/Section without including superfluous and non-essential features, which may result in unwarranted expenditure.
- (iii) Care should also be taken to avoid purchasing quantities in excess of requirement to avoid inventory carrying costs;

- a. Offers should be invited following a fair, transparent and reasonable procedure;
  - b. The procuring authority should be satisfied that the selected offer adequately meets the requirement in all respects;
  - c. The procuring authority should satisfy itself that the price of the selected offer is reasonable and consistent with the quality required;
  - d. At each stage of procurement the concerned procuring authority must place on record, in precise terms, the considerations which weighed with it while taking the procurement decision.
  - e. School/Department/Centre/Division/Section may, with the approval of competent authority, procure the required goods from firms under DGS&D rates.
- (iv) The University may utilize the approved registered suppliers for procurement of goods through Limited Tender Enquiry. A Head of Department may also register suppliers of goods which are specifically required by the Department or Office.

**Purchase of goods without quotation :**

Purchase of goods upto the value of Rs.15,000/- (Rupees Fifteen Thousand) only on each occasion may be made without inviting quotations or bids on the basis of a certificate to be recorded by the competent authority in the following format.

“I, \_\_\_\_\_, am personally satisfied that these goods purchased are of the requisite quality and specification and have been purchased from a reliable supplier at a reasonable price”.

**Purchase of goods by Purchase Committee:**

Purchase of goods costing above Rs.15,000/- (Rupees Fifteen Thousand) only and upto Rs.1,00,000/- (Rupees One Lakh) only on each occasion may be made on the recommendations of a duly constituted Local Purchase Committee consisting of three members of an appropriate level as decided by the competent authority. The committee will survey the market to ascertain the reasonableness of rate, quality and specifications and identify the appropriate supplier. Before recommending placement of the purchase order, the members of the committee will jointly record a certificate as under.

“Certified that we \_\_\_\_\_, members of the Purchase Committee are jointly and individually satisfied that the goods recommended for purchase are of the requisite specification and quality, priced at the prevailing market rate and the supplier recommended is reliable and competent to supply the goods in question.”

**Purchase of goods directly under rate contract :**

The University may directly procure goods under rate contract from DGS&D. The prices to be paid for such goods shall not exceed those stipulated in the rate contract and the other salient terms and conditions of the purchase should be in line with those specified in the rate contract. The Department/Centre/Division/Section shall make its own arrangement for inspection and testing of such goods where required.

A demand for goods should not be divided in to small quantities to make piecemeal purchases to avoid the necessity of obtaining the sanction of competent authority required with reference to the estimated value of the total demand.

### **Advance payment to supplier:**

Ordinarily, payments for services rendered or supplies made should be released only after the services have been rendered or supplies made. However, it may become necessary to make advance payments in the following types of cases :

- (i) Advances payment demanded by firms holding maintenance contracts for servicing of air-conditioners, computers, other costly equipment, etc.
- (ii) Advance payment demanded by firms against fabrication contracts, turn-key contracts etc.

### **Such advance payments should not exceed the following limits:**

- (i) Thirty per cent of the contract value to private firms:
- (ii) Forty per cent of the contract value to a State or Central Government agency or a Public Sector Undertaking; or
- (iii) In case of maintenance contract, the amount should not exceed the amount payable for six months under the contract.

University may relax, in consultation with the Finance Officer, the ceilings (including percentage laid down for advance payment for private firms) mentioned above. While making any advance payments as above, adequate safeguards in the form of bank guarantee etc. should be obtained from the firm.

### **Part Payment to suppliers:**

Depending on the terms of delivery incorporated in a contract, part payment to the supplier may be released after receiving proof of dispatch of goods from its premises in terms of the contract.

### **Transparency, competition, fairness and elimination of arbitrariness in the procurement process:**

All conditions stipulated under Rule 160 of General Financial Rules, 2005 of Government of India issued by the Ministry of Finance Department of Expenditure shall be applicable.

- The Officer in charge of Purchase & Procurement shall convene the meeting of the Purchase Committee within 4 weeks from the date of receipt of indent or as and when necessary.
- The purchase committee shall approve the tenders of rates of the firms in different item requirements and the orders for the items approved by the aforesaid Committee shall be placed with these firms by university as and when necessary.
- In case the rates of the approved firms go up/down subsequently, the Purchase Committee meeting shall be convened again to approve of the rates before purchase are made.
- If the purchase of any item the rate which has not already been approved by the Committee should become necessary in exceptional circumstances and time does not permit the convening of a meeting of the Purchase Committee, the purchase of the item shall be approved by the competent authority and the same shall be placed before the next meeting of the Purchase Committee.
- Similarly, in the event of a change in the rate already approved by the Purchase Committee and when time does not permit the convening of a meeting of the Purchase Committee, the purchase of the revised rates shall be approved by the competent authority and the same shall be placed before the next meeting of the Purchase Committee.
- The Purchase Committee may appoint a Sub Committee consisting of at least three members, as and when required.
- One third of the members shall form the quorum.

### **GRIEVANCES REDRESSAL CELL**

A Committee of Grievance for Academic, Teaching and Non-teaching Staff consists of one senior professor and three faculty members.

#### **Powers and Functions:**

- I. Every Grievance for the above mentioned staff shall be registered and acknowledge.
- II. The officer nominated by the Vice Chancellor and the person responsible for addressing grievances should make himself/herself freely available to hear the grievances personally, at least once a week at fixed timings; and
- III. He/she will take decisions on grievances which are pending for more than three months. Aggrieved parties who are not satisfied with redressal in subordinate/attached formation can approach the Vice Chancellor for a decision.

### **EQUAL OPPORTUNITY CELL**

Equal Opportunity Cell comprising of 5 members belonging to different category in pursuance to UGC (Promotion of equality in higher education) Regulation 2012 to deal with grievance and complaints of the students related to victimization on the basis of cast, creed, religion, language, ethnicity, gender and disability is to be constituted by Vice-Chancellor.

In addition "Ombudsman" of the University to address the grievance complaint of students, right from the admission to the award of Degree is to be appointed from amongst the faculty by the Vice-Chancellor.

In addition the Dean Student Welfare is appointed by Vice-Chancellor who will look after welfare activities of students of University.

**ORDINANCE - 14**

**SENSITIZATION, PREVENTION AND REDRESSAL OF  
SEXUAL HARASSMENT**

**SEXUAL HARASSMENT**

A Committee is to be constituted by Vice-Chancellor to deal with cases of Sexual Harassment of Girls/Women at work place, colleges and hostels in the University premises. Gender Sanitization is the main motto of the committee and awareness among students is required.

**Powers and Functions:**

- I. Any type ease teasing and other written complaint received by individual or group pertaining to girls or women to be entertain.
- II. To enquire into allegation and make recommendation and report to the University administration for suitable action.
- III. To recommendation appropriate action on the complaint.

**ORDINANCE – 15**

**CURBING THE MENACE OF RAGGING IN**  
**HIGHER EDUCATION COLLEGES**

In compliance to the judgment of Supreme Court of India in the matter of Kerala University Vs. Council of Principals of Colleges of Kerla and guidelines issued by the U.G.C. in this regard, the Anti-Ragging Committee and Anti-Ragging Squad are formed and constituted as follows:

**ANTI-RAGGING COMMITTEE**

Chief Proctor	-	Chairman
Dean/Director/HOD	-	Member
Faculty Male	-	Member
Faculty Female	-	Member
Non-Teaching Staff	-	Member

The Committee shall monitor the Anti-Ragging activities in the University, suggest measures to prevent ragging, monitor the work of Anti-Ragging Squad and consider the recommendations of Anti-Ragging Squad and take appropriate decisions, including spelling out suitable punishment to those found guilty.

**ANTI-RAGGING SQUAD (Constitution)**

1. Dean-Students Welfare
2. Senior faculty Male
3. Non-Teaching Staff
4. Warden Girls Hostel



5. Warden Girls Hostel
6. Faculty Female
7. Warden Boys Hostel
8. Warden Boys Hostel

The squad shall have vigil, oversight and patrolling of areas, vulnerable of ragging, on the campus and outside e.g., Canteen, Hostels, Library, Bus Stops, Mess, Vacant Class Room etc. to prevent ragging. The Squad or its member receiving phone calls or getting information from any other source from the victim, if any, will rush to the spot for rescue and take other measures deemed fit in the given situation. The Squad will be in constant touch of Anti-Ragging Committee for prevention and control of ragging.

**ORDINANCE – 16**

**TRAVELING AND HALTING ALLOWANCE RULES**

As stipulated under Section 29 (n) of the Act

The honorarium and other charges fixed to be paid to the experts invited from outside the University for conduct of the business of Board of Studies, Examination Committee and similar other committees, as follows:

- |    |                  |                                  |
|----|------------------|----------------------------------|
| 1. | Honorarium       | Rs. 2000/- per expert            |
| 2. | Taxi Charges     | Rs. 10/- per km.                 |
| 3. | Halting Facility | At Guest House of the University |

**ORDINANCE - 17**

**AWARD OF UNDERGRADUATE/P.G. DEGREES AND  
DIPLOMAS/P.G. DIPLOMAS & CERTIFICATES OF THE  
UNIVERSITY**

**(FOR REGULARS ON CAMPUS MODE)**

As stipulated under Section 29 (d) of the Act

1. All the Courses/Programmes of study leading to award of respective Degrees/ Diplomas/Certificates shall be conducted by the Schools/Departments/ Centres established by the University and its Colleges.

**2. Duration of the Course/Programme**

- I) The duration of the Course/Programme shall be five years for integrated programmes spread over ten semesters with exit option after three years (six semesters) leading to the award of the Undergraduate Degree.
- II) The duration of Post Graduate Course shall be two/three years (four/six semesters)
- III) Ph.D. Programmes shall be governed as per UGC norms/Regulations as issued and amended from time to time.
- IV) The duration of the Certificate/Diploma Programmes shall be as decided by the University from time to time.
- V) A Student shall be required to attend at least 75% of the classes actually held in each subject to the satisfaction of the School/ Department/Centre and such seminars, sessional tests and practicals as may be prescribed. Relaxation to Students involved in Sport activities played at international level is given upto 10%. The Vice Chancellor may waive the attendance upto 10% based on the merit as special case.

**3. Eligibility for Admission:**

The eligibility criteria for admission to various Courses/Programmes offered by the University shall be as decided by the University from time to time:

**4. Courses/Programmes of study and framing of the Syllabi**

The Syllabi/Course structure for the Programme of study shall be as approved by the Academic Council on the recommendations of the School Board, Board of Studies of the Department /Institute concerned.

**5. Removal of Students from the Courses/Programmes**

The Dean of the School on a reference from a Department or Centre may recommend to the Vice Chancellor for the removal of a student from a Course/Programme on the basis of unsatisfactory academic performance and /or misconduct (as defined in the Regulations / Rules).

**6. Conferment of Honorary Degrees**

The Executive Council may, on the recommendation of the Academic Council and by resolution passed by a majority of not less than two-thirds of the members present and voting, make proposals to the Chancellor for the conferment of Honorary Degrees.

Provided that in case of emergency, the Executive Council may on its own, make such proposals.

The following Honorary Degrees may be conferred upon a person on the ground that he/she is, by reason of eminent position and attainments or by virtue of his/her contribution to learning or eminent services to the cause of Education or Society, a fit and proper person to receive such Degree(s); A committee to be constituted by the Chancellor to recommend the name of person(s) for the award of such degrees

Doctor of Literature/ Doctor of Letters (D.Lit.), Honoris Causa  
Doctor of Science (D.Sc.), Honoris Causa

Degrees, including Honorary Degrees, shall be conferred at convocation/special Convocation and may be taken in person.

**ORDINANCE - 18**

**CONDITIONS OF RESIDENCE OF THE STUDENTS  
OF THE UNIVERSITY**

As stipulated under Section 29 (h) of the Act

The objectives of the Halls of Residence (Hostels) are to:

- (a) provide to the students of the University a congenial place to live so that they can devote themselves to pursuit of higher learning;
- (b) provide enlightened guardianship to the students during an impressionable age when they are living away from their parents/guardians;
- (c) ensure that students coming from different backgrounds have an opportunity to live together, imbibe a spirit of cooperation and goodwill and acquire broader societal frame;
- (d) provide opportunities for co-curricular and extra-curricular activities for all round development or individual personality and for giving expression to their artistic and creative talent; and
- (e) develop in the students the capacity to govern their own affairs.

**Residence in Campus**

- (a) The students residing in the Halls of Residence shall pay such fee as may be prescribed by the relevant Ordinance from time to time.
- (b) The University shall maintain such Halls of Residence as may be necessary to fulfill the objectives of residence.
- (c) Every Hall of Residence shall have a name as the University may assign to it.
- (d) A Hall of Residence may accommodate reasonable number of students preferably not accommodating more than two students in a room.
- (e) Each Hall of Residence shall be under the charge of a Warden.

**Supervision and Control - Central Committee on Residence**

- (a) The supervision and control of the Hall of Residence is vested in the Vice Chancellor. The Chief Warden will assist the Vice Chancellor in performing his function with the help of a Central Committee on Residence.
- (b) The Central Committee shall be appointed by the Vice Chancellor.
  - (i) Dean, Students' Welfare;
  - (ii) Chief Warden;

- (iii) 3 Wardens of Halls of Residence maintained by the University by rotation.
- (c) The term of office of the Central Committee shall be two years in the first instance.
- (d) The functions of the Committee shall be as follows:
  - i. Management, selection and admission of students to the University Halls of Residence.
  - ii. Supervision of the Halls of Residence and advice University on matters of policy, etc; relating to their management;
  - iii. Maintenance of discipline amongst the resident students;
  - iv. Transfer of a student from one Hall to another; and
  - v. Such other duties as may be assigned by the Vice Chancellor.
- (e) The Committee may admonish a student for misconduct, may impose a fine as fixed by the University on a student, or may remove a student from the Hall of Residence.
- (f) The Central Committee shall meet as often as necessary and at least twice in every semester. Meetings shall be convened and presided over by the DSW and 1/3 of its members shall form the quorum.
- (g) The DSW shall submit the decision of the Committee to the Vice Chancellor who will, wherever necessary, place it before the Executive Council for consideration and further action.

### **Warden, Prefect and Local Committee**

- (a) The management of each Hall of Residence and the Mess attached to it shall vest in the Warden who will be assisted by the Prefect, appointed by the Warden, and a Local Committee which may consist of:
  - (i) Warden – Chairperson;
  - (ii) Prefect; and
  - (iii) Three to five students of the Hall of Residence.
- (b) The Local Committee shall be appointed by the Warden and its term of office shall be one year.
- (c) One or more Prefects may be appointed by the Warden who shall assign him/her such duties as he may deem proper for the smooth functioning of the Hall of Residence.

- (d) The Prefect shall hold office for one year and shall be entitled to free accommodation in the Hall of Residence during the period of office.

## **ELIGIBILITY AND PROCEDURE**

### **Admissions to Halls of Residence**

- a. All students registered for full-time Programmes of study, and who are not employed anywhere, are eligible to apply for accommodation in the Halls of Residence of the University and will be given first preference.
- i. As soon as a student ceases to satisfy any one of the conditions in (a) above, he will become ineligible for accommodation in the Hall of Residence.
  - ii. Students desirous of residing in University hall may apply in the prescribed form after admission to the Course in the Department.
  - iii. The Heads of Departments may forward all applications of selected candidates for admission to their respective departments to the Dean, Student's Welfare. The applications shall be scrutinized by the Central Committee which will allot a room in the Hall of Residence to each applicant.
  - iv. Students joining the University for the first time and those from distant places will be given preference for accommodation in the Hall of Residence.
  - v. The accommodation will be allotted for one academic year at a time. Every student shall submit a fresh application for admission to Hall of Residence in every subsequent year of study. The applications should reach the Warden of the Hall of Residence concerned at least 15 days before the commencement of the academic session each year. Re-admission will be permitted only after the resident is admitted to a Programme of study and after furnishing proof of having paid all Hall/tuition dues.
- b. Research personnel on projects sponsored by organizations like ICSSR, CSIR, UGC, ICAR. ICSSR in the University on a salary not exceeding the amount of UGC, ICAR and other recognized funding agencies will be accommodated in a Hall of Residence during the tenure of the project subject to availability.

### **Appointment, Powers and Functions of Wardens**

Wardens of Halls of Residence shall be appointed by the Vice Chancellor for a period of two years and they shall be eligible for reappointment.

1. The Wardens of the Halls of Residence shall perform such duties as are assigned to them by the Vice Chancellor from time to time and they shall

function in consultation with the Chief Warden.

2. Subject to the guidelines of the Central Committee the Warden shall allot rooms to the students and maintain a list of students along with permanent addresses of guardians and such other information as may be required, in a form prescribed by the appropriate authority.
3. In addition to the specific duties assigned by the Vice Chancellor the Wardens shall perform the following duties:
  - (i) Welfare of and discipline amongst the residents in the Halls of Residence and to maintain daily record of the resident students such as students present each day, students absent from the Halls of Residence together with reasons for absence.
  - (ii) Oversee health, hygiene and general life of the students in the Halls of Residence and to ensure that the students observe the Regulations and discipline in accordance with the Rules framed thereof.
  - (iii) Report to the Chief Warden all cases of misbehavior, indiscipline and illness of students residing in his Hall of Residence.
  - (iv) Safe custody and maintenance of such properties of the concerned Hall of Residence as are entrusted for their repairs within the funds allotted and norms laid down by the University authorities for the same.
4. The Warden shall have the right to inspect rooms.
5. The Wardens shall have administrative control over the staff assigned to the Hall of Residence.
6. The Warden shall be available in the Hostel Office everyday at specified hours to attend to official business and to the problems of resident students.
7. The Warden shall be responsible for the proper upkeep and maintenance of such properties of the concerned Hall of Residence, as are under his/her charge.
8. The Warden shall allot and supervise Rooms and Guest Rooms.
9. The Warden shall check the Resident Student's Register and the Guest Room Register.
10. The Warden shall take disciplinary action against a resident student for keeping any unauthorized guest.
11. The Warden shall order double-locking of rooms of resident students and their re-opening, when required.



12. The Warden shall take action for the eviction of resident students in consultation with the Chief Warden.
13. The Warden shall periodically verify the furniture and fittings of the rooms with the assistance of the Caretaker and take action for their repairs/replacement for obtaining additional furniture.
14. In case of misuse/damage of the property in the Hall of Residence by the students, the Warden shall impose necessary fines including withholding of the hostel deposit amount.

Unfurnished residential accommodation will be provided to a Warden on rent-free basis for the period of the Wardenship,

He/she shall be entitled to such allowance/special pay as the Executive Council may determine from time to time.

On the expiry of his/her term or on the termination of his/her appointment, the Warden shall be required to vacate his/her accommodation. The Warden shall also be required to vacate the room before proceeding on leave for a period exceeding 90 days during his/her tenure, unless he/she is granted special permission by the Vice Chancellor on the recommendation of the Chief Warden concerned for retaining the room.

### **Miscellaneous**

- 6.1. All students of the University, residing on campus, shall be under the disciplinary control of the Vice Chancellor, and of the authorities of the University.
- 6.2. The conditions of admission, accommodation and the organisation of mess in the Hall of Residence maintained by Warden shall be in accordance with the Rules, which may be framed in this regard by the University.
- 6.3. The prior approval of the Chief Warden shall be necessary for a Warden to go on leave.

When a Warden is on leave his/her responsibilities and functions will be distributed among other Wardens for the duration of his/her absence.

**ORDINANCE - 19**

**AWARD OF FELLOWSHIP, SCHOLARSHIPS, STUDENTSHIPS,  
MEDALS AND PRIZES**

As stipulated under Section 29 (f) of the Act

1. In order to encourage meritorious and deserving students to pursue Courses/Programmes of studies and research in the University without great financial strain, the University shall strive to provide for adequate number of Scholarships, Fellowships, Studentships and Free-ships, for financial help, and also provide for award of Medals and Prizes.
2. There shall be instituted Scholarships in every course to be awarded to the students of the University Colleges (wherever applicable) subject to availability of funds. Rules for award of the same will be laid down in the Regulations.
3. There shall be fee concession in the form of half and full Free-ships of tuition fee in each college.
4. There shall also be a scheme of Merit Scholarship, subject to availability of funds, where the rank holders in every course will be awarded Scholarship the quantum of which shall be decided by the University from time to time.
5. All types of Scholarships and Freeships shall be administered at the University level by a Committee to be constituted by the Vice-Chancellor.
6. There shall be Fellowships instituted in the University, subject to availability of funds, for studies or research as approved under the norms of funding agencies from time to time.

7. There shall be a scheme to award medals/prizes to the meritorious students of the University Colleges (wherever applicable) for their best performance in various University Examinations.
  
8. The University shall have power to institute endowments from time to time. There shall also be a Committee constituted by the Vice Chancellor for administration of each endowment and to implement the objects of the endowment.
  
9. Detailed guidelines shall be framed from time to time by the Executive Council governing the administration of Scholarships, Free-ships, Fellowships, Medals and other such endowments created in the University.

**ORDINANCE- 20**

**EQUIVALENCE COMMITTEE FOR RECOGNITION OF  
EXAMINATIONS AND DEGREES**

The Equivalence Committee formed and constituted in the University to facilitate the issue of equivalence of qualifications i.e., certificates and degrees awarded by the different Boards and Universities in India and abroad to assess the eligibility of the students to seek admission in IIMT University to pursue higher studies. The Committee will also take decision in the equivalence of any foreign degree with the degree awarded by Indian Universities for admission purpose.

The composition of the Committee is as follows:

- |  |   |          |
|--|---|----------|
| 1. Pro Vice-Chancellor   | - | Chairman |
| 2. Registrar   | - | Member   |
| 3. Dean / Director of the course, admission is sought to be nominated by the Vice Chancellor | - | Member   |
| 4. Admission Controller  | - | Member   |
| 5. HOD of the subject taught in the IIMT University against which admission is sought.       | - | Member   |

The above Equivalence Committee may also constitute expert committee / sub-committee to help the Equivalence Committee to take informed decision.

The committee will facilitate the IIMT University in finalizing the proposals from foreign Universities under Educational Exchange Programme and also the mutual recognition of their degrees.

In case of need arises, the Equivalence Committee may obtain information from Foreign Mission in India and / or may contact International Hand Book of Universities, published by AIU.

In case the committee is unable to conclude the equivalency of certificates or degrees forwarded to it, the matter may be referred to AIU, New Delhi, a supreme body in India to resolve such issues with permission of Vice-Chancellor of the University.

**ORDINANCE- 21**

**TRANSFER OF STUDENTS**

Transfer of a student from one College maintained by the University/University to another (wherever applicable) during a particular Course of study shall be permitted only on the production of:

- (i) A transfer/no objection certificate issued by the College/University from which the migration is sought;
- (ii) Certified copies of the report of attendance against his name in the register of students of the College concerned; and
- (iii) A certificate from the University / College testifying to the conduct of the student.

ORDINANCE — 22

**CODE OF CONDUCT OF EMPLOYEES OF THE UNIVERSITY**

1. All employee shall always maintain absolute integrity and devotion to duty and be strictly impartial and objective in official dealings.
2. Unless otherwise specifically provided in the appointment order, an employee is a whole time employee of the University and shall not engage directly or indirectly in any trade, business or work of any nature whatever.
3. All employees shall be required to be present at the place of work during the scheduled working hours save in cases where he/she is allowed leave of absence of the competent authority for good and sufficient reasons.
4. All employees shall perform duties assigned by a competent authority even beyond the scheduled working hours and on Holidays and Sundays if the exigencies of work so demand.
5. An employee shall leave the station of posting only with prior approval of the competent authority only during leave, holidays or vacation and shall inform the authorities of his/her address detail where he/she can be contacted.
6. No employee shall be under the influence of liquor or drugs during working hours.
7. No employee shall engage in any political activity. He/she may cast his/her vote in elections and shall keep his/her choice confidential.
8. No employee shall engage or participate in any demonstration or resort to or in any way abet any strike, which is prejudicial to the interest or integrity or security of the University State, public order, decency or which involves contempt of court or impinges adversely on the dignity of the University.

9. No employee shall, (except with the permission of the competent authority), accept any offer to participate in a radio or TV broadcast or contribute an article or write a letter to any newspaper or periodical;  
  
Provided that no such permission shall be required if such a broadcast or such a contribution is purely of literary, artistic, or scientific character.
10. No employee of the staff shall, in any broadcast or communication to the press or in public utterances, make any statement which may amount to adverse or unfair criticism of the decision, policy or action of a superior functionary of the University.
11. No employee shall communicate without authorization any information or documents, except in cases where such communication is in the discharge of duties assigned to him/her.
12. An employee may undertake honorary work of a charitable nature or occasional work of literary, artistic or scientific nature that does not interfere or adversely affect his/her official duties with prior approval of the competent authorities.
13. No employee shall, except with the permission of the competent authority, participate in the registration, promotion or management of any enterprise or the company.
14. No employee shall lend or borrow money to or from any person having or likely to have official dealing with him/her.
15. No employee or a member of his/her family shall accept gift from any person having or likely to have official dealing with him/her.

**ORDINANCE - 23**

**COURSES OF STUDY**

As stipulated under Section 29 (b) of the Act

1. There shall be Courses/Programmes of study in the University for the Degrees, Diplomas and Certificates in various Institutes/Colleges/Departments as decided and approved by the University authorities from time to time:
2. The Academic Council shall have the power to introduce, modify or discontinue a programme on the recommendations of the concerned Department/Institute.
3. The percentage of marks as given in the minimum eligibility requirements and allotted seats shall be approved by the Academic Council from time to time.
4. The Degrees/Diplomas/Certificates as decided by the University in the minimum eligibility conditions shall be from those Universities/ Colleges/ Boards which have been recognized by the University.

**The University shall have the following Institutes/Departments/Colleges  
namely:—**

**List of Colleges & Departments**

**IIMT College of Medical Sciences**

Department of Nursing

Department of Physiotherapy

**College of Commerce & Management**

Department of Management Studies

Department of Hospital Administration

Department of Commerce

**College of Computer Science & Applications**

Department of Computer Application

**College of Education**

Department of Education

Department of Physical Education



**College of Engineering and Technology**

Department of Civil Engineering

Department of Mechanical Engineering

Department of Electronics & Communication Engineering

Department of Computer Science & Engineering

Department of Information Technology

Department of Electrical Engineering

**College of Hotel Management & Tourism**

Department of Hotel Management & Catering Technology

Department of Home Science & Clinical Nutrition

**College of Journalism & Mass Communication**

Department of Journalism & Mass Communication

**College of Law**

Department of Law

**College of Pharmacy**

Department of Pharmaceutics

Department of Pharmaceutical Chemistry

Department of Pharmacognosy

Department of Pharmacology

**College of Sciences**

Department of Chemistry

Department of Life Sciences (Botany, Zoology, Microbiology & Biotechnology)

Department of Mathematics

Department of Environment Sciences

Department of Physics

Department of Library Sciences

Note: -To this list court is authorized to add any college on the recommendation of the Academic council.

-Every college shall be responsible for those programs as may be assigned to it be regulations.

**ELIGIBILITY CRITERIA, DURATION, ADMISSION  
PROCESS AND EXAMINATION SYSTEM OF DIFFERENT  
PROGRAMMES TO BE OFFERED IN THE UNIVERSITY.**

**College of Engineering & Technology**

No.	Programme	Duration	Eligibility	Admission Process	Examination System
1	Diploma in Engg. (Civil, Electrical and Mechanical (RAC, Automobile, Production), Computer Science & Engineering, Electronics & Communication Engineering	3 Years	10 <sup>th</sup> pass	On merit basis	Semester
		2 Years	10+2 (Lateral Entry)		
2	B. Tech. (Computer Sc. & Engg., IT, EE, ECE, ME, Civil)	4 Years	10+2 PCM with 45 % marks	On merit basis; PI	Semester
3	B.Tech. Mechanical Engg. (Hindi)	4 Years	10+2 PCM with 45 % marks	On merit basis; PI	Semester
	B.Tech. (Lateral)	3 Years	Dip. in relevant branch of Engg. with 45% marks		
4	M.Tech.(CSE, Mech, EC & IT))	2 Years	B.Tech with 55% marks & relevant subjects	GATE; On merit basis; GD/PI	Semester
5	Ph.D. (CSE/IT, ME, EC)	3 years	PG in the relevant Subject with 55% marks/ NET/GATE/IIMTU-Entrance Test	Ph.D Entrance Test	

**College of Commerce & Management**

	Programme	Duration	Eligibility	Admission Process	Examination System
1	BBA	3 Years	10+2 with 40% marks	On merit basis; PI	Semester
2	B.Com.(Hons.)	3 Years	10+2 Commerce with 40% marks	On merit basis; PI	Semester
3	MBA	2 Years	Graduation with 45% marks	On merit basis; GD/PI	Semester
4	MBA Hospital Administration	2 Years	Graduation with 45% marks	On merit basis; GD/PI	Semester

## IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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5	M.Com.	2 Years	B. Com. with 45% marks	On merit basis; GD/PI	Semester
6	Ph.D. Commerce	3 years	PG in the relevant Subject with 55% marks/ NET/IIMTU-Entrance Test	Ph.D Entrance Test	
7	Ph.D. (Management)	3 years	PG in the relevant Subject with 55% marks/ NET/IIMTU-Entrance Test	Ph.D Entrance Test	

### College of Computer Science & Application

	Programme	Duration	Eligibility	Admission Process	Examination System
1	BCA	3 Years	10+2 with 40% marks	On merit basis; PI	Semester
2	B.Sc. (Comp. Sc.)	3 Years	10+2 PCM/Comp. with 40% marks	On merit basis; PI	Semester
3	MCA	3 Years	Graduation with 45% marks and Maths as subject at 12 <sup>th</sup> level or at Graduation	On merit basis; GD/PI	Semester
	Lateral	2 Years	BCA/B.Sc./CS/IT with 45%; SC/ST 40%		
4	M.Sc. (Comp. Sc.)	2 Years	B.Sc. (Comp. Sc.) with 45% marks	On merit basis; GD/PI	Semester
5	Ph.D. (Computer Science & Application)	3 years	PG in the relevant Subject with 55% marks/ NET/IIMTU-Entrance Test	Ph.D Entrance Test	

**IIMT College of Medical Sciences**

	<b>Programme</b>	<b>Duration</b>	<b>Eligibility</b>	<b>Admission Process</b>	<b>Examination System</b>
1	GNM	3 Years	10+2 with 40% and English as a subject	On merit basis	Annual
2	ANM	2 Years	10+2 with 40%	On merit basis	Annual
3	B.Sc. (Nursing)	4 Years	10+2 PCB with 50% marks	On merit basis; PI	Annual
4	BPT	4½ Years	10+2 PCB with 45% marks	On merit basis; PI	Annual
5	MPT	2 Years	BPT with 45% marks	On merit basis; PI	Annual

**College of Law**

	<b>Programme</b>	<b>Duration</b>	<b>Eligibility</b>	<b>Admission Process</b>	<b>Examination System</b>
1	LLB	3 Years	Graduation with 45%, SC/ST 40%	On merit basis; PI	Semester
2	BA,LLB (integrated)	5 Years	10+2 with 45%, SC/ST 40%	On merit basis; PI	Semester
3	LLM	2 Years	LLB with 50% marks	On merit basis; GD/PI	Semester

**College of Education**

	<b>Programme</b>	<b>Duration</b>	<b>Eligibility</b>	<b>Admission Process</b>	<b>Examination System</b>
1	Diploma in Elementary Education (BTC)	2 Years	Graduation	Entrance Test	Annual
2	B.Ed.	2 Years	Eligibility score for admission in B.Ed. programme is at least 50% marks (i.e. aggregate of total marks in all subjects offered by the candidate) either in the Bachelor's degree and /or in the Master's Degree in Science/Social Science/Humanities/Commerce, or bachelor's in Engineering or Technology with specialization in Science and Mathematics with 55% marks, or any other qualification equivalent thereto.	On merit basis; PI	Annual

## IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

3	B. P. Ed.	2 Year	i. Bachelor's degree in any discipline with 50% Marks + Sports Certificate Or ii. Bachelor's degree in Physical education with 45% Marks Or iii. Bachelor's degree in any discipline with 45% Marks and studied Physical education as compulsory/elective subject Or iv. Bachelor's degree with 45% Marks and having participated in National/Inter University/State Competitions or secured I, II, III position in Inter College. Or v. Graduation with 45% Marks and at least three year of teaching experience	On merit basis; PI	Annual
4	M.Ed.	2 Years	B.Ed. with 55% in aggregate	On merit basis; GD/PI	Semester
5	Ph.D. (Education)	3 years	PG in the relevant Subject with 55% marks/ NET/IIMTU-Entrance Test	Ph.D Entrance Test	

### College of Journalism & Mass Communication

	Programme	Duration	Eligibility	Admission Process	Examination System
1	BJMC	3 Years	10+2 with 40%,	On merit basis; PI	Semester
2	MJMC	2 Years	Graduate from any Discipline with 45% marks	On merit basis; GD/PI	Semester

### College of Sciences

	Programme	Duration	Eligibility	Admission Process	Examination System
1	B. Sc. (Chemistry, Physics, Mathematics,	3 Years	10+2 PCB/PCM with 40% marks	On merit basis; PI	Semester

## IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

	Botany, Zoology & Statistics)				
2	M. Sc. (Chemistry, Physics, Mathematics, Botany, Zoology & Statistics)	2 Years	B. Sc. with 45% marks	On merit basis; GD/PI	Semester
3	Ph.D. (Chemistry, Physics, Mathematics, Botany, Zoology & Statistics)	3 years	PG in the relevant Subject with 55% marks/ NET/GATE/IIMTU-Entrance Test	Ph.D Entrance Test	
4	M. Sc. Environmental Science	2 Years	Graduation with 45% marks in relevant subjects	On merit basis; GD/PI	Semester
5	Ph.D. (Environmental Science)	3 years	PG in the relevant Subject with 55% marks/ NET/IIMTU-Entrance Test	Ph.D Entrance Test	Semester
6	B.Lib	1 Year	Graduation with 40% marks	On merit basis; PI	Semester
7	M.Lib.	1 Year	B.Lib with 45% marks	On merit basis; PI	Semester
8	B.Sc. (Microbiology)	3 Years	10+2 PCB with 40% marks	On merit basis; PI	Semester
9	M.Sc. (Microbiology)	2 Years	Graduation with 45% marks in relevant subjects	On merit basis; GD/PI	Semester
10	Ph.D. (Microbiology)	3 years	PG in the relevant Subject with 55% marks/ NET/GATE/IIMTU-Entrance Test	Ph.D Entrance Test	
11	B.Sc. (Biotechnology)	3 Years	10+2 PCB/PCM with 40% marks	On merit basis; PI	Semester
12	M.Sc. (Biotechnology)	2 Years	Graduation with 45% marks in relevant subjects	On merit basis; GD/PI	Semester
13	Ph.D. (Biotechnology)	3 years	PG in the relevant Subject with 55% marks/ NET/GATE/IIMTU-Entrance Test	Ph.D Entrance Test	Semester

### College of Hotel Management & Tourism

	Programme	Duration	Eligibility	Admission Process	Examination System
1	Diploma in Hotel Mgmt. in				
	(a) Food & Beverage Services	1½ Years	10 <sup>th</sup> pass	On merit basis	Semester
	(b) Accommodation Operation	1½ Years	10 <sup>th</sup> pass	On merit basis	Semester

## IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

	(c) Food & Beverage Production	1½ Years	10 <sup>th</sup> pass	On merit basis	Semester
2	BHMCT	4 Years	10+2 with 45% marks	On merit basis; PI	Semester
3	MHMCT	2 Years	BHMCT with 45% marks	On merit basis; GD/PI	Semester
4	B.Sc. (Clinical Nutrition & Dietitics)	3 Years	10+2 with PCB, 40% marks	On merit basis; PI	Semester
5	M.Sc. (Food & Nutrition)	2 Years	Graduation with 45% marks or Graduation in relevant subject	On merit basis; GD/PI	Semester
6	B.Sc. (Home Sc.)	3 Years	10+2 with Home Science 40% marks	On merit basis; PI	Semester
7	M.Sc. (Home Sc.)	2 Years	B. Sc. (Home Sc.) with 45% marks	On merit basis; GD/PI	Semester
8	B.Sc. (Hotel Management)	3 Years	10+2 with 40% marks	On merit basis; GD/PI	Semester

### College of Pharmacy

	Programme	Duration	Eligibility	Admission Process	Examination System
1	D.Pharmacy	2 Years	10+2 PCM/PCB with 50%, SC/ST 45%	On merit basis	Annual
2	B. Pharmacy	4 Years	10+2 PCB/PCM with 50% marks; SC/ST 45%	On merit basis; PI	Semester
3	M. Pharma (Pharmaceutics, Pharmaceutical Chemistry)	2 Years	B. Pharm with 55% marks/GPAT	On merit basis; GD/PI	Semester
4	Ph.D.	3 years	PG in the relevant Subject with 55% marks/ GPAT/IIMTU-Entrance Test	Ph.D Entrance Test	Semester

5. The Regulations in respect of all the Courses/Programmes offered shall be framed by the University.

In addition to the above, the Academic Council shall have the power to introduce, modify or discontinue a programme on the recommendations of the concerned Director.

6. The percentage of marks as given in the minimum eligibility requirements and allotted seats shall be approved by the Academic Council from time to time.
  
7. The Degrees/Diplomas/Certificates as decided by the University in the minimum eligibility conditions shall be from those Universities/ Colleges/ Boards which have been recognized by the University.



**ORDINANCE 24**

**RESERVATION OF SEATS AND OTHER SPECIAL**

**PROVISIONS FOR ADMISSION**

**1. Reservation of Seats**

1.1 Reservation of seats shall be in accordance with the provisions of the Central Educational Institutions (Reservation in Admission) Act 2006 and Circulars of Government of India issued and amended in this regard from time to time.

1.2 The Application Form of a candidate in the reserved category must be submitted alongwith a Certificate of Verification issued by a competent authority.

1.3 The vacant seats of reserve category which could not be filled, due to non-availability of candidates belonging to respective category shall be filled as per GoI norms.

1.4 The special provisions for admission to outstanding players/ NCC/ NSS will as per GoI norms.

**1.5 Foreign and NRI Students**

- (a) The admission of foreign nationality/international students be admitted on merit without requiring to appear Entrance Test on the 10% seats over and above the normal intake.
- (b) In addition to the above provision the foreign candidates sponsored by the Government of India, may also be admitted as per the conditions provided in various schemes.
- (c) Every foreign student shall have to undergo a medical test (including test for AIDS) within a week from the date of admission.

- (d) Foreign students admitted to a programme shall produce student visa within one month after completion of the admission. In case of failure to produce such certificate within the stipulated period the admission shall stand cancelled.

Application for admission should be submitted to the Dean

**ORDINANCE- 25**

**VISITING PROFESSORS & FELLOWS**

1. A Visiting Professor should be an eminent scholar in his/her field. Generally a person who has held or is holding the post of Professor or a person who has achieved distinction outside the University sector, should be considered for appointment as Visiting Professor.
2. The maximum tenure of appointment of a Visiting Professor shall be two years and the minimum – not less than three months.
3. The University may appoint a person up to the age of 70 years as a Visiting Professor.
4. A Professor should not be appointed as a Visiting Professor in the same University in which he/she holds a post immediately before or after superannuation.
5. If a superannuated person is appointed as a Visiting Professor or a person from outside the country is appointed as a Visiting Professor, the honorarium shall be payable as per UGC norms as issued and amended from time to time.
6. In case a person serving in an Indian University is appointed as Visiting Professor, the honorarium payable should be determined on the basis of salary plus 10% of the basic pay plus dearness allowance, and other allowances, if any admissible (except conveyance allowance, if any) as per the rates of the parent University. The receiving University would also contribute towards pensionary benefits or CPF/GPF as per usual Rules.
7. It is expected that when a serving person is appointed as Visiting Professor, the parent University would give him/her duty leave without pay.
8. If a person working abroad on a permanent basis is invited as a Visiting Professor, the University may meet the cost of international air travel from its own resources. Visiting Professor appointed may be paid travel expenses within India in accordance with the Rules of the University.
9. Guest House accommodation will be provided free of charge by the host University, but food charges would be paid by the Visiting Professor.

**ORDINANCE -26**

**THE PROCTOR**

The Chief Proctor is appointed by the Vice-Chancellor among the Professor of University along with other Proctors, Deputy Proctors as per need to look after the discipline in the University.

**Powers and Functions:**

- (i) To take care of Students security.
- (ii) To entertain written and signed complaints and petitions of students in respect of matters directly affecting them individually or as a group;
- (iii) To enquire into the grievances, and make recommendations and report to the concerned authorities for suitable action.
- (iv) To recommend appropriate action against complainant.

**ORDINANCE- 27**

**TRANSFER OF CREDIT**

This Ordinance is aimed at providing a framework for promoting and facilitating the Inter-university transfer and mobility of students across different Universities of India and abroad can work well. A fully evolved credit transfer scheme involves (a) transfer of credits by students of the University to other Universities/ educational institutions; and (b) acceptance of credits earned by a students from other Universities.

In the absence of a national qualification framework and credit transfer scheme, Central University of Rajasthan can create a facilitative mechanism for transfer of credit to other Universities/educational institution by prescribing a procedure for the issue of transcript to students seeking transfer of credit.

As regards acceptance of credit transfer from other Universities, an individual University can, even in the absence of a national policy, put in place a framework and procedure for accepting transfer of credits earned by their students from other Universities. However, due safeguards will have to be put in place to ensure that the credit transfer does not lead to dilution in the quality.

This Ordinance is aimed at prescribing:

- (a) Procedure for facilitating and promoting transfer of credits earned by the students of the University to other Universities/educational institutions; and
- (b) Policy framework, procedure and conditions for accepting transfer of credits earned by a student from other Universities/educational institutions.

**Facilitation for Transfer of Credits to other Universities/educational institutions**

- 1) The University shall facilitate transfer of credits earned by its students to other Universities/educational institutions.
- 2) A student of the University seeking transfer of credit to other Universities/educational institutions shall submit a written request, along with the fee as prescribed by the Academic

Council from time to time, to the Controller of Examination.

- 3) The Controller of Examination, upon receipt of such request, shall issue a complete transcript of the Courses taken by the student in the University and shall forward the application of the students to the University/educational institution concerned.

### **Policy and Procedure for accepting Credit Transfer from other Universities**

- 4) The University shall have a policy of accepting transfer of credits earned by a student from the following Universities/educational institutions/research institutions:
  - a) Universities recognised under Section 12(b) of the UGC Act.
  - b) Universities that are members of the Association of Indian Universities.
  - c) Such foreign University, the Courses/Programmes of which are recognised as equivalent to those of Indian Universities by the Association of Indian Universities.
  - d) Indian Institutes of Technology (IIT)
  - e) Indian Institutes of Management (IIM)
  - i) National Institutes of Technology (NIT)
  - f) Indian Institutes of Science Education and Research (IISER)
  - g) Indian Institutes of Information Technology (IIIT)
  - h) Schools of Planning and Architecture (SPA)
  - i) All India Institute of Medical Sciences (AIIMS)
  - j) Such Indian or Foreign University/educational institution/research institution with which the University has signed an MOU for students and faculty exchange.
  - k) Any other University/ educational institution/ research institution that has been recognised and approved for the purpose of credit transfer by the Academic

Council of the University.

- 5) Request for acceptance of transfer of credits shall:
  - a) be entertained only if received from such candidates who have been duly selected for admission in a Programme of study, as per the Rules and regulations governing admission in a the University;
  - b) have to be made by the student concerned within 10 days from the date of his/her admission in the University.
  - c) have to made in the prescribed format and along with the fees as prescribed by the Academic Council of the University from time to time.
  - d) have to be supported by such documents as may be prescribed by the Academic Council.
- 6) Dean of the School concerned shall be the Nodal Office for receiving and processing the request for accepting the transfer of credits. To facilitate and expedite the process, the Dean may constitute a comprising a senior faculty as chairman and two to three faculty members to process and finalise the request for acceptance of credit.
- 7) The maximum credits that can be accepted for transfer shall not exceed 20% of the total credits required for the completion of the Programme of study in which a student has been admitted. Only such Courses may be considered for acceptance of credit transfer, in which the student has secured at least B grade or GPA of 2 or 50% marks, as the case may be. In case if a student has earned more credits from other Universities/educational institutions/research institutions, the student may indicate his/her preference for credit transfer. However, the decision of the Dean of the School concerned in this regard shall be considered as final.
- 8) The credit equivalence for accepting credit transfer shall be determined as under:
  - a) for credit earned by students from Universities that have the credit system in place, a Course work requiring 10 hours of contact hours shall be considered as equivalent to 1 credit of the University; and

- b) for Courses completed from Universities/educational institutions/research institutions that do not follow credit system but have semester system in place, a course work requiring a minimum 30 lecture hours per semester shall be considered as equivalent to 3 credits of the University; and
  - c) for Courses completed from Universities/educational institutions/research institutions that neither follow the credit system nor have the semester system, a Course work requiring formal classroom instruction/lab work of at least 3 hours per week it shall be considered as equivalent to 3 credits of the University.
- 9) The University may also permit its students to accumulate certain credits from other Universities/educational institutions/research institutions in full or partial fulfilment of the required Course work. In such cases:
- a) the student shall be required to obtain prior approval of the Dean of the School;
  - b) the Courses can be undertaken only in the institutions specified in para 4 above; and
  - c) the maximum number of credits that can be accumulated by a student from other institutions shall not exceed 20% of the total credits prescribed for the successful completion of the programme of study.



**ORDINANCE- 28**

**ORDINANCES FOR DIFFERENT COURSES**

**w.e.f. July 2017**

**ORDINANCE – 28 (i)**

**DIPLOMA IN ENGINEERING**

**1. ACADEMIC ELIGIBILITY FOR ADMISSION**

The minimum qualification for admission in **Diploma in Technology** will be 10<sup>th</sup> from any recognized board of India and on merit basis.

**2. ACADEMIC DURATION OF COURSE**

The duration of the course leading to the **Diploma in Technology** shall be of three academic years, spread over six semesters.

The outlined syllabus is attached as an annexure.

**3. MONTH FOR SEMESTER EXAMINATION**

(i).The Examination for the first, third and fifth semester shall ordinarily be held in the month of December/January and for the second, fourth and sixth semesters in the month of May/June or on such dates as may be fixed by the Controller of Examination.

(ii). Examination for the students who could not pass the paper(s) of first, third and fifth semester shall be held along with their regular first, third and fifth semester examinations in December/January and for the second, fourth and sixth semester papers along with their regular second, fourth and sixth semester examination which will be held ordinarily during the month of May/June.

**4. COURSE OF STUDY**

The course of study shall contain the subjects of Applied sciences and engineering sciences. The marks shall be awarded to the candidates pursuing the programme for the written papers, mini/major project report/ presentation /viva-voce examinations, if any as specified in the scheme of Examinations.

**5. REGULARITY AND ATTENDANCE**

A regular student shall not be permitted to appear in semester examination, unless he/she has regularly attended not less than 75% classes held in aggregate of all subjects. The university however may, condone the shortage in attendance up to 10% in each subject for any of the following reasons.

- Participation in NCC/ NSS Camps.
- Participation in University/ Inter-university/ State-level Games.
- Participation in other extra-curricular activities at University/ Inter-university/ State level.
- Prolonged Illness

## **6. CONDUCT AND DISCIPLINE**

A student is expected to follow the right conduct as per the ethical and socio cultural norms set by the University for Day-to-day living. Also, student has to follow the rules and guidelines, set by the University for Different Activities.

## **7. MEDIUM OF INSTRUCTION AND EXAMINATION**

The medium of instructions will be English and Hindi.

## **8. PATTERN OF EXAMINATION**

Pattern of examination is attached as an annexure.

### **(i). PATTERN OF INTERNAL ASSESSMENT MARKS**

The Internal Assessment marks awarded to the students should be forwarded to the Controller of Examinations at least one week before the commencement of the semester examination. The internal assessment marks shall be based on factors such as participation in seminars, tests and oral presentations, submission of written assignments, class room participation and attendance. The weightage given to each of these factors for a paper shall be decided and announced at the beginning of the semester.

### **(ii). PATTERN OF QUESTION PAPER, WITH MARKS (FINAL WRITTEN EXAMS)**

Two set of question papers will be prepared by the external/internal examiners. Each set will contain three sections namely A, B and C. There would not be any repetition of questions in both the sets as well as the questions would be distributed throughout the entire syllabus so that a candidate can be judged on the basis of the knowledge of the entire subject.

## **9. EXAMINATION FEE**

The amount of examination fee to be paid by a candidate for each semester shall be as per the decision of the university from time to time.

## **10. CONDUCT OF EXAMINATION**

Every candidate shall be allotted an Examination Roll Number and an Identity/Admit Card issued by the university with an attested photograph, which is compulsory to produce in the examination hall on demand from the superintendent/supervisor of the examination

## **11. ELIGIBILITY FOR SITTING IN SEMESTER EXAMINATION**

The semester examination shall be open to a regular student who

- (1) has been on the rolls of the Department during the semester;

- (2) has attended not less than 75% of lectures in the semester; and

## 12. PASSING REQUIREMENTS

The minimum percentage of marks to pass the examination in each Semester shall be:

- (i) 33 percent Marks in each written paper with internal and external assessment separately;
- (ii) A candidate shall be promoted to the next higher semester if he/she passes at least 50% of the papers prescribed in the semester failing which he/she shall be declared as fail in that semester and he/she shall be required to get re-admission in the failed semester and shall have to appear in all the papers currently in force.

## 13. TIME LIMIT TO PASS THE COURSE

- (i) A candidate shall have to pass all the Six semesters examinations within a maximum period of **Five years** of his/her admission to the first semester of Diploma programme respectively failing which he/she will be deemed to be unfit for the programme.
- (ii) If a candidate, who has passed the second semester examination, but could not continued his studies, for legitimate and justified reasons, may be permitted to join third semester within two years of his passing the second semester examination.
- (iii) The Internal Assessment awards of a candidate, who fails in any external exam, would be awarded the same marks as he/she has obtained when he/she was there in the semester.

## 14. CLASSIFICATION OF SUCCESSFUL CANDIDATES

The list of successful candidates after the Six semesters examinations of **Diploma in Technology** course shall be arranged as under in two divisions on the basis of the aggregate marks obtained in all semester examinations taken together, and the division obtained by the candidate will be stated in his diploma.

- (i) First Division those who obtain 60% or more of the aggregate marks.
- (ii) Second Division those who obtain 50% or more but less than 60% of the aggregate marks.
- (iii) Those who pass all semester examinations in the first attempt obtaining 75% or more marks in the aggregate shall be declared to have passed with **DISTINCTION**.
- (iv) Each successful candidate shall receive a copy of detailed marks card on having passed the Semester Examination

**15.** Any dispute arising on account of implementation of this ordinance shall be referred to a committee of three members to be appointed by the Vice-Chancellor and its decision shall be final and binding on all.

**Study & Evaluation Scheme**

**Programme: Diploma in Technology.**

**(First Year)**

**(Branch Wise Evaluation)**

**DIPLOMA IN CIVIL ENGINEERING**

**Semester-I**

Subjects	Paper Code	Marks						
		Theory			Practicals			Grand Total
		M.M.	Sess.	Total	M.M.	Sess.	Total	
Foundation Communication-I	DCE-110	50	20	70	-	-	-	70
Applied Mathematics-I(A)	DCE-120	50	20	70	-	-	-	70
Applied Physics-I	DCE-130	50	20	70	40	20	60	130
Applied Chemistry-I	DCE-140 DCE-140(P)	50	20	70	40	20	60	130
Fundamentals of Computer	DCE-150(P)	-	-	-	60	30	90	90
Basic Engineering Drawing	DCE-160	50	20	70	-	-	-	70
Total		<b>250</b>	<b>100</b>	<b>350</b>	<b>140</b>	<b>70</b>	<b>210</b>	<b>560</b>

**Games/NCC/Social & Cultural activity/Community Development + Discipline**

**(30+20)                      50**

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**TOTAL    610**

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**Semester-II**

Subjects	Paper Code	Marks						
		Theory			Practical's			Grand Total
		M.M.	Sess.	Total	M.M.	Sess.	Total	
Applied Mathematics-I(B)	DCE-210	50	20	70	-	-	-	70
Applied Physics-II	DCE-220	50	20	70	-	-	-	70
Applied Chemistry-II	DCE-230 DCE-230(P)	50	20	70	40	20	60	130
Applied Mechanics	DCE-230	50	20	70	40	20	60	130
Construction Materials	DCE-240 DCE-240(P)	50	20	70	70	30	100	170
Workshop Practice	DCE-260(P)	-	-	-	60	30	90	90
Foundation Communication-II	DCE-270	50	20	70	-	-	-	70
Total		<b>300</b>	<b>120</b>	<b>420</b>	<b>210</b>	<b>100</b>	<b>310</b>	<b>730</b>

**Games/NCC/Social & Cultural activity/Community Development+Discipline**

**(30+20)**

**50**

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**TOTAL 780**

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NOTE:

- (i) Field visit and extension lectures are to be organized and manued well in advance at institute level as per need.

**DIPLOMA IN ELECTRICAL ENGINEERING**

**Semester-I**

Subjects	Paper Code	Marks						
		Theory			Practicals			Grand Total
		M.M.	Sess.	Total	M.M.	Sess.	Total	
Foundation Communication-I	DEE-110	50	20	70	-	-	-	70
Applied Mathematics-I(A)	DEE-120	50	20	70	-	-	-	70
Applied Physics-I	DEE-130	50	20	70	40	20	60	130
Applied Chemistry-I	DEE-140 DEE-140(P)	50	20	70	40	20	60	130
Fundamentals of Computer	DEE-150(P)	-	-	-	60	30	90	90
Basic Engineering Drawing	DEE-160	50	20	70	-	-	-	70
<b>Total</b>		<b>250</b>	<b>100</b>	<b>350</b>	<b>140</b>	<b>70</b>	<b>210</b>	<b>560</b>

**Games/NCC/Social & Cultural activity/Community Development+Discipline**

**(30+20)                      50**

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**TOTAL   610**

**Semester-II**

Subjects	Paper Code	Marks						Grand Total
		Theory			Practicals			
		M.M	Sess.	Total	M.M.	Sess.	Total	
Applied Mathematics-I(B)	DEE-210	50	20	70	-	-	-	70
Applied Physics-II	DEE-220	50	20	70	-	-	-	70
Applied Chemistry-II	DEE-230 DEE-230(P)	50	20	70	40	20	60	130
Electronics-I	DEE-240	50	20	70	40	20	60	130
Fundamentals of Electrical Engineering	DEE-250 DEE-250(P)	50	20	70	40	20	60	130
Workshop Practice	DEE-260(P)	-	-	-	60	30	90	90
Foundation Communication -II	DEE-270	50	20	70	-	-	-	70
<b>Total</b>		<b>300</b>	<b>120</b>	<b>420</b>	<b>180</b>	<b>90</b>	<b>270</b>	<b>690</b>

**Games/NCC/Social & Cultural activity/Community Development+Discipline**

**(30+20)**

**50**

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**TOTAL 740**

**DIPLOMA IN COMPUTER SCIENCE & ENGINEERING**

**Semester-I**

Subjects	Paper Code	Marks						
		Theory			Practicals			Grand Total
		M.M.	Sess.	Total	M.M.	Sess.	Total	
Foundation Communication-I	DCS-110	50	20	70	-	-	-	70
Applied Mathematics-I(A)	DCS-120	50	20	70	-	-	-	70
Applied Physics-I	DCS-130	50	20	70	40	20	60	130
Applied Chemistry-I	DCS-140	50	20	70	40	20	60	130
	DCS-140(P)							
Fundamentals of Information Technology	DCS-150	50	20	70	-	-	-	70
Introduction to Electronic Devices	DCS-160	50	20	70	50	30	80	150
Total		<b>300</b>	<b>120</b>	<b>420</b>	<b>130</b>	<b>70</b>	<b>200</b>	<b>620</b>

**Games/NCC/Social & Cultural activity/Community Development+Discipline  
(30+20) 50**

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**TOTAL 670**

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**Semester-II**

Subjects	Paper Code	Marks						Grand Total
		Theory			Practicals			
		M.M.	Sess.	Total	M.M.	Sess.	Total	
Applied Mathematics-II	DCS-210	50	20	70	-	-	-	70
Applied Physics-II	DCS-220	50	20	70	-	-	-	70
Applied Chemistry-II	DCS-230 DCS-230(P)	50	20	70	40	20	60	130
Engineering Mechanics and Materials	DCS-240	50	20	70	-	-	-	70
Fundamentals of Electrical Engineering	DCS-250 DCS-250(P)	50	20	70	60	30	90	160
Foundation Communication-II	DCS-260	50	20	70	-	-	-	70
Operating System	DCS-270 DCS-270(P)	50	20	70	60	30	90	160
<b>Total</b>		<b>350</b>	<b>140</b>	<b>490</b>	<b>160</b>	<b>80</b>	<b>240</b>	<b>730</b>

**Games/NCC/Social & Cultural activity/Community Development+Discipline  
(30+20) 50**

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**TOTAL 780**

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NOTE:

- (i) Field visit and extension lectures are to be organised and manued well in advance at institute level as per need.

**Diploma in Electronics Engineering**

**Semester-I**

Subjects	Paper Code	Marks						
		Theory			Practicals			Grand Total
		M. M.	Sess .	Total	M.M.	Sess.	Total	
Foundational Communication-I	DEC-110	50	20	70	-	-	-	70
Applied Mathematics-I(A)	DEC-120	50	20	70	-	-	-	70
Applied Physics-I	DEC-130	50	20	70	40	20	60	130
Applied Chemistry-I	DEC-140 DEC-140(P)	50	20	70	40	20	60	130
Fundamentals of Computer	DEC-150(P)	-	-	-	60	30	90	90
Electronic Devices and Components	DEC-160 DEC-160(P)	50	20	70	80	40	120	190
Technical Drawing	DEC-170	50	20	70	-	-	-	70
<b>Total</b>		<b>300</b>	<b>120</b>	<b>420</b>	<b>220</b>	<b>110</b>	<b>330</b>	<b>750</b>

**Games/NCC/Social & Cultural activity/Community Development+Discipline**

**(30+20)                      50**

**TOTAL 800**

**Semester-II**

Subjects	Paper Code	Marks						
		Theory			Practicals			Grand Total
		M. M.	Sess.	Total	M.M.	Sess.	Total	
Applied Mathematics-I(B)	DEC-210	50	20	70	-	-	-	70
Applied Physics-II	DEC-220	50	20	70	-	-	-	70
Applied Chemistry-II	DEC-230 DEC-230(P)	50	20	70	40	20	60	130
Engineering Mechanics and Materials	DEC-240	50	20	70	-	-	-	70
Fundamentals of Electrical Engineering	DEC-250 DEC-250(P)	50	20	70	60	30	90	160
Workshop Practice	DEC-260(P)	-	-	-	60	30	90	90
Foundational Communication-II	DEC-270	50	20	70	-	-	-	70
<b>Total</b>		<b>300</b>	<b>120</b>	<b>420</b>	<b>160</b>	<b>80</b>	<b>240</b>	<b>660</b>

**Games/NCC/Social & Cultural activity/Community Development+Disciplin**

**(30+20)**

**50**

**TOTAL 710**

**DIPLOMA IN MECHANICAL ENGINEERING**

**Semester-I**

Subjects	Paper Code	Marks						
		Theory			Practicals			Grand Total
		M.M.	Sess.	Total	M.M.	Sess.	Total	
Foundation Communication-I	DME-110	50	20	70	-	-	-	70
Applied Mathematics-I(A)	DME-120	50	20	70	-	-	-	70
Applied Physics-I	DME-130	50	20	70	40	20	60	130
Applied Chemistry-I	DME-140 DME-140(P)	50	20	70	40	20	60	130
Fundamentals of Computer	DME-150(P)	-	-	-	60	30	90	90
Engineering Drawing	DME-160	50	20	70	-	-	-	70
Total		<b>250</b>	<b>100</b>	<b>350</b>	<b>140</b>	<b>70</b>	<b>210</b>	<b>560</b>

**Games/NCC/Social & Cultural activity/Community Development+Discipline  
(30+20) 50**

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**TOTAL 610**

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**Semester-II**

Subjects	Paper Code	Marks						Grand Total
		Theory			Practicals			
		M.M.	Sess.	Total	M.M.	Sess.	Total	
Applied Mathematics-I(B)	DME-210	50	20	70	-	-	-	70
Applied Physics-II	DME-220	50	20	70	-	-	-	70
Applied Chemistry-II	DME-230 DME-230(P)	50	20	70	40	20	60	130
Applied Mechanics	DME-240 DME-240(P)	50	20	70	40	20	60	130
Elements of Mechanical Engineering	DME-250 DME-250(P)	50	20	70	70	30	100	170
Workshop Practice	DME-260  DME-260(P)	50	20	70	60	30	90	160
Foundation Communication-II	DME-270	50	20	70	-	-	-	70
<b>Total</b>		<b>350</b>	<b>140</b>	<b>490</b>	<b>250</b>	<b>120</b>	<b>370</b>	<b>800</b>

**Games/NCC/Social & Cultural activity/Community Development + Discipline  
(30+20) 50**

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**TOTAL 850**

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NOTE:

(i) Field visit and extension lectures are to be organised and manued well in advance at institute level as per need.

**ORDINANCE – 28 (ii)**

**BACHELOR OF TECHNOLOGY**

**1. ACADEMIC ELIGIBILITY FOR ADMISSION**

The minimum qualification for admission in **Bachelor of Technology** will be 10+2 with Physics, Chemistry and Mathematics from any recognized board of India with at least 45% marks in aggregate.

**2. ACADEMIC DURATION OF COURSE**

The duration of the course leading to the degree of **Bachelor of Technology** shall be of four academic years, spread over eight semesters.

The outlined syllabus is attached as an annexure.

**3. MONTH FOR SEMESTER EXAMINATION**

- (i). The Examination for the first, third and fifth and seventh semester shall ordinarily be held in the month of December/January and for the second, fourth, sixth and eighth semesters in the month of May/June or on such dates as may be fixed by the Controller of Examination.
- (ii). Examination for the students who could not pass the paper(s) of first, third and fifth semester shall be held along with their regular first, third, fifth and seventh semester examinations in December/January and for the second, fourth, sixth semester papers along with their regular second, fourth, and sixth semester examination which will be held ordinarily during the month of May/June.

**4. COURSE OF STUDY**

The course of study shall contain the subjects of Applied sciences and engineering sciences. The marks shall be awarded to the candidates pursuing the programme for the written papers, mini/major project report/ presentation /viva-voce examinations, if any as specified in the scheme of Examinations.

**5. REGULARITY AND ATTENDANCE**

A regular student shall not be permitted to appear in semester examination, unless he/she has regularly attended not less than 75% classes held in aggregate of all subjects. The university however may, condone the shortage in attendance up to 10% in each subject for any of the following reasons.

- Participation in NCC/ NSS Camps.
- Participation in University/ Inter-university/ State-level Games.
- Participation in other extra-curricular activities at University/ Inter-university/ State level.
- Prolonged Illness

## **6. CONDUCT AND DISCIPLINE**

A student is expected to follow the right conduct as per the ethical and socio cultural norms set by the University for Day-to-day living. Also, student has to follow the rules and guidelines, set by the University for Different Activities.

## **7. MEDIUM OF INSTRUCTION AND EXAMINATION**

The medium of instructions will be English.

## **8. PATTERN OF EXAMINATION**

Each paper shall be of 100 marks, out of which internal and external assessments will carry 30 marks and 70 marks respectively.

### **(i). PATTERN OF INTERNAL ASSESSMENT MARKS**

The Internal Assessment marks awarded to the students should be forwarded to the Controller of Examinations at least one week before the commencement of the semester examination. The internal assessment marks shall be based on factors such as participation in seminars, tests and oral presentations, submission of written assignments, class room participation and attendance. The weightage given to each of these factors for a paper shall be decided and announced at the beginning of the semester.

### **(ii). PATTERN OF QUESTION PAPER, WITH MARKS (FINAL WRITTEN EXAMS)**

Two set of question papers will be prepared by the external/internal examiners. Each set will contain three sections namely A, B and C. There would not be any repetition of questions in both the sets as well as the questions would be distributed throughout the entire syllabus so that a candidate can be judged on the basis of the knowledge of the entire subject.

## **9. EXAMINATION FEE**

The amount of examination fee to be paid by a candidate for each semester shall be as per the decision of the university from time to time.

## **10. CONDUCT OF EXAMINATION**

Every candidate shall be allotted an Examination Roll Number and an Identity/Admit Card issued by the university with an attested photograph, which is compulsory to produce in the examination hall on demand from the superintendent/supervisor of the examination

### 11. ELIGIBILITY FOR SITTING IN SEMESTER EXAMINATION

The semester examination shall be open to a regular student who

- (1) has been on the rolls of the Department during the semester;
- (2) has attended not less than 75% of lectures in the semester; and

### 12. PASSING REQUIREMENTS

The minimum percentage of marks to pass the examination in each Semester shall be:

- (i) 40 percent Marks in each written paper with internal and external assessment separately;
- (ii) 50% Marks in aggregate of each semester examination.
- (iii) A candidate shall be promoted to the next higher semester if he/she passes at least 50% of the papers prescribed in the semester failing which he/she shall be declared as fail in that semester and he/she shall be required to get re-admission in the failed semester and shall have to appear in all the papers currently in force.

### 13. TIME LIMIT TO PASS THE COURSE

- (i) A candidate shall have to pass all the eight semesters examinations within a maximum period of **seven years** of his/her admission to the first semester of B.Tech programme respectively failing which he/she will be deemed to be unfit for the programme.
- (ii) If a candidate, who has passed the second semester examination, but could not continued his studies, for legitimate and justified reasons, may be permitted to join third semester within two years of his passing the second semester examination.
- (iv) The Internal Assessment awards of a candidate, who fails in any external exam, would be awarded the same marks as he/she has obtained when he/she was there in the semester.

### 14. CLASSIFICATION OF SUCCESSFUL CANDIDATES

The list of successful candidates after the eight semesters examinations of **Bachelor of Technology** course shall be arranged as under in two divisions on the basis of the aggregate marks obtained in all semester examinations taken together, and the division obtained by the candidate will be stated in his degree.

- (i) First Division those who obtain 60% or more of the aggregate marks.
- (ii) Second Division those who obtain 50% or more but less than 60% of the aggregate marks.
- (iii) Those who pass all semester examinations in the first attempt obtaining 75% or more marks in the aggregate shall be declared to have passed with **DISTINCTION**.
- (iv) Each successful candidate shall receive a copy of detailed marks card on having passed the Semester Examination

**15.** Any dispute arising on account of implementation of this ordinance shall be referred to a committee of three members to be appointed by the Vice-Chancellor and its decision shall be final and binding on all.



**Study & Evaluation Scheme**

**Programme: Bachelor of Technology.**

**(First Year)**

**(Common for all Branches)**

**Semester I**

S. No	Course Code	Subject	Periods			Credit	Evaluation Scheme		
			L	T	P		Internal	External	Total
1	BTAS101	Engineering Mathematics-I	3	1	-	4	30	70	100
2	BTAS102	Engineering Physics-I	3	1	-	4	30	70	100
3	BTHM101/201	Professional Communication	3	1		4	30	70	100
	BTAS103/203	Engineering Chemistry							
4	BTME101/201	Engineering Mechanics	3	1		4	30	70	100
	BTME102/202	Manufacturing Science							
5	BTCS101/201	Computer Basics & 'C' Programming	3	1		4	30	70	100
	BTAS104/204	Environment & Ecology							
6	BTEE101/201	Basic Electrical Engineering	3	1		4	30	70	100
	BTEC101/201	Basic Electronics Engineering							
7	BTAS151/251	Engineering Physics (Lab)			3	3	25	50	75
	BTAS152/252	Engineering Chemistry (Lab)							
8	BTME151/251	Engineering Mechanics (Lab)			3	3	25	50	75
	BTCS151/251	Computer Basics & 'C' Programming (Lab)							
9	BTME152/252	Engineering Drawing (Lab)			3	3	25	50	75
	BTME153/253	Workshop Practice (Lab)							
10	BTEE151/251	Basic Electrical Engineering (Lab)			3	3	25	50	75
	BTHM151/251	Professional Communication (Lab)							
	BTGP101	General Proficiency*					100		100
		<b>Total</b>	<b>18</b>	<b>6</b>	<b>12</b>	<b>36</b>	<b>380</b>	<b>620</b>	<b>1000</b>

# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

## Semester II

S. No	Course Code	Subject	Periods			Credit	Evaluation Scheme		
			L	T	P		Internal	External	Total
1	BTAS201	Engineering Mathematics-II	3	1	-	4	30	70	100
2	BTAS202	Engineering Physics-II	3	1	-	4	30	70	100
3	BTHM101/201	Professional Communication	3	1		4	30	70	100
	BTAS103/203	Engineering Chemistry							
4	BTME101/201	Engineering Mechanics	3	1		4	30	70	100
	BTME102/202	Manufacturing Science							
5	BTCS101/201	Computer Basics & 'C' Programming	3	1		4	30	70	100
	BTAS104/204	Environment & Ecology							
6	BTEE101/201	Basic Electrical Engineering	3	1		4	30	70	100
	BTEC101/201	Basic Electronics Engineering							
7	BTAS151/251	Engineering Physics (Lab)			3	3	25	50	75
	BTAS152/252	Engineering Chemistry (Lab)							
8	BTME151/251	Engineering Mechanics (Lab)			3	3	25	50	75
	BTCS151/251	Computer Basics & 'C' Programming (Lab)							
9	BTME152/252	Engineering Drawing (Lab)			3	3	25	50	75
	BTME153/253	Workshop Practice (Lab)							
10	BTEE151/251	Basic Electrical Engineering (Lab)			3	3	25	50	75
	BTHM151/251	Professional Communication (Lab)							
	BTGP201	General Proficiency*					100		100
		Total	18	6	12	36	380	620	1000

\*Marks of General proficiency will be awarded on the basis of the active participation in sports/social cultural activities/community development/ NCC.

**ORDINANCE – 28 (iii)**  
**MASTER OF TECHNOLOGY**

**1. ACADEMIC ELIGIBILITY FOR ADMISSION**

The minimum qualification for admission to M.Tech shall be bachelor degree in Engineering from any recognized university, established by law in India, with at least 50% marks.

**2. ACADEMIC DURATION OF COURSE**

The duration of the course leading to the degree of **Master of Technology** is of two academic years, spread over four semesters.

The outlined syllabus is attached as an annexure.

**3. MONTH FOR SEMESTERS EXAMINATION**

(i) The Examination for the first and third semester shall ordinarily be held in the month of December/January and for the second and the fourth semesters in the month of May/June or on such dates as may be fixed by the Controller of Examination.

(ii). Examination for the students who could not pass the paper(s) of first and the third semester shall be held along with their regular first and third semester examinations in December/January and for the second and fourth semester papers along with their regular second and fourth semester examination which will be held ordinarily during the month of May/June. However in case if a student has completed the respective tenure of M.Tech as mentioned above his/her examination would be taken during the next semester exam. The last date of receipt of admission forms and fees shall be fixed by the university authority.

**4. COURSE OF STUDY**

The course of study shall contain the subjects of Engineering, Applied Science and Management. The marks shall be awarded to the candidates pursuing the programme for the written papers, mini/major project report/ presentation /viva-voce examinations, if any as specified in the scheme of Examinations.

**5. REGULARITY AND ATTENDANCE**

A regular student shall not be permitted to appear in semester examination, unless he/she has regularly attended not less than 75% classes held in aggregate of all subjects. The university however may, condone the shortage in attendance up to 10% in each subject for any of the following reasons.

- Participation in NCC/ NSS Camps.
- Participation in University/ Inter-university/ State-level Games.
- Participation in other extra-curricular activities at University/ Inter-university/ State level.
- Prolonged Illness

## **6. CONDUCT AND DISCIPLINE**

A student is expected to follow the right conduct as per the ethical and socio cultural norms set by the university for day-to-day living. Also, student has to follow the rules and guidelines, set by the university for different activities.

## **7. MEDIUM OF INSTRUCTION AND EXAMINATION**

The medium of instructions will be English.

## **8. PATTERN OF EXAMINATION**

Each paper shall be of 100 marks, out of which internal and external assessments will carry 30 marks and 70 marks respectively.

### **(i). PATTERN OF INTERNAL ASSESSMENT MARKS**

The Internal Assessment marks awarded to the students should be forwarded to the Controller of Examinations at least one week before the commencement of the semester examination. The internal assessment marks shall be based on factors such as participation in seminars, tests and oral presentations, submission of written assignments, class room participation and attendance. The weightage given to each of these factors for a paper shall be decided and announced at the beginning of the semester.

### **(ii). PATTERN OF QUESTION PAPER, WITH MARKS (FINAL WRITTEN EXAMS)**

Two set of question papers will be prepared by the external/internal examiners. Each set will contain three sections namely A, B and C. There would not be any repetition of questions in both the sets as well as the questions would be distributed throughout the entire syllabus so that a candidate can be judged on the basis of the knowledge of the entire subject.

## **9. EXAMINATION FEE**

The amount of examination fee to be paid by a candidate for each semester shall be as per the decision of the university from time to time.

## **10. CONDUCT OF EXAMINATION**

Every candidate shall be allotted an Examination Roll Number and an Identity/Admit Card issued by the university with an attested photograph, which is compulsory to produce in the examination hall on demand from the superintendent/supervisor of the examination

### 11. ELIGIBILITY FOR APPEARING IN SEMESTER EXAMINATION

The semester examination shall be open to a regular student who

- (1) has been on the rolls of the Department during the first semester.
- (2) has attended not less than 75% of lectures in the semester.

### 12. PASSING REQUIREMENTS

The minimum percentage of marks to pass the examination in each Semester shall be:

- (i) 40 percent Marks in each written paper
- (ii) 50% Marks in aggregate of each semester examination.
- (iii) A candidate shall be promoted to the next higher semester if he/she passes at least 50% of the papers prescribed in the semester failing which he/she shall be declared as fail in that semester and he/she shall be required to get re-admission in the failed semester and shall have to appear in all the papers currently in force.

### 13. TIME LIMIT TO PASS THE COURSE

- (i) A candidate shall have to pass all the four semesters examinations within a maximum period of **four years** of his/her admission to the first semester of M.Tech programme respectively failing which he/she will be deemed to be unfit for the programme.
- (ii) If a candidate, who has passed the second semester examination, but could not continued his studies, for legitimate and justified reasons, may be permitted to join third semester within two years of his passing the second semester examination.
- (iii) The Internal Assessment awards of a candidate, who fails in any external exam, would be awarded the same marks as he/she has obtained when he/she was there in the semester.

### 14. CLASSIFICATION OF SUCCESSFUL CANDIDATES

The list of successful candidates after the fourth semester examinations of M.Tech course shall be arranged as under in two divisions on the basis of the aggregate marks obtained in all semester examinations taken together, and the division obtained by the candidate will be stated in his degree.

- (i) First Division those who obtain 60% or more of the aggregate marks.
- (ii) Second Division those who obtain 50% or more but less than 60% of the aggregate marks.
- (iii) Those who pass all semester examinations in the first attempt obtaining 75% or more marks in the aggregate shall be declared to have passed with **DISTINCTION**.
- (iv) Each successful candidate shall receive a copy of detailed marks card on having passed the Semester Examination

**15.** Any dispute arising on account of implementation of this ordinance shall be referred to a committee of three members to be appointed by the Vice-Chancellor and its decision shall be final and binding on all.

**IIMT UNIVERSITY, MEERUT**

**Study and Evaluation Scheme M. Tech. in Digital Communication**

***First Year, First Semester***

S.No.	Subject Code	Subject	Periods			Credit	Evaluation Scheme					Subject Total
			L	T	P		Theory			Practical		
							CT	TA	ES	TA	ES	
1	MTECD101	Signal Theory	4			4	20	10	70			100
2	MTECD102	Digital Communication System	4			4	20	10	70			100
3	MTECD103	Satellite Communication	4			4	20	10	70			100
4		Elective-1	4			4	20	10	70			100
5	MTECD152	Communication System Lab			4	2				20	30	50
		<b>Total</b>				<b>18</b>						<b>450</b>

**IIMT UNIVERSITY, MEERUT, UTTAR PRADESH**

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*First Year, Second Semester*

S.No.	Subject Code	Subject	Periods			Credit	Evaluation Scheme					Subject Total
			L	T	P		Theory			Practical		
							CT	TA	ES	TA	ES	
1	MTECD201	Digital Signal Processing	4			4	20	10	70			100
2	MTECD202	Information Theory & Coding	4			4	20	10	70			100
3	MTECD203	Advanced Optical Communication	4			4	20	10	70			100
4		Elective-2	4			4	20	10	70			100
5	MTECD251	Modeling & Simulation Lab			4	2				20	30	50
		<b>Total</b>				<b>18</b>						<b>450</b>

*Second Year, Third Semester*

S.No.	Subject Code	Subject	Periods			Credit	Evaluation Scheme					Subject Total
			L	T	P		Theory			Practical		
							CT	TA	ES	TA	ES	
1	MTECD301	Mobile Communication	4			4	20	10	70			100
2		Elective-3	4			4	20	10	70			100
3	MTECD351	Seminar			4	2				10	0	100
4	MTECD399	Dissertation			16	8				15	0	150
		<b>Total</b>				<b>18</b>						<b>450</b>

*Second Year, Fourth Semester*

S.No.	Subject Code	Subject	Periods			Credit	Evaluation Scheme					Subject Total
			L	T	P		Theory			Practical		
							CT	TA	ES	TA	ES	
1	MTECD499	Dissertation			30	18				150	300	450
		<b>Total</b>				<b>18</b>						<b>450</b>

**Course Structure and Syllabus for M.Tech (Computer Science & Engineering)**

**Semester I**

Paper Code	Paper Name	Weekly Contact Period (WCP)				Credit	Marks
		Lecture	Tutorial	Practical	Total		
MTCS10 1	Data Mining and Knowledge Management	3	0	0	3	3	100
MTCS10 2	Advanced Data Structure and Algorithms	3	0	0	3	3	100
MTCS10 3	Advance Operating System	3	0	0	3	3	100
MTCS10 4	Software testing & Quality Assurance	3	0	0	3	3	100
MTCS10 5	Elective I	3	0	0	3	3	100
MTCS10 6	Seminar I	0	0	0	0	2	100
MTCS19 1	Advanced Data Structures and Algorithms Lab	0	0	3	3	2	100
MTCS19 3	Advance Operating Systems Laboratory	0	0	3	3	2	100
<b>Total Credit: 21    Total Marks: 800</b>							



# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

## Semester II

Paper Code	Paper Name	Weekly Contact Period (WCP)				Credit	Marks
		Lecture	Tutorial	Practical	Total		
MTCS201	Big Data Analytics and Business Intelligence	3	0	0	3	3	100
MTCS202	Advanced Computer Architecture	3	0	0	3	3	100
MTCS203	Advanced DBMS	3	0	0	3	3	100
MTCS204	Mobile Ad hoc Network	3	0	0	3	3	100
MTCS205	Elective II	3	0	0	3	3	100
MTCS206	Seminar II	0	0	0	0	2	100
MTCS292	ADBMS Laboratory	0	0	3	3	2	100
<b>Total Credit: 20      Total Marks: 700</b>							

## Semester III

Paper Code	Paper Name	Weekly Contact Period (WCP)				Credit	Marks
		Lecture	Tutorial	Practical	Total		
MTCS301	Research Methodology	3	0	0	3	3	100
MTCS302	Elective-III	3	0	0	3	3	100
MTCS303	Seminar III	0	0	0	0	2	100
MTCS394	Term Paper [Project]	0	0	12	12	12	200
<b>Total Credit: 20      Total Marks: 500</b>							

**Semester IV**

Paper Code	Paper Name	Weekly Contact Period (WCP)				Credit	Marks
		Lecture	Tutorial I	Practical	Total		
MTCS49 4	Final Project presentation with VIVA	0	0	18	18	18	300
MTCS49 5	Comprehensive Viva	0	0	0	0	4	200
<b>Total Credit: 20 Total Marks: 500</b>							

**\* Electives to be selected from the following list**

**\*\*\* Seminar should be presented on a very recent topic on any technological domain.**

**Elective -I**

- i. MTCS-011 Forensics and Cyber Law
- ii. MTCS-012 Information Retrieval
- iii. MTCS-013 Modelling and Simulation
- iv. MTCS-014 Web Technology
- v. MTCS-015 Software Process and Project Management

**Elective –II**

- i. MTCS-021 Soft Computing
- ii. MTCS-022 XML and Web Services
- iii. MTCS-023 Digital Image Processing
- iv. MTCS-024 Software Engineering Methodologies
- v. MTCS-025 Natural Language Processing

**Elective-III**

- i. MTCS-031 Parallel and Distributed Computing
- ii. MTCS-032 Advanced computer network
- iii. MTCS-033 Web Programming Paradigm
- iv. MTCS-034 Linux Kernel Programming
- v. MTCS-034 Wireless and Mobile Networks

**IIMT UNIVERSITY MEERUT  
 COURSE STRUCTURE AND SYLLABI FOR  
 M.TECH- THERMAL ENGINEERING  
 OFFERED BY DEPARTMENT OF  
 MECHANICAL ENGINEERING**

**I YEAR I Semester**

S. No	Course code	Subject	Theory	Lab.	Credits
1.	THE-111	Advanced Thermodynamics	4		4
2.	THE-112	Advanced Heat & Mass Transfer	4		4
3.	THE-113	Turbo Machines	4		4
4.	THE-114	Fuels, Combustion & Environment	4		4
5.	THE-115	FEA in Thermal Engineering	4		4
6.	THE-116a THE-116b THE-116c	Elective-I a. Refrigeration & Air Conditioning b. Equipment design for Thermal Systems c. Optimization Techniques & its Applications	4		4
7.	THE-117P	Advanced Thermal Engineering Lab		3	2
		contact periods/week	24	3	
			Total	27	26

**IIMT UNIVERSITY MEERUT  
 Course Structure and syllabi for  
 M. TECH (PRODUCTION ENGINEERING)  
 Offered by Department of Mechanical  
 Engineering  
 I YEAR I Semester**

S. No	Course code	Subject	Theory	Lab.	Credits
1.	PDE-111	Theory of Metal Cutting	4		4
2.	PDE-112	Advanced Metal Forming	4		4
3.	PDE-113	Advanced Casting and Welding Technologies	4		4
4.	PDE-114	SIMULATION, MODELLING & ANALYSIS	4		4
5.	PDE-115	Advanced CAD	4		4
6.	PDE-116a PDE-116b PDE-116c	Elective-I a. Machine Tool Design b. Advanced Manufacturing Processes c. Quality Engineering in Manufacturing	4		4
7.	PDE-117P	Production Engineering Lab		3	2
		contact periods/week	24	3	
			Total	27	26

**I YEAR II Semester**

S. No	Course code	Subject	Theory	Lab.	Credits
1.	PDE-121	Optimization Techniques and Applications	4		4
2.	PDE-122	Automation in Manufacturing	4		4
3.	PDE-123	Production & Operations Management	4		4
4.	PDE-124	Computer Aided Manufacturing	4		4
5.	PDE-125	Rapid Prototyping Technologies	4		4
6.	PDE-126a PDE-126b PDE-126C	Elective a. Intelligent Manufacturing Systems b. Industrial Robotics C .Design and Manufacture of MEMS & Micro system	4		4
7.	PDE-127P	Computer Aided Engineering Lab		3	2
		contact periods/week	24	3	
			Total	27	26

**II YEAR**

**(III & IV Semesters)**

S. No	Course code	Subject		credits
1	PDE-234S	Seminar		2
2	PDE-234PW	Project work		16

**ORDINANCE – 28 (iv)**

**BACHELOR OF COMMERCE (Hons.)**

**B.Com (H)**

**Bachelor of Commerce B.Com (Hons.)**

**1. ACADEMIC ELIGIBILITY FOR ADMISSION**

The minimum qualification for admission in B.Com Hons. Shall be 10+2 in any stream from any board in India, at least with 40% marks .

**2. ACADEMIC DURATION OF COURSE**

The duration of the course leading to the degree of **Bachelor of commerce B.Com (Hons.)** shall be of three academic years, spread over six semesters.

The outlined syllabus is attached as an annexure.

**3. MONTH FOR SEMESTERS EXAMINATION**

(i).The Examination for the first, third and fifth semester shall ordinarily be held in the month of December/January and for the second, fourth and sixth semesters in the month of May/June or on such dates as may be fixed by the Controller of Examination.

(ii). Examination for the students who could not pass the paper(s) of first, third and fifth semester shall be held along with their regular first, third and fifth semester examinations in December/January and for the second and fourth semester papers along with their regular second and fourth semester examination which will be held ordinarily during the month of May/June. However in case if a student has completed the respective tenure of M B A as mentioned above his/her examination would be taken during the next semester exam. The last date of receipt of admission forms and fees shall be fixed by the university authority.

**4. COURSE OF STUDY**

The course of study shall contain the subjects of management. The marks shall be awarded to the candidates pursuing the programme for the written papers, computer papers, project report/ presentation /viva-voce examinations, if any as specified in the scheme of Examinations.

**5. REGULARITY AND ATTENDANCE**

A regular student shall not be permitted to appear in semester examination, unless he/she has regularly attended not less than 75% classes held in aggregate of all subjects. The university however may, condone the shortage in attendance up to 10% in each subject for any of the following reasons.

- Participation in NCC/ NSS Camps.
- Participation in University/ Inter-university/ State-level Games.
- Participation in other extra-curricular activities at University/ Inter-university/ State level.
- Prolonged Illness

## **6. CONDUCT AND DISCIPLINE**

A student is expected to follow the right conduct as per the ethical and socio cultural norms set by the university for day-to-day living. Also, student has to follow the rules and guidelines, set by the university for different activities.

## **7. MEDIUM OF INSTRUCTION AND EXAMINATION**

The medium of instructions will be English.

## **8. PATTERN OF EXAMINATION**

Each paper shall be of 100 marks, out of which internal and external assessments will carry 30 marks and 70 marks respectively.

### **(i). PATTERN OF INTERNAL ASSESSMENT MARKS**

The Internal Assessment marks awarded to the students should be forwarded to the Controller of Examinations at least one week before the commencement of the semester examination. The internal assessment marks shall be based on factors such as participation in seminars, tests and oral presentations, submission of written assignments, class room participation and attendance. The weightage given to each of these factors for a paper shall be decided and announced at the beginning of the semester.

### **(ii). PATTERN OF QUESTION PAPER, WITH MARKS (FINAL WRITTEN EXAMS)**

Two set of question papers will be prepared by the external/internal examiners. Each set will contain three sections namely A, B and C. There would not be any repetition of questions in both the sets as well as the questions would be distributed throughout the entire syllabus so that a candidate can be judged on the basis of the knowledge of the entire subject.

## **9. EXAMINATION FEE**

The amount of examination fee to be paid by a candidate for each semester shall be as per the decision of the university from time to time.

## **10. CONDUCT OF EXAMINATION**

Every candidate shall be allotted an Examination Roll Number and an Identity/Admit Card issued by the university with an attested photograph, which is compulsory to produce in the examination hall on demand from the superintendent/supervisor of the examination

## **11. ELIGIBILITY FOR SITTING IN SEMESTER EXAMINATION**

The semester examination shall be open to a regular student who

- (1) has been on the rolls of the Department during the first semester;
- (2) has attended not less than 75% of lectures in the semester; and

## **12. PASSING REQUIREMENTS**

The minimum percentage of marks to pass the examination in each Semester shall be:

- (i) 40 percent Marks in each written paper with internal and external assessment separately;
- (ii) 50% Marks in aggregate of each semester examination.
- (iii) A candidate shall be promoted to the next higher semester if he/she passes at least 50% of the papers prescribed in the semester failing which he/she shall be declared as fail in that semester and he/she shall be required to get re-admission in the failed semester and shall have to appear in all the papers currently in force.

### **13. TIME LIMIT TO PASS THE COURSE**

- (i) A candidate shall have to pass all the six semesters examinations within a maximum period of **six years** of his/her admission to the first semester of B.Com (H) programme respectively failing which he/she will be deemed to be unfit for the programme.
- (ii) If a candidate, who has passed the second semester examination, but could not continued his studies, for legitimate and justified reasons, may be permitted to join third semester within two years of his passing the second semester examination.
- (iii) The Internal Assessment awards of a candidate, who fails in any external exam, would be awarded the same marks as he/she has obtained when he/she was there in the semester.

### **14. CLASSIFICATION OF SUCCESSFUL CANDIDATES**

The list of successful candidates after the fourth semester examinations of MBA course shall be arranged as under in two divisions on the basis of the aggregate marks obtained in all semester examinations taken together, and the division obtained by the candidate will be stated in his degree.

- (i) First Division those who obtain 60% or more of the aggregate marks.
- (ii) Second Division those who obtain 50% or more but less than 60% of the aggregate marks.
- (iii) Those who pass all semester examinations in the first attempt obtaining 75% or more marks in the aggregate shall be declared to have passed with **DISTINCTION**.
- (iv) Each successful candidate shall receive a copy of detailed marks card on having passed the Semester Examination

**15.** Any dispute arising on account of implementation of this ordinance shall be referred to a committee of three members to be appointed by the Vice-Chancellor and its decision shall be final and binding on all.

## IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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B. Com Semester I								
SEM .1	SUBJECT	MAXM MARKS	THEORY EXAMS	INTERNAL ASSESSMENT	LECTURE	TUTORIAL	PRACTICAL	EXAM TIME
101	FINANCIAL ACCOUNTING	100	70	30	50	05		03 HRS.
102	FINANCIAL MATHEMATICS	100	70	30	50	05		03 HRS.
103	OFFICE MANAGEMENT	100	70	30	50	05		03 HRS.
104	PRINCIPLES OF ECONOMICS	100	70	30	50	05		03 HRS.
105	ESSENTIALS OF MANAGEMENT	100	70	30	50	05		03 HRS.
106	INDIAN ECONOMY	100	70	30	50	05		03 HRS.

B.Com Semester II								
SEM .2	SUBJECT	MAXM MARKS	THEORY EXAMS	INTERNAL ASSESSMENT	LECTURE	TUTORIAL	PRACTICAL	EXAM TIME
201	SPECIALIZED ACCOUNTING	100	70	30	50	05		03 HRS.
202	PUBLIC FINANCE	100	70	30	50	05		03 HRS.
203	INDUSTRIAL PSYCHOLOGY	100	70	30	50	05		03 HRS.
204	BUSINESS COMMUNICATION	100	70	30	50	05		03 HRS.
205	BUSINESS STATISTICS	100	70	30	50	05		03 HRS.
206	BUSINESS ENVIRONMENT	100	70	30	50	05		03 HRS.



## IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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B.Com Semester III								
SE M. 3	SUBJECT	MAXM MARKS	THEO RY EXAM S	INTERNA L ASSESSM ENT	LECTU RE	TUTORI AL	PRACTI CAL	EXAM TIME
301	COST ACCOUNTING	100	70	30	50	05		03 HRS.
302	BUSINESS LAWS	100	70	30	50	05		03 HRS.
303	OPERATIONS MANAGEMENT	100	70	30	50	05		03 HRS.
304	MARKETING MANAGEMENT	100	70	30	50	05		03 HRS.
305	HUMAN RESIOURCE MANAGEMENTS	100	70	30	50	05		03 HRS.
306	COMPUTER APPLICATION	100	70	30	50	05		03 HRS.

B.Com Semester IV								
SEM . 3	SUBJECT	MAXM MARKS	THEO RY EXAM S	INTERNA L ASSESSM ENT	LECTU RE	TUTORI AL	PRACTI CAL	EXAM TIME
401	CORPORATE ACCOUNTING	100	70	30	50	05		03 HRS.
402	DIRECT TAX LAWS AND ACCOUNTS	100	70	30	50	05		03 HRS.
403	CORPORATE LAWS	100	70	30	50	05		03 HRS.
404	BUSINESS ECONOMICS	100	70	30	50	05		03 HRS.
405	BANKING OPERATIONS MANAGEMENT	100	70	30	50	05		03 HRS.
406	SECRETARIAL PRACTICES	100	70	30	50	05		03 HRS.

<b>B.Com Semester V</b>								
<b>SE M. 5</b>	<b>SUBJECT</b>	<b>MAX M MAR KS</b>	<b>THEO RY EXAM S</b>	<b>INTERNAL ASSESSME NT</b>	<b>LECTU RE</b>	<b>TUTORI AL</b>	<b>PRACTIC AL</b>	<b>EXAM TIME</b>
501	MANAGEMENT ACCOUNTNG	100	70	30	50	05		03 HRS.
502	FOREIGN TRADE PROCEDURES AND DOCUMENTATION	100	70	30	50	05		03 HRS.
503	INDUSTRIAL LAWS	100	70	30	50	05		03 HRS.
504	INSURANCE AND RISK MANAGEMENT	100	70	30	50	05		03 HRS.
505	ENTREPRENEURSHIP DEVELOPMENT	100	70	30	50	05		03 HRS.
506	BUSINES FINANCE	100	70	30	50	05		03 HRS.

<b>B.Com Semester VI</b>								
<b>SEM .6</b>	<b>SUBJECT</b>	<b>MAXM MARKS</b>	<b>THEORY EXAMS</b>	<b>INTERNAL ASSESSMENT</b>	<b>LECTURE</b>	<b>TUTORIAL</b>	<b>PRACTICAL</b>	<b>EXAM TIME</b>
601	OPERATION RESEARCH	100	70	30	50	05		03 HRS.
602	BUSINESS POLICY	100	70	30	50	05		03 HRS.
603	TAX PLANNING AND MANAGEMENT	100	70	30	50	05		03 HRS.
604	MANAGEMENT INFORMATION SYSTEM	100	70	30	50	05		03 HRS.
605	AUDITING-PRINCIPLES AND PRACTICES	100	70	30	50	05		03 HRS.
606	ORGANISATION BEHAVIOUR	100	70	30	50	05		03 HRS.
607	COMPREHENSIVE VIVA-VOCE							

**ORDINANCE – 28 (v)**

**MASTER OF COMMERCE**

**(M.Com)**

**MASTER OF COMMERCE (M.Com)**

**1.ACADEMIC ELIGIBILITY FOR ADMISSION**

The minimum qualification for admission to M.Com shall be bachelor degree in commerce from any recognized university, established by law in India, at least with 45% marks.

**2. ACADEMIC DURATION OF COURSE**

The duration of the course leading to the degree of **Master of Commerce shall be** of two academic years, spread over four semesters.

The outlined syllabus is attached as an annexure.

**3. MONTH FOR SEMESTERS EXAMINATION**

(i).The Examination for the first and third semester shall ordinarily be held in the month of December/January and for the second and the fourth semesters in the month of May/June or on such dates as may be fixed by the Controller of Examination.

(ii). Examination for the students who could not pass the paper(s) of first and the third semester shall be held along with their regular first and third semester examinations in December/January and for the second and fourth semester papers along with their regular second and fourth semester examination which will be held ordinarily during the month of May/June. However in case if a student has completed the respective tenure of M.Com as mentioned above his/her examination would be taken during the next semester exam. The last date of receipt of admission forms and fees shall be fixed by the university authority.

**4. COURSE OF STUDY**

The course of study shall contain the subjects of management. The marks shall be awarded to the candidates pursuing the programme for the written papers, computer papers, project report/ presentation /viva-voce examinations, if any as specified in the scheme of Examinations.

**5. REGULARITY AND ATTENDANCE**

A regular student shall not be permitted to appear in semester examination, unless he/she has regularly attended not less than 75% classes held in aggregate of all subjects. The university however may, condone the shortage in attendance up to 10% in each subject for any of the following reasons.

- Participation in NCC/ NSS Camps.
- Participation in University/ Inter-university/ State-level Games.
- Participation in other extra-curricular activities at University/ Inter-university/ State level.
- Prolonged Illness

## **6. CONDUCT AND DISCIPLINE**

A student is expected to follow the right conduct as per the ethical and socio cultural norms set by the university for day-to-day living. Also, student has to follow the rules and guidelines, set by the university for different activities.

## **7. MEDIUM OF INSTRUCTION AND EXAMINATION**

The medium of instructions will be English.

## **8. PATTERN OF EXAMINATION**

Each paper shall be of 100 marks, out of which internal and external assessments will carry 30 marks and 70 marks respectively.

### **(i). PATTERN OF INTERNAL ASSESSMENT MARKS**

The Internal Assessment marks awarded to the students should be forwarded to the Controller of Examinations at least one week before the commencement of the semester examination. The internal assessment marks shall be based on factors such as participation in seminars, tests and oral presentations, submission of written assignments, class room participation and attendance. The weightage given to each of these factors for a paper shall be decided and announced at the beginning of the semester.

### **(ii). PATTERN OF QUESTION PAPER, WITH MARKS (FINAL WRITTEN EXAMS)**

Two set of question papers will be prepared by the external/internal examiners. Each set will contain three sections namely A, B and C. There would not be any repetition of questions in both the sets as well as the questions would be distributed throughout the entire syllabus so that a candidate can be judged on the basis of the knowledge of the entire subject.

## **9. EXAMINATION FEE**

The amount of examination fee to be paid by a candidate for each semester shall be as per the decision of the university from time to time.

## **10. CONDUCT OF EXAMINATION**

Every candidate shall be allotted an Examination Roll Number and an Identity/Admit Card issued by the university with an attested photograph, which is compulsory to produce in the examination hall on demand from the superintendent/supervisor of the examination

## **11. ELIGIBILITY FOR SITTING IN SEMESTER EXAMINATION**

The semester examination shall be open to a regular student who

- (1) has been on the rolls of the Department during the first semester;
- (2) has attended not less than 75% of lectures in the semester; and

## 12. PASSING REQUIREMENTS

The minimum percentage of marks to pass the examination in each Semester shall be:

- (i) 40 percent Marks in each written paper with internal and external assessment separately;
- (ii) 50% Marks in aggregate of each semester examination.
- (iii) A candidate shall be promoted to the next higher semester if he/she passes at least 50% of the papers prescribed in the semester failing which he/she shall be declared as fail in that semester and he/she shall be required to get re-admission in the failed semester and shall have to appear in all the papers currently in force.

## 13. TIME LIMIT TO PASS THE COURSE

- (iv) A candidate shall have to pass all the four semesters examinations within a maximum period of **four years** of his/her admission to the first semester of M.COM programme respectively failing which he/she will be deemed to be unfit for the programme.
- (v) If a candidate, who has passed the second semester examination, but could not continued his studies, for legitimate and justified reasons, may be permitted to join third semester within two years of his passing the second semester examination.
- (vi) The Internal Assessment awards of a candidate, who fails in any external exam, would be awarded the same marks as he/she has obtained when he/she was there in the semester.

## 14. CLASSIFICATION OF SUCCESSFUL CANDIDATES

The list of successful candidates after the fourth semester examinations of M.COM course shall be arranged as under in two divisions on the basis of the aggregate marks obtained in all semester examinations taken together, and the division obtained by the candidate will be stated in his degree.

- (i) First Division those who obtain 60% or more of the aggregate marks.
- (ii) Second Division those who obtain 50% or more but less than 60% of the aggregate marks.
- (iii) Those who pass all semester examinations in the first attempt obtaining 75% or more marks in the aggregate shall be declared to have passed with **DISTINCTION**.
- (iv) Each successful candidate shall receive a copy of detailed marks card on having passed the Semester Examination

**15.** Any dispute arising on account of implementation of this ordinance shall be referred to a committee of three members to be appointed by the Vice-Chancellor and its decision shall be final and binding on all.

**I : M.Com. Programme Structure**

**AFFILIATION**

The programme shall be governed by the College of Commerce and Management, IIMT UNIVERSITY, MEERUT

**Programme Structure**

The M.Com. Programme is divided into two parts as under. Each Part will consist of two Semesters.

		<i>Semester</i>	<i>Semester</i>
Part - I	First Year	Semester I	Semester II
Part – II	Second Year	Semester III	Semester IV

The schedule of papers prescribed for various semesters shall be as follows;

Papers	Marks		Total Marks	Dura tion (Hrs.)	
	Written	Internal Assmnt.			

**Part I :**

**Semester: I**

Paper I- 101 : Organisation Theory and Behaviour	70	30	100	3	
Paper I-102 : Quantitative Analysis	70	30	100	3	
Paper I-103 : Economic Analysis	70	30	100	3	
Paper I-104 : Corporate Financial Management	70	30	100	3	
<b>Total</b>			<u>400</u>		<u>          </u>

**Part I : Semester II**

Paper I-201 : Accounting for Managers	70	30	100	3	
Paper I- 202 : Business Environment	70	30	100	3	
Paper I- 203 : Quantitative Techniques for Business Decisions	70	30	100	3	
Paper I- 204 : Marketing Management	70	30	100	3	
<b>Total</b>			<u>400</u>		<u>          </u>

**Part II : Semester III**

Paper I- 301 : Strategic Management	70	30	100	3	
Paper I- 302 : Accounting Theory and Practice	70	30	100	3	
Paper ---- : Elective I (Paper 1)	70	30	100	3	
Paper ---- : Elective II (Paper 1)	70	30	100	3	
<b>Total</b>			<u>400</u>		<u>          </u>

**Part II : Semester IV**

Paper I- 401 : International Business	70	30	100	3	
Paper I- 402 : Human Resource Management	70	30	100	3	
Paper ---- : Elective I (Paper 2)	70	30	100	3	
Paper ---- : Elective II (Paper 2)	70	30	100	3	
<b>Total</b>			<b>400</b>		<hr/>
<b>Grand Total</b>			<b>1600</b>		<hr/>



**Elective Groups:**

Any *two* groups from the available electives to be selected at the commencement of M. Com. Part II - Semester III.

Notes:

1. The elective groups in the Semester IV will remain the same as the ones selected in Semester III.
2. Once a group has been selected, no change in selected groups will be allowed later.
3. While the first paper of each of the selected groups will be taught in **Semester III**, the second paper of each of the selected groups will be taught in **Semester IV**.

**List of Elective Groups**

The Department will announce in the beginning of the respective semester, the list of elective groups which will be offered during the semester depending upon the faculty members and the demand of electives.

**Group A: Finance – I**

Paper IEA-101 Financial Market and Institutions  
Paper IEA-102 Security Analysis and Portfolio Management

**Group B: Marketing – II**

Paper IEB-201 Sales and Advertisement Management  
Paper IEB-202 Consumer Behaviour

**Group C: Human Resource Management – I**

Paper IEC-301 Human Resource Development  
Paper IEC-302 Training and Development

**Group D: International Business**

Paper IED-401 India's Foreign Trade and Investment  
Paper IED-402 International Business Operations Management

**Group E: Computer Application and Information Technology**

Paper IEE-501 Computer Applications in Business  
Paper IEE-502 E-Commerce

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**ORDINANCE – 28 (vi)**

**Bachelor of Business Administration ( BBA)**

**1. ACADEMIC ELIGIBILITY FOR ADMISSION**

The minimum qualification for admission to BBA shall be 10+2 from any recognized board with at least 40 % marks, established by law in India.

**2. ACADEMIC DURATION OF COURSE**

The duration of the course leading to the degree of **BBA shall be** of three academic years, spread over six semesters.

The outlined syllabus is attached as an annexure.

**3. MONTH FOR SEMESTERS EXAMINATION**

(i).The Examination for the first, third and fifth semesters shall ordinarily be held in the month of December/January and for the second, fourth and sixth semesters in the month of May/June or on such dates as may be fixed by the Controller of Examination.

(ii). In case any student declared fail in some papers of first and/or third semester, back papers examinations shall be held along with their regular first and third semester examinations in December/January and for the second and fourth semester papers along with their regular second and fourth semester examination which will be held ordinarily during the month of May/June. However in case if a student has completed the respective tenure as mentioned, his/her examination of back papers would be taken during the next semester exam. The last date of receipt of admission forms and fees shall be fixed by the university authority.

**4. COURSE OF STUDY**

The course of study shall contain the subjects of management. The marks shall be awarded to the candidates pursuing the programme for the written papers, computer papers, project report/ presentation /viva-voce examinations, if any as specified in the scheme of Examinations.

**5. REGULARITY AND ATTENDANCE**

A regular student shall not be permitted to appear in annual examination, unless he/she has regularly attended not less than 75% classes held in aggregate of all subjects. The university however may, condone the shortage in attendance up to 10% in each subject for any of the following reasons.

- Participation in NCC/ NSS Camps.
- Participation in University/ Inter-university/ State-level Games.
- Participation in other extra-curricular activities at University/ Inter-university/ State level.
- Prolonged Illness

**6. CONDUCT AND DISCIPLINE**

A student has to follow the guidelines and ethical and socio-cultural norms, set by the university for day-to-day living and shall depict right conduct as per the set norms. Also, student will follow the rules and regulations, set by the university for different activities.

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## **7. MEDIUM OF INSTRUCTION AND EXAMINATION**

The medium of instructions will be English.

## **8. PATTERN OF EXAMINATION**

Each paper shall be of 100 marks, out of which external examination will carry 70 marks and 30 marks will be assigned to internal performance.

### **(i). PATTERN OF INTERNAL ASSESSMENT MARKS**

The Internal Assessment marks awarded to the students should be forwarded to the Controller of Examinations at least one week before the commencement of the semester examination. The internal assessment marks shall be based on factors such as participation in seminars, tests and oral presentations, submission of written assignments, class room participation and attendance. The weightage given to each of these factors for a paper shall be decided and announced at the beginning of the semester.

### **(ii). PATTERN OF QUESTION PAPER, WITH MARKS (FINAL WRITTEN EXAMS)**

Two set of question papers will be prepared by the external/internal examiners. Each set will contain three sections, A,B and C. There would not be any repetition of questions in both the sets as well as the questions would be distributed throughout the entire syllabus so that a candidate can be judged on the basis of the knowledge of the entire subject.

## **9. EXAMINATION FEE**

The amount of examination fee to be paid by a candidate for each semester shall be as per the decision of the university from time to time.

## **10. CONDUCT OF EXAMINATION**

Every candidate shall be allotted an Examination Roll Number and an Identity/Admit Card issued by the university with an attested photograph, which is compulsory to produce in the examination hall on demand from the superintendent/supervisor of the examination

## **11. ELIGIBILITY FOR SITTING IN SEMESTER EXAMINATION**

The semester examination shall be open to a regular student who

- (1) has been on the rolls of the Department during the first semester;
- (2) has attended not less than 75% of lectures in the semester; and

## **12. PASSING REQUIREMENTS**

The minimum percentage of marks to pass the examination in each Semester shall be:

- (i) 40% marks in each written paper with internal and external assessment separately;
- (ii) 50% marks in aggregate of each semester examination.

(iii) A candidate shall be promoted to the next higher semester if he/she passes at least 50% of the papers prescribed in the semester failing which he/she shall be declared as fail in that semester and he/she shall be required to get re-admission in the failed semester and shall have to appear in all the papers currently in force.

(iv) Papers of General English and Environmental Studies are qualifying papers. Passing marks for these papers are 40 but the marks of these papers will not be included in total marks while calculating the semester aggregate or the division.

## **13. TIME LIMIT TO PASS THE COURSE**

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- (i) A candidate shall have to pass all the six semester examinations within a maximum period of **five years** of his/her admission to the first semester of BBA programme respectively failing which he/she will be deemed to be unfit for the programme.
- (ii) If a candidate, who has passed the second semester examination, but could not continued his studies, for legitimate and justified reasons, may be permitted to join third semester within two years of his passing the second semester examination.
- (iii) The Internal Assessment awards of a candidate, who fails in any external exam, would be awarded the same marks as he/she has obtained when he/she was there in the semester.

#### **14. CLASSIFICATION OF SUCCESSFUL CANDIDATES**

The list of successful candidates after the sixth semester examinations of BBA course shall be arranged as under in two divisions on the basis of the aggregate marks obtained in all semester examinations taken together, and the division obtained by the candidate will be stated in his degree.

- (i) First Division those who obtain 60% or more of the aggregate marks.
- (ii) Second Division those who obtain 50% or more but less than 60% of the aggregate marks.
- (iii) Those who pass all semester examinations in the first attempt obtaining 75% or more marks in the aggregate shall be declared to have passed with **DISTINCTION**.
- (iv) Each successful candidate shall receive a copy of detailed marks card on having passed the Semester Examination

**15.** Any dispute arising on account of implementation of this ordinance shall be referred to a committee of three members to be appointed by the Vice-Chancellor and its decision shall be final and binding on all.

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# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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## BBA I SEMESTER

SEM I	SUBJECT	MA X. MARKS	External Assessment	INTERNAL ASSESSMENT	LECTURE	TUTORIAL	PRACTICAL	EXAM TIME
101	BUSINESS ORGANIZATION	100	70	30	50	5		03 HRS
102	BUSINESS MATHEMATICS	100	70	30	50	5		03 HRS
103	PRINCIPLES OF ECONOMICS	100	70	30	50	5		03 HRS
104	BOOK KEEPING AND BASIC ACCOUNTING	100	70	30	50	5		03 HRS
105	BUSINESS LAWS	100	70	30	50	5		03 HRS
106	FUNDAMENTAL OF MANAGEMENT	100	70	30	50	5		03 HRS
107	BUSINESS ETHICS	100	70	30	50	5		03 HRS
	HUMAN VALUES AND PROFESSIONAL ETHICS	50	30	20	25	-		03 Hrs

# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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## BBA II SEMESTER

SEM II	SUBJECT	MAX. MARKS	EXTERNAL ASSESSMENT	INTERNAL ASSESMENT	LEC-TURE	TUTO-RIAL	PRAC-TICAL	EXAM TIME
201	BUSINESS ENVIRONMENT	100	70	30	50	5		03 HRS
202	BUSINESS COMMUNICATION	100	70	30	50	5		03 HRS
203	INDIAN ECONOMY	100	70	30	50	5		03 HRS
204	PRINCIPLES OF ACCOUNTING	100	70	30	50	5		03 HRS
205	ORGANIZATION BEHAVIOUR	100	70	30	50	5		03 HRS
206	BUSINESS STATISTICS	100	70	30	50	5		03 HRS

## BBA III SEMESTER

SEM III	SUBJECT	MAX. MARKS	EXTERNAL ASSESSMENT	INTERNAL ASSESMENT	LEC-TURE	TUTO-RIAL	PRAC-TICAL	EXAM TIME
301	ADVERTISING MANAGEMENT	100	70	30	50	5		03 HRS
302	INDIAN BANKING SYSTEM	100	70	30	50	5		03 HRS
303	HUMAN RESOURCE MANAGEMENT	100	70	30	50	5		03 HRS
304	MARKETING MANAGEMENT	100	70	30	50	5		03 HRS
305	COMPANY ACCOUNT	100	70	30	50	5		03 HRS
306	COMPANY LAWS	100	70	30	50	5		03 HRS

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# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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## BBA IV SEMESTER

SEM IV	SUBJECT	MAX. MARKS	EXTERNAL ASSESSMENT	INTERNAL ASSESMENT	LEC-TURE	TUTO-RIAL	PRAC-TICAL	EXAM TIME
401	CONSUMER BEHAVIOUR	100	70	30	50	5		03 HRS
402	FINANCIAL MANAGEMENT	100	70	30	50	5		03 HRS
403	PRODUCTION MANAGEMENT	100	70	30	50	5		03 HRS
404	SALES MANAGEMENT	100	70	30	50	5		03 HRS
405	RESEARCH METHODOLOGY	100	70	30	50	5		03 HRS
406	OPERATION RESEARCH	100	70	30	50	5		03 HRS

## BBA V SEMESTER

SEM V	SUBJECT	MAX. MARKS	EXTERNAL ASSESSMENT	INTERNAL ASSESMENT	LEC-TURE	TUTO-RIAL	PRAC-TICAL	EXAM TIME
501	MANAGERIAL ECONOMICS	100	70	30	50	5		03 HRS
502	ENTREPRENEURSHIP & SMALL BUSINESS MANAGEMENT	100	70	30	50	5		03 HRS
503	INCOME TAX	100	70	30	50	5		03 HRS
504	COST & MANAGEMENT ACCOUNTING	100	70	30	50	5		03 HRS
505	INDUSTRIAL LAW	100	70	30	50	5		03 HRS
506	COMPUTER FUNDAMENTALS	100	70	30	50	5		03 HRS

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# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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## BBA VI SEMESTER

SEM VI	SUBJECT	MAX. MARKS	External Assessment	INTERNAL ASSESMENT	LEC-TURE	TUTO-RIAL	PRAC-TICAL	EXAM TIME
601	INTERNATIONAL TRADE	100	70	30	50	5		03 HRS
602	STRATEGIC MANAGEMENT & BUSINESS POLICY	100	70	30	50	5		03 HRS
603	VAT & SERVICE TAX	100	70	30	50	5		03 HRS
604	MANAGEMENT INFORMATION SYSTEM	100	70	30	50	5		03 HRS
605	AUDITING	100	70	30	50	5		03 HRS
606	FUNDAMENTAL OF E-COMMERCE	100	70	30	50	5		03 HRS



**ORDINANCE – 28 (vii)**

**MASTER OF BUSINESS ADMINISTRATION**

**(M B A)**

**MASTER OF BUSINESS ADMINISTRATION (MBA)**

**1. ACADEMIC ELIGIBILITY FOR ADMISSION**

The minimum qualification for admission to MBA shall be bachelor degree in any stream from any recognized university, established by law in India, at least with 45% marks for general category (40% for SC/ST)

**2. ACADEMIC DURATION OF COURSE**

The duration of the course leading to the degree of **Master of Business Administration shall be** of two academic years, spread over four semesters.

The outlined syllabus is attached as an annexure.

**3. MONTH FOR SEMESTERS EXAMINATION**

(i). The Examination for the first and third semester shall ordinarily be held in the month of December/January and for the second and the fourth semesters in the month of May/June or on such dates as may be fixed by the Controller of Examination.

(ii). Examination for the students who could not pass the paper(s) of first and the third semester shall be held along with their regular first and third semester examinations in December/January and for the second and fourth semester papers along with their regular second and fourth semester examination which will be held ordinarily during the month of May/June. However in case if a student has completed the respective tenure of M B A as mentioned above his/her examination would be taken during the next semester exam. The last date of receipt of admission forms and fees shall be fixed by the university authority.

**4. COURSE OF STUDY**

The course of study shall contain the subjects of management. The marks shall be awarded to the candidates pursuing the programme for the written papers, computer papers, project report/ presentation /viva-voce examinations, if any as specified in the scheme of Examinations.

**5. REGULARITY AND ATTENDANCE**

A regular student shall not be permitted to appear in semester examination, unless he/she has regularly attended not less than 75% classes held in aggregate of all subjects. The university however may, condone the shortage in attendance up to 10% in each subject for any of the following reasons.

- Participation in NCC/ NSS Camps.
- Participation in University/ Inter-university/ State-level Games.
- Participation in other extra-curricular activities at University/ Inter-university/ State level.
- Prolonged Illness

**6. CONDUCT AND DISCIPLINE**

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A student is expected to follow the right conduct as per the ethical and socio cultural norms set by the university for day-to-day living. Also, student has to follow the rules and guidelines, set by the university for different activities.

## **7. MEDIUM OF INSTRUCTION AND EXAMINATION**

The medium of instructions will be English.

## **8. PATTERN OF EXAMINATION**

Each paper shall be of 100 marks, out of which internal and external assessments will carry 30 marks and 70 marks respectively.

### **(i). PATTERN OF INTERNAL ASSESSMENT MARKS**

The Internal Assessment marks awarded to the students should be forwarded to the Controller of Examinations at least one week before the commencement of the semester examination. The internal assessment marks shall be based on factors such as participation in seminars, tests and oral presentations, submission of written assignments, class room participation and attendance. The weightage given to each of these factors for a paper shall be decided and announced at the beginning of the semester.

### **(ii). PATTERN OF QUESTION PAPER, WITH MARKS (FINAL WRITTEN EXAMS)**

Two set of question papers will be prepared by the external/internal examiners. Each set will contain three sections namely A, B and C. There would not be any repetition of questions in both the sets as well as the questions would be distributed throughout the entire syllabus so that a candidate can be judged on the basis of the knowledge of the entire subject.

## **9. EXAMINATION FEE**

The amount of examination fee to be paid by a candidate for each semester shall be as per the decision of the university from time to time.

## **10. CONDUCT OF EXAMINATION**

Every candidate shall be allotted an Examination Roll Number and an Identity/Admit Card issued by the university with an attested photograph, which is compulsory to produce in the examination hall on demand from the superintendent/supervisor of the examination

## **11. ELIGIBILITY FOR SITTING IN SEMESTER EXAMINATION**

The semester examination shall be open to a regular student who

- (1) has been on the rolls of the Department during the first semester;
- (2) has attended not less than 75% of lectures in the semester; and

## **12. PASSING REQUIREMENTS**

The minimum percentage of marks to pass the examination in each Semester shall be:

- (i) 40 percent Marks in each written paper with internal and external assessment separately;
  - (ii) 50% Marks in aggregate of each semester examination.
  - (iii) A candidate shall be promoted to the next higher semester if he/she passes at least 50% of the papers prescribed in the semester failing which he/she shall be declared as fail in that
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semester and he/she shall be required to get re-admission in the failed semester and shall have to appear in all the papers currently in force.

**13. TIME LIMIT TO PASS THE COURSE**

- (v) A candidate shall have to pass all the four semesters examinations within a maximum period of **four years** of his/her admission to the first semester of MBA programme respectively failing which he/she will be deemed to be unfit for the programme.
- (vi) If a candidate, who has passed the second semester examination, but could not continued his studies, for legitimate and justified reasons, may be permitted to join third semester within two years of his passing the second semester examination.
- (vii) The Internal Assessment awards of a candidate, who fails in any external exam, would be awarded the same marks as he/she has obtained when he/she was there in the semester.

**14. CLASSIFICATION OF SUCCESSFUL CANDIDATES**

The list of successful candidates after the fourth semester examinations of MBA course shall be arranged as under in two divisions on the basis of the aggregate marks obtained in all semester examinations taken together, and the division obtained by the candidate will be stated in his degree.

- (i) First Division those who obtain 60% or more of the aggregate marks.
- (ii) Second Division those who obtain 50% or more but less than 60% of the aggregate marks.
- (iii) Those who pass all semester examinations in the first attempt obtaining 75% or more marks in the aggregate shall be declared to have passed with **DISTINCTION**.
- (iv) Each successful candidate shall receive a copy of detailed marks card on having passed the Semester Examination

**15.** Any dispute arising on account of implementation of this ordinance shall be referred to a committee of three members to be appointed by the Vice-Chancellor and its decision shall be final and binding on all.

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# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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## STUDY AND EVALUATION SCHEME

### Semester 1

Subject Code	Subject	EVALUATION SCHEME				
		Internal Assessment			Ext. Assessment	Total
		CT	TA	Total		
101	Principles and Practices of Management	20	10	30	70	100
102	Managerial Economics	20	10	30	70	100
103	Accounting & Financial Analysis	20	10	30	70	100
104	Organisational Behaviour	20	10	30	70	100
105	Business Statistics	20	10	30	70	100
106	Marketing Management	20	10	30	70	100
107	Communication for Managers	20	10	30	70	100
108	Computer Applications in Management	20	10	30	70	100
	<b>TOTAL</b>					800

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# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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## Semester 2

Subject Code	Subject	EVALUATION SCHEME				
		Internal Assessment			Ext. Assessment	Total
		CT	TA	Total		
201	Human Resource Management	20	10	30	70	100
202	Research Methodology	20	10	30	70	100
203	Business Environment	20	10	30	70	100
204	Financial Management	20	10	30	70	100
205	Cost & Management Accounting	20	10	30	70	100
206	Production & Operations Management	20	10	30	70	100
207	Operations Research	20	10	30	70	100
208	Business Law	20	10	30	70	100
	Comprehensive Viva Voce				50	50
	<b>total</b>					850

# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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## Semester 3

Subject Code	Subject	EVALUATION SCHEME				
		Internal Assessment			Ext. Assessment	Total
		CT	TA	Total		
301	Entrepreneurship Development	20	10	30	70	100
302	International Business Management	20	10	30	70	100
303	Rural Development	20	10	30	70	100
304	Project Management	20	10	30	70	100
305	Specialization Group-1 Elective 1*	20	10	30	70	100
306	Specialization Group-1 Elective 2*	20	10	30	70	100
307	Specialization Group-2 Elective 1*	20	10	30	70	100
308	Specialization Group-2 Elective 2*	20	10	30	70	100
	Summer Training Project Report					100
	** Human Values & Professional Ethics			20	30	50
	<b>total</b>					900

\*\*Human values & Professional Ethics will be offered as a compulsory audit course for which passing marks shall be 30% in End Semester Examination and 40% in aggregate.

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# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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## Semester 4

Subject Code	Subject	EVALUATION SCHEME				
		Internal Assessment			Ext. Assess.	Total
		CT	TA	Total		
401	Strategic Management	20	10	30	70	100
402	Insurance & Risk Management	20	10	30	70	100
403	Hospitality & Tourism Management	20	10	30	70	100
404	Behavioral Finance	20	10	30	70	100
405(I)	Specialization Group-1 Elective 3*	20	10	30	70	100
405(II)	Specialization Group-2 Elective 3*	20	10	30	70	100
	Research Project Report					100
	Comprehensive Viva Voce					50
	<b>total</b>					750

**Grand total: 3300**

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**ORDINANCE – 28 (viii)**

**MASTER OF BUSINESS ADMINISTRATION**

**(Hospital Administration)**

**(M B A-Hospital Administration)**

**MASTER OF BUSINESS ADMINISTRATION (Hospital Administration)**

**1.ACADEMIC ELIGIBILITY FOR ADMISSION**

The minimum qualification for admission to MBA(Hospital administration) shall be bachelor degree in any stream from any recognized university, established by law in India, at least with 45% marks for general category (40% for SC/ST)

**2. ACADEMIC DURATION OF COURSE**

The duration of the course leading to the degree of **Master of Business Administration (Hospital administration)** shall be of two academic years, spread over four semesters.

The outlined syllabus is attached as an annexure.

**3. MONTH FOR SEMESTERS EXAMINATION**

(i).The Examination for the first and third semester shall ordinarily be held in the month of December/January and for the second and the fourth semesters in the month of May/June or on such dates as may be fixed by the Controller of Examination.

(ii). Examination for the students who could not pass the paper(s) of first and the third semester shall be held along with their regular first and third semester examinations in December/January and for the second and fourth semester papers along with their regular second and fourth semester examination which will be held ordinarily during the month of May/June. However in case if a student has completed the respective tenure of M B A as mentioned above his/her examination would be taken during the next semester exam. The last date of receipt of admission forms and fees shall be fixed by the university authority.

**4. COURSE OF STUDY**

The course of study shall contain the subjects of management. The marks shall be awarded to the candidates pursuing the programme for the written papers, computer papers, project report/ presentation /viva-voce examinations, if any as specified in the scheme of Examinations.

**5. REGULARITY AND ATTENDANCE**

A regular student shall not be permitted to appear in semester examination, unless he/she has regularly attended not less than 75% classes held in aggregate of all subjects. The university however may, condone the shortage in attendance up to 10% in each subject for any of the following reasons.

- Participation in NCC/ NSS Camps.
  - Participation in University/ Inter-university/ State-level Games.
  - Participation in other extra-curricular activities at University/ Inter-university/ State level.
  - Prolonged Illness
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## **6. CONDUCT AND DISCIPLINE**

A student is expected to follow the right conduct as per the ethical and socio cultural norms set by the university for day-to-day living. Also, student has to follow the rules and guidelines, set by the university for different activities.

## **7. MEDIUM OF INSTRUCTION AND EXAMINATION**

The medium of instructions will be English.

## **8. PATTERN OF EXAMINATION**

Each paper shall be of 100 marks, out of which internal and external assessments will carry 30 marks and 70 marks respectively.

### **(i). PATTERN OF INTERNAL ASSESSMENT MARKS**

The Internal Assessment marks awarded to the students should be forwarded to the Controller of Examinations at least one week before the commencement of the semester examination. The internal assessment marks shall be based on factors such as participation in seminars, tests and oral presentations, submission of written assignments, class room participation and attendance. The weightage given to each of these factors for a paper shall be decided and announced at the beginning of the semester.

### **(ii). PATTERN OF QUESTION PAPER, WITH MARKS (FINAL WRITTEN EXAMS)**

Two set of question papers will be prepared by the external/internal examiners. Each set will contain three sections namely A, B and C. There would not be any repetition of questions in both the sets as well as the questions would be distributed throughout the entire syllabus so that a candidate can be judged on the basis of the knowledge of the entire subject.

## **9. EXAMINATION FEE**

The amount of examination fee to be paid by a candidate for each semester shall be as per the decision of the university from time to time.

## **10. CONDUCT OF EXAMINATION**

Every candidate shall be allotted an Examination Roll Number and an Identity/Admit Card issued by the university with an attested photograph, which is compulsory to produce in the examination hall on demand from the superintendent/supervisor of the examination

## **11. ELIGIBILITY FOR SITTING IN SEMESTER EXAMINATION**

The semester examination shall be open to a regular student who

- (1) has been on the rolls of the Department during the first semester;
- (2) has attended not less than 75% of lectures in the semester; and

## **12. PASSING REQUIREMENTS**

The minimum percentage of marks to pass the examination in each Semester shall be:

- (i) 40 percent Marks in each written paper with internal and external assessment separately;
- (ii) 50% Marks in aggregate of each semester examination.

(iii) A candidate shall be promoted to the next higher semester if he/she passes at least 50% of the papers prescribed in the semester failing which he/she shall be declared as fail in that semester and

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he/she shall be required to get re-admission in the failed semester and shall have to appear in all the papers currently in force.

**13. TIME LIMIT TO PASS THE COURSE**

- (i) A candidate shall have to pass all the four semesters examinations within a maximum period of **four years** of his/her admission to the first semester of MBA(Hospital Administration) programme respectively failing which he/she will be deemed to be unfit for the programme.
- (ii) If a candidate, who has passed the second semester examination, but could not continued his studies, for legitimate and justified reasons, may be permitted to join third semester within two years of his passing the second semester examination.
- (iii) The Internal Assessment awards of a candidate, who fails in any external exam, would be awarded the same marks as he/she has obtained when he/she was there in the semester.

**14. CLASSIFICATION OF SUCCESSFUL CANDIDATES**

The list of successful candidates after the fourth semester examinations of MBA course shall be arranged as under in two divisions on the basis of the aggregate marks obtained in all semester examinations taken together, and the division obtained by the candidate will be stated in his degree.

- (i) First Division those who obtain 60% or more of the aggregate marks.
- (ii) Second Division those who obtain 50% or more but less than 60% of the aggregate marks.
- (iii) Those who pass all semester examinations in the first attempt obtaining 75% or more marks in the aggregate shall be declared to have passed with **DISTINCTION**.
- (iv) Each successful candidate shall receive a copy of detailed marks card on having passed the Semester Examination

**15.** Any dispute arising on account of implementation of this ordinance shall be referred to a committee of three members to be appointed by the Vice-Chancellor and its decision shall be final and binding on all.

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# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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## MBA (HOSPITAL ADMINISTRATION)

### I SEMESTER

<b>COURSE CODE</b>	<b>SUBJECT TITLE</b>	<b>MARKS 30Internal+70 External=100 Total</b>
<b>101</b>	<b>MANAGEMENT PROCESS AND BEHAVIOUR</b>	<b>100</b>
<b>102</b>	<b>ACCOUNTING FOR DECISION MAKING</b>	<b>100</b>
<b>103</b>	<b>HOSPITAL ADMINISTRATION</b>	<b>100</b>
<b>104</b>	<b>HEALTH ECONOMICS</b>	<b>100</b>
<b>105</b>	<b>BASIC CONCEPT OF HEALTH</b>	<b>100</b>
<b>106</b>	<b>MANAGEMENT OF OUT-PATIENT DEPARTMENT</b>	<b>100</b>

### II SEMESTER

<b>COURSE CODE</b>	<b>SUBJECT TITLE</b>	<b>MARKS 30Internal+70 External=100 Total</b>
<b>201</b>	<b>HUMAN RESOURCE MANAGEMENT</b>	<b>100</b>
<b>202</b>	<b>PATIENT CARE AND BEHAVIOUR</b>	<b>100</b>
<b>203</b>	<b>LAWS RELATED TO HOSPITAL &amp; MEDICAL SERVICES</b>	<b>100</b>
<b>204</b>	<b>COMPUTER FUNDAMENTALS &amp; SOFTWARE RELATED TO HOSPITALS</b>	<b>100</b>
<b>205</b>	<b>MANAGEMENT OF INFORMATION SYSTEMS IN HOSPITALS</b>	<b>100</b>
<b>206</b>	<b>VIVA VOCE</b>	<b>100</b>

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IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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III SEMESTER

<b>COURSE CODE</b>	<b>SUBJECT TITLE</b>	<b>MARKS 30Internal+70 External=100 Total</b>
<b>301</b>	<b>HOSPITAL PLANNING &amp; MANAGEMENT</b>	<b>100</b>
<b>302</b>	<b>MATERIAL MANAGEMENT &amp; INVENTORY CONTROL</b>	<b>100</b>
<b>303</b>	<b>OPERATIONS RESEARCH</b>	<b>100</b>
<b>304</b>	<b>HEALTH POLICY AND INDIAN PUBLIC HEALTH CARE INSTITUTIONS</b>	<b>100</b>
<b>305</b>	<b>BUSINESS COMMUNICATION</b>	<b>100</b>
<b>306</b>	<b>SUMMER INTERNSHIP</b>	<b>150</b>

IV SEMESTER

<b>COURSE CODE</b>	<b>SUBJECT TITLE</b>	<b>MARKS 30Internal+70 External=100 Total</b>
<b>401</b>	<b>HEALTH SYSTEM MANAGEMENT</b>	<b>100</b>
<b>402</b>	<b>MARKETING IN HOSPITALS AND HEALTHCARE ORGANIZATION</b>	<b>100</b>
<b>403</b>	<b>HEALTH INSURANCE</b>	<b>100</b>
<b>404</b>	<b>EPIDEMIOLOGY, DISEASES, DIAGNOSTIC &amp; THERAPEUTIC SERVICES</b>	<b>100</b>
<b>405</b>	<b>RESEARCH PROJECT REPORT and VIVA VOCE BASED ON PROJECT REPORT</b>	<b>150</b>
<b>406</b>	<b>VIVA VOCE</b>	<b>100</b>

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**I Semester Papers**

- 1. MANAGEMENT PROCESS AND BEHAVIOUR**
- 2. ACCOUNTING FOR DECISION MAKING**
- 3. HOSPITAL ADMINISTRATION**
- 4. HEALTH ECONOMICS**
- 5. BASIC CONCEPT OF HEALTH**
- 6. MANAGEMENT OF OUT-PATIENT DEPARTMENT**

**II Semester Papers**

- 1. HUMAN RESOURCE MANAGEMENT**
- 2. PATIENT CARE AND BEHAVIOUR**
- 3. LAWS RELATED TO HOSPITAL & MEDICAL SERVICES**
- 4. COMPUTER FUNDAMENTALS & SOFTWARE RELATED TO HOSPITALS**
- 5. MANAGEMENT OF INFORMATION SYSTEMS IN HOSPITALS**
- 6. VIVA VOCE**

**III Semester Papers**

- 1. HOSPITAL PLANNING & MANAGEMENT**
- 2. MATERIAL MANAGEMENT & INVENTORY CONTROL**
- 3. OPERATIONS RESEARCH**
- 4. HEALTH POLICY AND INDIAN PUBLIC HEALTH CARE INSTITUTIONS**
- 5. BUSINESS COMMUNICATION**
- 6. SUMMER INTERNSHIP**

**IV Semester Papers**

- 1. HEALTH SYSTEM MANAGEMENT**
  - 2. MARKETING IN HOSPITALS AND HEALTHCARE ORGANIZATION**
  - 3. HEALTH INSURANCE**
  - 4. EPIDEMIOLOGY, DISEASES, DIAGNOSTIC & THERAPEUTIC SERVICES**
  - 5. RESEARCH PROJECT REPORT and Viva Voce based on Project Report**
  - 6. VIVA VOCE**
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**ORDINANCE – 28 (ix)**

**BACHELOR OF SCIENCE (COMPUTER SCIENCE)**

**1. ACADEMIC ELIGIBILITY FOR ADMISSION**

The minimum qualification for admission in Bsc(CS) Shall be 10+2 in any stream from any board in India, at least with 40% marks .

**2. ACADEMIC DURATION OF COURSE**

The duration of the course leading to the degree of **B.Sc(CS) shall be** of three academic years, spread over six semesters. The duration of each semester will be 18-20 weeks (Approx. 90 Teaching Days).

The outlined syllabus is attached as an annexure.

**3. MONTH FOR SEMESTERS EXAMINATION**

- a) The Examination for the first, third and fifth semester shall ordinarily be held in the month of December/January and for the second, fourth and sixth semesters in the month of May/June or on such dates as may be fixed by the Controller of Examination.
- b) Examination for the students who could not pass the paper(s) of first, third and fifth semester shall be held along with their regular first, third and fifth semester examinations in December/January and for the second and fourth semester papers along with their regular second and fourth semester examination which will be held ordinarily during the month of May/June. The last date of receipt of admission forms and fees shall be fixed by the university authority.

**4. COURSE OF STUDY**

The course of study shall contain the subjects of computer. The marks shall be awarded to the candidates pursuing the programme for the written papers, computer papers, project report/ presentation /viva-voce examinations, if any as specified in the scheme of Examinations.

**5. REGULARITY AND ATTENDANCE**

A regular student shall not be permitted to appear in semester examination, unless he/she has regularly attended not less than 75% classes held in aggregate of all subjects. The university however may, condone the shortage in attendance up to 10% in each subject for any of the following reasons.

- Participation in NCC/ NSS Camps.
  - Participation in University/ Inter-university/ State-level Games.
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- Participation in other extra-curricular activities at University/ Inter-university/ State level.
- Prolonged Illness

## **6. CONDUCT AND DISCIPLINE**

A student is expected to follow the right conduct as per the ethical and socio cultural norms set by the University for Day-to-day living. Also, student has to follow the rules and guidelines, set by the University for Different Activities.

## **7. MEDIUM OF INSTRUCTION AND EXAMINATION**

The medium of instructions will be English.

## **8. PATTERN OF EXAMINATION**

Each paper shall be of 100 marks, out of which internal and external assessments will carry 30 marks and 70 marks respectively.

### **(i). PATTERN OF INTERNAL ASSESSMENT MARKS**

(a). The Internal Assessment marks awarded to the students should be forwarded to the Controller of Examinations at least one week before the commencement of the semester examination. The internal assessment marks shall be based on factors such as participation in practicals, workshops, tests and oral presentations, submission of written assignments, class room participation and attendance. The weightage given to each of these factors for a paper shall be decided and announced at the beginning of the semester.

(b). The external examiner for the practical examination shall be appointed by the university and presence of an external examiner to conduct the practical examination shall be required.

### **(ii). PATTERN OF QUESTION PAPER, WITH MARKS (FINAL WRITTEN EXAMS)**

Two set of question papers will be prepared by the external/internal examiners. Each set will contain three sections namely A, B and C. There would not be any repetition of questions in both the sets as well as the questions would be distributed throughout the entire syllabus so that a candidate can be judged on the basis of the knowledge of the entire subject.

## **9. EXAMINATION FEE**

The amount of examination fee to be paid by a candidate for each semester shall be as per the decision of the university from time to time.

## **10. CONDUCT OF EXAMINATION**

Every candidate shall be allotted an Examination Roll Number and an Identity/Admit Card issued by

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the university with an attested photograph, which is compulsory to produce in the examination hall on demand from the superintendent/supervisor of the examination

### **11. ELIGIBILITY FOR SITTING IN SEMESTER EXAMINATION**

The semester examination shall be open to a regular student who

- a) has been on the rolls of the Department during the first semester;
- b) has attended not less than 75% of lectures in the semester; and
- c) bears a good moral character.

### **12. PASSING REQUIREMENTS**

The minimum percentage of marks to pass the examination in each Semester shall be:

- a) 40% Marks in each written paper with internal and external assessment separately;
- b) 50% Marks in aggregate of each semester examination.
- c) A candidate shall be promoted to the next higher semester if he/she passes at least 50% of the papers prescribed in the semester failing which he/she shall be declared as fail in that semester and he/she shall be required to get re-admission in the failed semester and shall have to appear in all the papers currently in force.

### **13. TIME LIMIT TO PASS THE COURSE**

- a) A candidate shall have to pass all the six semesters examinations within a maximum period of **six years** of his/her admission to the first semester of B.C.A. programme respectively failing which he/she will be deemed to be unfit for the programme.
- b) If a candidate, who has passed the second semester examination, but could not continued his studies, for legitimate and justified reasons, may be permitted to join third semester within two years of his passing the second semester examination.
- c) The Internal Assessment awards of a candidate, who fails in any external exam, would be awarded the same marks as he/she has obtained when he/she was there in the semester.

### **14. CLASSIFICATION OF SUCCESSFUL CANDIDATES**

The list of successful candidates after the fourth semester examinations of B.C.A. course shall be arranged as under in two divisions on the basis of the aggregate marks obtained in all semester examinations taken together, and the division obtained by the candidate will be stated in his degree.

- a) First Division those who obtain 60% or more of the aggregate marks.
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## IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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- b) Second Division those who obtain 50% or more but less than 60% of the aggregate marks.
- c) Those who pass all semester examinations in the first attempt obtaining 75% or more marks in the aggregate shall be declared to have passed with **DISTINCTION**.
- d) Each successful candidate shall receive a copy of detailed marks card on having passed the Semester Examination.

In the detailed marks card the marks secured by the candidate in Internal assessment and External examination will be separately.

**15.** Any dispute arising on account of implementation of this ordinance shall be referred to a committee of three members to be appointed by the Vice-Chancellor and its decision shall be final and binding on all.

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**IIMT UNIVERSITY, MEERUT, UTTAR PRADESH**

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**B.Sc(CS) I SEMESTER**

<b>SEM-1</b>	<b>SUBJECT</b>	<b>MAX MARKS</b>	<b>THEORY EXAM</b>	<b>INTERNAL ASSESSMENT</b>	<b>L</b>	<b>T</b>	<b>P</b>	<b>EXAM TIME</b>	<b>Credit</b>
BCS-101	Computer Science Fundamental	100	70	30	50	5	0	03 HRS	4
BCS-102	Problem Solving Using C	100	70	30	50	5	0	03 HRS	4
BCS-103	Verbal Reasoning	100	70	30	50	5	0	03 HRS	4
BCS-104	Writing Skills in English	100	70	30	50	5	0	03 HRS	4
BCS-105	Discrete Mathematics	100	70	30	50	5	0	03 HRS	4
BCS-106	Practical Work of Computer Fundamental	50(30+20)	-	50	0	0	15	02 HRS	2
BCS-107	C Programming Lab	50(30+20)	-		0	0	15	02 HRS	2
GP-1		50							2

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# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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## B.Sc(CS) II SEMESTER

SEM-2	SUBJECT	MAX MARKS	THEORY EXAM	INTERNAL ASSESSMENT	L	T	P	Credit	EXAM TIME
BCS-201	C Programming	100	70	30	50	5	0	4	03 HRS
BCS-202	Computer Organization & Assembly Language	100	70	30	50	5	0	4	03 HRS
BCS-203	Multimedia & Its Application	100	70	30	50	5	0	4	03 HRS
BCS-204	Quantitative Aptitude	100	70	30	50	5	0	4	03 HRS
BCS-205	Mathematics –I	100	70	30	50	5	0	4	03 HRS
BCS-206	Practical Work of C Programming	50(30+20)	-	50	0	0	15	2	02 HRS
BCS-207	Practical Work of Assembly Language	50(30+20)	-	50	0	0	15	2	02 HRS
GP-2		50						2	

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# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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## B.Sc(CS) III SEMESTER

SEM-3	SUBJECT	MAX MARKS	THEORY EXAM	INTERNAL ASSESSMENT	L	T	P	Credit	EXAM TIME
BCS-301	Object Oriented Programming Using C++	100	70	30	50	5	0	4	03 HRS
BCS-302	Data Structure Using C	100	70	30	50	5	0	4	03 HRS
BCS-303	Operating System	100	70	30	50	5	0	4	03 HRS
BCS-304	Analysis Design & Implementation	100	70	30	50	5	0	4	03 HRS
BCS-305	Statistics and Optimization Techniques	100	70	30	50	5	0	4	03 HRS
BCS-306	Computer Laboratory and Practical Work of OOPS	50(30+20)	-	50	0	0	15	2	02 HRS
BCS-307	Computer Laboratory and Practical Work of DS	50(30+20)	-	50	0	0	15	2	02 HRS
GP-3		50						2	

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# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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## B.Sc(CS) IV SEMESTER

<b>SEM-4</b>	<b>SUBJECT</b>	<b>MAX MARKS</b>	<b>THEORY EXAM</b>	<b>INTERNAL ASSESSMENT</b>	<b>L</b>	<b>T</b>	<b>P</b>	<b>Credit</b>	<b>EXAM TIME</b>
BCS-401	Computer Graphics	100	70	30	50	5	0	4	03 HRS
BCS-402	DBMS	100	70	30	50	5	0	4	03 HRS
BCS-403	Software Engineering	100	70	30	50	5	0	4	03 HRS
BCS-404	CBNST	100	70	30	50	5	0	4	03 HRS
BCS-405	Computer Networks	100	70	30	50	5	0	4	03 HRS
BCS-406	Practical Work of Computer Graphics	50 (30+20)	-	50	0	0	15	2	02 HRS
BCS-407	Practical Work of DBMS	50	-	50	0	0	15	2	02 HRS
GP-4		50(30+20)						2	

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# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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## B.Sc(CS)V SEMESTER

<b>SEM-5</b>	<b>SUBJECT</b>	<b>MAX MARKS</b>	<b>THEORY EXAM</b>	<b>INTERNAL ASSESSMENT</b>	<b>L</b>	<b>T</b>	<b>P</b>	<b>Credit</b>	<b>EXAM TIME</b>
BCS-501	E-Commerce	100	70	30	50	5	0	4	03 HRS
BCS-502	Java Programming	100	70	30	50	5	0	4	03 HRS
BCS-503	Cryptography	100	70	30	50	5	0	4	03 HRS
BCS-504	Web Technology	100	70	30	50	5	0	4	03 HRS
BCS-505	Minor Project	100	-	100	0	0	15	4	01 HRS
BCS-506	Practical Work of Web Technology	50	-	50	0	0	15	2	02 HRS
BCS-507	Practical Work of Java Programming	50	-	50	0	0	15	2	02 HRS
GP-5		50						2	

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# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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## B.Sc(CS)VI SEMESTER

<b>SEM-6</b>	<b>SUBJECT</b>	<b>MAX MARKS</b>	<b>THEORY EXAM</b>	<b>INTERNAL ASSESSMENT</b>	<b>L</b>	<b>T</b>	<b>P</b>	<b>Credit</b>	<b>EXAM TIME</b>
BCS-601	Artificial Intelligence	100	70	30	50	5	0	4	03 HRS
BCS-602	C # Dot Net	100	70	30	50	5	0	4	03 HRS
BCS-603	Management Information System	100	70	30	50	5	0	4	03 HRS
BCS-604	Organization Behavior	100	70	30	50	5	0	4	03 HRS
BCS-605	Practical Work of C#.Net	50(30+20)	-	50	0	0	15	4	02 HRS
BCS-606	Major Project	150(90+60)	-	150	0	0	15	2	01 HRS
GP-6		50						2	

**ORDINANCE – 28 (x)**  
**MASTER OF SCIENCE (CS)**  
**[ M.Sc(CS)]**

**IIMT University**  
**CHOICE BASED CREDIT SYSTEM (CBCS) ORDINANCE GOVERNING THE DEGREE OF**  
**MASTER OF SCIENCE(CS) CHOICE BASED CREDIT SYSTEM (CBCS)**

The choice based credit system provides flexibility in designing curriculum and assigning credits based on the course content and hour of teaching. The choice based credit system provides an opportunity for the students to choose courses from the prescribed courses comprising core, elective and open elective courses.

This will benefit the students to move across institutions within India to begin with and across countries.

**DEFINITIONS OF KEY WORDS:**

**(i) University:** IIMT University, Meerut (IIMTU).

**(ii) Academic Year:** Two consecutive (one odd + one even) semesters constitute one academic year.

**(iii) Semester:** Each semester will consist of 15-18 weeks of academic work equivalent to 90 actual teaching days. The odd semester may be scheduled from July to December and even semester from January to June.

**(iv) Choice Based Credit System (CBCS):** The CBCS provides choice for students to select from the prescribed courses (*core, elective and Foundation Courses*).

**(v) Credit Based Semester System (CBSS):** Under the CBSS, the requirement for awarding a degree or certificate is prescribing terms of number of credits to be earned by the students.

**(vi) Programme:** An educational programme leading to award of a Degree.

**(vii) Course:** Usually referred to, as ‘papers’ is a component of a programme. A course may be designed to comprise lectures/tutorials/laboratory work/ field work/ outreach activities/project work/ vocational training/viva/ seminars/term papers/assignments/ presentations/ self-study etc. or a combination of some of these.

**(viii) Branch: MASTER OF SCIENCE(CS)**

**(ix) Credit:** A unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/field work per week.

**(x) Credit Point:** It is the product of grade point and number of credits for a course.

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**1. ADMISSION**



# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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**1.1** Admission to M.SC(CS) first year in Ist Semester and lateral admission in M.SC(CS) Second year in III Semester (for BCA/ B.Sc. (IT)/ B.Sc. (Comp. Sc.) candidates only will be made as per the rules prescribed by the Academic Council of the IIMT University, Meerut (IIMTU).

**1.2** Admission on migration of a candidate from any other University to the University is not permitted.

## **2. ELIGIBILITY FOR ADMISSIONS**

### **2.1 Admission to M.SC(CS) First Year through Entrance Examination:**

For admission to first year of M.SC(CS) in IIMTU, Meerut, a candidate must have passed Bachelors degree course of 03 Years minimum duration from any recognized Indian University; or its equivalent, recognized by A.I.U. securing minimum 50% (45% for SC/ST) marks in aggregate. Candidate must have passed Mathematics at 10+2 level or Graduation level.

### **2.2 Admission to M.SC(CS) Second Year through Lateral Entry Scheme:**

Not applicable.

**2.3 Direct admission on vacant seats at institution/college level:** The eligibility criteria for direct admission on seats remaining vacant in first year/ Second Year (through Lateral Entry), after entrance examination counseling, shall be such as may be notified from time to time.

**2.4** The Academic Council shall have power to amend or repeal the eligibility criteria laid down at clause 2.1, 2.2 and 2.3, as per the guidelines of AICTE.

## **3. ATTENDANCE**

**3.1** Every student is required to attend all the Lectures, Tutorials, Practical Classes and other prescribed curricular and co-curricular activities. The attendance can be condoned up to 25% on medical grounds or for other genuine reasons beyond the control of students.

**3.2** A further relaxation of attendance up to 15% for a student can be given by Head of Institution/College provided that he/she has been absent with prior permission of the Head of the institution/college for the reasons acceptable to him.

**3.3** No student will be allowed to appear in the end semester examination if he / she do not satisfy the overall average attendance requirements of Clause Nos. 3.1, and 3.2. Such candidate(s) shall be treated as having failed and will be further governed by clause no. 4.2 & 4.3.

**3.4** The attendance shall be counted from the date of admission in the college or start of academic session whichever is later.

## **4. Duration of Course**

**4.1** Total duration of the M.SC(CS) shall be 3 years, each year comprising two semesters. Each semester shall normally have teaching for the 90 working days or as prescribed by A.I.C.T.E. from time to time.

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**4.2** The student admitted to 1st year M.SC(CS) Course shall complete the course within a period of four (04 Years) Academic Years from the date of first admission, failing which he/she has to discontinue the course.

**4.3** A Student, who has failed twice in first year due to any reason (either due to his/her non-appearance or he/she being not permitted to appear in semester examinations) shall not be allowed to continue his/her studies further. Provided further that if a student wishes to continue third time in first year he/she may be allowed on the terms and conditions laid down by the University for such permission but the maximum time allowed for completing the course will remain the same as in clause 4.2 and 4.3.

**4.5** The minimum credit requirement for M.SC(CS) Degree is 144 credits.

## **5. CURRICULUM**

**5.1** The 02 Year/ 02 Year curriculum has been divided into 03/ 04 Semesters and shall include Lectures, Tutorials, Practical Labs, Seminars and Projects etc. in addition to industrial training as defined in the scheme and executive instructions issued by the University from time to time.

**5.2** The curriculum will also include other curricular, co-curricular and extracurricular activities as may be prescribed by the University from time to time.

**5.3** The subjects listed in semester I or II for M.SC(CS) will be as per Course Structure of M.SC(CS) Program and shall not be offered exactly in the same sequence.

## **6. CHANGE OF COLLEGE**

6.1 Change of College shall not be permitted.

6.2 Change of study center shall not be permitted

## **7. EXAMINATION**

7.1 The performance of a student in a semester shall be evaluated through continuous class assessment and end semester examination. The continuous assessment shall be based on class tests, assignments/tutorials, quizzes/viva-voce and attendance. The marks for continuous assessment (Sessional marks) shall be awarded at the end of the semester. The end semester examination shall be comprised of written papers, practical's and viva-voce, Record of Lab Work, Project Work, Design Reports or by means of any combination of these methods.

7.2 The distribution of marks for sessional, end semester theory papers, practical's and other examinations, seminar, project and industrial training shall be as prescribed by the University in prescribed Course Structure. The practical, viva-voce, projects and reports shall be examined/evaluated through internal and external examiners as and when required, as per University guidelines.

7.3 The marks obtained in a subject shall consist of marks allotted in end semester theory paper and sessional work.

## **8. ELIGIBILITY OF PASSING**

**8.1** A student who obtained Grades A+ to E shall be considered as passed. If a student secured "F" grade, he /she has to reappear for the examination. It is mandatory for a student to earn the required credits as mentioned in each semester.

(a) For a pass in a Theory Subject, a student shall secure minimum of 30% of the maximum marks prescribed in the University Examination and 40% of marks in the aggregate marks in the subject including sessional marks. i.e. Minimum Passing Grade is "E".

(b) For a pass in a Practical/Project/Viva-voce examination, a student shall secure a minimum of 50% of the maximum marks prescribed for the University Examination in the relevant Practical/Project/Viva-voce and 40% of marks in the aggregate marks in the Practical/Project/Viva-voce including sessional marks i.e. Minimum Passing Grade in a course is "E".

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8.2 The students who do not satisfy the condition 8.1 or the student who remains absent shall be deemed to have failed in that subject and may reappear for the University examination in the subsequent examinations. However, the Sessional marks awarded to the student/s at previous attempt in the concerned subject will be carried forward.

8.3 A student may, at his/her desire, opt to abandon his/her performance of a semester in following manner.

(a) A student may opt to abandon his/her performance only in University Examination of the Semester.

(b) A student may opt to abandon his/her Total Performance of the Semester which includes performance in University Examination and Sessional Marks.

(c) A student may opt to abandon his/her performance in University Examination of any or both semesters of the same academic year only.

(d) A student shall be allowed to abandon the performance maximum twice during the entire course of study.

(e) Performance of a semester, once abandoned, can not be claimed again.

8.4 The student, who opts to abandon the performance of a semester as per clause 8.3, shall abandon performance in all the courses of that semester, irrespective of the fact whether the student has passed or failed in any subject of that semester.

8.5 A student, who opts to abandon the total performance of the semester including sessional marks, has to take readmission for the relevant semester. Readmission to the First semester in such cases shall not be considered as fresh admission i.e., the student will continue to have the same University Roll Number, which was allotted earlier.

8.6 The student, who opted to abandon his / her performance only in the University examination of a semester and does not desire readmission, shall be permitted to re-appear for examinations of all the subjects of the semester in the subsequent examinations as an Ex- Student. However, the sessional marks obtained by the student in the abandoned semester shall be retained.

8.7 Such students who opted to abandon the performance at final year are eligible for the award of Class and Distinction at the M.SC(CS) degree level, but are not eligible for the award of ranks.

8.8 The student who passes a course of a semester as per 8.1 shall not be allowed to appear for the same again, unless he/she opts for *abandoning of results* as per 8.3-8.7.

8.9 A student shall be declared to have completed the program of M.SC(CS)degree, provided the student has undergone the stipulated course work as per the regulations and has earned **144** Credits.

## **9. ELIGIBILITY FOR PROMOTION**

9.1 There shall not be any restriction for promotion from an odd semester to the next even semester.

9.2 For promotion from even semester to the next odd semester (i.e. of the next academic year) the student has secured 24 credits in the immediately preceding two semesters including theory and practical credits.

### **Minimum Credit Threshold for Promotion**

#### **Check Point Credit Threshold**

First Year to Second Year 24 Credits in First Year

Second Year to Third Year 24 Credits in Second year

9.3 The result of the semester shall be declared pass only on securing E or above grades in all subjects and minimum Semester Grade Point Average (SGPA) is 5.0.

9.4 Student himself can decide to abandon the performance of any or both the semesters of same academic year as per clause 9.3 and reappear in abandoned semester examination as per clauses 8.4, 8.5 & 8.6.

## **10. CARRYOVER SYSTEM**

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**10.1** Following rules shall be followed for carry over papers:

(a) A candidate who satisfies the requirements of clause 8.2 (a) will be required to appear in those theory papers / practical's during respective end semester exams in which he/she failed.

(b) A candidate satisfying clause 8.2 (b) shall be required to exercise his/her choice of theory papers in which he/she desires to appear in the examination to fulfill the requirements of clause 8.1(a).

(c) A candidate shall be required to exercise his/her choice of minimum theory papers in which he/she desires to appear in the examination for improvement to fulfill the requirements of clause 9.3.

(d) Candidate appearing for carry over paper in any semester shall be examined with the examination paper of that subject running in that semester.

**10.2** All carryover examinations shall be held only with end semester examination.

### **11. RE-ADMISSION IN THE INSTITUTION/ COLLEGE**

A candidate may be allowed for re-admission provided he/she satisfies one of the following conditions:

(a) A candidate is declared fail.

(b) A candidate did not appear in a semester examination / or he/she was not granted permission to appear in the examination.

(c) A candidate has been detained by the institute and subsequently has been permitted to take re-admission.

(d) A candidate has own desire to abandon the performance of semester(s).

### **12. COURSES**

12.1 There will be two types of courses.

(i) **Core Courses:** This is the course which is to be compulsorily studied by a student as a core requirement to complete the requirements of a program in a said discipline of study.

(ii) **Elective Courses:** This is course, which can be chosen from the pool of papers. It may be supportive to the discipline/ providing extended scope/enabling an exposure to some other discipline / domain / nurturing student proficiency skills.

**12.2** The minimum number of students to be registered for an Elective to be offered shall be not less than twenty.

**12.3** A student shall exercise his option in respect of the electives and register for the same at the beginning of the concerned semester. The student may be permitted to opt for change of elective subject within 15 days from the date of commencement of the semester as per the calendar of the University.

### **13. COMPUTATION OF SGPA AND CGPA**

**13.1** The IIMT University adopts absolute grading system wherein the marks are converted to grades, and every semester results will be declared with semester grade point average (SGPA) and Cumulative Grade Point Average (CGPA). The CGPA will be calculated every semester, except the first semester. The grading system is with the following letter grades and grade points scale as given below:

table.....

**13.2** A student obtaining Grade "F" shall be considered failed and will be required to reappear in the examination. Such students after passing the failed subject in subsequent examination/s will be awarded with "E" grade irrespective of marks he/she scores in the subsequent examination/s. Number of attempts taken to clear a subject/s shall be shown in the transcripts.

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**13.3** The University has right to scale/moderate the theory exam/practical exam/sessional marks of any subject whenever required for converting of marks in to letter grades on the basis of the result statistics of university as in usual practice.

(a) The modality for moderation of marks before the declaration of result shall be decided by a committee of Pro-Vice Chancellor, Dean UG, Assoc. Dean UG and Controller of Examination.

(b) The modality for moderation of marks if needed after the declaration of result shall be decided by a committee of Pro-Vice Chancellor, Dean UG, Assoc. Dean UG, Controller of Examination and an external member not below the rank of Professor nominated by the Vice Chancellor.

(c) If the candidate(s) appeared in the examination but theory marks are not available due to missing of copy by any reason, the average marks may be awarded as decided by the committee mentioned in 13.3(a). In case of missing/unavailable of sessional marks, Controller of Examination can take decision as per the provision laid down by the Examination Committee.

(d) The Committee defined in 13.3 (a) shall also fix up the responsibility and recommend the punishment for occurrence of such case(s) in 13.3(c).

(e) All the matters defined under 13.3(a) to 13.3 (d) shall be executed subject to the approval of Academic Council of the APJAKTU.

#### **13.4 Computation of SGPA and CGPA**

The following procedure to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

(a) The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e

$$\text{SGPA} (S_i) = \frac{(C_i \times G_i)}{C_i}$$

where  $C_i$  is the number of credits of the  $i$ th course and  $G_i$  is the grade point scored by the student in the  $i$ th course.

(b) The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all these semesters of a programme, i.e.

$$\text{CGPA} = \frac{(C_i \times S_i)}{C_i}$$

where  $S_i$  is the SGPA of the  $i$ th semester and  $C_i$  is the total number of credits in that semester.

(c) The SGPA and CGPA shall be rounded off to 2 decimal places and reported in the transcripts.

#### **Illustration for Computation of SGPA and CGPA**

**13.5 Transcript (Format):** Based on the above recommendations on Letter grades, grade points, SGPA and CGPA, the transcript for each semester and a consolidated transcript indicating the performance in all semesters may be issued.

#### **14. CONVERSION OF GRADES INTO PERCENTAGE**

Conversion formula for the conversion of CGPA into Percentage is **CGPA Earned x 10 = Percentage of marks scored.**

**Illustration:** CGPA Earned  $7.92 \times 10 = 79.2\%$

#### **15. AWARD OF DIVISION, RANK AND MEDALS**

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**15.1** Division shall be awarded only after the final semester examination based on integrated performance of the candidate for all the six semesters (four semesters for lateral entry) as per following details.

(a) A candidate who qualifies for the award of the degree securing E or above grades in all subjects pertaining to all semesters in his/her first attempt within six consecutive semesters (three academic years)/ four consecutive semesters (two academic years) as applicable, and in addition secures a CGPA of 7.5 and above for the semesters I to VI and in case of lateral entry ( III to VI) shall be declared to have passed the examination in **FIRST DIVISION WITH HONOURS**.

(b) A candidate who qualifies for the award of the degree by securing E or above grades in all subjects of all the semesters within a maximum period of six semesters/four semesters as applicable, after his/her commencement of study in the 1st/3rd semester and secures CGPA not less than 6.5 shall be declared to have passed the examination in **FIRST DIVISION**.

(c) All other candidates who qualify for the award of degree by securing E or above grades in all subjects of all semesters within a maximum period of six / four semesters as applicable, after his/her commencement of study in the 1st/3rdsemester an addition secures CGPA not less than 5.0 shall be declared to have passed the examination in **SECOND DIVISION**.

**15.2** For award of ranks a minimum of 10 students should have appeared in the 6th semester examination. The total number of ranks awarded shall be 10% of total number of students appeared in 6th semester or 10 students, whichever is less.

**Illustration:**

1. If 1028 students appeared for the 4th semester in M.SC(CS), the number of ranks to be awarded for M.SC(CS) will be 10.

2. If 90 students appeared for the 6th semester in M.SC(CS), the number of ranks to be awarded for M.SC(CS) will be 09.

For award of rank in M.SC(CS), the CGPA secured by the student from

(a) 1st to 4th semester for the students admitted to M.SC(CS). Program from 1st year, and

A student shall be eligible for a rank at the time of award of degree in M.SC(CS), provided the student

(a) Has passed 1st to 4th (students joining from 1st semester) semester in all the subjects in first attempt only

(b) Has not repeated/rejected any of the lower semesters.

If two students get the same *CGPA*, the tie should be resolved by considering the number of times a student has obtained higher *SGPA*; but, if it is not resolved even at this stage, the number of times a student has obtained higher grades like A+, A, B+, B etc shall be taken into account in rank ordering of the students in a program.

**15.3** The Gold, Silver and any other Medals as decided by the university shall be awarded to students falls in the top ranks of various courses as per university rules.

**16. SCRUTINY AND REVALUATION**

**16.1** Scrutiny shall be allowed in only theory papers.

**16.2** Revaluation of theory/practical papers is permitted only with certain conditions as laid down by university.

**17. UNFAIR MEANS**

Cases of unfair means shall be dealt as per the rules and regulations of the University.

**18. AWARD OF SESSIONAL MARKS**

Sessional marks for theory subjects, practical's and project shall be awarded as prescribed and at present the break-up of sessional marks shall be as follows:

(a) Theory Subjects :

(i) Class test which will comprise 20 % of total theory marks with two mid-term tests of

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equal weightage.

(ii) Teacher Assessment Tutorial/Assignment/ Quizzes/ Attendance comprises 10% of total theory marks.

(b) Practical's:

(i) Two mid-term viva-voce/tests of equal weightage 30% of total Practical marks.

(ii) Teacher Assessment: Lab, Record/ Attendance 20% of total Practical marks.

(c) Make-up test may be held only for those students who could not appear in any one of mid-term class tests due to genuine reasons for which the prior permission from the Head of Institution/College was taken. Make up test shall ordinarily be held about two weeks before the semester examination. The syllabus for the make-up test shall be the whole syllabus covered by the subject teacher up to that time.

### **19. AWARD OF SEMINAR INDUSTRIAL TRAINING, EDUCATIONAL TOUR MARKS AT INSTITUTION/COLLEGE LEVEL**

**19.1** The marks of Seminar, Industrial Training, Educational tour marks shall be awarded on the following basis:

(i) Write-up / Report 50%

(ii) Presentation 50%

**19.2** The marks in Seminar, Industrial Training and Educational Tour shall be awarded by a committee consisting of following members:

(i) Head of the Department or his/her nominee.

(ii) Concerned Officer – In charge.

(iii) Senior Faculty Member of the department nominated by the Head of Department.

### **20. CANCELLATION OF ADMISSION**

The admission of a student at any stage of study shall be cancelled if:

(i) He / She is not found qualified as per AICTE / State Government norms and guidelines or the eligibility criteria prescribed by the University. or

(ii) He / She is found unable to complete the course within the stipulated time as prescribed in clause 4.2 or

(iii) He / She is found involved in creating indiscipline in the Institution / College or in the University.

**21.** The Academic Council shall have the power to relax any provision provided in the ordinance in any specific matter/situation subject to the approval of Executive Council of the University.

**ORDINANCE – 28 (xi)**

**BACHELOR COMPUTER APPLICATION**

**B.C.A.**

**1. ACADEMIC ELIGIBILITY FOR ADMISSION**

The minimum qualification for admission in B.C.A. Shall be 10+2 in any stream from any board in India, at least with 40% marks .

**2. ACADEMIC DURATION OF COURSE**

The duration of the course leading to the degree of **Bachelor of Computer Application B.C.A. shall be** of three academic years, spread over six semesters. The duration of each semester will be 18-20 weeks (Approx. 90 Teaching Days).

The outlined syllabus is attached as an annexure.

**3. MONTH FOR SEMESTERS EXAMINATION**

- (a) The Examination for the first, third and fifth semester shall ordinarily be held in the month of December/January and for the second, fourth and sixth semesters in the month of May/June or on such dates as may be fixed by the Controller of Examination.
- (b) Examination for the students who could not pass the paper(s) of first, third and fifth semester shall be held along with their regular first, third and fifth semester examinations in December/January and for the second and fourth semester papers along with their regular second and fourth semester examination which will be held ordinarily during the month of May/June. The last date of receipt of admission forms and fees shall be fixed by the university authority.

**4. COURSE OF STUDY**

The course of study shall contain the subjects of computer. The marks shall be awarded to the candidates pursuing the programme for the written papers, computer papers, project report/ presentation /viva-voce examinations, if any as specified in the scheme of Examinations.



## **5. REGULARITY AND ATTENDANCE**

A regular student shall not be permitted to appear in semester examination, unless he/she has regularly attended not less than 75% classes held in aggregate of all subjects. The university however may, condone the shortage in attendance up to 10% in each subject for any of the following reasons.

- Participation in NCC/ NSS Camps.
- Participation in University/ Inter-university/ State-level Games.
- Participation in other extra-curricular activities at University/ Inter-university/ State level.
- Prolonged Illness

## **6. CONDUCT AND DISCIPLINE**

A student is expected to follow the right conduct as per the ethical and socio cultural norms set by the University for Day-to-day living. Also, student has to follow the rules and guidelines, set by the University for Different Activities.

## **7. MEDIUM OF INSTRUCTION AND EXAMINATION**

The medium of instructions will be English.

## **8. PATTERN OF EXAMINATION**

Each paper shall be of 100 marks, out of which internal and external assessments will carry 30 marks and 70 marks respectively.

### **(i). PATTERN OF INTERNAL ASSESSMENT MARKS**

(a). The Internal Assessment marks awarded to the students should be forwarded to the Controller of Examinations at least one week before the commencement of the semester examination. The internal assessment marks shall be based on factors such as participation in practicals, workshops, tests and oral presentations, submission of written assignments, class room participation and attendance. The weightage given to each of these factors for a paper shall be decided and announced at the beginning of the semester.

(b). The external examiner for the practical examination shall be appointed by the university and presence of an external examiner to conduct the practical examination shall be required.

### **(ii). PATTERN OF QUESTION PAPER, WITH MARKS (FINAL WRITTEN EXAMS)**

Two set of question papers will be prepared by the external/internal examiners. Each set will contain three sections namely A, B and C. There would not be any repetition of questions in both the sets as well as the questions would be distributed throughout the entire syllabus so that a candidate can be judged on the basis of the knowledge of the entire subject.

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### **9. EXAMINATION FEE**

The amount of examination fee to be paid by a candidate for each semester shall be as per the decision of the university from time to time.

### **10. CONDUCT OF EXAMINATION**

Every candidate shall be allotted an Examination Roll Number and an Identity/Admit Card issued by the university with an attested photograph, which is compulsory to produce in the examination hall on demand from the superintendent/supervisor of the examination

### **11. ELIGIBILITY FOR SITTING IN SEMESTER EXAMINATION**

The semester examination shall be open to a regular student who

- (a) has been on the rolls of the Department during the first semester;
- (b) has attended not less than 75% of lectures in the semester; and
- (c) bears a good moral character.

### **12. PASSING REQUIREMENTS**

The minimum percentage of marks to pass the examination in each Semester shall be:

- (a) 40% Marks in each written paper with internal and external assessment separately;
- (b) 50% Marks in aggregate of each semester examination.
- (c) A candidate shall be promoted to the next higher semester if he/she passes at least 50% of the papers prescribed in the semester failing which he/she shall be declared as fail in that semester and he/she shall be required to get re-admission in the failed semester and shall have to appear in all the papers currently in force.

### **13. TIME LIMIT TO PASS THE COURSE**

- (a) A candidate shall have to pass all the six semesters examinations within a maximum period of **six years** of his/her admission to the first semester of B.C.A. programme respectively failing which he/she will be deemed to be unfit for the programme.
- (b) If a candidate, who has passed the second semester examination, but could not continued his studies, for legitimate and justified reasons, may be permitted to join third semester within two years of his passing the second semester examination.
- (c) The Internal Assessment awards of a candidate, who fails in any external exam, would be awarded the same marks as he/she has obtained when he/she was there in the semester.

### **14. CLASSIFICATION OF SUCCESSFUL CANDIDATES**

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## IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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The list of successful candidates after the fourth semester examinations of B.C.A. course shall be arranged as under in two divisions on the basis of the aggregate marks obtained in all semester examinations taken together, and the division obtained by the candidate will be stated in his degree.

- e) First Division those who obtain 60% or more of the aggregate marks.
- f) Second Division those who obtain 50% or more but less than 60% of the aggregate marks.
- g) Those who pass all semester examinations in the first attempt obtaining 75% or more marks in the aggregate shall be declared to have passed with **DISTINCTION**.
- h) Each successful candidate shall receive a copy of detailed marks card on having passed the Semester Examination.

In the detailed marks card the marks secured by the candidate in Internal assessment and External examination will be separately.

**15.** Any dispute arising on account of implementation of this ordinance shall be referred to a committee of three members to be appointed by the Vice-Chancellor and its decision shall be final and binding on all.

<b>B.C.A. I SEMESTER</b>								
SEM. 1	SUBJECT	MAXM MARKS	THEORY EXAMS	INTERNAL ASSESSMENT	LEC- TURE	TUTORIAL	PRACTICAL	EXAM TIME
BCA- 101	Computer Fundamental	100	70	30	50	05		03 HRS.

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## IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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BCA-102	IT Fundamental & C programming	100	70	30	50	05		03 HRS.
BCA-103	Principle of Management	100	70	30	50	05		03 HRS.
BCA-104	English Language	100	70	30	50	05		03 HRS.
BCA-105	Discrete Mathematics	100	70	30	50	05		03 HRS.
BCA-106	Practical Work of Computer Fundamental	50					50	
BCA-107	C Language Lab	50					50	



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## IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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<b>B.C.A. II SEMESTER</b>								
SEM .2	SUBJECT	MAXM MARKS	THEORY EXAMS	INTERNAL ASSESSMENT	LECTURE	TUTORIAL	PRACTICAL	EXAM TIME
BCA -201	C Programming	100	70	30	50	05		03 HRS.
BCA -202	Computer Organization & Assembly Language	100	70	30	50	05		03 HRS.
BCA -203	Multimedia & Its Application	100	70	30	50	05		03 HRS.
BCA -204	Accounting	100	70	30	50	05		03 HRS.
BCA -205	Mathematics –I	100	70	30	50	05		03 HRS.
BCA -206	Practical Work of C Programming	50					50	.
BCA -207	Practical Work of Assembly Language	50					50	

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## IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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<b>B.C.A. III SEMESTER</b>								
<b>SEM. 3</b>	<b>SUBJECT</b>	<b>MAXM MARKS</b>	<b>THEORY EXAMS</b>	<b>INTERNAL ASSESSMENT</b>	<b>LECTURE</b>	<b>TUTORIAL</b>	<b>PRACTICAL</b>	<b>EXAM TIME</b>
BCA-301	Object Oriented Programming Using C++	100	70	30	50	05		03 HRS.
BCA-302	Data Structure Using C & C++	100	70	30	50	05		03 HRS.
BCA-303	Operating System	100	70	30	50	05		03 HRS.
BCA-304	Analysis Design & Implementation	100	70	30	50	05		03 HRS.
BCA-305	Organization Behavior	100	70	30	50	05		03 HRS.
BCA-306	Computer Laboratory and Practical Work of OOPS	50					50	.
BCA-307	Computer Laboratory and Practical Work of DS	50					50	

## IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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<b>B.C.A. IV SEMESTER</b>								
<b>SEM. 4</b>	<b>SUBJECT</b>	<b>MAXM MARKS</b>	<b>THEORY EXAMS</b>	<b>INTERNAL ASSESSMENT</b>	<b>LECTURE</b>	<b>TUTORIAL</b>	<b>PRACTICAL</b>	<b>EXAM TIME</b>
BCA-401	Computer Graphics	100	70	30	50	05		03 HRS.
BCA-402	E-Commerce	100	70	30	50	05		03 HRS.
BCA-403	Software Engineering	100	70	30	50	05		03 HRS.
BCA-404	CBNST	100	70	30	50	05		03 HRS.
BCA-405	Computer Networks	100	70	30	50	05		03 HRS.
BCA-406	Computer Laboratory and Practical Work of Computer Graphics	100					100	.

## IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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<b>B.C.A. V SEMESTER</b>								
<b>SEM. 5</b>	<b>SUBJECT</b>	<b>MAXM MARKS</b>	<b>THEORY EXAMS</b>	<b>INTERNAL ASSESSMENT</b>	<b>LECTURE</b>	<b>TUTORIAL</b>	<b>PRACTICAL</b>	<b>E T</b>
BCA-501	Introduction to DBMS	100	70	30	50	05		
BCA-502	Java Programming	100	70	30	50	05		
BCA-503	Cryptography	100	70	30	50	05		
BCA-504	Web Technology	100	70	30	50	05		
BCA-505	Minor Project	50					50	
BCA-506	Viva-Voice on Summer Training	50					50	
BCA-507	Computer Laboratory and Practical Work of DBMS	50					50	
BCA-508	Computer Laboratory and Practical Work of Java Programming	50					50	

<b>B.C.A. VI SEMESTER</b>								
<b>SEM. 6</b>	<b>SUBJECT</b>	<b>MAXM MARKS</b>	<b>THEORY EXAMS</b>	<b>INTERNAL ASSESSMENT</b>	<b>LECTURE</b>	<b>TUTORIAL</b>	<b>PRACTIC</b>	

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## IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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BCA-601	Artificial Intelligence	100	70	30	50	05	
BCA-602	C # Dot Net	100	70	30	50	05	
BCA-603	Management Information System	100	70	30	50	05	
BCA-604	Organization Behavior	100	70	30	50	05	
BCA-605	Major Project	100					100
BCA-606	Presentation/Seminar based on Major Project	100					100

**ORDINANCE – 28 (xii)**  
**Master of Computer Application**  
**[ MCA]**

**IIMT University**

***CHOICE BASED CREDIT SYSTEM (CBCS) ORDINANCE GOVERNING THE DEGREE OF MASTER OF COMPUTER APPLICATION CHOICE BASED CREDIT SYSTEM (CBCS)***

The choice based credit system provides flexibility in designing curriculum and assigning credits based on the course content and hour of teaching. The choice based credit system provides an opportunity for the students to choose courses from the prescribed courses comprising core, elective and open elective courses.

This will benefit the students to move across institutions within India to begin with and across countries.

**DEFINITIONS OF KEY WORDS:**

**(i) University:** IIMT University, Meerut (IIMTU).

**(ii) Academic Year:** Two consecutive (one odd + one even) semesters constitute one academic year.

**(iii) Semester:** Each semester will consist of 15-18 weeks of academic work equivalent to 90 actual teaching days. The odd semester may be scheduled from July to December and even semester from January to June.

**(iv) Choice Based Credit System (CBCS):** The CBCS provides choice for students to select from the prescribed courses (*core, elective and Foundation Courses*).

**(v) Credit Based Semester System (CBSS):** Under the CBSS, the requirement for awarding a degree or certificate is prescribing terms of number of credits to be earned by the students.

**(vi) Programme:** An educational programme leading to award of a Degree.

**(vii) Course:** Usually referred to, as ‘papers’ is a component of a programme. A course may be designed to comprise lectures/tutorials/laboratory work/ field work/ outreach activities/project work/ vocational training/viva/ seminars/term papers/assignments/ presentations/ self-study etc. or a combination of some of these.

**(viii) Branch: Master of Computer Application**

**(ix) Credit:** A unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/field work per week.

**(x) Credit Point:** It is the product of grade point and number of credits for a course.

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**1. ADMISSION**

# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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**1.1** Admission to MCA first year in Ist Semester and lateral admission in MCA Second year in III Semester (for BCA/ B.Sc. (IT)/ B.Sc. (Comp. Sc.) candidates only will be made as per the rules prescribed by the Academic Council of the IIMT University, Meerut (IIMTU).

**1.2** Admission on migration of a candidate from any other University to the University is not permitted.

## **2. ELIGIBILITY FOR ADMISSIONS**

### **2.1 Admission to MCA First Year through Entrance Examination:**

For admission to first year of MCA in IIMTU, Meerut, a candidate must have passed Bachelors degree course of 03 Years minimum duration from any recognized Indian University; or its equivalent, recognized by A.I.U. securing minimum 50% (45% for SC/ST) marks in aggregate. Candidate must have passed Mathematics at 10+2 level or Graduation level.

### **2.2 Admission to MCA Second Year through Lateral Entry Scheme:**

Not applicable.

**2.3 Direct admission on vacant seats at institution/college level:** The eligibility criteria for direct admission on seats remaining vacant in first year/ Second Year (through Lateral Entry), after entrance examination counseling, shall be such as may be notified from time to time.

**2.4** The Academic Council shall have power to amend or repeal the eligibility criteria laid down at clause 2.1, 2.2 and 2.3, as per the guidelines of AICTE.

## **3. ATTENDANCE**

**3.1** Every student is required to attend all the Lectures, Tutorials, Practical Classes and other prescribed curricular and co-curricular activities. The attendance can be condoned up to 25% on medical grounds or for other genuine reasons beyond the control of students.

**3.2** A further relaxation of attendance up to 15% for a student can be given by Head of Institution/College provided that he/she has been absent with prior permission of the Head of the institution/college for the reasons acceptable to him.

**3.3** No student will be allowed to appear in the end semester examination if he / she do not satisfy the overall average attendance requirements of Clause Nos. 3.1, and 3.2. Such candidate(s) shall be treated as having failed and will be further governed by clause no. 4.2 & 4.3.

**3.4** The attendance shall be counted from the date of admission in the college or start of academic session whichever is later.

## **4. Duration of Course**

**4.1** Total duration of the MCA shall be 3 years, each year comprising two semesters. Each semester shall normally have teaching for the 90 working days or as prescribed by A.I.C.T.E. from time to time.

**4.2** The student admitted to 1st year MCA Course shall complete the course within a period of four (04 Years) Academic Years from the date of first admission, failing which he/she has to discontinue the course.

**4.3** A Student, who has failed twice in first year due to any reason (either due to his/her non-appearance or he/she being not permitted to appear in semester examinations) shall not be allowed to continue his/her studies further. Provided further that if a student wishes to continue third time in first year he/she may be allowed on the terms and conditions laid

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down by the University for such permission but the maximum time allowed for completing the course will remain the same as in clause 4.2 and 4.3.

**4.5** The minimum credit requirement for MCA Degree is 144 credits.

## **5. CURRICULUM**

**5.1** The 02 Year/ 02 Year curriculum has been divided into 03/ 04 Semesters and shall include Lectures, Tutorials, Practical Labs, Seminars and Projects etc. in addition to industrial training as defined in the scheme and executive instructions issued by the University from time to time.

**5.2** The curriculum will also include other curricular, co-curricular and extracurricular activities as may be prescribed by the University from time to time.

**5.3** The subjects listed in semester I or II for MCA will be as per Course Structure of MCA Program and shall not be offered exactly in the same sequence.

## **6. CHANGE OF COLLEGE**

6.1 Change of College shall not be permitted.

6.2 Change of study center shall not be permitted

## **7. EXAMINATION**

7.1 The performance of a student in a semester shall be evaluated through continuous class assessment and end semester examination. The continuous assessment shall be based on class tests, assignments/tutorials, quizzes/viva-voce and attendance. The marks for continuous assessment (Sessional marks) shall be awarded at the end of the semester. The end semester examination shall be comprised of written papers, practical's and viva-voce, Record of Lab Work, Project Work, Design Reports or by means of any combination of these methods.

7.2 The distribution of marks for sessional, end semester theory papers, practical's and other examinations, seminar, project and industrial training shall be as prescribed by the University in prescribed Course Structure. The practical, viva-voce, projects and reports shall be examined/evaluated through internal and external examiners as and when required, as per University guidelines.

7.3 The marks obtained in a subject shall consist of marks allotted in end semester theory paper and sessional work.

## **8. ELIGIBILITY OF PASSING**

**8.1** A student who obtained Grades A+ to E shall be considered as passed. If a student secured "F" grade, he /she has to reappear for the examination. It is mandatory for a student to earn the required credits as mentioned in each semester.

(a) For a pass in a Theory Subject, a student shall secure minimum of 30% of the maximum marks prescribed in the University Examination and 40% of marks in the aggregate marks in the subject including sessional marks. i.e. Minimum Passing Grade is "E".

(b) For a pass in a Practical/Project/Viva-voce examination, a student shall secure a minimum of 50% of the maximum marks prescribed for the University Examination in the relevant Practical/Project/Viva-voce and 40% of marks in the aggregate marks in the Practical/Project/Viva-voce including sessional marks i.e. Minimum Passing Grade in a course is "E".

8.2 The students who do not satisfy the condition 8.1 or the student who remains absent shall be deemed to have failed in that subject and may reappear for the University examination in the subsequent examinations. However, the Sessional marks awarded to the student/s at previous attempt in the concerned subject will be carried forward.

8.3 A student may, at his/her desire, opt to abandon his/her performance of a semester in following manner.

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(a) A student may opt to abandon his/her performance only in University Examination of the Semester.

(b) A student may opt to abandon his/her Total Performance of the Semester which includes performance in University Examination and Sessional Marks.

(c) A student may opt to abandon his/her performance in University Examination of any or both semesters of the same academic year only.

(d) A student shall be allowed to abandon the performance maximum twice during the entire course of study.

(e) Performance of a semester, once abandoned, can not be claimed again.

8.4 The student, who opts to abandon the performance of a semester as per clause 8.3, shall abandon performance in all the courses of that semester, irrespective of the fact whether the student has passed or failed in any subject of that semester.

8.5 A student, who opts to abandon the total performance of the semester including sessional marks, has to take readmission for the relevant semester. Readmission to the First semester in such cases shall not be considered as fresh admission i.e., the student will continue to have the same University Roll Number, which was allotted earlier.

8.6 The student, who opted to abandon his / her performance only in the University examination of a semester and does not desire readmission, shall be permitted to re-appear for examinations of all the subjects of the semester in the subsequent examinations as an Ex- Student. However, the sessional marks obtained by the student in the abandoned semester shall be retained.

8.7 Such students who opted to abandon the performance at final year are eligible for the award of Class and Distinction at the MCA degree level, but are not eligible for the award of ranks.

8.8 The student who passes a course of a semester as per 8.1 shall not be allowed to appear for the same again, unless he/she opts for *abandoning of results* as per 8.3-8.7.

8.9 A student shall be declared to have completed the program of MCA degree, provided the student has undergone the stipulated course work as per the regulations and has earned **144** Credits.

## **9. ELIGIBILITY FOR PROMOTION**

9.1 There shall not be any restriction for promotion from an odd semester to the next even semester.

9.2 For promotion from even semester to the next odd semester (i.e. of the next academic year) the student has secured 24 credits in the immediately preceding two semesters including theory and practical credits.

### **Minimum Credit Threshold for Promotion**

#### **Check Point Credit Threshold**

First Year to Second Year 24 Credits in First Year

Second Year to Third Year 24 Credits in Second year

9.3 The result of the semester shall be declared pass only on securing E or above grades in all subjects and minimum Semester Grade Point Average (SGPA) is 5.0.

9.4 Student himself can decide to abandon the performance of any or both the semesters of same academic year as per clause 9.3 and reappear in abandoned semester examination as per clauses 8.4, 8.5 & 8.6.

## **10. CARRYOVER SYSTEM**

**10.1** Following rules shall be followed for carry over papers:

(a) A candidate who satisfies the requirements of clause 8.2 (a) will be required to appear in those theory papers / practical's during respective end semester exams in which he/she failed.

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(b) A candidate satisfying clause 8.2 (b) shall be required to exercise his/her choice of theory papers in which he/she desires to appear in the examination to fulfill the requirements of clause 8.1(a).

(c) A candidate shall be required to exercise his/her choice of minimum theory papers in which he/she desires to appear in the examination for improvement to fulfill the requirements of clause 9.3.

(d) Candidate appearing for carry over paper in any semester shall be examined with the examination paper of that subject running in that semester.

**10.2** All carryover examinations shall be held only with end semester examination.

## **11. RE-ADMISSION IN THE INSTITUTION/ COLLEGE**

A candidate may be allowed for re-admission provided he/she satisfies one of the following conditions:

(a) A candidate is declared fail.

(b) A candidate did not appear in a semester examination / or he/she was not granted permission to appear in the examination.

(c) A candidate has been detained by the institute and subsequently has been permitted to take re-admission.

(d) A candidate has own desire to abandon the performance of semester(s).

## **12. COURSES**

12.1 There will be two types of courses.

**(i) Core Courses:** This is the course which is to be compulsorily studied by a student as a core requirement to complete the requirements of a program in a said discipline of study.

**(ii) Elective Courses:** This is course, which can be chosen from the pool of papers. It may be supportive to the discipline/ providing extended scope/enabling an exposure to some other discipline / domain / nurturing student proficiency skills.

**12.2** The minimum number of students to be registered for an Elective to be offered shall be not less than twenty.

**12.3** A student shall exercise his option in respect of the electives and register for the same at the beginning of the concerned semester. The student may be permitted to opt for change of elective subject within 15 days from the date of commencement of the semester as per the calendar of the University.

## **13. COMPUTATION OF SGPA AND CGPA**

**13.1** The IIMT University adopts absolute grading system wherein the marks are converted to grades, and every semester results will be declared with semester grade point average (SGPA) and Cumulative Grade Point Average (CGPA). The CGPA will be calculated every semester, except the first semester. The grading system is with the following letter grades and grade points scale as given below:

table.....

**13.2** A student obtaining Grade “F” shall be considered failed and will be required to reappear in the examination. Such students after passing the failed subject in subsequent examination/s will be awarded with “E” grade irrespective of marks he/she scores in the subsequent examination/s. Number of attempts taken to clear a subject/s shall be shown in the transcripts.

**13.3** The University has right to scale/moderate the theory exam/practical exam/sessional marks of any subject whenever required for converting of marks in to letter grades on the basis of the result statistics of university as in usual practice.

(a) The modality for moderation of marks before the declaration of result shall be decided by a committee of Pro-Vice Chancellor, Dean UG, Assoc. Dean UG and Controller of

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Examination.

(b) The modality for moderation of marks if needed after the declaration of result shall be decided by a committee of Pro-Vice Chancellor, Dean UG, Assoc. Dean UG, Controller of Examination and an external member not below the rank of Professor nominated by the Vice Chancellor.

(c) If the candidate(s) appeared in the examination but theory marks are not available due to missing of copy by any reason, the average marks may be awarded as decided by the committee mentioned in 13.3(a). In case of missing/unavailable of sessional marks, Controller of Examination can take decision as per the provision laid down by the Examination Committee.

(d) The Committee defined in 13.3 (a) shall also fix up the responsibility and recommend the punishment for occurrence of such case(s) in 13.3(c).

(e) All the matters defined under 13.3(a) to 13.3 (d) shall be executed subject to the approval of Academic Council of the APJAKTU.

#### **13.4 Computation of SGPA and CGPA**

The following procedure to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

(a) The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e.

$$\text{SGPA} (S_i) = \frac{(C_i \times G_i)}{C_i}$$

where  $C_i$  is the number of credits of the  $i$ th course and  $G_i$  is the grade point scored by the student in the  $i$ th course.

(b) The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e.

$$\text{CGPA} = \frac{(C_i \times S_i)}{C_i}$$

where  $S_i$  is the SGPA of the  $i$ th semester and  $C_i$  is the total number of credits in that semester.

(c) The SGPA and CGPA shall be rounded off to 2 decimal places and reported in the transcripts.

#### **Illustration for Computation of SGPA and CGPA**

**13.5 Transcript (Format):** Based on the above recommendations on Letter grades, grade points, SGPA and CGPA, the transcript for each semester and a consolidated transcript indicating the performance in all semesters may be issued.

#### **14. CONVERSION OF GRADES INTO PERCENTAGE**

Conversion formula for the conversion of CGPA into Percentage is **CGPA Earned x 10 = Percentage of marks scored.**

**Illustration:** CGPA Earned  $7.92 \times 10 = 79.2\%$

#### **15. AWARD OF DIVISION, RANK AND MEDALS**

**15.1** Division shall be awarded only after the final semester examination based on integrated performance of the candidate for all the six semesters (four semesters for lateral entry) as per following details.

(a) A candidate who qualifies for the award of the degree securing E or above grades in all subjects pertaining to all semesters in his/her first attempt within six consecutive semesters (three academic years)/ four consecutive semesters (two academic years) as applicable, and in addition secures a CGPA of 7.5 and above for the semesters I to VI and in case of lateral entry ( III to VI) shall be declared to have passed the examination in **FIRST DIVISION WITH HONOURS.**

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(b) A candidate who qualifies for the award of the degree by securing E or above grades in all subjects of all the semesters within a maximum period of six semesters/four semesters as applicable, after his/her commencement of study in the 1st/3rd semester and secures CGPA not less than 6.5 shall be declared to have passed the examination in FIRST DIVISION.

(c) All other candidates who qualify for the award of degree by securing E or above grades in all subjects of all semesters within a maximum period of six / four semesters as applicable, after his/her commencement of study in the 1st/3rd semester an addition secures CGPA not less than 5.0 shall be declared to have passed the examination in SECOND DIVISION.

**15.2** For award of ranks a minimum of 10 students should have appeared in the 6th semester examination. The total number of ranks awarded shall be 10% of total number of students appeared in 6th semester or 10 students, whichever is less.

**Illustration:**

1. If 1028 students appeared for the 4th semester in MCA, the number of ranks to be awarded for MCA will be 10.
2. If 90 students appeared for the 6th semester in MCA, the number of ranks to be awarded for MCA will be 09.

For award of rank in MCA, the CGPA secured by the student from

(a) 1st to 4th semester for the students admitted to MCA. Program from 1st year, and A student shall be eligible for a rank at the time of award of degree in MCA, provided the student

(a) Has passed 1st to 4th (students joining from 1st semester) semester in all the subjects in first attempt only

(b) Has not repeated/rejected any of the lower semesters.

If two students get the same *CGPA*, the tie should be resolved by considering the number of times a student has obtained higher *SGPA*; but, if it is not resolved even at this stage, the number of times as student has obtained higher grades like A+, A, B+, B etc shall be taken into account in rank ordering of the students in a program.

**15.3** The Gold, Silver and any other Medals as decided by the university shall be awarded to students falls in the top ranks of various courses as per university rules.

**16. SCRUTINY AND REVALUATION**

**16.1** Scrutiny shall be allowed in only theory papers.

**16.2** Revaluation of theory/practical papers is permitted only with certain conditions as laid down by university.

**17. UNFAIR MEANS**

Cases of unfair means shall be dealt as per the rules and regulations of the University.

**18. AWARD OF SESSIONAL MARKS**

Sessional marks for theory subjects, practical's and project shall be awarded as prescribed and at present the break-up of sessional marks shall be as follows:

(a) Theory Subjects :

(i) Class test which will comprise 20 % of total theory marks with two mid-term tests of equal weightage.

(ii) Teacher Assessment Tutorial/Assignment/ Quizzes/ Attendance comprises 10% of total theory marks.

(b) Practical's:

(i) Two mid-term viva-voce/tests of equal weightage 30% of total Practical marks.

(ii) Teacher Assessment: Lab, Record/ Attendance 20% of total Practical marks.

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(c) Make-up test may be held only for those students who could not appear in any one of mid-term class tests due to genuine reasons for which the prior permission from the Head of Institution/College was taken. Make up test shall ordinarily be held about two weeks before the semester examination. The syllabus for the make-up test shall be the whole syllabus covered by the subject teacher up to that time.

**19. AWARD OF SEMINAR INDUSTRIAL TRAINING, EDUCATIONAL TOUR MARKS AT INSTITUTION/COLLEGE LEVEL**

**19.1** The marks of Seminar, Industrial Training, Educational tour marks shall be awarded on the following basis:

- (i) Write-up / Report 50%
- (ii) Presentation 50%

**19.2** The marks in Seminar, Industrial Training and Educational Tour shall be awarded by a committee consisting of following members:

- (i) Head of the Department or his/her nominee.
- (ii) Concerned Officer – In charge.
- (iii) Senior Faculty Member of the department nominated by the Head of Department.

**20. CANCELLATION OF ADMISSION**

The admission of a student at any stage of study shall be cancelled if:

- (i) He / She is not found qualified as per AICTE / State Government norms and guidelines or the eligibility criteria prescribed by the University. or
- (ii) He / She is found unable to complete the course within the stipulated time as prescribed in clause 4.2 or
- (iii) He / She is found involved in creating indiscipline in the Institution / College or in the University.

**21.** The Academic Council shall have the power to relax any provision provided in the ordinance in any specific matter/situation subject to the approval of Executive Council of the University.

**ORDINANCE – 28 (xiii)**

**BACHELOR OF SCIENCE IN NURSING  
(B.Sc. NURSING]**

**1. Title**

BACHELOR OF SCIENCE IN NURSING  
(B.Sc. NURSING]

**2. Duration of Programme**

B.Sc. Nursing is a full time four year programme

**3. Admission** The number of seats shall be in accordance with the INC New Delhi.

1. The minimum age of admission shall be 17 years on or before 31<sup>st</sup> Dec. Of the year of admission.

2. The minimum educational requirements shall be passing of -.

Higher Secondary School certificate examination (12 year course)

Or

Senior school certificate examinatin (10+2), pre-degree examinatin (10+2)

Or

An equivalent with 12 years schooling from a recognized boad or unversity with science (Physics, Chemistry, Biology) and English with minimum of 50% aggregate marks (PCBE)

3. Candidate shall be medically fit.

4. Selection of the candidate should be based on the merit.

5. Duration the course shall be four year including internship.

Each year will be followed by a break not exceeding 15 days.

**4. Curriculum / Syllabus**

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**ORDINANCE – 28 (xiv)**

**DIPLOMA IN GENERAL NURSING AND MIDWIFERY [G.N.M.]**

**1. Title**

DIPLOMA IN GENERAL NURSING AND MIDWIFERY [G.N.M.]

**2. Duration of Program-** G.N.M is a full time three year programme

**3. ADMISSION**

1. Minimum education eligibility criteria for admission to GNM

- 10+2 with English and must have obtained a minimum of 40% at the qualifying examination and English individually from any recognized board.

2. Admission of students shall be once in a year

3. Minimum age for admission will be 17 years (as on 31<sup>st</sup> December of that year) The upper age limit is 35 yrs. For ANM/for LHV, there is no age bar.

4. Selection of the candidate should based on the merit list.

5. Candidate shall be medical fit.

6. Duration of the course shall be 3 years including internship.

**4. Curriculum / Syllabus**



**ORDINANCE – 28 (xv)**

**DIPLOMA IN AUXILIARY NURSE AND MIDWIFE [A.N.M.]**

**1. Title**

DIPLOMA IN AUXILIARY NURSE AND MIDWIFE [A.N.M.]

**2. Duration of Program-** G.N.M is a full time two year programme

**3. ADMISSION**

1. The minimum age for admission shall be 17 years on or before 31<sup>st</sup> December of the year in which admission is sought.
2. The maximum age for admission shall be 35 years.
3. The minimum educational requirement shall be the passing of (10+2) 12 years of schooling (10+2 year course) recognized by CBSE/ICSE/SSSCE/HSCE or a recognized equivalent examination.
4. Selection of the candidate should be based on the merit list.
5. Candidate shall be medical fit.
6. Duration of the course shall be 2 years including internship.

**4. Curriculum / Syllabus**

# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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## ORDINANCE – 28 (xvi)

### Ordinance for the degree of B.A.LL.B., LL.B., and LL.M. Courses of the IIMT University, Meerut.

**1. Title of the Programmes:**

- (A) B.A. LL.B.
- (B) LL.B.
- (C) LL.M.

**2. Duration of the Programmes:**

- (A) Five Years (Full time)
- (B) Three Years (Full time)
- (C) Two Years (Full time)

**3. Admission Procedure:**

- (A) Admission to the B.A. LL.B. program shall be on the merit base.
- (B) Admission to the LL.B. program shall be on the merit base.
- (C) Admission to the LL.M. program shall be on the merit base.

**4. Eligibility for admission:**

- (A) For B.A. LL.B. program a candidate should have obtained Senior Secondary School/Intermediate (10+2) or its equivalent certificate from a recognized Board with not less than 45% marks in aggregate (40% in case of SC and ST candidates).
- (B) For LL.B. program a candidate should have obtained graduation degree or its equivalent degree with 10+2+3 system from a recognized University with not less than 45% marks in aggregate (40% in case of SC and ST candidates).
- (C) For LL.M. program a candidate should be a Law graduate with 50% marks (48% in case of SC and ST candidates).

**5. Syllabus:**

**(A) B.A. LL.B. (Scheme of study of the course)**

The distribution of the Courses for Ten Semesters is as follows:

Semester- I	
Paper- I	Sociology-I
Paper- II	Political Science-I
Paper- III	General English
Paper- IV	Indian History (Ancient)
Paper- V	Economics-I
Paper- VI	Sports (Indoor & Outdoor) Practical Only
Semester- II	
Paper- I	Vidhik Sanchar aur Hindi Bhasha Gyan

## IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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Paper- II	Political Science-II
Paper- III	English-II
Paper- IV	Indian History (Modern)
Paper- V	Economics-II
Paper- VI	Sports (Indoor & Outdoor) Practical Only
<b>Semester- III</b>	
Paper- I	Sociology-II
Paper- II	Indian Govt. and Politics
Paper- III	Hindi Literature
Paper- IV	History of Indian Culture
Paper- V	Economics-III
Paper- VI	Sports (Indoor & Outdoor) Practical Only
<b>Semester- IV</b>	
Paper- I	Sociology-III
Paper- II	Social Justice under Indian Constitution
Paper- III	UNO and Other International Organizations
Paper- IV	Political Thinkers and Indian National Movement
Paper- V	English Literature
Paper- VI	Sports (Indoor & Outdoor) Practical Only
<b>Semester- V</b>	
Paper- I	Jurisprudence
Paper- II	Law of Tort and Consumer Protection Act
Paper- III	Contract-I and Specific Relief Act
Paper- IV	Constitution-I
Paper- V	Indian Penal Code
Paper- VI	Sports (Indoor & Outdoor) Practical Only
<b>Semester- VI</b>	
Paper- I	Hindu Law
Paper- II	Revenue Laws
Paper- III	Contract-II
Paper- IV	Constitution-II
Paper- V	Administrative Law
Paper- VI	Sports (Indoor & Outdoor) Practical Only
<b>Semester- VII</b>	
Paper- I	Muslim Law
Paper- II	Transfer of Property Act and Easement Act
Paper- III	Criminal Procedure Code
Paper- IV	Public International Law
Paper- V	Drafting of Pleading and Conveyancing
Paper- VI	Sports (Indoor & Outdoor) Practical Only
<b>Semester- VIII</b>	
Paper- I	Civil Procedure Code and Limitation Act
Paper- II	Professional Ethics and Law of Contempt of Courts
Paper- III	Labour Laws
Paper- IV	Company Law and SEBI Act
Paper- V	Environmental Studies and Environmental Laws
Paper- VI	Sports (Indoor & Outdoor) Practical Only
<b>Semester- IX</b>	

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## IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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Paper- I	Uttar Pradesh Local Laws
Paper- II	Law of Evidence
Paper- III	Arbitration, Conciliation and ADR System
Paper- IV	Interpretation of Statutes
Paper- V	Human Rights
Paper- VI	Sports (Indoor & Outdoor) Practical Only
<b>Semester- X</b>	
Paper- I	Moot Court, Pre-Trial Preparations and Participation in trial proceedings
Paper- II	Election Laws
Paper- III	Criminology, Penology, Victimology and treatment of offenders
Paper- IV	Intellectual Property Rights, Copyrights and Trademarks Act
Paper- V	Banking Laws
Paper- VI	Sports (Indoor & Outdoor) Practical Only

### (B) LL.B. (Scheme of study of the course)

The distribution of the Courses for Six Semesters is as follows:

<b>Semester- I</b>	
Paper- I	Jurisprudence
Paper- II	Law of Tort and Consumer Protection Act
Paper- III	Contract-I and Specific Relief Act
Paper- IV	Constitution-I
Paper- V	Indian Penal Code
Paper- VI	Sports (Indoor & Outdoor) Practical Only
<b>Semester- II</b>	
Paper- I	Hindu Law
Paper- II	Revenue Laws
Paper- III	Contract-II
Paper- IV	Constitution-II
Paper- V	Administrative Law
Paper- VI	Sports (Indoor & Outdoor) Practical Only
<b>Semester- III</b>	
Paper- I	Muslim Law
Paper- II	Transfer of Property Act and Easement Act
Paper- III	Criminal Procedure Code
Paper- IV	Public International Law
Paper- V	Drafting of Pleading and Conveyancing
Paper- VI	Sports (Indoor & Outdoor) Practical Only
<b>Semester- IV</b>	
Paper- I	Civil Procedure Code and Limitation Act
Paper- II	Professional Ethics and Law of Contempt of Courts
Paper- III	Labour Laws
Paper- IV	Company Law and SEBI Act
Paper- V	Environmental Studies and Environmental Laws
Paper- VI	Sports (Indoor & Outdoor) Practical Only

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## IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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<b>Semester- V</b>	
Paper- I	Uttar Pradesh Local Laws
Paper- II	Law of Evidence
Paper- III	Arbitration, Conciliation and ADR System
Paper- IV	Interpretation of Statutes
Paper- V	Human Rights
Paper- VI	Sports (Indoor & Outdoor) Practical Only
<b>Semester- VI</b>	
Paper- I	Moot Court, Pre-Trial Preparations and Participation in trial proceedings
Paper- II	Election Laws
Paper- III	Criminology, Penology, Victimology and treatment of offenders
Paper- IV	Intellectual Property Rights, Copyrights and Trademarks Act
Paper- V	Banking Laws
Paper- VI	Sports (Indoor & Outdoor) Practical Only

### (C) LL.M. (Scheme of study of the course)

The distribution of the Courses for Four Semesters is as follows:

#### (i) Compulsory Papers:

Semester- I	
Paper- I	Constitution of India
Paper- II	Administrative Law
Paper- III	Jurisprudence and Legal Theory
Paper- IV	Right to Information Act 2005 & Consumer Protection Act, 1986
Paper- V	Sports (Indoor & Outdoor) Practical only
Semester- II	
Paper- I	Principles of Legislation and Interpretation of Statutes
Paper- II	Legal Research and Research Methodology
Paper- III	Environmental Laws
Paper- IV	Law and Social Justice
Paper- V	Sports (Indoor & Outdoor) Practical only

#### (ii) Business Law Group:

Semester- III	
Paper- I	Law of Contract in India
Paper- II	Law of Corporate Management
Paper- III	International Trade Law
Paper- IV	Sports (Indoor & Outdoor) Practical only
Semester- IV	
Paper- I	The Law of Corporate Finance and Securities Regulations
Paper- II	Industrial and Intellectual Property Laws

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## IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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Paper- III	Dissertation and Viva Voce
Paper- IV	Sports (Indoor & Outdoor) Practical only

### (iii) Criminal Law Group:

Semester- III	
Paper- I	Principles of Criminal Law
Paper- II	Administration of Criminal Justice
Paper- III	Privileged Class Deviance and International Crimes
Paper- IV	Sports (Indoor & Outdoor) Practical only
Semester- IV	
Paper- I	Criminal Procedure: A Comparative study of U.K. and USA
Paper- II	Criminology, Penology and Treatment of Offenders
Paper- III	Dissertation and Viva Voce
Paper- IV	Sports (Indoor & Outdoor) Practical only

### 6. Attendance:

In order to be allowed to appear in the End Semester Examination in all the above mentioned (A), (B), and (C) courses, a student shall attend at least 70% of the total classes held in the course concerned during the semester. Attendance for the purpose of 70% limit means coming to the class well prepared with the assignments.

Provided that if a student for any exceptional reason fails to attend 70% of the classes held in any subject, the Vice-Chancellor, may allow such student to appear in the examination only if he/she has attended 65% of classes held in that subject.

### 7. Conduct and Discipline (of Student):

All enrolled students in any of the above mentioned (A), (B) and (C) courses are duty bound to follow the general code of conduct of the University and to maintain a high standard of discipline in the college.

In case of any student/s found to commit any breach in respect to the above, University may take any disciplinary action as it deem fit against the defaulter/s, that may also include the termination of the defaulter/s.

### 8. Prohibition to register for two regular course of study:

No student shall be allowed to simultaneously register for a law degree programme either of (A), (B) or (C) as given above with any other graduate or post graduate degree/diploma or even a certificate course run by IIMT University or any other University or an Institute for academic or professional learning.

### 9. Examination System:

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Semester system shall be followed in all the above three courses namely (A), (B) and (C). Academic semester shall be announced in advance each year and shall ordinarily be between July-November and December-April with winter break and summer vacations.

Each paper of all the above three courses shall be of 100 Marks, out of which each theoretical paper shall be further divided in the ratio of 30:70. 30 Marks will be from internal assessment and 70 Marks will be from external assessment. Practical papers shall be divided in the ratio of 50:50 (i.e. 50 Marks for written and 50 Marks for practical). A Student has to qualify the Internal, External and Practical papers separately for promotion into next higher class.

Internal assessment of 30 Marks in the given paper shall be as under:

Two class test: 15 Marks each

The schedule of class test will be finalized by the Director in consultation with the concerned teacher and the same shall be notified accordingly. However, internal assessment shall be made by the teacher teaching the subject.

A student who fails to appear in the class test on the schedule dates will not be permitted to take the external exam. However, if due to some emergency, one fails to undertake the class test, one other chance may be given by the Director to the student.

The question paper of each course will be divided into three sections. Section (A) shall comprise of 10 very short questions of 2 Marks each, Section (B) shall comprise of 4 short questions of 5 Marks each, Section (C) shall comprise of 3 long questions of 10 Marks each, covering the entire syllabus. Each given Section may include choices.

While promoting from I/II to Third Semester or from III/IV to Fifth Semester and so on, a candidate must not have more than four individual papers to clear and not less than 40% aggregate to cover for that Semester.

A candidate will be allowed to appear for improvement as per the rule prescribed by the University.

## **10. Award of the degree:**

A candidate shall be eligible for the award of the (A) B.A. LL.B. degree only when he/she has successfully completed all the prescribed courses, by securing at least the minimum 40% marks in individual paper and 45% in aggregate of the individual semester.

A Candidate admitted to B.A. LL.B. degree programme shall have to complete all the prescribed requirements within a maximum period of eight years from the date of enrollment to be eligible for the award of the degree.

A candidate shall be eligible for the award of the (B) LL.B. degree only when he/she has successfully completed all the prescribed courses, by securing at least the minimum 40% marks in individual paper and 48% in aggregate of the individual semester.

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A Candidate admitted to LL.B. degree programme shall have to complete all the prescribed requirements within a maximum period of five years from the date of enrollment to be eligible for the award of the degree.

A candidate shall be eligible for the award of the (C) LL.M. degree only when he/she has successfully completed all the prescribed courses, by securing at least the minimum 45% marks in individual paper and 50% in aggregate of the individual semester.

A Candidate admitted to LL.M. degree programme shall have to complete all the prescribed requirements within a maximum period of four years from the date of enrollment to be eligible for the award of the degree.

**11. Emergency Powers:**

Notwithstanding anything contained in the Ordinance, the Vice Chancellor is empowered to revise/update the ordinance as and when required in accordance with course/syllabus and other conditions from time to time.

The rules framed in this ordinance shall be subject to the rules made by the Bar Council of India and University Grant Commission.

**ORDINANCE – 28 (xvii)**

**ORDINANCE FOR BACHELOR OF EDUCATION (B.ED.)**

Ordinances provided for two year bachelor of Education programme of B.Ed. under the NCTE regulation 2014.

1. Candidates having 50% marks either in bachelor's Degree/or Masters Degree in Science/Social Sciences/Humanities, Bachelor's Degree in Engineering or Technology with specialization in science and mathematics or any other qualification equivalent there to of this or any other University/Deemed University recognized by UGC may be admitted to the degree of Bachelor of Education Relaxation of percentage will be given to SC/ST. Students as per UP Govt. norms Eligibility criteria may vary in accordance with the variations in the norms provided by NCTE/UGC/UP State Govt.
  2. So far as attendance in concerned the rules of NCTE/University shall prevail.
  3. Student may complete B.Ed. course in a maximum of three years from the date of admission in the course.
  4. The examination at the end of each semester will be in theory as well as in practical. A student will be required to pass in theory and practical examination separately.
  5. To pass in theory a student will have to secure 38% marks in each of the theory papers and 36% marks aggregate of theory papers. In practical pass percentage shall be 40%.
  6. There shall be separate divisions in theory and practical examination. Division shall be awarded on the basis of performance in all the four semesters.
  7. Divisions will be awarded as given below :  
**First Division** - 60% and above.  
**Second Division** - 48% and above but below 60%.  
**Third Division** - (Theory) 36% and above but below 48%.  
**Third Division** - (Practical) 40% and above but below 48%.
  8. If the student fails or wishes to improve in any paper of any semester, he will be allowed to appear with the student the respective paper in that very semester.  
  
Marks sheet and Degrees will be awarded in Bachelor of Education.
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**ORDINANCE – 28 (xviii)**

**MASTER OF EDUCATION**

**(M.Ed.)**

The Ordinance provides the guideline for two years Master of Education programme i.e. M.Ed. of IIMT University, 'O' Pocket, Ganga Nagar, Meerut. The syllabus of M.Ed. has been developed keeping in view NCTE regulation 2014 and shall be of two years i.e. four semesters.

- (i) Candidates who have obtained bachelor's Degree in education ie. B.Ed. of this or any other University/Deemed University recognized by UGC, may be admitted for the degree of master of education. Relaxation in percentage of marks shall be given to Sc/St students as per UP Govt. Norms. However, the eligibility criteria will be subject to variation as per NCTE/UGC/UP state Govt. directives from time to time. The student aspiring for M.Ed. Admission he will have to have 50% of marks in theory and 50% marks in practical in B.Ed.
  - (ii) Every candidate seeking admission to M.Ed. course in IIMT University will have to undertake the entrance test conducted by the University as a prime condition to admission.
  - (iii) A candidate will be admitted to M.Ed. Course under semester system mode of examination.
  - (iv) To appear in the examination a student will have to earn 75% attendance in each paper before undertaking the semester examination.
  - (v) A student will not be allowed to complete M.Ed. course beyond three years maximum from the date of admission in the course.
  - (vi) External marks in each theory paper will be based upon the marks obtained in the end of each semester examination conducted by the university. The internal marks in each theory paper will be assigned on the basis of performance in internal assignment and other co-curricular activities. At the end of IInd year ie in the fourth semester dissertation viva will be conducted by the external examiner that will be of 84 marks and 36 marks will be given by the internal examiner.
  - (vii) To pass in each theory paper students will have to secure minimum 30% marks and 36% in aggregate of theory papers. In practical the pass percentage will be 40%.
  - (viii) Divisions will be awarded as follows-

60% and above	First division
48% and above but below 60%	Second Division
36% and above but below 48%	Third Division
  - (ix) Mark sheet and Degree will be awarded as Master of Education.
  - (x) A student of M.Ed. in any semester examination, if fails in any paper or wishes to improve in any paper in any semester will be allowed to appear in that paper in the semester in which that paper is offered.
  - (xi) The division of marks will be ie 70% will be external 30% will be internal in each of the papers.
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- (xii) The course structure of M.Ed. is divided in to five major categories as perspectives (Core Courses) specializations, optional, practicum and research.

**ORDINANCE – 28 (xix)**

**BACHELOR OF JOURNALISM AND**

**MASS COMMUNICATION**

**(BJMC)**

**1. ACADEMIC ELIGIBILITY FOR ADMISSION**

The minimum qualification for admission in BJMC shall be 10+2 in any stream from any board in India at least with 40% marks.

**2. ACADEMIC DURATION OF COURSE**

The duration of the course leading to the degree of **Bachelor of Journalism and Mass Communication** shall be of three academic years spread over six semesters.

The outlined syllabus is attached as an annexure.

**3. MONTH FOR SEMESTERS EXAMINATION**

(i).The Examination for the first, third and fifth semester shall ordinarily be held in the month of December/January and for the second, fourth and sixth semesters in the month of May/June or on such dates as may be fixed by the Controller of Examination.

(ii). Examination for the students who could not pass the paper(s) of first, third and fifth semester shall be held along with their regular first, third and fifth semester examinations in December/January and for the second, fourth and sixth semester papers along with their regular second, fourth and sixth semester examination which will be held ordinarily during the month of May/June. However in case if a student has completed the respective tenure of BJMC as mentioned above his/her examination would be taken during the next semester exam. The last date of receipt of admission forms and fees shall be fixed by the university authority.

**4. COURSE OF STUDY**

The course of study shall contain the subjects of Journalism and Mass Communication. The marks shall be awarded to the candidates pursuing the programme for the written papers, Practicals/viva-voce, Internship examinations, if any as specified in the scheme of Examinations.

**5. REGULARITY AND ATTENDANCE**

A regular student shall not be permitted to appear in semester examination, unless he/she has regularly attended not less than 75% classes held in aggregate of all subjects. The university however may, condone the shortage in attendance up to 10% in each subject for any of the following reasons.

- Participation in NCC/ NSS Camps.
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- Participation in University/ Inter-university/ State-level Games.
- Participation in other extra-curricular activities at University/ Inter-university/ State level.
- Prolonged Illness

## **6. CONDUCT AND DISCIPLINE**

A student is expected to follow the right conduct as per the ethical and socio cultural norms set by the university for day-to-day living. Also, student has to follow the rules and guidelines, set by the university for different activities.

## **7. MEDIUM OF INSTRUCTION AND EXAMINATION**

The medium of instructions will be English and Hindi both.

## **8. PATTERN OF EXAMINATION**

Each paper shall be of 100 marks, out of which internal and external assessments will carry 30 marks and 70 marks respectively.

### **(i). PATTERN OF INTERNAL ASSESSMENT MARKS**

The Internal Assessment marks awarded to the students should be forwarded to the Controller of Examinations at least one week before the commencement of the semester examination. The internal assessment marks shall be based on factors such as participation in seminars, tests and oral presentations, submission of written assignments, class room participation and attendance. The weightage given to each of these factors for a paper shall be decided and announced at the beginning of the semester.

### **(ii). PATTERN OF QUESTION PAPER, WITH MARKS (FINAL WRITTEN EXAMS)**

Two set of question papers will be prepared by the external/internal examiners. Each set will contain three sections namely A, B and C. There would not be any repetition of questions in both the sets as well as the questions would be distributed throughout the entire syllabus so that a candidate can be judged on the basis of the knowledge of the entire subject.

## **9. EXAMINATION FEE**

The amount of examination fee to be paid by a candidate for each semester shall be as per the decision of the university from time to time.

## **10. CONDUCT OF EXAMINATION**

Every candidate shall be allotted an Examination Roll Number and an Identity/Admit Card issued by the university with an attested photograph, which is compulsory to produce in the examination hall on demand from the superintendent/supervisor of the examination.

## **11. ELIGIBILITY FOR SITTING IN SEMESTER EXAMINATION**

The semester examination shall be open to a regular student who

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- (1) has been on the rolls of the Department during the first semester;
- (2) has attended not less than 75% of lectures in the semester

## **12. PASSING REQUIREMENTS**

The minimum percentage of marks to pass the examination in each Semester shall be:

- (i) 40 percent Marks in each written paper with internal and external assessment separately;
- (ii) 50% Marks in aggregate of each semester examination.
- (iii) A candidate shall be promoted to the next higher semester if he/she passes at least 50% of the papers prescribed in the semester failing which he/she shall be declared as fail in that semester and he/she shall be required to get re-admission in the failed semester and shall have to appear in all the papers currently in force.

## **13. TIME LIMIT TO PASS THE COURSE**

- (i) A candidate shall have to pass all the six semesters examinations within a maximum period of **six years** of his/her admission to the first semester of BJMC programme respectively failing which he/she will be deemed to be unfit for the programme.
- (ii) If a candidate, who has passed the second semester examination, but could not continued his studies, for legitimate and justified reasons, may be permitted to join third semester within two years of his passing the second semester examination.
- (iii) The Internal Assessment awards of a candidate, who fails in any external exam, would be awarded the same marks as he/she has obtained when he/she was there in the semester.

## **14. CLASSIFICATION OF SUCCESSFUL CANDIDATES**

The list of successful candidates after the Sixth semester examination of BJMC course shall be arranged as under in two divisions on the basis of the aggregate marks obtained in all semester examinations taken together, and the division obtained by the candidate will be stated in his degree.

- (i) First Division those who obtain 60% or more of the aggregate marks.
- (ii) Second Division those who obtain 50% or more but less than 60% of the aggregate marks.
- (iii) Those who pass all semester examinations in the first attempt obtaining 75% or more marks in the aggregate shall be declared to have passed with **DISTINCTION**.
- (iv) Each successful candidate shall receive a copy of detailed marks card on having passed the Semester Examination.

**15.** Any dispute arising on account of implementation of this ordinance shall be referred to a committee of three members to be appointed by the Vice-Chancellor and its decision shall be final and binding on all.

**BJMC**

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## IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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<b>SEM. 1</b>	<b>SUBJECT</b>	<b>MAX M MAR KS</b>	<b>THE ORY EXA MS</b>	<b>INTERN AL ASSESS MENT</b>	<b>LECT URE</b>	<b>TUTO RIAL</b>	<b>PRACT ICAL</b>	<b>EXA M TIM E</b>
101	Introduction to Communication	100	70	30	50	5		03 HRS.
102	History of Media	100	70	30	50	5		03 HRS.
103	Communicative Hindi	100	70	30	50	5		03 HRS.
104	Basics Of Computer	100	70	30	50	5		03 HRS.
105	Practical	100	70	30	50	5		03 HRS.

### BJMC

<b>SEM. 2</b>	<b>SUBJECT</b>	<b>MAX M MAR KS</b>	<b>THE ORY EXA MS</b>	<b>INTERN AL ASSESS MENT</b>	<b>LECT URE</b>	<b>TUTO RIAL</b>	<b>PRACT ICAL</b>	<b>EXA M TIM E</b>
201	Reporting - I	100	70	30	50	5		03 HRS.
202	Mass Media Writing	100	70	30	50	5		03 HRS.
203	Communicative English	100	70	30	50	5		03 HRS.
204	Computer Applications in Mass Media	100	70	30	50	5		03 HRS.
205	Practical	100	70	30	50	5		03 HRS.

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**IIMT UNIVERSITY, MEERUT, UTTAR PRADESH**

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**BJMC**

<b>SEM. 3</b>	<b>SUBJECT</b>	<b>MAX M MAR KS</b>	<b>THE ORY EXA MS</b>	<b>INTERN AL ASSESS MENT</b>	<b>LECT URE</b>	<b>TUTO RIAL</b>	<b>PRACT ICAL</b>	<b>EXA M TIM E</b>
301	Reporting - II	100	70	30	50	5		03 HRS.
302	Radio Production	100	70	30	50	5		03 HRS.
303	Public Relations	100	70	30	50	5		03 HRS.
304	Photo Journalism	100	70	30	50	5		03 HRS.
305	Practical	100	70	30	50	5		03 HRS.

**BJMC**

<b>SEM. 4</b>	<b>SUBJECT</b>	<b>MAX M MAR KS</b>	<b>THE ORY EXA MS</b>	<b>INTERN AL ASSESS MENT</b>	<b>LECT URE</b>	<b>TUTO RIAL</b>	<b>PRACT ICAL</b>	<b>EXA M TIM E</b>
401	Editing - I	100	70	30	50	5		03 HRS.
402	TV Production	100	70	30	50	5		03 HRS.
403	Media, Society & Culture	100	70	30	50	5		03 HRS.
404	Advertising	100	70	30	50	5		03 HRS.
405	Practical	100	70	30	50	5		03 HRS.

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**IIMT UNIVERSITY, MEERUT, UTTAR PRADESH**

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**BJMC**

<b>SEM. 5</b>	<b>SUBJECT</b>	<b>MAX M MAR KS</b>	<b>THE ORY EXA MS</b>	<b>INTERN AL ASSESS MENT</b>	<b>LECT URE</b>	<b>TUTO RIAL</b>	<b>PRACT ICAL</b>	<b>EXA M TIM E</b>
501	Editing - II	100	70	30	50	5		03 HRS.
502	Development Communication	100	70	30	50	5		03 HRS.
503	Economic and Political Scenerio	100	70	30	50	5		03 HRS.
504	Media Laws and Ethics	100	70	30	50	5		03 HRS.
505	Practical	100	70	30	50	5		03 HRS.

**BJMC**

<b>SEM. 6</b>	<b>SUBJECT</b>	<b>MAX M MAR KS</b>	<b>THE ORY EXA MS</b>	<b>INTERN AL ASSESS MENT</b>	<b>LECT URE</b>	<b>TUTO RIAL</b>	<b>PRACT ICAL</b>	<b>EXA M TIM E</b>
601	Print Media Practical	100	70	30	50	5		03 HRS.
602	Electronic Media Practical-Radio	100	70	30	50	5		03 HRS.
603	Electronic Media Practical- T. V.	100	70	30	50	5		03 HRS.
604	Digital Media Practical	100	70	30	50	5		03 HRS.
605	Internship	100	70	30	50	5		03 HRS.

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**ORDINANCE – 28 (xx)**

**MASTER OF JOURNALISM AND MASS COMMUNICATION**

**(MJMC)**

**1. ACADEMIC ELIGIBILITY FOR ADMISSION**

The minimum qualification for admission to MJMC shall be bachelor degree in any discipline from any recognized university, established by law in India, at least with 45% marks.

**2. ACADEMIC DURATION OF COURSE**

The duration of the course leading to the degree of **Master of Journalism and Mass Communication** shall be of two academic years, spread over four semesters.

The outlined syllabus is attached as an annexure.

**3. MONTH FOR SEMESTERS EXAMINATION**

(i).The Examination for the first and third semester shall ordinarily be held in the month of December/January and for the second and the fourth semesters in the month of May/June or on such dates as may be fixed by the Controller of Examination.

(ii). Examination for the students who could not pass the paper(s) of first and the third semester shall be held along with their regular first and third semester examinations in December/January and for the second and fourth semester papers along with their regular second and fourth semester examination which will be held ordinarily during the month of May/June. However in case if a student has completed the respective tenure of MJMC as mentioned above his/her examination would be taken during the next semester exam. The last date of receipt of admission forms and fees shall be fixed by the university authority.

**4. COURSE OF STUDY**

The course of study shall contain the subjects of Journalism and Mass Communication. The marks shall be awarded to the candidates pursuing the programme for the written papers, Practicals/viva-voce and Internship examinations, if any as specified in the scheme of Examinations.

**5. REGULARITY AND ATTENDANCE**

A regular student shall not be permitted to appear in semester examination, unless he/she has regularly attended not less than 75% classes held in aggregate of all subjects. The university however may, condone the shortage in attendance up to 10% in each subject for any of the following reasons.

- Participation in NCC/ NSS Camps.
- Participation in University/ Inter-university/ State-level Games.
- Participation in other extra-curricular activities at University/ Inter-university/ State level.
- Prolonged Illness

**6. CONDUCT AND DISCIPLINE**

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A student is expected to follow the right conduct as per the ethical and socio cultural norms set by the university for day-to-day living. Also, student has to follow the rules and guidelines, set by the university for different activities.

## **7. MEDIUM OF INSTRUCTION AND EXAMINATION**

The medium of instructions will be both English and Hindi.

## **8. PATTERN OF EXAMINATION**

Each paper shall be of 100 marks, out of which internal and external assessments will carry 30 marks and 70 marks respectively.

### **(i). PATTERN OF INTERNAL ASSESSMENT MARKS**

The Internal Assessment marks awarded to the students should be forwarded to the Controller of Examinations at least one week before the commencement of the semester examination. The internal assessment marks shall be based on factors such as participation in seminars, tests and oral presentations, submission of written assignments, class room participation and attendance. The weightage given to each of these factors for a paper shall be decided and announced at the beginning of the semester.

### **(ii). PATTERN OF QUESTION PAPER, WITH MARKS (FINAL WRITTEN EXAMS)**

Two set of question papers will be prepared by the external/internal examiners. Each set will contain three sections namely A, B and C. There would not be any repetition of questions in both the sets as well as the questions would be distributed throughout the entire syllabus so that a candidate can be judged on the basis of the knowledge of the entire subject.

## **9. EXAMINATION FEE**

The amount of examination fee to be paid by a candidate for each semester shall be as per the decision of the university from time to time.

## **10. CONDUCT OF EXAMINATION**

Every candidate shall be allotted an Examination Roll Number and an Identity/Admit Card issued by the university with an attested photograph, which is compulsory to produce in the examination hall on demand from the superintendent/supervisor of the examination

## **11. ELIGIBILITY FOR SITTING IN SEMESTER EXAMINATION**

The semester examination shall be open to a regular student who

- (1) has been on the rolls of the Department during the first semester;
- (2) has attended not less than 75% of lectures in the semester.

## **12. PASSING REQUIREMENTS**

The minimum percentage of marks to pass the examination in each Semester shall be:

- (i) 40 percent Marks in each written paper with internal and external assessment separately;
  - (ii) 50% Marks in aggregate of each semester examination.
  - (iii) A candidate shall be promoted to the next higher semester if he/she passes at least 50% of
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the papers prescribed in the semester failing which he/she shall be declared as fail in that semester and he/she shall be required to get re-admission in the failed semester and shall have to appear in all the papers currently in force.

### **13. TIME LIMIT TO PASS THE COURSE**

- (i) A candidate shall have to pass all the four semesters examinations within a maximum period of **four years** of his/her admission to the first semester of MJMC programme respectively failing which he/she will be deemed to be unfit for the programme.
- (ii) If a candidate, who has passed the second semester examination, but could not continued his studies, for legitimate and justified reasons, may be permitted to join third semester within two years of his passing the second semester examination.
- (iii) The Internal Assessment awards of a candidate, who fails in any external exam, would be awarded the same marks as he/she has obtained when he/she was there in the semester.

### **14. CLASSIFICATION OF SUCCESSFUL CANDIDATES**

The list of successful candidates after the fourth semester examination of MJMC course shall be arranged as under in two divisions on the basis of the aggregate marks obtained in all semester examinations taken together and the division obtained by the candidate will be stated in his degree.

- (i) First Division those who obtain 60% or more of the aggregate marks.
- (ii) Second Division those who obtain 50% or more but less than 60% of the aggregate marks.
- (iii) Those who pass all semester examinations in the first attempt obtaining 75% or more marks in the aggregate shall be declared to have passed with **DISTINCTION**.
- (iv) Each successful candidate shall receive a copy of detailed marks card on having passed the Semester Examination

**15.** Any dispute arising on account of implementation of this ordinance shall be referred to a committee of three members to be appointed by the Vice-Chancellor and its decision shall be final and binding on all.

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**IIMT UNIVERSITY, MEERUT, UTTAR PRADESH**

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**MJMC**

<b>SEM · 1</b>	<b>SUBJECT</b>	<b>MA XM MA RKS</b>	<b>THEO RY EXA MS</b>	<b>INTERNA L ASSESSM ENT</b>	<b>LECT URE</b>	<b>TUTOR IAL</b>	<b>PRA CTI CAL</b>	<b>EXAM TIME</b>
101	Communication & Journalism	100	70	30	50	5		03 HRS.
102	Computer Fundamentals and Applications	100	70	30	50	5		03 HRS.
103	Public Relations & Advertising	100	70	30	50	5		03 HRS.
104	Media Management	100	70	30	50	5		03 HRS.
105	Practical	100	70	30	50	5		03 HRS.

**MJMC**

<b>SEM · 2</b>	<b>SUBJECT</b>	<b>MA XM MA RKS</b>	<b>THEO RY EXA MS</b>	<b>INTERNA L ASSESSM ENT</b>	<b>LECT URE</b>	<b>TUTOR IAL</b>	<b>PRA CTI CAL</b>	<b>EXAM TIME</b>
201	News and Reporting	100	70	30	50	5		03 HRS.
202	Electronic Media - I ( Radio )	100	70	30	50	5		03 HRS.
203	Photo Journalism	100	70	30	50	5		03 HRS.
204	Development Communication	100	70	30	50	5		03 HRS.
205	Practical	100	70	30	50	5		03 HRS.

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**IIMT UNIVERSITY, MEERUT, UTTAR PRADESH**

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**MJMC**

<b>SEM · 3</b>	<b>SUBJECT</b>	<b>MA XM MA RKS</b>	<b>THEO RY EXA MS</b>	<b>INTERNA L ASSESSM ENT</b>	<b>LECT URE</b>	<b>TUTOR IAL</b>	<b>PRA CTI CAL</b>	<b>EXAM TIME</b>
301	Editing	100	70	30	50	5		03 HRS.
	Electronic Media - II ( T.V. )	100	70	30	50	5		03 HRS.
302								
303	Media law and Ethics	100	70	30	50	5		03 HRS.
304	Design and Graphics	100	70	30	50	5		03 HRS.
305	Practical	100	70	30	50	5		03 HRS.

**MJMC**

<b>SEM · 4</b>	<b>SUBJECT</b>	<b>MA XM MA RKS</b>	<b>THEO RY EXA MS</b>	<b>INTERNA L ASSESSM ENT</b>	<b>LECT URE</b>	<b>TUTOR IAL</b>	<b>PRA CTI CAL</b>	<b>EXAM TIME</b>
401	Communicatio n Research	100	70	30	50	5		03 HRS.
	Elective Paper : (1) Digital Media (2) Environmental Studies	100	70	30	50	5		03 HRS.
402								
403	Practical ( Print Media )	100	70	30	50	5		03 HRS.
404	Practical ( Electronic Media )	100	70	30	50	5		03 HRS.
405	Internship	100	70	30	50	5		03 HRS.

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**ORDINANCE – 28 (xxi)**

**BACHELOR OF SCIENCE**

**1. SUBJECT IN B.SC. COURSE:** This course will be run in three academic years having six semesters. Under this program, the course structure shall be broadly divided in to two groups.

(A) B.Sc. in Math's Group: Physics, Chemistry, Mathematics, & Statistics

(B) B.Sc. in Bio Group: Zoology, Botany, & Chemistry

**Subject Combinations**

**Math's Group:** Physics, Math's and Chemistry

**Statistics Group:** Physics, Math's and Statistics

**Bio Group:** Zoology, Botany and Chemistry

**2. ACADEMIC ELIGIBILITY FOR ADMISSION**

	<b>Maths Group</b>	<b>Statistics group</b>	<b>Bio Group</b>
<b>Subjects at 10+2 level</b>	Physics, Math, Chemistry	Physics, Maths	Zoology Botany, Chemistry
<b>Desired % of marks</b>	45% Aggregate	45% Aggregate	45% Aggregate

The minimum qualification for admission in **Bachelor of Science** will be 10+2 with 45% marks in aggregate (as mentioned in the above table) from any recognized board of India.

**2. ACADEMIC DURATION OF COURSE**

The duration of the course leading to the degree of **Bachelor of Science** shall be of three academic years, spread over six semesters.

The outlined syllabus is attached as an annexure.

**3. MONTH FOR SEMESTER EXAMINATION**

(i).The Examination for the first, third and fifth semester shall ordinarily be held in the month of December/January and for the second, fourth and sixth semesters in the month of May/June or on such dates as may be fixed by the Controller of Examination.

(ii). Examination for the students who could not pass the paper(s) of first and third semester shall be held along with their regular first, third and fifth semester examinations in December/January and for the second and fourth semester papers along with their regular second, fourth and sixth semester examination which will be held ordinarily during the month of May/June.

**4. COURSE OF STUDY**

The course of study shall contain the subjects of Applied sciences and Skill Enhancement courses. The marks shall be awarded to the candidates pursuing the programme for the written papers, mini/major project report/ presentation /viva-voce examinations, if any as specified in the scheme of Examinations.

**5. REGULARITY AND ATTENDANCE**

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# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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A regular student shall not be permitted to appear in semester examination, unless he/she has regularly attended not less than 75% classes held in aggregate of all subjects. The university however may, condone the shortage in attendance up to 10% in each subject for any of the following reasons.

- Participation in NCC/ NSS Camps.
- Participation in University/ Inter-university/ State-level Games.
- Participation in other extra-curricular activities at University/ Inter-university/ State level.
- Prolonged Illness

## **6. CONDUCT AND DISCIPLINE**

A student is expected to follow the right conduct as per the ethical and socio cultural norms set by the University for Day-to-day living. Also, student has to follow the rules and guidelines, set by the University for Different Activities.

## **7. MEDIUM OF INSTRUCTION AND EXAMINATION**

The medium of instructions will be English.

## **8. PATTERN OF EXAMINATION**

Each Core paper shall be of 100 marks, out of which internal and external assessments will carry 30 marks and 70 marks respectively. While the Skill enhancement and Ability Enhancement Courses will be of 75 marks out of which internal and external assessments will carry 25 marks and 50 marks respectively. Ability Enhancement Courses are merely qualifying courses in which student have to earn 50% marks separately in internal and external assessments. However awarded marks will not be included in the grand total.

### **(i). PATTERN OF INTERNAL ASSESSMENT MARKS**

The Internal Assessment marks awarded to the students should be forwarded to the Controller of Examinations at least one week before the commencement of the semester examination. The internal assessment marks shall be based on factors such as participation in tests, submission of written assignments, class room participation and attendance. The weightage given to each of these factors for a paper shall be decided and announced at the beginning of the semester.

### **(ii). PATTERN OF QUESTION PAPER, WITH MARKS (FINAL WRITTEN EXAMS)**

Two set of question papers will be prepared by the external/internal examiners. Each set will contain three sections namely A, B and C. There would not be any repetition of questions in both the sets as well as the questions would be distributed throughout the entire syllabus so that a candidate can be judged on the basis of the knowledge of the entire subject.

## **9. EXAMINATION FEE**

The amount of examination fee to be paid by a candidate for each semester shall be as per the decision of the university from time to time.

## **10. CONDUCT OF EXAMINATION**

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# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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Every candidate shall be allotted an Examination Roll Number and an Identity/Admit Card issued by the university with an attested photograph, which is compulsory to produce in the examination hall on demand from the superintendent/supervisor of the examination

## 11. ELIGIBILITY FOR SITTING IN SEMESTER EXAMINATION

The semester examination shall be open to a regular student who

- (1) has been on the rolls of the Department during the semester;
- (2) has attended not less than 75% of lectures in the semester.

## 12. PASSING REQUIREMENTS

The minimum percentage of marks to pass the examination in each Semester shall be:

- (i) 40 percent Marks in each written paper with internal and external assessment separately;
- (ii) 50% Marks in aggregate of each semester examination.
- (iii) A candidate shall be promoted to the next higher semester if he/she passes at least 50% of the papers prescribed in the semester failing which he/she shall be declared as fail in that semester and he/she shall be required to get re-admission in the failed semester and shall have to appear in all the papers currently in force.

## 13. TIME LIMIT TO PASS THE COURSE

- (vii) A candidate shall have to pass all the six semesters examinations within a maximum period of **Five Years** of his/her admission to the first semester of B.Sc. programme respectively failing which he/she will be deemed to be unfit for the programme.
- (viii) If a candidate, who has passed the second semester examination, but could not continued his studies, for legitimate and justified reasons, may be permitted to join third semester within two years of his passing the second semester examination.
- (ix) The Internal Assessment awards of a candidate, who fails in any external exam, would be awarded the same marks as he/she has obtained when he/she was there in the semester.

## 14. CLASSIFICATION OF SUCCESSFUL CANDIDATES

The list of successful candidates after the six semesters examinations of **Bachelor of Science** course shall be arranged as under in two divisions on the basis of the aggregate marks obtained in all semester examinations taken together, and the division obtained by the candidate will be stated in his degree.

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## IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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- (i) First Division those who obtain 60% or more of the aggregate marks.
- (ii) Second Division those who obtain 50% or more but less than 60% of the aggregate marks.
- (iii) Those who pass all semester examinations in the first attempt obtaining 75% or more marks in the aggregate shall be declared to have passed with **DISTINCTION**.
- (iv) Each successful candidate shall receive a copy of detailed marks card on having passed the Semester Examination

**15.** Any dispute arising on account of implementation of this ordinance shall be referred to a committee of three members to be appointed by the Vice-Chancellor and its decision shall be final and binding on all.

# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

**Study & Evaluation Scheme**  
**Programme: Bachelor of Science.**  
**B.Sc. (Physics, Chemistry, Maths)**  
**(First Year)**  
**Semester I**

S. No	Course Code	Subject	Periods			Credit	Evaluation Scheme		
			L	T	P		Internal	External	Total
1	BSM-101	Differential Calculus	4	1	-	4	30	70	100
2	BSP-101	Optics	4	1	-	4	30	70	100
3	BSC-101	Chemistry-I	4	1	-	4	30	70	100
4	SEC-101	Fundamentals of computers	3	-	-	3	25	50	75
5	AEC-101/102	English/EVS	3	-	-	Q.C.	25	50	75
6	BSP-111	Physics Lab-I	-	-	2	2	25	50	75
7	BSC-111	Chemistry Lab –I	-	-	2	2	25	50	75
8	SEC-111	Computer Lab-I	-	-	2	2	25	50	75
		<b>TOTAL</b>				21	190	410	600

## Semester II

S. No	Course Code	Subject	Periods			Credit	Evaluation Scheme		
			L	T	P		Internal	External	Total
1	BSM-201	Differential Equations	4	1	-	4	30	70	100
2	BSP-201	Quantum Mechanics and Laser	4	1	-	4	30	70	100
3	BSC-201	Chemistry-II	4	1	-	4	30	70	100
4	SEC-201	Fundamentals of computers	3	-	-	3	25	50	75
5	AEC-202/201	EVS/ English	3	-	-	Q.C.	25	50	75
6	BSP-222	Physics Lab-II	-	-	2	2	25	50	75
7	BSC-222	Chemistry Lab –II	-	-	2	2	25	50	75
8	SEC-222	Computer Lab-II	-	-	2	2	25	50	75
		<b>TOTAL</b>				21	190	410	600

# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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## Study & Evaluation Scheme

**Programme: Bachelor of Science.  
B.Sc. (Physics, Statistics, Maths)  
(First Year)  
Semester I**

S. No	Course Code	Subject	Periods			Credit	Evaluation Scheme		
			L	T	P		Internal	External	Total
1	BSM-101	Differential Calculus	4	1	-	4	30	70	100
2	BSP-101	Optics	4	1	-	4	30	70	100
3	BSC-101	Statistics-I	4	1	-	4	30	70	100
4	SEC-101	Fundamentals of computers	3	-	-	3	25	50	75
5	AEC-101/102	English/EVS	3	-	-	Q.C.	25	50	75
6	BSP-111	Physics Lab-I	-	-	2	2	25	50	75
7	SEC-111	Computer Lab-I	-	-	2	2	25	50	75
		<b>TOTAL</b>				19	165	360	525

## Semester II

S. No	Course Code	Subject	Periods			Credit	Evaluation Scheme		
			L	T	P		Internal	External	Total
1	BSM-201	Differential Equations	4	1	-	4	30	70	100
2	BSP-201	Quantum Mechanics and Laser	4	1	-	4	30	70	100
3	BSC-201	Statistics-II	4	1	-	4	30	70	100
4	SEC-201	Fundamentals of computers	3	-	-	3	25	50	75
5	AEC-202/201	EVS/ English	3	-	-	Q.C.	25	50	75
6	BSP-222	Physics Lab-II	-	-	2	2	25	50	75
7	SEC-222	Computer Lab-II	-	-	2	2	25	50	75
		<b>TOTAL</b>				19	165	360	525

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# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

## Study & Evaluation Scheme

**Programme: Bachelor of Science.  
B.Sc. (Zoology, Botany, Chemistry)  
(First Year)  
Semester I**

S. No	Course Code	Subject	Periods			Credit	Evaluation Scheme		
			L	T	P		Internal	External	Total
1	BSM-101	Zoology-I	4	1	-	4	30	70	100
2	BSP-101	Botany-I	4	1	-	4	30	70	100
3	BSC-101	Chemistry-I	4	1	-	4	30	70	100
4	SEC-101	Fundamentals of computers	3	-	-	3	25	50	75
5	AEC-101/102	English/EVS	3	-	-	Q.C.	25	50	75
6	BSP-111	Zoology Lab-I	-	-	2	2	25	50	75
7	BSC-111	Botany Lab -I	-	-	2	2	25	50	75
8	SEC-111	Chemistry Lab-I	-	-	2	2	25	50	75
8	SEC-111	Computer Lab-I	-	-	2	2	25	50	75
		<b>TOTAL</b>				23	215	460	675

S. No	Course Code	Subject	Periods			Credit	Evaluation Scheme		
			L	T	P		Internal	External	Total
1	BSM-101	Zoology-II	4	1	-	4	30	70	100
2	BSP-101	Botany-II	4	1	-	4	30	70	100
3	BSC-101	Chemistry-II	4	1	-	4	30	70	100
4	SEC-101	Fundamentals of computers	3	-	-	3	25	50	75
5	AEC-101/102	English/EVS	3	-	-	Q.C.	25	50	75
6	BSP-111	Zoology Lab-II	-	-	2	2	25	50	75
7	BSC-111	Botany Lab -II	-	-	2	2	25	50	75
8	SEC-111	Chemistry Lab-II	-	-	2	2	25	50	75
8	SEC-111	Computer Lab-II	-	-	2	2	25	50	75
		<b>TOTAL</b>				23	215	460	675



**ORDINANCE – 28 (xxii)**

**MASTER OF SCIENCE [M.Sc.]**

**1. ACADEMIC ELIGIBILITY FOR ADMISSION**

This Course will run in following Subjects;

1. Mathematics
2. Statistics
3. Physics
4. Chemistry
5. Zoology
6. Botany
7. Environment Science

The minimum qualification for admission to M.Sc. shall be bachelor degree with Concern subject from any recognized university, established by law in India, with at least 50% marks.

**2. ACADEMIC DURATION OF COURSE**

The duration of the course leading to the degree of **Master of Science** is of two academic years, spread over four semesters.

The outlined syllabus is attached as an annexure.

**3. MONTH FOR SEMESTERS EXAMINATION**

(i) The Examination for the first and third semester shall ordinarily be held in the month of December/January and for the second and the fourth semesters in the month of May/June or on such dates as may be fixed by the Controller of Examination.

(ii). Examination for the students who could not pass the paper(s) of first and the third semester shall be held along with their regular first and third semester examinations in December/January and for the second and fourth semester papers along with their regular second and fourth semester examination which will be held ordinarily during the month of May/June. However in case if a student has completed the respective tenure of M.Sc. as mentioned above his/her examination would be taken during the next semester exam. The last date of receipt of admission forms and fees shall be fixed by the university authority.

**4. COURSE OF STUDY**

The course of study shall contain the variety of papers of the concern subject. The marks shall be awarded to the candidates pursuing the programme for the written papers, mini/major project report/ presentation /viva-voce examinations, if any as specified in the scheme of Examinations.

**5. REGULARITY AND ATTENDANCE**

A regular student shall not be permitted to appear in semester examination, unless he/she has regularly attended not less than 75% classes held in aggregate of all subjects. The university however may, condone the shortage in attendance up to 10% in each subject for any of the following reasons.

- Participation in NCC/ NSS Camps.
  - Participation in University/ Inter-university/ State-level Games.
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- Participation in other extra-curricular activities at University/ Inter-university/ State level.
- Prolonged Illness

## **6. CONDUCT AND DISCIPLINE**

A student is expected to follow the right conduct as per the ethical and socio cultural norms set by the university for day-to-day living. Also, student has to follow the rules and guidelines, set by the university for different activities.

## **7. MEDIUM OF INSTRUCTION AND EXAMINATION**

The medium of instructions will be English.

## **8. PATTERN OF EXAMINATION**

Each paper shall be of 100 marks, out of which internal and external assessments will carry 30 marks and 70 marks respectively.

### **(i). PATTERN OF INTERNAL ASSESSMENT MARKS**

The Internal Assessment marks awarded to the students should be forwarded to the Controller of Examinations at least one week before the commencement of the semester examination. The internal assessment marks shall be based on factors such as participation in seminars, tests and oral presentations, submission of written assignments, class room participation and attendance. The weightage given to each of these factors for a paper shall be decided and announced at the beginning of the semester.

### **(ii). PATTERN OF QUESTION PAPER, WITH MARKS (FINAL WRITTEN EXAMS)**

Two set of question papers will be prepared by the external/internal examiners. Each set will contain three sections namely A, B and C. There would not be any repetition of questions in both the sets as well as the questions would be distributed throughout the entire syllabus so that a candidate can be judged on the basis of the knowledge of the entire subject.

## **9. EXAMINATION FEE**

The amount of examination fee to be paid by a candidate for each semester shall be as per the decision of the university from time to time.

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## 10. CONDUCT OF EXAMINATION

Every candidate shall be allotted an Examination Roll Number and an Identity/Admit Card issued by the university with an attested photograph, which is compulsory to produce in the examination hall on demand from the superintendent/supervisor of the examination

## 11. ELIGIBILITY FOR APPEARING IN SEMESTER EXAMINATION

The semester examination shall be open to a regular student who

- (1) has been on the rolls of the Department during the first semester.
- (2) has attended not less than 75% of lectures in the semester.

## 12. PASSING REQUIREMENTS

The minimum percentage of marks to pass the examination in each Semester shall be:

- (i) 40 percent Marks in each written paper
- (ii) 50% Marks in aggregate of each semester examination.
- (iii) A candidate shall be promoted to the next higher semester if he/she passes at least 50% of the papers prescribed in the semester failing which he/she shall be declared as fail in that semester and he/she shall be required to get re-admission in the failed semester and shall have to appear in all the papers currently in force.

## 13. TIME LIMIT TO PASS THE COURSE

- (i) A candidate shall have to pass all the four semesters examinations within a maximum period of **four years** of his/her admission to the first semester of M.Sc. programme respectively failing which he/she will be deemed to be unfit for the programme.
- (ii) If a candidate, who has passed the second semester examination, but could not continued his studies, for legitimate and justified reasons, may be permitted to join third semester within two years of his passing the second semester examination.
- (iii) The Internal Assessment awards of a candidate, who fails in any external exam, would be awarded the same marks as he/she has obtained when he/she was there in the semester.

## 14. CLASSIFICATION OF SUCCESSFUL CANDIDATES

The list of successful candidates after the fourth semester examinations of M.Sc. course shall be arranged as under in two divisions on the basis of the aggregate marks obtained in all semester examinations taken together, and the division obtained by the candidate will be stated in his degree.

- (i) First Division those who obtain 60% or more of the aggregate marks.
  - (ii) Second Division those who obtain 50% or more but less than 60% of the aggregate marks.
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## IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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- (iii) Those who pass all semester examinations in the first attempt obtaining 75% or more marks in the aggregate shall be declared to have passed with **DISTINCTION**.
- (iv) Each successful candidate shall receive a copy of detailed marks card on having passed the Semester Examination

**15.** Any dispute arising on account of implementation of this ordinance shall be referred to a committee of three members to be appointed by the Vice-Chancellor and its decision shall be final and binding on all.

**Study and Evaluation Scheme**  
**M. Sc. in Mathematics**

**First Year, First Semester**

<i>S. No</i>	<i>Course Code</i>	<i>Subject</i>	<i>Periods</i>			<i>Credit</i>	<i>Evaluation Scheme</i>		
			<i>L</i>	<i>T</i>	<i>P</i>		<i>Internal</i>	<i>External</i>	<i>Total</i>
1	MSM-101	Theory of Ordinary Differential Equations	4	1	-	4	30	70	100
2	MSM-102	Advanced Real Analysis	4	1	-	4	30	70	100
3	MSM-103	Topology	4	1	-	4	30	70	100
4	MSM-104	Advanced Abstract Algebra	4	1	-	4	30	70	100
5		Total	16	4	-	16	12	280	400

**First Year, Second, Semester**

<i>S. No</i>	<i>Course Code</i>	<i>Subject</i>	<i>Periods</i>			<i>Credit</i>	<i>Evaluation Scheme</i>		
			<i>L</i>	<i>T</i>	<i>P</i>		<i>Internal</i>	<i>External</i>	<i>Total</i>
1	MSM-201	Numerical Analysis	4	1	-	4	30	70	100
2	MSM-202	Complex Analysis	4	1	-	4	30	70	100
3	MSM-203	Probability & Statistics	4	1	-	4	30	70	100
4	MSM-204	Discrete Mathematics	4	1	-	4	30	70	100
5		Total	16	4	-	16	12	280	400

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**Second Year, Third Semester**

<i>S. No</i>	<i>Course Code</i>	<i>Subject</i>	<i>Periods</i>			<i>Credit</i>	<i>Evaluation Scheme</i>		
			<i>L</i>	<i>T</i>	<i>P</i>		<i>Internal</i>	<i>External</i>	<i>Total</i>
1	MSM-301	Functional Analysis	4	1	-	4	30	70	100
2	MSM-302	Operations Research	4	1	-	4	30	70	100
3	MSM-303	Integral Equations and Calculus of Variations	4	1	-	4	30	70	100
4	MSM-304	Elective - I	4	1	-	4	30	70	100
5		Total	16	4	-	16	12	280	400

**Elective – I** (Any one of followings)

1. Measure Theory (MSM-304A)
2. Theory of Partial Differential Equations(MSM-304B)

**Second Year, Fourth Semester**

<i>S. No</i>	<i>Course Code</i>	<i>Subject</i>	<i>Periods</i>			<i>Credit</i>	<i>Evaluation Scheme</i>		
			<i>L</i>	<i>T</i>	<i>P</i>		<i>Internal</i>	<i>External</i>	<i>Total</i>
1	MSM-401	Fluid Dynamics	4	1	-	4	30	70	100
2	MSM-402	Number Theory	4	1	-	4	30	70	100
3	MSM-403	Elective - II	4	1	-	4	30	70	100
4	MSM-404	Dissertation	-	-	40	20	100	100	200
5		Total	12	3	40	32	190	310	500

**Elective – II** (Any one of followings)

1. Graph Theory
2. Optimization Techniques

**Note:**

1. For dissertation internal marks will be awarded on the basis of their presentation in the department and external marks will be awarded by external examiner on the basis of prepared Dissertation and viva-voce.

A student has to spend minimum 40 hours in Lab work/seminars/conferences/presentations in whole semester.

# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

## Study and Evaluation Scheme M. Sc. (Physics)

### Semester I

S. No.	Course Code	Subject	Periods			Credits	Evaluation Scheme		
			L	T	P		Internal	External	Total
1.	MSP 101	Mathematical Physics	4	1	-	4	30	70	100
2.	MSP 102	Classical Mechanics	4	1	-	4	30	70	100
3.	MSP 103	Quantum Mechanics	4	1	-	4	30	70	100
4.	MSP 104	Electromagnetic Theory	4	1	-	4	30	70	100
5.	MSP 111	Physics Lab I	-	-	4	2	50	70	100
		Total	16	4	4	18	170	330	500

### Semester II

S. No.	Course Code	Subject	Periods			Credits	Evaluation Scheme		
			L	T	P		Internal	External	Total
1.	MSP 201	Crystal and Solid State Physics	4	1	-	4	30	70	100
2.	MSP 202	Nanomaterials and Nano Technology	4	1	-	4	30	70	100
3.	MSP 203	Programming in C and Numerical Methods	4	1	-	4	30	70	100
4.	MSP 204	Electronics	4	1	-	4	30	70	100
5.	MSP 211	Physics Lab II	-	-	4	2	50	70	100
		Total	16	4	4	18	170	330	500

### Semester III

S. No.	Course Code	Subject	Periods			Credits	Evaluation Scheme		
			L	T	P		Internal	External	Total
1.	MSP 301	Thermodynamics & Statistical Physics	4	1	-	4	30	70	100
2.	MSP 302	Lasers and Applications	4	1	-	4	30	70	100
3.	MSP 303	Electronics Communications	4	1	-	4	30	70	100
4.	MSP 304	Nuclear and Particle Physics	4	1	-	4	30	70	100
5.	MSP 311	Physics Lab III	-	-	4	2	50	70	100
		Total	16	4	4	18	170	330	500

### Semester IV

S. No.	Course Code	Subject	Periods			Credits	Evaluation Scheme		
			L	T	P		Internal	External	Total
1.	MSP 401	Technology of Semiconductor Devices	3	1	-	4	30	70	100
2.	MSP 402	Electronic Instrumentation	3	1	-	4	30	70	100
3.	MSP 403	Atomic and Molecular Physics	3	1	-	4	30	70	100
5.	MSP 411	Project work, Seminar & Viva	-	-	40	20	100	100	200
		Total	12	4	40	32	190	310	500

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# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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## Study and Evaluation Scheme Course: M.Sc. Chemistry Semester I (Chemistry)

S. No	Course Code	Subject	Periods			Credit	Evaluation Scheme		
			L	T	P		Internal	External	Total
1.	MSC101	Thermodynamics & Chemical Equilibrium	4	1	-	4	30	70	100
2.	MSC102	Organic Reaction Mechanism & Stereo Chemistry	4	1	-	4	30	70	100
3.	MSC103	Inorganic Chemistry I	4	1	-	4	30	70	100
4.	MSC104	Advanced Bioorganic Chemistry	4	1	-	4	30	70	100
6.	MSC111	Organic Chemistry Lab	-	-	4	2	50	50	100
		Total	16	4	4	18	<b>170</b>	<b>230</b>	500

## Semester II (Chemistry)

S. No	Course Code	Subject	Periods			Credit	Evaluation Scheme		
			L	T	P		Internal	External	Total
1.	MSC201	Chemical kinetics & Reaction Dynamics	4	1	-	4	30	70	100
2.	MSC202	Inorganic Chemistry-II	4	1	-	4	30	70	100
3.	MSC203	Coordination Chemistry	4	1	-	4	30	70	100
5.	MSC204	Analytical Chemistry	4	1	-	4	30	70	100
7.	MSC211	Inorganic lab	-	-	4	2	50	50	100
		Total	16	4	4	18	<b>170</b>	<b>230</b>	500

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# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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## Semester III (Chemistry)

S. No	Course Code	Subject	Periods			Credit	Evaluation Scheme		
			L	T	P		Internal	External	Total
1.	MSC301	Organic Chemistry II	4	1	-	4	30	70	100
2.	MSC302	Advances in Inorganic Chemistry & Spectroscopy	4	1	-	4	30	70	100
3.	MSC303	Physical Chemistry	4	1	-	4	30	70	100
4.	MSC304	Chemistry of Natural Products	4	1	-	4	30	70	100
5.	MSC311	Physical Chemistry lab	-	-	4	2	50	50	100
Total			16	4	4	18	170	230	500

## Semester IV (Chemistry)

S. No	Course Code	Subject	Periods			Credit	Evaluation Scheme		
			L	T	P		Internal	External	Total
1	MSC 401	Materials Chemistry	4	1	-	4	30	70	100
2	MSC 402	Computer applications in Chemistry	4	1	-	4	30	70	100
3	MSC 403	Environmental Chemistry	4	1	-	4	30	70	100
3	MSC 411	Project work, Seminar & Viva	-	-	40	20	100	100	100
Total			12	3	40	32	190	310	500

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# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

## Study and Evaluation Scheme

### Course: M.Sc. Zoology

#### Semester I

S. No.	Course Code	Subject	Periods			Credits	Evaluation Scheme		
			L	T	P		Internal	External	Total
1.	MSZ 101	Biosystematics, Taxonomy & Evolution	4	1	-	4	30	70	100
2.	MSZ 102	Cell Biology	4	1	-	4	30	70	100
3.	MSZ 103	Structure & Function of Invertebrates	4	1	-	4	30	70	100
4.	MSZ 104	BioChemistry	4	1	-	4	30	70	100
5.	MSZ 111	Lab – I	-	-	4	2	50	50	100
		Total	16	4	4	18	170	330	500

#### Semester II

S. No.	Course Code	Subject	Periods			Credits	Evaluation Scheme		
			L	T	P		Internal	External	Total
1.	MSZ 201	General Physiology	4	1	-	4	30	70	100
2.	MSZ 202	Tools and Techniques	4	1	-	4	30	70	100
3.	MSZ 203	Molecular Biology and Biotechnology	4	1	-	4	30	70	100
4.	MSZ 204	Environmental science and wildlife management	4	1	-	4	30	70	100
5.	MSZ 211	Lab – II	-	-	4	2	50	50	100
		Total	16	4	4	18	170	330	500

# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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## Semester III

S. No.	Course Code	Subject	Periods			Credits	Evaluation Scheme		
			L	T	P		Internal	External	Total
1.	MSZ 301	Structure & Function of Vertebrates	4	1	-	4	30	70	100
2.	MSZ 302	Bioinformatics, computer application & Quantitative	4	1	-	4	30	70	100
3.	MSZ 303	Cancer & Radiation Biology	4	1	-	4	30	70	100
4.	MSZ 304	Cell and Molecular Biology	4	1	-	4	30	70	100
5.	MSZ 311	Lab – III	-	-	4	2	50	50	100
		Total	16	4	4	18	170	330	500

## Semester IV

S. No.	Course Code	Subject	Periods			Credits	Evaluation Scheme		
			L	T	P		Internal	External	Total
1.	MSZ 401	Gene differentiation & Gamete Biology	4	1	-	4	30	70	100
2.	MSZ 402	Human Genetics	4	1	-	4	30	70	100
3.	MSZ 403	Ethology & Applied Zoology	4	1	-	4	30	70	100
4.	MSZ 411	Project work, Seminar & Viva	-	-	40	20	100	100	200
		Total	12	3	40	32	190	310	500

**Study and Evaluation Scheme**

**Course: M.Sc. Botany**

**Semester – I**

S. No.	Course Code	Subject	Periods			Credits	Evaluation Scheme		
			L	T	P		Internal	External	Total
1.	MSB 101	Cell and Molecular Biology	3	1	-	4	30	70	100
2.	MSB 102	Cytology, Genetics and Cytogenetics	3	1	-	4	30	70	100
3.	MSB 103	Hierarchy of Lower Plants	3	1	-	4	30	70	100
4.	MSB 104	Microbiology, Fungi and Plant Pathology	3	1	-	4	30	70	100
5.	MSB 111	Lab 1	-	-	4	2	50	50	100
		<b>Total</b>	<b>12</b>	<b>4</b>	<b>4</b>	<b>18</b>	<b>170</b>	<b>330</b>	<b>500</b>

**Semester – II**

S. No.	Course Code	Subject	Periods			Credits	Evaluation Scheme		
			L	T	P		Internal	External	Total
1.	MSB 201	Pteridophytes, Gymnosperms and Palaeobotany	3	1	-	4	30	70	100
2.	MSB 202	Environmental Science	3	1	-	4	30	70	100
3.	MSB 203	Plant Physiology and Biochemistry I	3	1	-	4	30	70	100
4.	MSB 204	Plant Biotechnology and Bioinformatics	3	1	-	4	30	70	100
5.	MSB 211	Lab 2	-	-	4	2	50	50	100
		<b>Total</b>	<b>12</b>	<b>4</b>	<b>4</b>	<b>18</b>	<b>170</b>	<b>330</b>	<b>500</b>

# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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## Semester – III

S. No.	Course Code	Subject	Periods			Credits	Evaluation Scheme		
			L	T	P		Internal	External	Total
1.	MSB 301	Plant Systematics	3	1	-	4	30	70	100
2.	MSB 302	Advanced Plant Biotechnology I	3	1	-	4	30	70	100
3.	MSB 303	Plant Physiology and Biochemistry II	3	1	-	4	30	70	100
4.	MSB 304	Developmental and Reproductive Biology of Angiosperms	3	1	-	4	30	70	100
5.	MSB 311	Lab 3	-	-	4	2	50	50	100
		Total	12	4	4	18	170	330	500

## Semester – IV

S. No.	Course Code	Subject	Periods			Credits	Evaluation Scheme		
			L	T	P		Internal	External	Total
1.	MSB 401	Ethnobotany	3	1	-	4	30	70	100
2.	MSB 402	Advanced Plant Biotechnology II	3	1	-	4	30	70	100
3.	MSB 403	Tools and Techniques of Modern Research	3	1	-	4	30	70	100
4.	MSB 411	Project work, Seminar & Viva	-	-	40	20	100	100	200
		Total	12	4	40	32	190	310	500

**Study and Evaluation Scheme M. Sc. in Statistics**

**First Year, First Semester**

S. No	Course Code	Subject	Periods			Credit	Evaluation Scheme		
			L	T	P		Interna	Externa	Total
1	MSS-101	Real Analysis and Linear Algebra	4	1	-	4	30	70	100
2	MSS-102	Statistical Inference – I	4	1	-	4	30	70	100
3	MSS-103	Linear Models and Regression Analysis	4	1	-	4	30	70	100
4	MSS-104	Sampling Theory I	4	1	-	4	30	70	100
5	MSS-111	Statistical Computing Lab -I	-	-	4	2	50	50	100

**First Year, Second Semester**

S. No	Course Code	Subject	Periods			Credit	Evaluation Scheme		
			L	T	P		Interna	Externa	Total
1	MSS-201	Distribution Theory	4	1	-	4	30	70	100
2	MSS-202	Statistical Inference – II	4	1	-	4	30	70	100
3	MSS-203	Design and Analysis of Experiments	4	1	-	4	30	70	100
4	MSS-204	Sampling theory II	4	1	-	4	30	70	100
5	MSS-211	Statistical Computing Lab -II	-	-	4	2	50	50	100

**Second Year, Third Semester**

S. No	Course Code	Subject	Periods			Credit	Evaluation Scheme		
			L	T	P		Interna	Externa	Total
1	MSS-301	Econometrics	4	1	-	4	30	70	100
2	MSS-302	Statistical Inference II	4	1	-	4	30	70	100
3	MSS-303	Stochastic Process	4	1	-	4	30	70	100
4	MSS-304	Applied Statistics- I	4	1	-	4	30	70	100
5	MSS-311	Statistical lab – III	-	-	4	2	50	50	100

**Second Year, Fourth Semester**

S. No	Course Code	Subject	Periods			Credit	Evaluation Scheme		
			L	T	P		Interna	Externa	Total
1	MSS-401	Multivariate Analysis	4	1	-	4	30	70	100
2	MSS-402	Applied Statistics II	4	1	-	4	30	70	100
3	MSS-403	Sequential analysis and reliability theory	4	1	-	4	30	70	100
4	MSS-404	Dissertation	-	-	4	20	100	100	200

**Note:** For dissertation internal marks will be awarded on the basis of their presentation in the department and external marks will be awarded by external examiner on the basis of prepared Dissertation and viva-voce.

**Study and Evaluation Scheme  
M. Sc. ENVIRONMENT**

**Semester I**

S. No.	Course Code	Subject	Periods			Credits	Evaluation Scheme		
			L	T	P		Internal	External	Total
1.	ENV-121	Introduction to Environmental Science	4	1	-	4	30	70	100
2.	ENV-122	Natural Resource Conservation and	4	1	-	4	30	70	100
3.	ENV-123	Environmental Pollution	4	1	-	4	30	70	100
4.	ENV-124	Environmental Geosciences and	4	1	-	4	30	70	100
5.	ENV-125	Practical	-	-	4	2	20	30	50
	ENV-126	Seminar	-	-	-	2	-	50	50
		<b>Total</b>	<b>16</b>	<b>4</b>	<b>4</b>	<b>20</b>	<b>140</b>	<b>360</b>	<b>500</b>

**Semester II**

S. No.	Course Code	Subject	Periods			Credits	Evaluation Scheme		
			L	T	P		Internal	External	Total
1.	ENV-221	Environmental Waste	4	1	-	4	30	70	100
2.	ENV-222	Pollution Monitoring and Control	4	1	-	4	30	70	100
3.	ENV-223	Biodiversity and Wildlife	4	1	-	4	30	70	100
4.	ENV-224	Environmental Management	4	1	-	4	30	70	100
5.	ENV-225	Practical	-	-	4	2	20	30	50
	ENV-226	Seminar	-	-	-	2	-	50	50
		<b>Total</b>	<b>16</b>	<b>4</b>	<b>4</b>	<b>20</b>	<b>140</b>	<b>360</b>	<b>500</b>

**Semester III**

S. No.	Course Code	Subject	Periods			Credits	Evaluation Scheme		
			L	T	P		Internal	External	Total
1.	ENV-321	Environment Microbiology and Biotechnology	4	1	-	4	30	70	100
2.	ENV-322	Environmental Toxicology	4	1	-	4	30	70	100
3.	ENV-323	Disaster Management	4	1	-	4	30	70	100
4.	ENV-324	Synopsis Preparation	4	1	-	4	30	70	100
5.	ENV-325	Practical	-	-	4	2	20	30	50
		<b>Total</b>	<b>16</b>	<b>4</b>	<b>4</b>	<b>18</b>	<b>140</b>	<b>310</b>	<b>450</b>

**Semester IV**

S. No.	Course Code	Subject	Periods			Credits	Evaluation Scheme		
			L	T	P		Internal	External	Total
1.	ENV-421	Environmental Impact Assessments And Sustainable	3	1	-	4	30	70	100
2.	ENV-422	Research Methodology	3	1	-	4	30	70	100
3.	ENV-423	Remote Sensing And GIS	3	1	-	4	30	70	100
4.	ENV-424	Dissertation	-	-	-	8	100	100	200
5.	ENV-425	Practical	-	-	4	2	20	30	50
		<b>Total</b>	<b>12</b>	<b>4</b>	<b>40</b>	<b>22</b>	<b>210</b>	<b>340</b>	<b>550</b>



**ORDINANCE – 28 (xxiii)**

**BACHELOR OF LIBRARY & INFORMATION SCIENCE  
(BLIS)**

1. **SUBJECTS IN B.LIB. COURSE:** This course will be run in one academic year.

2. **ACADEMIC ELIGIBILITY FOR ADMISSION**

The minimum qualification for admission in **BACHELOR OF LIBRARY AND INFORMATION SCIENCE** will be GRADUATION with 45% marks in aggregate from any recognized **UNIVERSITY** of India.

3. **ACADEMIC DURATION OF COURSE**

The duration of the course leading to the degree of **Bachelor of Library and Information Science** shall be of one academic year permissible to maximum 03 years.

\* The outlined syllabus is attached as an annexure.

4. **MONTH FOR SEMESTER EXAMINATION\***

(i).The Examination for the first semester shall ordinarily be held in the month of December/January and for the second semesters in the month of May/June or on such dates as may be fixed by the Controller of Examination.

5. **COURSE OF STUDY**

The course of study shall contain the subjects of **Library** sciences and Skill Enhancement courses. The marks shall be awarded to the candidates pursuing the program for the written papers, mini/major project report/ presentation /viva-voice examinations, if any as specified in the scheme of Examinations.

6. **REGULARITY AND ATTENDANCE**

A regular student shall not be permitted to appear in semester examination, unless he/she has regularly attended not less than 75% classes held in aggregate of all subjects. The university however may, condone the shortage in attendance up to 10% for any of the following reasons.

- Participation in NCC/ NSS Camps.
- Participation in University/ Inter-university/ State-level Games.
- Participation in other extra-curricular activities at University/ Inter-university/ State level.
- Prolonged Illness

## **7. CONDUCT AND DISCIPLINE**

A student is expected to follow the right conduct as per the ethical and socio cultural norms set by the University for Day-to-day living. Also, student has to follow the rules and guidelines, set by the University for Different Activities.

## **8. MEDIUM OF INSTRUCTION AND EXAMINATION**

The medium of instructions will be English/Hindi.

## **9. PATTERN OF EXAMINATION**

Each Core paper shall be of 100 marks, out of which internal and external assessments will carry 30 marks and 70 marks respectively.

### **(i). PATTERN OF INTERNAL ASSESSMENT MARKS**

The Internal Assessment marks awarded to the students should be forwarded to the Controller of Examinations at least one week before the commencement of the semester examination. The internal assessment marks shall be based on factors such as participation in tests, submission of written assignments, class room participation and attendance. The weightage given to each of these factors for a paper shall be decided and announced at the beginning of the semester.

**(ii). PATTERN OF QUESTION PAPER, WITH MARKS**

**(FINAL WRITTEN EXAMS)**

Two set of question papers will be prepared by the external/internal examiners. Each set will contain three sections namely A, B and C. There would not be any repetition of questions in both the sets as well as the questions would be distributed throughout the entire syllabus so that a candidate can be judged on the basis of the knowledge of the entire subject.

**10. EXAMINATION FEE**

The amount of examination fee to be paid by a candidate for each semester shall be as per the decision of the university from time to time.

**11. CONDUCT OF EXAMINATION**

Every candidate shall be allotted an Examination Roll Number and an Identity/Admit Card issued by the university with an attested photograph, which is compulsory to produce in the examination hall on demand from the superintendent/supervisor of the examination

The semester examination shall be open to a regular student who

- (1) Has been on the rolls of the Department during the semester;
- (2) Has attended not less than 75% of lectures in the semester.

**12. PASSING REQUIREMENTS**

The minimum percentage of marks to pass the examination in each Semester shall be:

- (i) 40% Marks in each written paper with internal and external assessment separately;
- (ii) 50% Marks in aggregate of each semester examination.
- (iii) A candidate shall be promoted to the next higher semester if he/she passes at least 50% of the papers prescribed in the semester failing which he/she shall

be declared as fail in that semester and he/she shall be required to get re-admission in the failed semester and shall have to appear in all the papers currently in force.

### **13. TIME LIMIT TO PASS THE COURSE**

- (i) A candidate shall have to pass the two semesters examinations within a maximum period of **three Years** of his/her admission to the first semester of **B.LISc**. Programme respectively failing which he/she will be deemed to be unfit for the programme.
- (ii) If a candidate, who has passed the first semester examination, but could not continued his studies, for legitimate and justified reasons, may be permitted to join second semester within two years of his passing the first semester examination.
- (iii) The Internal Assessment awards of a candidate, who fails in any external exam, would be awarded the same marks as he/she has obtained when he/she was there in the semester.

### **14. CLASSIFICATION OF SUCCESSFUL CANDIDATES**

The list of successful candidates after the six semesters examinations of **Bachelor of Science** course shall be arranged as under in two divisions on the basis of the aggregate marks obtained in all semester examinations taken together, and the division obtained by the candidate will be stated in his degree.

First division: 60% and above but less than 75%

Second Division: 50% and above but less than 60%

Pass: 40% and above but less than 50%

Practical examination of three hours duration will be conducted in Library Classification and Library

Cataloguing courses (03 P and 04 P). In addition to this, to pass the examination, a candidate has to secure 40% marks both in Continuous evaluation and Terminal examination separately.

**15.** Any dispute arising on account of implementation of this ordinance shall be referred to a committee of three members to be appointed by the Vice-Chancellor and its decision shall be final and binding on all.

**Course Structure**

**BACHELOR OF LIBRARY & INFORMATION SCIENCE (BLIS):**

Course Code	Course Title	Mark Distribution		
		Assignments	Final	Total
BLIS-01	Library and Society	30	70	100
BLIS-02	Library Management	30	70	100
BLIS-03	Library Classification Theory	30	70	100
BLIS-03P	Library Classification Practice	Nil	100	100
BLIS-04	Library Cataloguing Theory	30	70	100
BLIS-04P	Library Cataloguing Practice	Nil	100	100
BLIS-05	Reference & Information Sources	30	70	100
BLIS-06	Information Services	30	70	100
BLIS-07	Information Technology Basics	30	70	100
Grand Total				900

**Study & Evaluation Scheme**

**Programme: BLISc.**

**Semester I**

Course Code	Course Title	Mark Distribution		
		Assignments	Final	Total
BLIS-01	Library and Society	30	70	100
BLIS-02	Library Management	30	70	100
BLIS-03	Library Classification Theory	30	70	100
BLIS-03P	Library Classification Practice	Nil	100	100
BLIS-04	Library Cataloguing Theory	30	70	100
Grand Total				500

**Study & Evaluation Scheme**

**Programme: BLISc.**

**Semester II**

BLIS-04P	Library Cataloguing Practice	Nil	100	100
BLIS-05	Reference & Information Sources	30	70	100
BLIS-06	Information Services	30	70	100
BLIS-07	Information Technology Basics	30	70	100
Grand Total				400

**ORDINANCE – 28 (xxiv)**

**MASTER OF LIBRARY AND INFORMATION SCIENCE**

**1. ACADEMIC ELIGIBILITY FOR ADMISSION**

The minimum qualification for admission to **MASTER OF LIBRARY AND INFORMATION SCIENCE** shall be **Bachelor Degree** in **LIBRARY AND INFORMATION SCIENCE** from any recognized university, established by law in India, with at least 50% marks.

**2. ACADEMIC DURATION OF COURSE**

The duration of the course leading to the degree of **MASTER OF LIBRARY AND INFORMATION SCIENCE** is of ONE academic year, spread over TWO semesters.

The outlined syllabus is attached as an annexure.

**3. MONTH FOR SEMESTERS EXAMINATION**

The Examination for the first semester shall ordinarily be held in the month of December/January and for the second semesters in the month of May/June or on such dates as may be fixed by the Controller of Examination.

**4. COURSE OF STUDY**

The course of study shall contain the variety of papers of the concern subject. The marks shall be awarded to the candidates pursuing the program for the written papers, mini/major project report/ presentation /viva-voice examinations, if any as specified in the scheme of Examinations.

## **5. REGULARITY AND ATTENDANCE**

A regular student shall not be permitted to appear in semester examination, unless he/she has regularly attended not less than 75% classes held in aggregate of all subjects. The university however may, condone the shortage in attendance up to 10% in each subject for any of the following reasons.

- Participation in NCC/ NSS Camps.
- Participation in University/ Inter-university/ State-level Games.
- Participation in other extra-curricular activities at University/ Inter-university/ State level.
- Prolonged Illness

## **6. CONDUCT AND DISCIPLINE**

A student is expected to follow the right conduct as per the ethical and socio cultural norms set by the university for day-to-day living. Also, student has to follow the rules and guidelines, set by the university for different activities.

## **7. MEDIUM OF INSTRUCTION AND EXAMINATION**

The medium of instructions will be English/Hindi.

## **8. PATTERN OF EXAMINATION**

Each paper shall be of 100 marks, out of which internal and external assessments will carry 30 marks and 70 marks respectively.



**(i). PATTERN OF INTERNAL ASSESSMENT MARKS**

The Internal Assessment marks awarded to the students should be forwarded to the Controller of Examinations at least one week before the commencement of the semester examination. The internal assessment marks shall be based on factors such as participation in seminars, tests and oral presentations, submission of written assignments, class room participation and attendance. The weightage given to each of these factors for a paper shall be decided and announced at the beginning of the semester.

**(ii). PATTERN OF QUESTION PAPER, WITH MARKS  
(FINAL WRITTEN EXAMS)**

Two set of question papers will be prepared by the external/internal examiners. Each set will contain three sections namely A, B and C. There would not be any repetition of questions in both the sets as well as the questions would be distributed throughout the entire syllabus so that a candidate can be judged on the basis of the knowledge of the entire subject.

**9. EXAMINATION FEE**

The amount of examination fee to be paid by a candidate for each semester shall be as per the decision of the university from time to time.

**10. CONDUCT OF EXAMINATION**

Every candidate shall be allotted an Examination Roll Number and an Identity/Admit Card issued by the university with an attested photograph, which is compulsory to produce in the examination hall on demand from the superintendent/supervisor of the examination

**11. ELIGIBILITY FOR APPEARING IN SEMESTER EXAMINATION**

The semester examination shall be open to a regular student who

- (1) Has been on the rolls of the Department during the first semester.
- (2) Has attended not less than 75% of lectures in the semester.

## 12. PASSING REQUIREMENTS

The minimum percentage of marks to pass the examination in each Semester shall be:

- (i) 40 percent Marks in each written paper
- (ii) 50% Marks in aggregate of each semester examination.
- (iii) A candidate shall be promoted to the next higher semester if he/she passes at least 50% of the papers prescribed in the semester failing which he/she shall be declared as fail in that semester and he/she shall be required to get re-admission in the failed semester and shall have to appear in all the papers currently in force.

## 13. TIME LIMIT TO PASS THE COURSE

- (i) A candidate shall have to pass all Two semesters examinations within a maximum period of three **years** of his/her admission to the first semester of **MASTER OF LIBRARY AND INFORMATION SCIENCE** program respectively failing which he/she will be deemed to be unfit for the program.
- (ii) If a candidate, who has passed the first semester examination, but could not continued his studies, for legitimate and justified reasons, may be permitted to join second semester within two years of his passing the first semester examination.
- (iii) The Internal Assessment awards of a candidate, who fails in any external exam, would be awarded the same marks as he/she has obtained when he/she was there in the semester.

## 14. CLASSIFICATION OF SUCCESSFUL CANDIDATES

The list of successful candidates after the second semester examinations of **MASTER OF LIBRARY AND INFORMATION SCIENCE** course shall be arranged as under in two divisions on the basis of the aggregate marks obtained in two semester examinations taken together, and the division obtained by the candidate will be stated in his degree.

- (i) First Division those who obtain 60% or more of the aggregate marks.
- (ii) Second Division those who obtain 50% or more but less than 60% of the aggregate marks.

(iii) Those who pass all semester examinations in the first attempt obtaining 75% or more marks in the aggregate shall be declared to have passed with DISTINCTION.

(iv) Each successful candidate shall receive a copy of detailed marks card on having passed the Semester Examination

**15.** Any dispute arising on account of implementation of this ordinance shall be referred to a committee of three members to be appointed by the Vice-Chancellor and its decision shall be final and binding on all.

**IIMT UNIVERSITY, MEERUT**

**Study and Evaluation Scheme :**

**MASTER OF LIBRARY AND INFORMATION SCIENCE**

**Nomenclature and detail of the scheme for MLIS.**

<b>Semester</b>	<b>Paper No.</b>	<b>Name of paper</b>	<b>Internal/ Internship * Assessment Marks</b>	<b>Exa mina tion Mar ks</b>	<b>Total Mar ks</b>	<b>Passin g Marks</b>
<b>One</b>	MLIS01	Library, Information and Society	15+15=30	70	100	12+28=40
	MLIS02	Universe of knowledge and Research Methodology	15+15=30	70	100	12+28= 40
	MLIS03	Information Organization, Storage and Retrieval System	15+15=30	70	100	12+28= 40
	MLIS04	Library Management	15+15=30	70	100	12+28= 40
<b>Two</b>	MLIS05	Application of Information Communication and Technology (ICT)	15+15=30	70	100	12+28= 40
	MLIS06	Information Sources, Systems and Programmes	15+15=30	70	100	12+28= 40
	MLIS07	Information Institutions, Products and Services	15+15=30	70	100	12+28= 40
	MLIS08	(Optional Paper) Choose any one from given Below				
	MLIS08.1	Academic Library System	15+15=30	70	100	12+28= 40
	MLIS08.2	Building Digital Library by using open Source Software	15+15=30	70	100	12+28= 40
	MLIS08.3	Dissertation	15+15=30	70	100	12+38=40
		<b>Total Marks</b>			<b>800</b>	

**ORDINANCE – 28 (xxv)**

**B.Sc. HOTEL MANAGEMENT & CATERING TECHNOLOGY**

**DURATION OF PROGRAMME**

THREE YEARS

**ELIGIBILITY FOR ADMISSION**

1. For admission in B. Sc in Hotel Management & Catering Technology programme, the applicant should have passed 10+2 / equivalent from a recognized Board with at least 40% marks .
2. The applicant may be required to appear at an entrance test / Group discussion/ Personal interview / Counseling before admission.

**TEACHING COURSE & CURRICULUM**

3. The programme shall be of three academic years, spread over Six semesters and Internship in the Hospitality Industry for 22 weeks in the fourth Semester.

4. The academic calendar shall be as follows:-

**1<sup>st</sup> and 5<sup>th</sup> Semester:**

Session	-	1 <sup>st</sup> Aug. to 30 <sup>th</sup> Nov.
Exam	-	1 <sup>st</sup> Dec. to 15 <sup>th</sup> Dec.
Semester break	-	16 <sup>th</sup> Dec. to 31 <sup>st</sup> Dec.

**2<sup>nd</sup>, 4<sup>th</sup> & 6<sup>th</sup> Semester :**

Session	-	1 <sup>st</sup> Jan. to 31 <sup>st</sup> May
Exam	-	1 <sup>st</sup> June. to 15 <sup>th</sup> June
Semester break	-	16 <sup>th</sup> June to 30 <sup>th</sup> June

**3<sup>rd</sup> Semester:**

Industrial Training	-	15 <sup>th</sup> June to 15 <sup>th</sup> Dec. (22 weeks)
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5. The study and evaluation scheme of the programme shall be as given below:-
  - ref to scheme of Evaluation

<b>Evaluation Scheme (SEMESTER –I)</b>										
Subjects	Teaching Scheme		Examination Scheme							
	Theory Hrs	Prac. per week	Theory				Ex Hrs	Practical		
			Sub. Code	Marks				Marks		
				Internal	External	Total		Internal	External	Total
<b>THEORY</b>										
Fundamentals of Food Production – I	3	-	HM 101	30	70	100	3	-	-	-
Fundamentals of Food & Beverage Service– I	3	-	HM 102	30	70	100	3	-	-	-
Fundamentals of Front Office Operations – I	3	-	HM 103	30	70	100	3	-	-	-
Fundamentals of Accommodation Operations – I	3	-	HM 104	30	70	100	3	-	-	-
Food Science & Nutrition	3	-	HM 105	30	70	100	3	-	-	-
Communication	3	-	BHM 106	30	70	100	2	-	-	-
<b>PRACTICAL</b>										
Fundamentals of Food Production – I	-	4	HM 107	-	-	-	3	30	70	100

## IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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Fundamentals of Food And Beverage Service– I	-	4	BHM108	-	-	-	3	30	70	100
Fundamentals of Front Office Operations – I	-	2	BHM109	-	-	-	3	30	70	100
Fundamentals of Accommodation Operations - I	-	2	BHM110	-	-	-	3	30	70	100
Sports Activities			BHM 111						50 (Viva)	50
				150	450	600		100	350	450

## IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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<b>Evaluation Scheme (SEMESTER –II)</b>										
Subjects	Teaching Scheme		Examination Scheme							
	Theory Hrs	Prac. per week	Theory				Ex Hou rs	Practical		
			Sub. Code	Marks				Marks		
				Internal	Exte r nal	Total		Internal	Exter nal	Total
<i>THEORY</i>										
Food Production – II	3	-	HM 201	30	70	100	3	-	-	-
Food And Beverage Service – II	3	-	HM 202	30	70	100	3	-	-	-



## IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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Front Office – II	3	-	HM 203	30	70	100	3	-	-	-
Accommodation Operations – II	3	-	HM 204	30	70	100	3	-	-	-
Application Of Computers	3	-	HM 205	30	70	100	2	-	-	-
Hotel Engineering	3	-	HM 206	30	70	100	3	-	-	-
<i>PRACTICAL</i>										
Food Production - II (Practical)	-	4	HM 207	-	-	-	3	30	70	100
Food And Beverage Service - II (Practical)	-	2	HM 208	-	-	-	3	30	70	100
Front Office - II (Practical)	-	2	HM 209	-	-	-	3	30	70	100
Accommodation Operations – II (Practical)	-	2	HM 210	-	-	-	3	30	70	100
Computer Applications		2	HM 211				3	30	70	100
Sports Activities			HM 212						50 (Viva)	50
<b>TOTAL</b>				<b>180</b>	<b>420</b>	<b>600</b>		<b>150</b>	<b>400</b>	<b>550</b>

**Evaluation Scheme (SEMESTER –III)**

**INDUSTRIAL TRAINING**

Subjects	Teaching Scheme		Examination Scheme							
	Theory Hrs	Prac. per week	Theory				Ex Hrs	Practical		
			Sub. Code	Marks				Marks		
				Internal	External	Total		Internal	External	Total
<i>PRACTICAL</i>										
<b>INDUSTRIAL TRAINING</b>	-	-	<b>HM 301</b>	-	-	-	2	400	600	1000
<b>TOTAL</b>								400	600	1000

# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

## Evaluation Scheme (SEMESTER –IV)

Subjects	Teaching Scheme		Examination Scheme							
	Theo ry Hrs	Prac. Per week	Sub. Code	Theory			ExH rs	Practical		
				Marks				Marks		
				Inte rna l	Ext ern al	Tota l		Inter nal	Exter nal	Total
<i><b>THEORY</b></i>										
Food Production Operations – III	3	-	HM 401	30	70	100	3	-	-	-
Food And Beverage Operations – III	3	-	HM 402	30	70	100	3	-	-	-
Front Office Management – III	3	-	HM 403	30	70	100	3	-	-	-
Accommodation Management – III	3	-	HM 404	30	70	100	3	-	-	-
Food And Beverage Controls	3	-	HM 405	30	70	100	3	-	-	-
Hotel Accountancy	3	-	HM 406	30	70	100	3	-	-	-
<i><b>PRACTICAL</b></i>										
Food Production Operations – III (PRACTICAL)	-	4	HM 408	-	-	-	3	30	70	100
Food And Beverage Operations – III (PRACTICAL)	-	2	HM 409	-	-	-	3	30	70	100
Front Office Operations – III (PRACTICAL)	-	2	HM 410	-	-	-	3	30	70	100
Accommodation Operations – III (PRACTICAL)	-	2	HM 411	-	-	-	3	30	70	100
Sports Activities			HM 412						50 (Viva)	50
<b>TOTAL</b>				<b>180</b>	<b>420</b>	<b>600</b>		<b>120</b>	<b>330</b>	<b>450</b>

# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

## Evaluation Scheme (SEMESTER –V)

Subjects	Teaching Scheme		Examination Scheme							
	Theory Hrs	Prac. per week	Theory				Ex Hrs	Practical		
			Sub. Code	Marks				Internal	External	Total
				Internal	External	Total				
<b><i>THEORY</i></b>										
ADVANCED FOOD PRODUCTION OPERATIONS – IV	3	-	HM 501	30	70	100	3	-	-	-
ADVANCED FOOD AND BEVERAGE OPERATIONS – IV	3	-	HM 502	30	70	100	3	-	-	-
FRONT OFFICE MANAGEMENT – IV	3	-	HM 503	30	70	100	3	-	-	-
ACCOMMODATION MANAGEMENT – IV	3	-	HM 504	30	70	100	3	-	-	-
FINANCIAL MANAGEMENT	3	-	HM 505	30	70	100	3	-	-	-
STRATEGIC MANAGEMENT	3	-	HM 506	30	70	100	3	-	-	-
TOURISM MARKETING	3	-	HM 507	30	70	100	3	-	-	-
<b><i>PRACTICAL</i></b>										
ADVANCE FOOD PRODUCTION - IV (PRACTICAL)	-	8	HM 508	-	-	-	3	30	70	100
ADVANCE FOOD AND BEVERAGE OPERATIONS - IV (PRACTICAL)	-	4	HM 509	-	-	-	3	30	70	100
FRONT OFFICE MANAGEMENT – IV (PRACTICAL)	-	2	HM 510	-	-	-	3	30	70	100
ACCOMMODATION MANAGEMENT - IV (PRACTICAL)	-	2	HM 511	-	-	-	3	30	70	100
Sports Activities			HM 512						50 (Viva)	50
<b>TOTAL</b>				210	490	700		120	330	450

# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

## Evaluation Scheme (SEMESTER –VI)

Subjects	Teaching Scheme		Examination Scheme							
	Theory Hrs	Prac. per week	Sub. Code	Theory			Ex Hrs	Practical		
				Marks				Marks		
				Internal	External	Total		Internal	External	Total
<i>THEORY</i>										
ADVANCED FOOD PRODUCTION OPERATIONS – V	3	-	HM 601	30	70	100	3	-	-	-
ADVANCED FOOD AND BEVERAGE OPERATIONS – V	3	-	HM 602	30	70	100	3	-	-	-
FRONT OFFICE MANAGEMENT – V	3	-	HM 603	30	70	100	3	-	-	-
ACCOMMODATION MANAGEMENT – V	3	-	HM 604	30	70	100	3	-	-	-
FOOD AND BEVERAGE MANAGEMENT	3	-	HM 605	30	70	100	3	-	-	-
FACILITY PLANNING	3	-	HM 606	30	70	100	3	-	-	-
<i>PRACTICAL</i>										
ADVANCE FOOD PRODUCTION - V (PRACTICAL)	-	4	HM 608	-	-	-	3	30	70	100
ADVANCE FOOD AND BEVERAGE OPERATIONS - V (PRACTICAL)	-	2	HM 609	-	-	-	3	30	70	100
FRONT OFFICE MANAGEMENT – V (PRACTICAL)	-	2	HM 610	-	-	-	3	30	70	100
ACCOMMODATION MANAGEMENT – V (PRACTICAL)	-	2	HM 611	-	-	-	3	30	70	100
RESEARCH PROJECT	-	2	HM 612				3	30	70	100
SPORTS ACTIVITIES			HM 613						50 (Viva)	50
<b>TOTAL</b>				180	420	600		150	400	550

**ATTENDANCE**

6. The students are expected to attend all the classes and should not have less than 75% attendance in theory as well as in practical classes, wherever held, to become eligible to appear for the university examination. Short fall in attendance can, however be condoned in deserving cases to the extent of 10% by the Principal. If the short fall is more than 10% by the Principal. If the short fall is more than 10% but not more than 15%, the Principal may recommend deserving cases to the Vice Chancellor for consideration. The order of the Vice Chancellor in this regard shall be final.

7. A student shall be entitled to get marks as part of internal assessment for attending classes of a subject / paper of study regularly as per the following norms :

85% or more	-	10 Marks
80% or more but less than 85% attendance	-	9 Marks
75% or more but less than 80% attendance	-	8 Marks
70% or more but less than 75% attendance	-	7 Marks
65% or more but less than 70% attendance	-	5 Marks
60% or more but less than 65% attendance	-	3 Marks
51% or more but less than 60% attendance	-	2 Marks
50% attendance	-	1 Mark
Less than 50% attendance	-	0 Mark

**CONDUCT & DISCIPLINE OF STUDENT**

The Students must bear a good moral character & must follow all the laid down principles of conduct of the College. The student should not indulge in any illegal activities / unethical activities inside as well as outside the college premises.

**EXAMINATIONS**

8. The examination in theory and practical papers (except internship) shall be conducted in two parts every semesters :

**A. Internal assessment** will be of 30 marks as under :-

- a. Two Sessional examination of 20 marks each within semester will be organized by department and the average of two Sessional exam marks will awarded to student.



A fine, which may extend to Rs. 5,000/- may also be imposed at the discretion of the examination committee.

## **THE AWARD**

The final result at the end of the course shall be prepared as below by aggregating the marks obtained in the theory and the practical.

	<b>Grade</b>	<b>Division</b>
Below 40% in aggregate	D	Fail
40% or above but below 50% in aggregate	C	2 <sup>nd</sup>
50% or above but below 60% in aggregate	B	2 <sup>nd</sup>
60% or above but below 70% in aggregate	A	Ist
70% or above but below 75% in aggregate	A+	Ist
75% or above in aggregate	A++	Ist

## **POWER TO MODIFY**

In the event of any emergent situation, if any deviation is considered necessary, the Vice Chancellor is authorized to modify the ordinance. Subject to subsequent ratification by the Executive Council.

- a. After final exam if a candidate is declared fail in four papers he has an opportunity to appear in back paper exam. In result of back paper exam, if a candidate does not secure 'C' grade than he will be treated as Ex student and will appear in full exam. If he is declared fail in more than three papers than he will be appearing in full exam and will get two chances for reappearing in full exam.
- b. The maximum period for obtaining the degree is six years.



**ORDINANCE – 28 (xxvi)**

**BACHELOR OF HOTEL MANAGEMENT & TOURISM ADMINISTRATION**

**DURATION OF PROGRAMME**

FOUR YEARS

**ELIGIBILITY FOR ADMISSION**

1. For admission in Bachelor of Hotel Management & Tourism Administration programme, the applicant should have passed 10+2 / equivalent from a recognized Board with at least 45% marks .
2. The applicant may be required to appear at an entrance test / Group discussion/ Personal interview / Counseling before admission.

**TEACHING COURSE & CURRICULUM**

3. The programme shall be of two academic years, spread over four semesters and Internship in the Hospitality Industry for 22 weeks in the fourth Semester.
4. The academic calendar shall be as follows:-

**1<sup>st</sup>, 3<sup>rd</sup>, 5<sup>th</sup> and 7<sup>th</sup> Semester :**

Session	-	1 <sup>st</sup> Aug. to 30 <sup>th</sup> Nov.
Exam	-	1 <sup>st</sup> Dec. to 15 <sup>th</sup> Dec.
Semester break	-	16 <sup>th</sup> Dec. to 31 <sup>st</sup> Dec.

**2<sup>nd</sup>, 6<sup>th</sup> & 8<sup>th</sup> Semester:**

Session	-	1 <sup>st</sup> Jan. to 31 <sup>st</sup> May
Exam	-	1 <sup>st</sup> June. to 15 <sup>th</sup> June
Semester break	-	16 <sup>th</sup> June to 30 <sup>th</sup> June

**4<sup>th</sup> Semester :**

Industrial Training - 1<sup>st</sup> Jan to 15<sup>th</sup> June. (22 weeks)

5. The study and evaluation scheme of the programme shall be as given below:-
  - ref to scheme of Evaluation

**SCHEME OF EVALUATION  
FIRST SEMESTER**

S.No.	Subject	Subject Name	Periods per Week			Evaluation Scheme			Examination	Subject
	Code		THEORY	L	T	P	Assignment	CT		
1.	BHM-101	Basic Food Production	3	1	0	10	20	30	70	100
2.	BHM-102	Basic Food & Beverage Service	3	1	0	10	20	30	70	100
3.	BHM-103	Basic Front Office Operation	3	1	0	10	20	30	70	100
4.	BHM-104	Basic Hotel Housekeeping	3	1	0	10	20	30	70	100
5.	BHM-105	Basics of communication	3	1	0	10	20	30	70	100
6.	BHM-106	Basics of Hospitality Industry	3	1	0	10	20	30	70	100
		<b>PRACTICAL</b>	--	--	--	--	--	--	---	---
7	BHM-151	Food Production	0	0	4	10	20	30	70	100
8	BHM-152	Food & beverage Service	0	0	4	10	20	30	70	100
9	BHM-153	Front Office Operation	0	0	2	10	20	30	70	100
10	BHM-154	Hotel Housekeeping	0	0	2	10	20	30	70	100
11	BHM-155	Computer Lab			2				50	50*
12	BHM-156	Sports Activities						50		50
		<b>Total</b>	<b>18</b>	<b>6</b>	<b>14</b>	<b>--</b>	<b>--</b>	<b>--</b>	<b>---</b>	<b>1050</b>

Assign – Assignment

CT- Class Test

SE- End Semester Examination

L/ T/ P – Lecture/ Tutorial/ Practical

\*Computer Lab will be offered as a compulsory course for which passing marks are 50% in aggregate but marks for the same will not be added in grand total.

**SCHEME OF EVALUATION  
SECOND SEMESTER**

S. No.	Subject Code	Subject Name	Periods per Week			Evaluation Scheme			Examination	Subject Total
						Sessional				
			Theory	L	T	P	Assignment	CT	Total	
1.	BHM-201	Food Production & Patisserie -II	3	1	0	10	20	30	70	100
2.	BHM-202	Food & Beverage Service- II	3	1	0	10	20	30	70	100
3.	BHM-203	Front Office Operation-II	3	1	0	10	20	30	70	100
4.	BHM-204	Hotel Housekeeping-II	3	1	0	10	20	30	70	100
5.	BHM-205	Basics of Computer Application	3	1	0	10	20	30	70	100
6.	BHM-206	Nutrition	3	1	0	10	20	30	70	100
		<b>PRACTICAL</b>	--	--	--	--	--	--	---	---
7	BHM-251	Food Production & Patisserie	0	0	4	10	20	30	70	100
8	BHM-252	Food & Beverage Service	0	0	4	10	20	30	70	100
9	BHM-253	Front Office Operation	0	0	2	10	20	30	70	100
10	BHM-254	Hotel Housekeeping	0	0	2	10	20	30	70	100
11	BHM-255	Computer Lab - II			2				50	50*
12	BHM-256	Sports Activities						50		50
		<b>Total</b>	<b>18</b>	<b>6</b>	<b>14</b>	<b>--</b>	<b>--</b>	<b>--</b>	<b>---</b>	<b>1050</b>

Assign – Assignment

CT- Class Test

SE- Semester Examination

L/ T/ P – Lecture/ Tutorial/ Practical

\*Computer Lab will be offered as a compulsory course for which passing marks are 50% in aggregate but marks for the same will not be added in grand total.

**SCHEME OF EVALUATION  
THIRD SEMESTER**

S. No.	Subject Code	Subject Name	Periods per Week			Evaluation Scheme			Examination	Subject Total
						Sessional				
			Theory	L	T	P	Assignment	CT	Total	
1.	BHM-301	Food Production & Patisserie -III	3	1	0	10	20	30	70	100
2.	BHM-302	Food & beverage Service-III	3	1	0	10	20	30	70	100
3.	BHM-303	Front Office Operation-III	3	1	0	10	20	30	70	100
4.	BHM-304	Hotel Housekeeping-III	3	1	0	10	20	30	70	100
5.	BHM-305	Food Science	3	1	0	10	20	30	70	100
6.	BHM-306	Basic Accountancy	3	1	0	10	20	30	70	100
		PRACTICAL	--	--	--	--	--	--	---	---
7	BHM-351	Food Production	0	0	4	10	20	30	70	100
8	BHM-352	Food & beverage Service	0	0	4	10	20	30	70	100
9	BHM-353	Front Office Operation	0	0	2	10	20	30	70	100

## IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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10	BHM-354	Hotel Housekeeping	0	0	2	10	20	30	70	100
11	BHM-355	Computer Lab - III			2				50	50*
12	BHM-356	Sports Activities						50		50
		Total	18	6	14	--	--	--	---	1050

Assign – Assignment

Class

CT-Test

SE- Semester Examination

L/ T/ P – Lecture/ Tutorial/  
Practical

\*Computer Lab will be offered as a compulsory course for which passing marks are 50% in aggregate but marks for the same will not be added in grand **total**.

**BACHELOR OF HOTEL MANAGEMENT & TOURISM ADMINISTRATION**

**FOURTH SEMESTER EXAMINATION**

**INDUSTRIAL TRAINING**

<b>S. No</b>	<b>Subject Code</b>	<b>Subject Name</b>	<b>Subject Total</b>
<b>1</b>	<b>BHM 401</b>	<b>INTERNAL INDUSTRIAL TRAINING VIVA -VOCE</b>	<b>500</b>
<b>2</b>	<b>BHM 451</b>	<b>EXTERNAL INDUSTRIAL TRAINING VIVA -VOCE</b>	<b>500</b>
		<b>TOTAL</b>	<b>1000</b>

**TR - TRAINING REPORT**

**Students have to prepare Training report describing about the organizations related to Hospitality Industry where student has completed his /her training.**

**Also student will have to carry a log book issued from the College describing day**

**today activities during training, which has to be signed by HOD's/Managers/ Department Heads of the Organization.**

**Training Report & Log Book are to be submitted by the students during Viva Voce.**

**SCHEME OF EVALUATION  
FIFTH SEMESTER**

S. No.	Subject Code	Subject Name	Periods per Week			Evaluation Scheme			Examination	Subject Total
			L	T	P	Assignment	CT	Total		
1.	BHM-501	Food Production & Patisserie -V	3	1	0	10	20	30	70	100
2.	BHM-502	Food & beverage Service- V	3	1	0	10	20	30	70	100
3.	BHM-503	Front Office Operation-V	3	1	0	10	20	30	70	100
4.	BHM-504	Hotel Housekeeping-V	3	1	0	10	20	30	70	100
5.	BHM-505	Hotel Engineering	3	1	0	10	20	30	70	100
6.	BHM-506	Hotel Accountancy	3	1	0	10	20	30	70	100
		<b>PRACTICAL</b>	--	--	--	--	--	--	---	---
7	BHM-551	Food Production	0	0	4	10	20	30	70	100
8	BHM-552	Food & beverage Service	0	0	4	10	20	30	70	100
9	BHM-553	Front Office Operation	0	0	2	10	20	30	70	100
10	BHM-554	Hotel Housekeeping	0	0	2	10	20	30	70	100
11	BHM-555	Computer Lab - V			2				50	50*
12	BHM-556	Sports Activities							50	50
		<b>Total</b>	<b>18</b>	<b>6</b>	<b>14</b>	<b>--</b>	<b>--</b>	<b>--</b>	<b>---</b>	<b>1050</b>

Assign – Assignment

CT- Class Test

SE- Semester Examination

L/ T/ P – Lecture/ Tutorial/ Practical

\*Computer Lab will be offered as a compulsory course for which passing marks are 50% in aggregate but marks for the same will not be added in grand total.

**SCHEME OF EVALUATION  
SIXTH SEMESTER**

S. No.	Subject Code	Subject Name	Periods per Week			Evaluation Scheme			Examination	Subject Total
						Sessiona I				
		Theory	L	T	P	Assignment	CT	Total	Semester Exam	
1.	BHM-601	Food Production & Patisserie -VI	3	1	0	10	20	30	70	100
2.	BHM-602	Food & beverage Service- VI	3	1	0	10	20	30	70	100
3.	BHM-603	Front Office Operation-VI	3	1	0	10	20	30	70	100
4.	BHM-604	Hotel Housekeeping-VI	3	1	0	10	20	30	70	100
5.	BHM-605	Indian Cultural Heritage	3	1	0	10	20	30	70	100
6.	BHM-606	Tourism & Hotel Economics	3	1	0	10	20	30	70	100
		<b>PRACTICAL</b>	--	--	--	--	--	--	---	---
7	BHM-651	Food Production	0	0	4	10	20	30	70	100
8	BHM-652	Food & beverage Service	0	0	4	10	20	30	70	100
9	BHM-653	Front Office Operation	0	0	2	10	20	30	70	100
10	BHM-654	Hotel Housekeeping	0	0	2	10	20	30	70	100
11	BHM- 655	Computer Lab - VI			2				50	50*
12	BHM-656	Sports Activities							50	50
		<b>Total</b>	<b>18</b>	<b>6</b>	<b>14</b>	<b>--</b>	<b>--</b>	<b>--</b>	<b>---</b>	<b>1050</b>

Assign – Assignment

CT- Class Test

SE-Semester Examination

L/ T/ P – Lecture/ Tutorial/ Practical

\*Computer Lab will be offered as a compulsory course for which passing marks are 50% in aggregate but marks for the same will not be added in grand **total**.



**BACHELOR OF HOTEL MANAGEMENT & TOURISM ADMINISTRATION**

**TWO MONTH SPECIALIZED SUMMER TRAINING**

**VOCATIONAL TRAINING**

(VT)

<b>S. No</b>	<b>Subject Code</b>	<b>Subject Name</b>	<b>Subject Total</b>
<b>1.</b>	<b>BHM - 611</b>	<b>Vocational Training Viva-Voce</b>	<b>100</b>
		<b>Total</b>	<b>100</b>

**VT- VOCATIONAL TRAINING**

This training will enable students to know more about the Industry & utilize and get themselves involved in skill development during their course tenure. This training will ensure students to be more confident, skill development & guest handling in actual working conditions. This is optional for the Students & interested students can pursue vocational training during summer holidays by permission of the Department Head. Students will be required to appear in Internal Viva Voce.

**SCHEME OF EVALUATION  
SEVENTH SEMESTER**

S. No.	Subject Code	Subject Name	Periods per Week			Evaluation Scheme			Examination	Subject Total
						Sessional				
		Theory	L	T	P	Assignment	CT	Total	Semester Exam	
1.	BHM-701	Food Production & Patisserie -VII	3	1	0	10	20	30	70	100
2.	BHM-702	Food & beverage Service- VII	3	1	0	10	20	30	70	100
3.	BHM-703	Front Office Operation-VII	3	1	0	10	20	30	70	100
4.	BHM-704	Hotel Housekeeping-VII	3	1	0	10	20	30	70	100
5.	BHM-705	Hospitality Marketing Management	3	1	0	10	20	30	70	100
6.	BHM-706	Research Methodology	3	1	0	10	20	30	70	100
		<b>PRACTICAL</b>	--	--	--	--	--	--	---	---
7	BHM-751	Food Production	0	0	4	10	20	30	70	100
8	BHM-752	Food & beverage Service	0	0	4	10	20	30	70	100
9	BHM-753	Front Office Operation	0	0	2	10	20	30	70	100
10	BHM-754	Hotel Housekeeping	0	0	2	10	20	30	70	100
11	BHM-755	Computer Lab - VII			2				50	50*
12	BHM-756	Sports Activities							50	50
		<b>Total</b>	<b>18</b>	<b>6</b>	<b>14</b>	<b>--</b>	<b>--</b>	<b>--</b>	<b>---</b>	<b>1050</b>

Assign – Assignment

CT- Class Test

SE- Semester Examination

L/ T/ P – Lecture/ Tutorial/ Practical

\*Computer Lab will be offered as a compulsory course for which passing marks are 50% in aggregate but marks for the same will not be added in grand total.

**SCHEME OF EVALUATION  
EIGHTH SEMESTER**

S. No.	Subject Code	Subject Name	Periods per Week			Evaluation Scheme			Examination	Subject Total
						Sessional				
		Theory	L	T	P	Attendance	CT	Total	Semester Exam	
1.	BHM-801	Human Resource Management	3	1	0	10	20	30	70	100
2.	BHM-802	Facility Planning	3	1	0	10	20	30	70	100
3.	BHM-803	Environment Management	3	1	0	10	20	30	70	100
4.	BHM-804	Hotel Housekeeping-VI	3	1	0	10	20	30	70	100
5.	BHM-805	Financial Management	3	1	0	10	20	30	70	100
6.	BHM-806	F&B Management	3	1	0	10	20	30	70	100
		<b>PRACTICAL</b>	--	--	--	--	--	--	---	---
7	BHM-851	Project Viva-Voce	0	0	4	10	20	30	70	400
									<b>TOTAL</b>	<b>1000</b>

Assign – Assignment

CT- Class Test

SE- Semester Examination

L/ T/ P – Lecture/ Tutorial/ Practical

\*Computer Lab will be offered as a compulsory course for which passing marks are 50% in aggregate but marks for the same will not be added in grand total.

**ATTENDANCE**

6. The students are expected to attend all the classes and should not have less than 75% attendance in theory as well as in practical classes, wherever held, to become eligible to appear for the university examination. Short fall in attendance can, however be condoned in deserving cases to the extent of 10% by the Principal. If the short fall is more than 10% by the Principal. If the short fall is more than 10% but not more than 15%, the Principal may recommend deserving cases to the Vice Chancellor for consideration. The order of the Vice Chancellor in this regard shall be final.

7. A student shall be entitled to get marks as part of internal assessment for attending classes of a subject / paper of study regularly as per the following norms :

85% or more	-	10 Marks
80% or more but less than 85% attendance	-	9 Marks
75% or more but less than 80% attendance	-	8 Marks
70% or more but less than 75% attendance	-	7 Marks
65% or more but less than 70% attendance	-	5 Marks
60% or more but less than 65% attendance	-	3 Marks
51% or more but less than 60% attendance	-	2 Marks
50% attendance	-	1 Mark
Less than 50% attendance	-	0 Mark

**CONDUCT & DISCIPLINE OF STUDENT**

The Students must bear a good moral character & must follow all the laid down principles of conduct of the College. The student should not indulge in any illegal activities / unethical activities inside as well as outside the college premises.

**EXAMINATIONS**

8. The examination in theory and practical papers (except internship) shall be conducted in two parts every semesters :

- A. Internal assessment** will be of 30 marks as under :-
- a. Two Sessional examination of 20 marks each within semester will be organized by department and the average of two Sessional exam marks will awarded to student.
  - b. A maximum of 10 Marks (as per point 7) shall be awarded for attending classes regularly.
- B. University examination** carrying 70 marks
- C.** Computer Lab will be offered as a compulsory course for which passing marks are 50% in aggregate but marks for the same will not be added in grand total.
- D.** Sports Activities external exam will be of 50 Marks only in which 50% (25 marks) are passing marks as per the curriculum.
9. Each paper of study (except Industrial Training, Computer & Sports activities, where ever applicable) shall carry 100 marks as mentioned in (Curriculum).
  10. To find eligibility for next semester, it is essential to a student to obtain 40% marks in aggregate of previous semester result.
  11. Failure to obtain minimum 40% marks, a candidate will re-appear in exam, along with the regular exam of the subsequent semester. The boundation is that the candidate will not be entitle to reappear in exam more than Four theory papers & Two practicals will be counted separate papers.
  12. If the candidate fails in more than Six subjects (Four Theory & two Practical), will be treated as Ex students & will be entitled to appear in next final exam.
  13. In the end of the 4<sup>th</sup> semester exam the student will take a training of 22 weeks in any reputed Hotel which will be assigned after the mutual dialogue between University & Hotel. Within the period of Industrial Training the student will prepare a log book regarding every day activities. The University will ask to concern Hotel to send the performance report of the trainees just after the completion of Training. On the basis of the performance report, the Internal Assessment will be assist. After training the student will submit training report in department. On the basis of the Training Report & Log Book the marks will be awarded to student.
  14. The examination work including paper setting, invigilation, valuation, tabulation and operation of the result shall be a part of the duty of a teacher/employee of the university as and when assigned. No extra payment can be claimed for performing these duties.
  15. Copying by an examinee in any manner whatsoever shall be called cheating and shall disqualify the examinee from the whole examination.
  16. Misbehavior by a candidate with any examination staff would fetch the penalty of cancellation of the candidature and he / she will be debarred from the examination. A fine, which may extend to Rs. 5,000/- may also be imposed at the discretion of the examination committee.

**THE AWARD**

The final result at the end of the course shall be prepared as below by aggregating the marks obtained in the theory and the practical.

	<b>Grade</b>	<b>Division</b>
Below 40% in aggregate	D	Fail
40% or above but below 50%in aggregate	C	2 <sup>nd</sup>
50% or above but below 60%in aggregate	B	2 <sup>nd</sup>
60% or above but below 70%in aggregate	A	Ist
70% or above but below 75%in aggregate	A+	Ist
75% or above in aggregate	A++	Ist

**POWER TO MODIFY**

In the event of any emergent situation, if any deviation is considered necessary, the Vice Chancellor is authorized to modify the ordinance. Subject to subsequent ratification by the Executive Council.

- a. After final exam if a candidate is declared fail in four papers he has an opportunity to appear in back paper exam. In result of back paper exam, if a candidate does not secure 'C' grade than he will be treated as Ex student and will appear in full exam. If he is declared fail in more than three papers than he will be appearing in full exam and will get two chances for reappearing in full exam.
- b. The maximum period for obtaining the degree is Eight years.

**ORDINANCE – 28 (xxvii)**

**MASTERS IN HOTEL MANAGEMENT & CATERING TECHNOLOGY**

**DURATION OF PROGRAMME**

TWO YEARS

**ELIGIBILITY FOR ADMISSION**

1. For admission in Masters in Hotel Management & Catering Technology programme, the applicant should have passed Graduation or equivalent from a recognized University/ College with 45%.
2. The applicants may be required to appear at an entrance test / Group discussion/ Interview/ Counseling before admission.

**TEACHING COURSE & CURRICULUM**

3. The programme shall be of two academic years, spread over four semesters and Internship in the Hospitality Industry for 22 weeks in the fourth Semester.
4. The academic calendar shall be as follows:-

**1<sup>st</sup> Semester :**

Session	-	1 <sup>st</sup> Aug. to 30 <sup>th</sup> Nov.
Exam	-	1 <sup>st</sup> Dec. to 15 <sup>th</sup> Dec.
Semester break	-	16 <sup>th</sup> Dec. to 31 <sup>st</sup> Dec.

**2<sup>nd</sup> & 4<sup>th</sup> Semester:**

Session	-	1 <sup>st</sup> Jan. to 31 <sup>st</sup> May
Exam	-	1 <sup>st</sup> June. to 15 <sup>th</sup> June
Semester break	-	16 <sup>th</sup> June to 30 <sup>th</sup> June

**3<sup>rd</sup> Semester :**

Industrial Training – 15<sup>th</sup> Jun to 15<sup>th</sup> Dec. (22 weeks)

5. The study and evaluation scheme of the programme shall be as given below:-
  - ref to scheme of Evaluation



**1<sup>st</sup> Semester**

Subject Code	Subject/ Paper of Study	Maximum Marks		Practical Examination			Total
		Internal Assessment	Theory Examination	Internal Examination	Uni. Examination	Viva-Voce	
MHM 101	PRINCIPLES OF MANAGEMENT	30	70	-	-	-	100
MHM 102	EMPLOYABILITY SKILLS	30	70	-	-	-	100
MHM 103	ACCOMMODATION OPERATIONS	30	70	-	-	-	100
MHM 103P	ACCOMMODATION OPERATIONS PRACTICAL	-	-	30	50	20	100
MHM 104	FOOD PRODUCTION	30	70	-	-	-	100
MHM 104P	FOOD PRODUCTION PRACTICAL	-	-	30	50	20	100
MHM 105	FOOD & BEVERAGE SERVICE	30	70	-	-	-	100
MHM 105P	FOOD & BEVERAGE SERVICE PRACTICAL	-	-	30	50	20	100
MHM 106	FACILITY PLANNING AND DESIGNING	30	70	-	-	-	100
<b>Total</b>		<b>180</b>	<b>420</b>	<b>90</b>	<b>150</b>	<b>60</b>	<b>900</b>

**2<sup>nd</sup> Semester**

Subject Code	Subject/ Paper of Study	Maximum Marks		Practical Examination			Total	
		Internal Assessment	Theory Examination	Internal Examination	Uni. Examination	Viva-Voce		
MHM 201	RESEARCH METHODOLOGY	30	70	-	-	-	100	
MHM 202	MANAGING HUMAN RESOURCES	30	70	-	-	-	100	
MHM 203	HOSPITALITY LAW	30	70	-	-	-	100	
MHM 204	ENTREPRENEURSHIP DEVELOPMENT	30	70	-	-	-	100	
MHM 205	INFORMATION TECHNOLOGY IN HOTELS	30	70	-	-	-	100	
<b>ELECTIVE SUBJECT (SELECT ANY ONE)</b>		-	-	-	-	-	-	
1	MHM 206A	FOOD PRODUCTION MANAGEMENT (BAKERY SCIENCE)	30	70	-	-	-	100
	MHM 206PA	FOOD PRODUCTION PRACTICAL			30	50	20	100
2	MHM 206B	FOOD & BEVERAGE SERVICE MANAGEMENT (BAR OPERATIONS)	30	70	-	-	-	-
	MHM 206PB	FOOD & BEVERAGE SERVICE PRACTICAL			30	50	20	100

## IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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3	MHM 206C	ACCOMMODATION MANAGEMENT	30	70	-	-	-	-
	MHM 206PC	ACCOMMODATION OPERATIONS PRACTICAL			30	50	20	100
<b>Total</b>			<b>180</b>	<b>420</b>	<b>30</b>	<b>50</b>	<b>20</b>	<b>700</b>

**3<sup>rd</sup> Semester**

Subject Code	Subject/ Paper of Study		Maximum Marks		Practical Examination			Total
			Internal Assessment	University Exam	Internal Examination	Uni. Examination	Viva - Voce	
MHM 301	INDUSTRIAL TRAINING IN HOSPITALITY INDUSTRY	TRAINING REPORT	-	-	90	210	-	300
MHM 302		LOG BOOK	-	-	30	70		100
MHM 303		PRESENTATION (PPT) & VIVA-VOCE	-	-	90		210	300
<b>Total</b>			-	-	<b>210</b>	<b>280</b>	<b>210</b>	<b>700</b>

**4<sup>th</sup> Semester**

Module No.	Subject/ Paper of Study	Maximum Marks		Practical Examination			Total
		Internal Assessment	University Exam	Internal Examination	Uni. Examination	Viva-Voce	
MHM 401	HOTEL ACCOUNTANCY	30	70	-	-	-	100
MHM 402	TRAVEL AGENCY AND TOUR OPERATIONS MANAGEMENT	30	70	-	-	-	100
MHM 403	MARKETING FOR HOSPITALITY & TOURISM	30	70	-	-	-	100
MHM 404	ECOLOGICAL & ENVIRONMENT MANAGEMENT	30	70	-	-	-	100
MHM 405	CUSTOMER RELATIONSHIP MANAGEMENT	30	70	-	-	-	100
MHM 306A*	FOOD PRODUCTION MANAGEMENT	30	70	-	-	-	100
MHM 306PA*	FOOD PRODUCTION PRACTICAL			30	50	20	100
MHM 306B*	FOOD & BEVERAGE SERVICE MANAGEMENT	30	70	-	-	-	100
MHM 306PB*	FOOD & BEVERAGE SERVICE PRACTICAL			30	50	20	100
MHM 306C*	ADVANCED ACCOMMODATION MANAGEMENT	30	70	-	-	-	100
MHM 306PC*	ACCOMMODATION OPERATIONS PRACTICAL			30	50	20	100
<b>Total</b>		<b>180</b>	<b>420</b>	<b>30</b>	<b>50</b>	<b>20</b>	<b>700</b>

; Based on subjected elected in 2<sup>nd</sup> Semester

### ATTENDANCE

6. The students are expected to attend all the classes and should not have less than 75% attendance in theory as well as in practical classes, wherever held, to become eligible to appear for the university examination. Short fall in attendance can, however be condoned in deserving cases to the extent of 10% by the Principal. If the short fall is more than 10% by the Principal. If the short fall is more than 10% but not more than 15%, the Principal may recommend deserving cases to the Vice Chancellor for consideration. The order of the Vice Chancellor in this regard shall be final.
7. A student shall be entitled to get marks as part of internal assessment for attending classes of a subject / paper of study regularly as per the following norms :
- |  |   |          |
|--|---|----------|
| 85% or more                              | - | 10 Marks |
| 80% or more but less than 85% attendance | - | 9 Marks  |
| 75% or more but less than 80% attendance | - | 8 Marks  |
| 70% or more but less than 75% attendance | - | 7 Marks  |
| 65% or more but less than 70% attendance | - | 5 Marks  |
| 60% or more but less than 65% attendance | - | 3 Marks  |
| 51% or more but less than 60% attendance | - | 2 Marks  |
| 50% attendance                           | - | 1 Mark   |
| Less than 50% attendance                 | - | 0 Mark   |

### CONDUCT & DISCIPLINE OF STUDENT

The Students must bear a good moral character & must follow all the laid down principles of conduct of the College. The student should not indulge in any illegal activities / unethical activities inside as well as outside the college premises.

### EXAMINATIONS

8. The examination in theory and practical papers (except internship) shall be conducted in two parts every semesters :
- A. Internal assessment** will be of 30 marks as under :-
- Two Sessional examination of 20 marks each within semester will be organized by department and the average of two Sessional exam marks will awarded to student.

- b. A maximum of 10 Marks (as per point 7) shall be awarded for attending classes regularly.
- B. University examination** carrying 70 marks
9. Each paper of study (except Industrial Training, Computer & Sports activities, where ever applicable) shall carry 100 marks as mentioned in (Curriculum).
  10. To find eligibility for next semester, it is essential to a student to obtain 40% marks in aggregate of previous semester result.
  11. Failure to obtain minimum 40% marks, a candidate will re-appear in exam, along with the regular exam of the subsequent semester. The boundation is that the candidate will not be entitle to reappear in exam more than Four theory papers & Two practicals will be counted separate papers.
  12. If the candidate fails in more than Six subjects (Four Theory & two Practicals), will be treated as Ex students & will be entitled to appear in next final exam.
  13. In the end of the 3<sup>rd</sup> semester exam the student will take a training of 22 weeks in any reputed Hotel which will be assigned after the mutual dialogue between University & Hotel. Within the period of Industrial Training the student will prepare a log book regarding every day activities. The University will ask to concern Hotel to send the performance report of the trainees just after the completion of Training. On the basis of the performance report, the Internal Assessment will be assist. After training the student will submit training report in department. On the basis of the Training Report & Log Book the marks will be awarded to student.
  14. The examination work including paper setting, invigilation, valuation, tabulation and operation of the result shall be a part of the duty of a teacher/employee of the university as and when assigned. No extra payment can be claimed for performing these duties.
  15. Copying by an examinee in any manner whatsoever shall be called cheating and shall disqualify the examinee from the whole examination.
  16. Misbehavior by a candidate with any examination staff would fetch the penalty of cancellation of the candidature and he / she will be debarred from the examination. A fine, which may extend to Rs. 5,000/- may also be imposed at the discretion of the examination committee.

**THE AWARD**

The final result at the end of the course shall be prepared as below by aggregating the marks obtained in the theory and the practical.

	<b>Grade</b>	<b>Division</b>
Below 40% in aggregate	D	Fail
40% or above but below 50% in aggregate	C	2 <sup>nd</sup>
50% or above but below 60% in aggregate	B	2 <sup>nd</sup>
60% or above but below 70% in aggregate	A	Ist
70% or above but below 75% in aggregate	A+	Ist
75% or above in aggregate	A++	Ist

**POWER TO MODIFY**

In the event of any emergent situation, if any deviation is considered necessary, the Vice Chancellor is authorized to modify the ordinance. Subject to subsequent ratification by the Executive Council.

- a. After final exam if a candidate is declared fail in four papers he has an opportunity to appear in back paper exam. In result of back paper exam, if a candidate does not secure 'C' grade than he will be treated as Ex student and will appear in full exam. If he is declared fail in more than three papers than he will be appearing in full exam and will get two chances for reappearing in full exam.
- b. The maximum period for obtaining the degree is Four years.



**ORDINANCE – 28 (xxviii)**

**DIPLOMA COURSE IN HOTEL MANAGEMENT  
(FOOD PRODUCTION / FOOD & BEVERAGE SERVICE / HOUSE KEEPING)**

**DURATION OF PROGRAMME**

ONE & HALF YEAR

**ELIGIBILITY FOR ADMISSION**

For admission in one & half year diploma programme in Hotel Management, the applicant should have passed the high school examination or equivalent of a recognized board.

**TEACHING COURSE & CURRICULUM**

1. The programme shall involve actual teaching for a minimum of 260 days and industrial training for 6 months.
2. The academic calendar shall be as follows:-

Session	-	1 <sup>st</sup> Aug. to 15 <sup>th</sup> April
Exam	-	16 <sup>th</sup> April to 30 <sup>th</sup> April
Industrial Training	-	1 <sup>st</sup> May to 31 <sup>st</sup> October
3. The study and evaluation scheme of the Programme shall be as given below:

**DIPLOMA IN FOOD & BEVERAGE SERVICE**

**(Semester-I)**

Sr. No.	Subject	Distribution of Time			Distribution of Marks			
		Hours per week			Time of Examination			
		TH.	PR.	Total	TH.	HRS.	PR.	HRS.
1.	Food & Beverage Service-I	6	10	16	50	3	75	6
2.	Food & Beverage Service-II	6	8	14	50	3	75	6
3.	Business Communication	2		2	25	2		
4.	Hygiene & Sanitation	2		2	25	2		
5.	*Computer Awareness		01	01				
	<b>Total</b>	16	19	35	150		150	

**Grand Total : 300**

**\*Note: This paper carries no marks.**

**(Semester-II)**

Sr. No.	Subject	Distribution of Time			Distribution of Marks			
		Hours per week			Time of Examination			
		TH.	PR.	Total	TH.	HRS.	PR.	HRS.
1.	Food & Beverage Service-I	6	10	16	50	3	75	6
2.	Food & Beverage Service-II	6	8	14	50	3	75	6
3.	Business Communication	2		2	25	2		
4.	Hygiene & Sanitation	2		2	25	2		
5.	*Computer Awareness		01	01				
	Total	16	19	35	150		150	

**Grand Total : 300**

**\*Note: This paper carries no marks.**

**DIPLOMA IN FOOD PRODUCTION  
(Semester-I)**

**Duration of Course:** One Year and Six Months in Hotel Training.

Sr. No.	Subject	Distribution of Time			Distribution of Marks			
		Hours per week			Time of Examination			
		TH.	PR.	Total	TH.	HRS.	PR.	HRS.
1.	Cookery	3	16	19	50	3	65	6
2.	Larder	2	8	10	25	2	60	6
3.	Hygiene and Nutrition	2		2	50	3		
4.	Commodities & Costing	3		3	50	3		
5.	*Computer Awareness		01	01				
	Total	10	25	35	175		125	

**Grand Total : 300**

**\*Note: This paper carries no marks.**

**(Semester-II)**

Sr. No.	Subject	Distribution of Time			Distribution of Marks			
		Hours per week			Time of Examinations			
		TH.	PR.	Total	TH.	HRS.	PR.	HRS.
1.	Cookery	3	16	19	50	3	60	6
2.	Larder	2	8	10	25	2	65	6
3.	Hygiene and Sanitation	2		2	50	3		
4.	Commodities & Costing	3		3	50	3		
5.	*Computer Awareness		01	01				
	Total	10	25	35	175		125	

**Grand Total : 300**

**\*Note: This paper carries no marks.**

**DIPLOMA IN HOUSE KEEPING**

**(Semester-I)**

**Duration of Course:** One Year and Six Months in Hotel Training.

Sr. No.	Subject	Distribution of Time			Distribution of Marks			
		Hours per week			Time of Examination			
		TH.	PR.	Total	TH.	HRS.	PR.	HRS.
1.	House Keeping Operation-I	6	10	16	50	3	75	6
2.	Hygiene & Sanitation	6	8	14	50	3	75	6
3.	Business Communication	2		2	25	2		
4.	Interior Decoration	2		2	25	2		
5.	*Computer Awareness		01	01				
	<b>Total</b>	<b>16</b>	<b>19</b>	<b>35</b>	<b>150</b>		<b>150</b>	

**Grand Total : 300**

**\*Note: This paper carries no marks.**

**DIPLOMA IN HOUSE KEEPING**

**(Semester-II)**

**Duration of Course:** One Year and Six Months in Hotel Training.

Sr. No.	Subject	Distribution of Time			Distribution of Marks			
		Hours per week			Time of Examination			
		TH.	PR.	Total	TH.	HRS.	PR.	HRS.
1.	House Keeping Operation-II	6	10	16	50	3	75	6
2.	Linen & Laundry Operations	6	8	14	50	3	75	6
3.	Hygiene & Hotel Maintenance	2		2	25	2		
4.	Interior Decoration -II	2		2	25	2		
5.	*Computer Awareness		01	01				
	<b>Total</b>	<b>16</b>	<b>19</b>	<b>35</b>	<b>150</b>		<b>150</b>	

**Grand Total : 300**

**\*Note: This paper carries no marks.**

### ATTENDANCE

4. The students are expected to attend all the classes and should not have less than 75% attendance in theory as well as in practical classes wherever held.
5. A student shall be entitled to get marks as part of internal assessment for attending classes of a subject/ paper of study regularly as per the following norms:-
- |  |   |         |
|--|---|---------|
| 95% or more                              | - | 5 Marks |
| 90% or more but less than 95% attendance | - | 4 Marks |
| 85% or more but less than 90% attendance | - | 3 Marks |
| 80% or more but less than 85% attendance | - | 2 Marks |
| 75% or more but less than 80% attendance | - | 1 Mark  |

### CONDUCT & DISCIPLINE OF STUDENT

The Students must bear a good moral character & must follow all the laid down principles of conduct of the College. The student should not indulge in any illegal activities / unethical activities inside as well as outside the college premises.

### EXAMINATIONS

6. The examination in theory and practical papers (excluding professional training) shall be conducted in four parts :
- First Snap Test after two months carrying 10 Marks
  - Mid Term Test after four months carrying 15 Marks
  - Second Snap Test after six months carrying 10 Marks
  - End-of-the-Year Examination carrying 60 Marks (including viva voce in the case of practical examination)
7. A maximum of 5 Marks shall be awarded for attending classes regularly.
8. The marks obtained in the four parts of the examination together with the marks awarded for regularity shall be aggregated for the purpose of determining the total marks obtained by a student in a particular paper/subject of study.
9. Each paper of study (except professional training) shall carry 100 marks as per the break-up given in curriculum.
10. The student will be sent for professional training in a hotel, as may be arranged by the University after the End of the year examination. The training shall be of six months duration during which the students will have to maintain a detailed log book of every day activity. The University shall obtain a performance appraisal report from the management of the hotel concerned about the performance of the student during the training period. On return to the University, the student will be subjected to a viva-voce test based on the training report prepared and presented by the student. The performance appraisal report sent by the training institution shall form the basis for



internal assessment carrying 40 marks. The log book and the training report prepared by the student shall carry 160 marks including 40 marks for viva voce.

11. The examination work including paper setting, invigilation, valuation, tabulation and operation of the result shall be a part of the duty of a teacher/employee of the university as and when assigned. No extra payment can be claimed for performing these duties.
12. Copying by an examinee in any manner whatsoever shall be called cheating and shall disqualify the examinee from the whole examination.
13. Misbehavior by a candidate with any examination staff would fetch the penalty of cancellation of the candidature and he / she will be debarred from the examination. A fine, which may extend to Rs. 5,000/- may also be imposed at the discretion of the examination committee.
14. The work of setting the examination papers and evaluation of scripts shall be assigned to the course teachers as well as to outsiders, ordinarily in the ratio of 40 : 60 for internal and external valuation respectively, subject to moderation in accordance with the guidelines/rules of the university.

### THE AWARD

15. Marks obtained in all the papers (vide Curriculum) taken together shall be aggregated to determine the final grade and division of a student.  
The examination result shall be in the form of grades and division as given below :

Marks	Grade	Division
Below 40%	E	Fail
40% and above, but below 50%	D	III
50% and above, but below 60%	C	II
60% and above, but below 65%	B	I
65% and above, but below 70%	A	I
70% and above, but below 75%	A+	I
75% and above	A++	I

A student has to secure at least 'D' grade to be eligible to get the diploma.

A student getting 'E' grade at the end of the course in the final result shall be declared as 'failed'. Such a student will get two opportunities to reappear in those papers in which he/she secured less than 40% marks. The reappear paper examination will be held along with the regular end-of-the-year examination of the next two years. If the student fails to get 'D' grade in aggregate even after substituting the marks obtained in the reappear paper examination, he/she will have to take readmission for repeating the entire year of study.

The maximum period allowed for completing the programme is three (06) years.

**Power to Modify**

In the event of any emergent situation, if any deviation is considered necessary, the Vice Chancellor is authorized to modify the ordinance. Subject to subsequent ratification by the Executive Council.

- a. After final exam if a candidate is declared fail in four papers he has an opportunity to appear in back paper exam. In result of back paper exam, if a candidate does not secure 'C' grade than he will be treated as Ex student and will appear in full exam. If he is declared fail in more than three papers than he will be appearing in full exam and will get two chances for reappearing in full exam.
- b. The maximum period for obtaining the diploma is three years.

**ORDINANCE NO- 28 (xxix)**

**B. SC. HOME SCIENCE / B.SC. CLINICAL NUTRITION & DIETETICS  
M.SC. HOME SCIENCE / M.SC. FOOD & NUTRITION**

**DURATION OF PROGRAMME**

THREE YEARS

**ELIGIBILITY FOR ADMISSION**

1. For admission in B. Sc in Home Science, B.Sc. Clinical Nutrition and Dietetics programme, the applicant should have passed 10+2 with science and arts with home science / equivalent from a recognized Board with at least 40% marks.
2. The applicant may be required to appear at an entrance test / Group discussion/ Personal interview / Counseling before admission.

**TEACHING COURSE & CURRICULUM**

3. The programme shall be of three academic years, spread over Six semesters.
4. The academic calendar shall be as follows:-

<b>1<sup>st</sup>, 3<sup>rd</sup> and 5<sup>th</sup> Semester:</b>	Session	-	1 <sup>st</sup> Aug. to 30 <sup>th</sup> Nov.
	Exam	-	1 <sup>st</sup> Dec. to 15 <sup>th</sup> Dec.
	Semester break	-	16 <sup>th</sup> Dec. to 31 <sup>st</sup> Dec.
<b>2<sup>nd</sup>, 4<sup>th</sup> &amp; 6<sup>th</sup> Semester :</b>	Session	-	1 <sup>st</sup> Jan. to 31 <sup>st</sup> May
	Exam	-	1 <sup>st</sup> June. to 15 <sup>th</sup> June
	Semester break	-	16 <sup>th</sup> June to 30 <sup>th</sup> June

5. The study and evaluation scheme of the programme shall be as given below:-
  - ref to scheme of Evaluation

**EVALUATION SCHEME**  
**B.Sc. Clinical Nutrition and Dietetics**

S.No.		Th.	Pr.	Total
<b>1st Sem.</b>				
	English Language & Communication Skills	50	-	50
	Environmental Science	75	25	100
	Introduction to Child Development	50	25	75
	Introduction to Food Science	50	50	100
	Introduction to Computer Basic	50	25	75
	Human Physiology	50	50	100
	<b>TOTAL</b>	<b>300</b>	<b>200</b>	<b>500</b>
<b>IInd Sem.</b>				
	Basic Textiles	50	50	100
	Family Resource Management	50	50	100
	Community Development	50	25	75
	Meal Planning	50	25	75
	Introductory Physics	50	-	50
	Introductory Chemistry	50	50	100
	<b>TOTAL</b>	<b>300</b>	<b>200</b>	<b>500</b>
<b>III Sem.</b>				
	Food Commodities	50	-	50
	Maternal & Child nutrition	50	-	50
	Consumer Behaviour & Protection	50	50	100
	Food Chemistry	50	50	100
	Food Product Development & Sensory Analysis	50	50	100
	Knowledge of Kitchen Gardening	50	50	100
	<b>TOTAL</b>	<b>300</b>	<b>200</b>	<b>500</b>

## IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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<b>IV Semester</b>				
	Basic Dietetics	50	50	100
	Communication and Counselling Skills	50	-	50
	Food Microbiology	50	50	100
	Life Sciences	50	50	100
	Traditional Textiles	50	50	100
	Community Nutrition	50	-	50
	<b>Total</b>	<b>300</b>	<b>200</b>	<b>500</b>
<b>V Semester</b>				
	Food Service & Management	50	50	100
	Advanced Nutrition & Dietetics	50	50	100
	Food and Quality Control	50	100	150
	Food Toxicology & Food Adulteration	50	-	50
	Personnel Management	50	-	50
	Food Material Management & Cost Accountancy	50	-	50
	<b>Total</b>	<b>300</b>	<b>200</b>	<b>500</b>
<b>VI Semester</b>				
	Clinical Nutrition	50	-	50
	Nutritional Assessment & Surveillance	50	50	100
	Food Preservation	50	50	100
	Entrepreneurship & Small Business Management	50	50	100
	Project cum Internship (Project Report + Viva)	50	100	150
	<b>Total</b>	<b>250</b>	<b>250</b>	<b>500</b>
	<b>Grand Total</b>	<b>1750</b>	<b>1250</b>	<b>3000</b>

**B.Sc. Home Science**

<b>S.No.</b>		<b>Th.</b>	<b>Pr.</b>	<b>Total</b>
<b>Ist Semester.</b>				
1	English Language & Communication Skills	50	-	50
2	Environmental Science	50	25	75
3	Introduction to Child Development	50	25	75
4	Introduction to Food Science	50	50	100
5	Introduction to Computer Basic	50	50	100
6	Human Physiology	50	50	100
	<b>Total</b>	<b>300</b>	<b>200</b>	<b>500</b>
<b>IInd Semester</b>				
1	Basic Textiles	50	50	100
2	Family Resource Management	50	50	100
3	Community Development	50	25	75
4	Meal Planning	50	25	75
5	Introductory Physics	50	-	50
6	Introductory Chemistry	50	50	100
	<b>Total</b>	<b>300</b>	<b>200</b>	<b>500</b>
<b>IIIrd Semester</b>				
1	Washing & Finishing of Fabrics	50	-	50
2	Sociology	50	-	50
3	Human Development - A	50	50	100
4	Food Chemistry	50	50	100
5	Knowledge of Kitchen Gardening	50	50	100
6	Consumer Behavior & Protraction	50	50	100
		<b>300</b>	<b>200</b>	<b>500</b>

<b>IVth Semester</b>				
1	Basic Clothing Construction	50	50	100
2	Community Nutrition	50	50	75
3	Human Development- B	50	50	100
4	Food Microbiology	50	50	100
5	Life Sciences	50	-	50
6	Knowledge of House Hold Equipments	50	-	75
	<b>Total</b>	<b>300</b>	<b>200</b>	<b>500</b>
<b>V Semester</b>				
1	Advanced Clothing Construction	50	50	100
2	Personal & Occupational Hygiene	50	-	50
3	Human Development - C	50	-	50
4	Advance Nutrition & Dietetics	50	50	100
5	Study of Nursery School Education	50	50	100
6	Concept of Family Housing	50	50	100
	<b>Total</b>	<b>300</b>	<b>200</b>	<b>500</b>
<b>VIth Semester</b>				
1	Traditional Textile	50	50	100
2	Home Furnishing & Finishing	50	50	100
3	Home Science Entrepreneurship	50	50	100
4	Food Preservation	50	50	100
5	Home Science Extension Training Management	50	50	100
	<b>Total</b>	<b>250</b>	<b>250</b>	<b>500</b>
	<b>Grand Total</b>	<b>1750</b>	<b>1250</b>	<b>3000</b>

## ATTENDANCE

1. The students are expected to attend all the classes and should not have less than 75% attendance in theory as well as in practical classes, wherever held, to become eligible to appear for the university examination. Short fall in attendance can, however be condoned in deserving cases to the extent of 10% by the Principal. If the short fall is more than 10% by the Principal. If the short fall is more than 10% but not more than 15%, the Principal may recommend deserving cases to the Vice Chancellor for consideration. The order of the Vice Chancellor in this regard shall be final.
2. A student shall be entitled to get marks as part of internal assessment for attending classes of a subject / paper of study regularly as per the following norms :

85% or more	-	10 Marks
80% or more but less than 85% attendance	-	9 Marks
75% or more but less than 80% attendance	-	8 Marks
70% or more but less than 75% attendance	-	7 Marks
65% or more but less than 70% attendance	-	5 Marks
60% or more but less than 65% attendance	-	3 Marks
51% or more but less than 60% attendance	-	2 Marks
50% attendance	-	1 Mark
Less than 50% attendance	-	0 Mark

## CONDUCT & DISCIPLINE OF STUDENT

The Students must bear a good moral character & must follow all the laid down principles of conduct of the College. The student should not indulge in any illegal activities / unethical activities inside as well as outside the college premises.

## EXAMINATIONS

1. **University examination** carrying 100 marks
2. To find eligibility for next semester, it is essential to a student to obtain 40% marks in aggregate of previous semester result.
3. Failure to obtain minimum 40% marks, a candidate will re-appear in exam, along with the regular exam of the subsequent semester. The boundation is that the candidate will not be entitle to reappear in exam more than four papers, theory & practical will be counted separate papers.
4. If the candidate fails in more than four subjects, will be treated as Ex students & will be entitled to appear in next final exam.



5. The examination work including paper setting, invigilation, valuation, tabulation and operation of the result shall be a part of the duty of a teacher/employee of the university as and when assigned. No extra payment can be claimed for performing these duties.
6. Copying by an examinee in any manner whatsoever shall be called cheating and shall disqualify the examinee from the whole examination.
7. Misbehavior by a candidate with any examination staff would fetch the penalty of cancellation of the candidature and he / she will be debarred from the examination. A fine, which may extend to Rs. 5,000/- may also be imposed at the discretion of the examination committee.

### **THE AWARD**

The final result at the end of the course shall be prepared as below by aggregating the marks obtained in the theory and the practical.

	<b>Grade</b>	<b>Division</b>
Below 40% in aggregate	D	Fail
40% or above but below 50% in aggregate	C	2 <sup>nd</sup>
50% or above but below 60% in aggregate	B	2 <sup>nd</sup>
60% or above but below 70% in aggregate	A	Ist
70% or above but below 75% in aggregate	A+	Ist
75% or above in aggregate	A++	Ist

### **POWER TO MODIFY**

In the event of any emergent situation, if any deviation is considered necessary, the Vice Chancellor is authorized to modify the ordinance. Subject to subsequent ratification by the Executive Council.

- a. After final exam if a candidate is declared fail in four papers he has an opportunity to appear in back paper exam. In result of back paper exam, if a candidate does not secure 'C' grade than he will be treated as Ex student and will appear in full exam. If he is declared fail in more than three papers than he will be appearing in full exam and will get two chances for reappearing in full exam.
- b. The maximum period for obtaining the degree is six years.

**ORDINANCE NO- 28 (xxx)**

**M. SC. HOME SCIENCE / M.SC. FOOD AND NUTRITION**

**DURATION OF PROGRAMME**

TWO YEARS

**ELIGIBILITY FOR ADMISSION**

- 1. M.Sc. Home Science and M.Sc. Food and Nutrition** - B.Sc. Home Science or B.Sc. Clinical & Nutrition and Dietetics with 40% marks from an recognize university. The candidate of B.Sc. C.D. will do her dissertation only on food and nutrition in IV semester.
- The applicant may be required to appear at an entrance test / Group discussion/ Personal interview / Counseling before admission.

**TEACHING COURSE & CURRICULUM**

- The programme shall be of three academic years, spread over Six semesters.

- The academic calendar shall be as follows:-

<b>1<sup>st</sup> and 3<sup>rd</sup> Semester :</b>	Session	-	1 <sup>st</sup> Aug. to 30 <sup>th</sup> Nov.
	Exam	-	1 <sup>st</sup> Dec. to 15 <sup>th</sup> Dec.
	Semester break	-	16 <sup>th</sup> Dec. to 31 <sup>st</sup> Dec.
<b>2<sup>nd</sup> and 4<sup>th</sup> Semester:</b>	Session	-	1 <sup>st</sup> Jan. to 31 <sup>st</sup> May
	Exam	-	1 <sup>st</sup> June. to 15 <sup>th</sup> June
	Semester break	-	16 <sup>th</sup> June to 30 <sup>th</sup> June

- The study and evaluation scheme of the programme shall be as given below:-

- ref to scheme of Evaluation

**EVALUATION SCHEME**

**M.Sc. Home Science**

<b>Ist Semester</b>				
<b>S.No.</b>		<b>Th.</b>	<b>Pr.</b>	<b>Total</b>
1	Research Methods	100	-	100
2	Rural Development	75	25	100
3	Maternal Nutrition	50	50	100
4	Gender & Development	50	50	100
5	Historical Textile	50	50	100
	<b>Total</b>	<b>325</b>	<b>175</b>	<b>500</b>
<b>IIInd Semester</b>				
1	Appareal & Textile Designe	50	50	100
2	Nutrition for Health & Fitness	100	-	100
3	Child & Human Rights	75	25	100
4	Interior Space Design	100	-	100
5	Statistics and Computer Application	50	50	100
	<b>Total</b>	<b>375</b>	<b>125</b>	<b>500</b>
<b>IIIrd Semester</b>				
1	Development Communication	50	50	100
2	Care of Children with Disability & Illness	50	50	100
3	Dietetic Techniques & Patient Counseling	50	50	100
4	Guidance and Counseling	100	-	100
5	Dyeing Printing	100		100
	<b>Total</b>	<b>350</b>	<b>150</b>	<b>500</b>

## IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

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<b>IVth Semester</b>				
1	Human Resource Management	50	-	50
2	Group A – Clothing & Textile Or Group B – Human Development Or Group C – Foods & Nutrition	150	150	300
3	Dissertation & Viva – Voce	150	-	150
	<b>Total</b>	<b>350</b>	<b>150</b>	<b>500</b>
	<b>Grand Total</b>	<b>1400</b>	<b>600</b>	<b>2000</b>

### M.Sc. Food and Nutrition

<b>S.No.</b>		<b>Th.</b>	<b>Pr.</b>	<b>Total</b>
<b>1st Sem.</b>				
	Statistics & Computer application	100	-	100
	Applied Physiology	100	-	100
	Principles of Food Science	100	50	150
	Instrumentation & Advanced Nutritional Biochemistry	100	50	150
	<b>Total</b>	<b>400</b>	<b>100</b>	<b>500</b>
<b>2nd Sem.</b>				
	Research Methods & Seminar	75	25	100
	Advance Microbiology	100	50	150
	Advance Food Science	100	50	150
	Public Nutrition	75	25	100
	<b>Total</b>	<b>350</b>	<b>150</b>	<b>500</b>

<b>3rd Sem.</b>				
	Clinical & Therapeutic Nutrition	100	50	150
	Programme Planning In Public Health Nutrition	100	50	150
	Entrepreneurship In Food Service	100	-	100
	Human Nutrition	100	-	100
	<b>Total</b>	<b>400</b>	<b>100</b>	<b>500</b>
<b>4th Sem.</b>				
	DISSERTATION OR INTERNSHIP	500	-	500
	<b>GRAND TOTAL</b>	<b>1650</b>	<b>350</b>	<b>2000</b>

### **ATTENDANCE**

- The students are expected to attend all the classes and should not have less than 75% attendance in theory as well as in practical classes, wherever held, to become eligible to appear for the university examination. Short fall in attendance can, however be condoned in deserving cases to the extent of 10% by the Principal. If the short fall is more than 10% by the Principal. If the short fall is more than 10% but not more than 15%, the Principal may recommend deserving cases to the Vice Chancellor for consideration. The order of the Vice Chancellor in this regard shall be final.
- A student shall be entitled to get marks as part of internal assessment for attending classes of a subject / paper of study regularly as per the following norms :

85% or more	-	10 Marks
80% or more but less than 85% attendance	-	9 Marks
75% or more but less than 80% attendance	-	8 Marks
70% or more but less than 75% attendance	-	7 Marks
65% or more but less than 70% attendance	-	5 Marks
60% or more but less than 65% attendance	-	3 Marks
51% or more but less than 60% attendance	-	2 Marks
50% attendance	-	1 Mark
Less than 50% attendance	-	0 Mark

## CONDUCT & DISCIPLINE OF STUDENT

The Students must bear a good moral character & must follow all the laid down principles of conduct of the College. The student should not indulge in any illegal activities / unethical activities inside as well as outside the college premises.

## EXAMINATIONS

6. **University examination** carrying 100 marks
7. To find eligibility for next semester, it is essential to a student to obtain 40% marks in aggregate of previous semester result.
8. Failure to obtain minimum 40% marks, a candidate will re-appear in exam, along with the regular exam of the subsequent semester. The boundation is that the candidate will not be entitle to reappear in exam more than four papers, theory & practical will be counted separate papers.
9. If the candidate fails in more than four subjects, will be treated as Ex students & will be entitled to appear in next final exam.
10. The examination work including paper setting, invigilation, valuation, tabulation and operation of the result shall be a part of the duty of a teacher/employee of the university as and when assigned. No extra payment can be claimed for performing these duties.
11. Copying by an examinee in any manner whatsoever shall be called cheating and shall disqualify the examinee from the whole examination.
12. Misbehavior by a candidate with any examination staff would fetch the penalty of cancellation of the candidature and he / she will be debarred from the examination. A fine, which may extend to Rs. 5,000/- may also be imposed at the discretion of the examination committee.

## THE AWARD

The final result at the end of the course shall be prepared as below by aggregating the marks obtained in the theory and the practical.

	<b>Grade</b>	<b>Division</b>
Below 40% in aggregate	D	Fail
40% or above but below 50%in aggregate	C	2 <sup>nd</sup>
50% or above but below 60%in aggregate	B	2 <sup>nd</sup>
60% or above but below 70%in aggregate	A	Ist
70% or above but below 75%in aggregate	A+	Ist
75% or above in aggregate	A++	Ist

### **POWER TO MODIFY**

In the event of any emergent situation, if any deviation is considered necessary, the Vice Chancellor is authorized to modify the ordinance. Subject to subsequent ratification by the Executive Council.

- a. After final exam if a candidate is declared fail in four papers he has an opportunity to appear in back paper exam. In result of back paper exam, if a candidate does not secure 'C' grade than he will be treated as Ex student and will appear in full exam. If he is declared fail in more than three papers than he will be appearing in full exam and will get two chances for reappearing in full exam.
- b. The maximum period for obtaining the degree is six years.

**ORDINANCE – 28 (xxxi)**

**B.PHARM, M.PHARM & D.PHARM**

**EXAMINATION**

**ORDINANCE RELATING TO PREPARATION OF PANELS FOR APPOINTMENT OF PAPER SETTERS AND EXAMINERS AND THEIR QUALIFICATIONS.**

1. Application for Examinership will be made to the Controller of Examinations in the prescribed form obtainable from the University Office. The last date for submission of application for examinership in the University Office will be 16th August.
2. An Applicant will apply for Examinership separately in the subject where he/she is teaching the subject/s falling under the different Board of Studies.
3. The Examination Section will send all applications received to the Chairman of the Board of Studies concerned for preparation of the panel by 30th August.
4. The Panel of Examiners in each subject or group of subjects will be prepared by the Board of Studies concerned by 30th September in order to present the same before the Academic Council in October.
5. In this Ordinance, the word 'Teacher' unless repugnant to the subject or context shall mean a teacher in a University Department or a College or an Institution affiliated or recognized by this or any other statutory University. (No changes).
6. The 'teaching experience' shall mean experience as Lecturer/Assistant Professor/Reader/Associate Professor/Professor in such University Department or a College or Institution affiliated or recognized by such University.
7. The Internal Paper Setter/Examiner shall mean a teacher who is imparting instruction for the course of studies at a particular level or higher level.



8. The External Paper Setter / Examiner shall mean (a) a person teaching the subject/s in any other College / Department /Institution under the same University or any other recognised University or Institution under other recognised Universities, a person possessing the required academic qualifications in the subject or allied subject and actively engaged in professional work or research work in the subject, whether in service or retired, at the time of appointment as Paper Setter / Examiner.
9. The degree qualifications must be in the subject/s concerned and of a statutory Indian University or a recognized Foreign University.
10. The Board of Studies in various subjects shall consider applications for examinership in respective subject and prepare for various examinations of suitable persons from amongst the applicants and non applicants from this and other Universities.
11. The Board of Studies shall suggest in the panel of Internal Examiners at least five time the number of such persons required for appointment in each subject and the same number of persons in the panel of External Examiners.
12. A non applicant may be included in the panel of Examiners by the Board of Studies only if such a person satisfies the conditions of academic qualifications and the required experience. The Boards of Studies shall mention the qualifications, experience and the complete address of non applicants proposed to be included in the panel and shall submit the Bio data obtained from the non applicant who may be proposed to be an examiner.
13. The Board of Studies, shall on no account include in their panels. (a) persons who are neither teachers of statutory Universities nor outstanding researchers in the subject, except in the case of professional subjects. (b) persons who have written guides, pamphlets of questions and answer/solution (digest) or who are coaching students privately in the subject of the examination for which the panel is prepared.
14. The Board of Studies while preparing the panel in any subject/s shall include, after careful scrutiny and necessary modification, the names of persons from previous panel. When a Board of Study deletes any name, a special resolution indicating the reasons for such deletion should be made. The Board will necessarily remove from the panel of Internal/External examiners the names of such persons who are no longer Internal/External

examiner according to the Ordinance. The Board shall not delete the name of any person from the panel on the grounds that any of his/her relation is appearing for the examination.

15. The panel of Internal Examiners shall include the names of all internal applicants who satisfy the qualifications and experience laid down in that behalf except where the Board of Studies excludes a name by a special resolution for the reasons recorded in it. If for any specified reason to be recorded in writing, the Board of Studies think it necessary to recommend persons deficient in qualifications /experience, their names should be separately listed.
16. The Board of Studies shall prepare the panel of Examiners for Post graduate & Under graduate courses separately. At the Post graduate courses where special papers in specialized branches are prescribed the Board of Studies shall prepare separate panel for each such paper.
17. The names recommended in the panel in a subject for a higher examination in a faculty may be considered for inclusion in the panel at a lower examination. The names included in the higher panel should not be repeated in the lower panel unless any applicant for the higher examination clearly communicates his willingness for being considered for appointment at a lower examination.
18. No person shall be appointed as paper setter and examine for more than one subject except in exceptional circumstances and post -graduate courses and professional courses.
19. Ordinarily a person shall not be appointed as an Examiner/papersetter/ Chairpersons in the same subject for more than four terms/2 years consecutively.
20. The provision may be relaxed if necessary at Master's degree and at all professional courses and post graduate Diploma Examination.
21. Number of internal and external examiners to be appointed at the examination will be decided by O.B Committee.
22. The number of Paper Setters be appointed according to the requirement of papers to be set in a subject at post graduate and under graduate examinations.

23. Persons having following relations appearing in any subject at an examination will be considered ineligible for appointment as examiner/paper setter in the said subject at the said examination. "Father, Mother, Wife, Husband, Son, Daughter, Grandson, Granddaughter, Brother, Sister, Nephew, Niece, Uncle, Aunt, First Cousin, Son in Law, Daughter in Law, Brother in Law and Sister In Law.
24. At the Under graduate examinations where the number of students for certain subject is small, more than one examination may be combined into one group in the subject for the purpose of appointment of Paper-Setter and Examiner and appointment for each group of examinations will be treated as one appointment.

**Qualification for selection of examiners**

**M. Pharm. Examination**

- (a) A Doctor's degree
- (b) Master's degree in Pharmacy in First or Second Class in the subject;
- (c) Five years teaching experience or five years standing in the profession.

**B. Pharm. Examination**

- (a) Master's degree in Pharmacy in First or Second Class in the subject;
- (b) Five years teaching experience
- (c) Five years standing in the profession

**D. Pharm. Examination**

- (a) Master's/bachelors degree in Pharmacy in First or Second Class in the subject;
- (b) Five years teaching experience
- (c) Five years standing in the profession

**DURATION OF EXAMINATION:**

Each theory paper shall be of 3 hrs. duration.

# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

## SCHEME OF EXAMINATION:

### B.PHARM- Semester-I (First Year) University Examination

S.No.	Subject	Subject Code	Theory Marks				Practical Marks				Total Marks
			Theory Paper	Internal Assessment	Total	Minimum Marks	Practical	Internal Assessment	Total	Minimum Marks	
1.	Pharmaceutical Chemistry-I (Medicinal Inorganic Chemistry)	BP-111	70	30	100	40	70	30	100	50	200
2.	Introduction to Pharmaceutics-I (General Pharmacy)	BP-112	70	30	100	40	70	30	100	50	200
3.	Human Anatomy, Physiology And Pathophysiology - I	BP-113	80	30	100	40	70	30	100	50	200
4.	Pharmaceutical Drug Analysis-I	BP-114	80	30	100	40	70	30	100	50	200
5.	Computer Applications & Programming Practical	BP-115	80	30	100	40	70	30	100	50	200
6	Industrial Training on Galanical Preparation (Herbal Industry/Ayurvedic/Siddha Pharma company)	BP-116					70	30	100	50	100
<b>Grand Total</b>											1000

# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

## B.PHARM- Semester-II (First Year) University Examination

S.No.	Subject	Subject Code	Theory Marks				Practical Marks				Total Marks
			Theory Paper	Internal Assessment	Total	Minimum Marks	Practical	Internal Assessment	Total	Minimum Marks	
1.	Fundamentals of Organic Chemistry	BP-121	70	30	100	40	70	30	100	50	200
2.	Pharmaceutics-II (Physical Pharmacy)	BP-122	70	30	100	40	70	30	100	50	200
3.	Human Anatomy, Physiology and Pathophysiology	BP-123	70	30	100	40	70	30	100	50	200
4.	Pharmacognosy & Phytomedicines-I	BP-124	70	30	100	40	70	30	100	50	200
5.	Mathematics and Biostatistics	BP-125	70	30	100	40	70	30	100	50	200
6.	Practical Training for a community pharmacist (Poly clinic/Hospital/multi specialty clinic)	BP-126					70	30	100	50	100
<b>Grand Total</b>											1100

# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

## B.PHARM- Semester-III (Second Year) University Examination

S.No.	Subject	Subject Code	Theory Marks				Practical Marks				Total Marks
			Theory Paper	Internal Assessment	Total	Minimum Marks	Practical	Internal Assessment	Total	Minimum Marks	
1.	Pharmaceutical Chemistry-III (Advanced Synthetic & Bioorganic Chemistry)	BP-231	70	30	100	40	70	30	100	50	200
2.	Pharmaceutics –III (Unit Operation)	BP-232	70	30	100	40	70	30	100	50	200
3.	Pharmaceutics –III (Community Pharmacy)	BP-233	70	30	100	40	70	30	100	50	200
4.	Phathology & Common disease	BP-234	70	30	100	40	70	30	100	50	200
5.	Pharmacognosy & Phytomedicine-II	BP-235	70	30	100	40	70	30	100	50	200
6.	Human Value & Professional Ethics/Cyber Security	AUC-001/ AUC-002	75	25	50	20					75
<b>Grand Total</b>											1000

# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

## B.PHARM- Semester-IV (Second Year) University Examination

S.No.	Subject	Subject Code	Theory Marks				Practical Marks				Total Marks
			Theory Paper	Internal Assessment	Total	Minimum Marks	Practical	Internal Assessment	Total	Minimum Marks	
1.	Pharmaceutical Chemistry –IV (Molecular Biology & Biochemistry)	BP-241	70	30	100	40	70	30	100	50	200
2.	Pharmacognosy & Phytomedicines-III	BP-242	70	30	100	40	70	30	100	50	200
3.	Pharmaceutics-V (Cosmetic Technology)	BP-243	70	30	100	40	70	30	100	50	200
4.	Pharmaceutical Analysis -II	BP-244	70	30	100	40	70	30	100	50	200
5.	Pharmaceutical Jurisprudence	BP-245	70	30	100	40	70	30	100	50	200
6.	Training on Patient Patho Physiology Analysis (Poly clinic/Hospital/ Multi specialty clinic)	BP-246					70	30	100	50	100
<b>Grand Total</b>											1100



# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

## B.PHARM- Semester-V (Third Year) University Examination

S.No.	Subject	Subject Code	Theory Marks				Practical Marks				Total Marks	
			Theory Paper	Internal Assessment	Total	Minimum Marks	Practical	Internal Assessment	Total	Minimum Marks		
1.	Pharmaceutical Drug Chemistry-I	BP-351	70	30	100	40	70	30	100	50	200	
2.	Pharmaceutics-V (Pharmaceutical Technology-I)	BP-352	70	30	100	40	70	30	100	50	200	
3.	Pharmaceutics – VII (Pharmaceutical Food Microbiology)	BP-353	70	30	100	40	70	30	100	50	200	
4.	Pharmacology-I (Advanced Pharmacology & Toxicology)	BP-354	70	30	100	40	70	30	100	50	200	
5.	Environment & Ecology	BP-355	70	30	100	40					100	
6.	Hospital Posting & Training (Government Hospital/Minimum 200 bedded private hospital)	BP-356					70	30	100	50	100	
Grand Total											1000	8
												8

# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

## B.PHARM- Semester-VI (Third Year) University Examination

S.No.	Subject	Subject Code	Theory Marks				Practical Marks				Total Marks
			Theory Paper	Internal Assessment	Total	Minimum Marks	Practical	Internal Assessment	Total	Minimum Marks	
1.	Pharmaceutical Drug Chemistry-VI (Medicinal Chemistry-II)	BP-361	70	30	100	40	70	30	100	50	200
2.	Pharmaceuticals-VIII (Pharmaceutical Technology-II)	BP-362	70	30	100	40	70	30	100	50	200
3.	Pharmacology-II (Pharmacology & Toxicology)	BP-363	70	30	100	40	70	30	100	50	200
4.	Pharmacognosy & Phytomedicines -III	BP-364	70	30	100	40	70	30	100	50	200
5.	Professional Communication	BP-365	70	30	100	40					200
6.	Industrial Training	BP-366					70	30	100	50	100
<b>Grand Total</b>											<b>1000</b>

# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

## B.PHARM- Semester-VII (Forth Year) University Examination

S.No.	Subject	Subject Code	Theory Marks				Practical Marks				Total Marks
			Theory Paper	Internal Assessment	Total	Minimum Marks	Practical	Internal Assessment	Total	Minimum Marks	
1.	Pharmaceutical Chemistry VI  (Medicinal Chemistry-III)	BP-471	70	30	100	40	70	30	100	50	200
2.	Pharmaceutics - IX (Biopharmaceutics & Pharmacokinetics)	BP-472	70	30	100	40	70	30	100	50	200
3.	Pharmacology-III (Advanced Pharmacology & Pharmacovigilance)	BP-473	70	30	100	40	70	30	100	50	200
4.	Pharmacognosy & Phytomedicines -IV	BP-474	70	30	100	40	70	30	100	50	200
5.	Pharmaceutical Drug Analysis-III	BP-475	70	30	100	40	70	30	100	50	200
6.	Hospital Posting & Training (Government Hospital/Minimum 200 bedded private hospital)	BP-476					70	30	100	50	100
7.	Industrial Training on quality assurance management system(Any pharma industry)	BP-477					70	30	100	50	100
<b>Grand Total</b>											1200

# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

## B.PHARM- Semester-VIII (Fourth Year) University Examination

S.No	Subject	Subject Code	Theory Marks				Practical Marks				Total Marks
			Theory Paper	Internal Assessment	Total	Minimum Marks	Practical	Internal Assessment	Total	Minimum Marks	
1.	Pharmaceutical Chemistry-VII (Chemistry of Natural Products)	BP-481	70	30	100	40	70	30	100	50	200
2.	Pharmaceutics-X (Pharmaceutical Biotechnology)	BP-482	70	30	100	40	70	30	100	50	200
3.	Pharmaceutics-XI (Pharmaceutical Marketing & Management)	BP-483	70	30	100	40	70	30	100	50	200
4.	Pharmaceutics-XII (Food & Nutraceuticals)	BP-484	70	30	100	40	70	30	100	50	200
5.	Elective	BP-485	70	30	100	40	70	30	100	50	200
6.	Report on Industrial/ Research  Laboratory Visit	BP-486	70	30	100	40	70	30	100	50	200
7.	Training on statistical software utility and report preparation	BP-487					70	30	100	50	100
<b>Grand Total</b>											1300

**M.PHARM (PHARMACEUTICS)**

**Semester-I**

S.N.	Subject Code	Name of the Subject	Evaluation Scheme					Subject Total
			Theory			Practical		
			CT	TA	ESE	TA	ESE	
1	MPH-111	Modern Pharmaceutical Analytical Techniques	20	10	70	--	--	100
2	MPH-112	Pharmaceutical Bio-Statistics And Computer Applications	20	10	70	--	--	100
3	MPH-114	Pharmaceutical Regulatory Affairs	20	10	70	--	--	100
4	MPH-115	Pharmaceutical Product Development And Design	20	10	70	--	--	100
5	MPH-117	Pharmaceutical Biotechnology & Bioinformatics	20	10	70	--	--	100
6	MPH-111P	Modern Pharmaceutical Analytical Techniques	--	--	--	30	70	100
7	MPH-115P	Pharmaceutical Product Development And Design	--	--	--	30	70	100
<b>Total</b>								<b>700</b>

**Semester-II**

S.N.	Subject Code	Name of the Subject	Evaluation Scheme					Subject Total
			Theory			Practical		
			CT	TA	ESE	TA	ESE	
1	<i>MPH-121</i>	Pharmaceutical Production Management & Research	20	10	70	--	--	100
2	<i>MPH-122</i>	Modified/Targeted Drug Delivery System	20	10	70	--	--	100
3	<i>MPH-123</i>	Advanced Biopharmaceutics & Synopsis of Proposed Dissertation	20	10	70	--	--	100
4	<i>MPH-125</i>	Synopsis of Proposed Dissertation	--	--	--	100	--	100
5	<i>MPH-122P</i>	Modified/Targeted Drug Delivery System	--	--	--	30	70	100
6	<i>MPH-123P</i>	Advanced	--	--	--	30	70	100
<b>Total</b>								<b>600</b>

**Semester – III & IV**

S.N.	Subject Code	Name of the Subject	Evaluation Scheme					Subject Total
			Theory			Practical		
			CT	TA	ESE	TA	ESE	
1	MPH-301	Presentation & Viva-Voce	--	--	--	-	200	200
2	MPH-401	Dissertation (Final)	--	--	--	-	300	300
<b>Total</b>								<b>500</b>

**M.PHARM (PHARMACEUTICAL CHEMISTRY)**

**Semester-I**

S.N.	Subject Code	Name of the Subject	Evaluation Scheme					Subject Total
			Theory			Practical		
			CT	TA	ESE	TA	ESE	
1	MPH-111	Modern Pharmaceutical	20	10	70	--	--	100
2	MPH-112	Pharmaceutical Bio-Statistics And Computer Applications	20	10	70	--	--	100
3	MPH-114	Pharmaceutical Regulatory Affairs	20	10	70	--	--	100
4	MPH-116	Advanced Organic Chemistry	20	10	70	--	--	100
5	MPH-118	Drug Design	20	10	70	--	--	100
6	MPH-111P	Modern Pharmaceutical	--	--	--	30	70	100
7	MPH-116P	Advanced Organic Chemistry	--	--	--	30	70	100
<b>Total</b>								<b>700</b>

**Semester-II**

S.N.	Subject Code	Name of the Subject	Evaluation Scheme					Subject Total
			Theory			Practical		
			CT	TA	ESE	T	ESE	
1	MPH-126	Advanced Medicinal Chemistry	20	10	70	--	--	100
2	MPH-127	Chemistry of Natural Products	20	10	70	--	--	100
3	MPH-128	Polymer & Bio-organic Chemistry	20	10	70	--	--	100
4	MPH-125	Synopsis of Proposed Dissertation	--	--	--	100	--	100
5	MPH-126P	Advanced Medicinal Chemistry	--	--	--	30	70	100
6	MPH-128P	Polymer & Bio-organic	--	--	--	30	70	100
<b>Total</b>								<b>600</b>

**Semester - III & IV**

S.N.	Subject Code	Name of the Subject	Evaluation Scheme					Subject Total
			Theory			Practical		
			CT	TA	ESE	TA	ESE	
1	MPH-301	Presentation & Viva-Voce	--	--	--	-	200	200
2	MPH-401	Dissertation (Final)	--	--	--	-	300	300
<b>Total</b>								<b>500</b>



**DIPLOMA IN PHARMACY (PART-I) EXAMINATION**

Subject	Maximum marks for Theory			Maximum marks for practical		
	Examination	Sessional	Total	Examination	Sessional	Total
Pharmaceutics-I	80	20	100	80	20	100
Pharmaceutical chemistry-I	80	20	100	80	20	100
Pharmacognosy	80	20	100	80	20	100
Bio- chemistry and Clinical pathology	80	20	100	80	20	100
Human Anatomy and Physiology	80	20	100	80	20	100
Health Education and Community Pharmacy	80	20	100	-	-	-
			600	+		500=1100

**DIPLOMA IN PHARMACY (PART-II) EXAMINATION**

Subject	Maximum marks for Theory			Maximum marks for practical		
	Examination	Sessional	Total	Examination	Sessional	Total
Pharmaceutics-II	80	20	100	80	20	100
Pharmaceutical chemistry-II	80	20	100	80	20	100
Pharmacology & Toxicology	80	20	100	80	20	100
Pharmaceutical Jurisprudence	80	20	100	-	-	-
Drug Store and Business Management	80	20	100	-	-	-
Hospital and Clinical Pharmacy	80	20	100	80	20	100
			600	+		400=1000

### INTERNAL ASSESSMENT

It will be for theory and practical both.

It will be done through the whole Semester.

Candidate must obtain at least 40% marks in theory and 50% practicals separately in internal assessment to be eligible for the semester university examination.

- Internal assessment (Theory) will be done as follows :
  - a) Mid-term and term examinations = 20 marks
  - b) Assignments/ Class test/Teacher Assessments = 05 marks
  - c) Attendance = 05 marks**Total = 30 marks**

- Internal assessment of subjects without practicals will be done as :
  - a) Mid-term and term examinations = 20 marks
  - b) Assignments/ Record/Teacher Assessments = 05 marks
  - c) Attendance = 05 marks**Total = 30 marks**

### CRITERIA FOR PASSING

- A candidate is declared to have passed University examination in a subject, if he/she secures 40% of the marks in theory and 50% in practicals separately. For computation of 40% marks in theory, the marks scored in the internal assessment (theory) shall be added to the University conducted written examination and for passing in practical the marks scored in University conducted practical examination and internal assessment (practical) shall be added together.

### GRACE MARKS:

- If a candidate fails in one subject (theory only) in the Semester University examination, five grace marks will be given to the candidate by the University for only one subject annually before the declaration of result.
- Candidate failing in practical examination will be considered as failed.

**SUPPLEMENTARY EXAMINATION:**

- A candidate failing in a subject but securing at least 30% aggregate marks will be required to appear in the university examination after 3 months in that subject/ subjects while attending classes of next year. Those who secure less than 30% aggregate marks will be required to appear in all the subjects.
- If the candidate fails in supplementary examination his/her session will be shifted by one year. The candidate will have to take admission in the previous year and pay the tuition fee for the academic year. He/she will have to appear in all the subjects in the examination.
- Supplementary examination will be held not earlier than 3 months and later than 6 months from the date of annual University examination.

**DIVISION:**

- Candidate will be awarded division at the end of fourth academic year as follows:
  - Distinction - 75% and above marks in any subject.
  - First division - 60% and above in the aggregate of marks of all subjects.
  - Second division- 50% or more but less than 60% in the aggregate of marks of all subjects.

**DEGREE:**

- The degree of B.Pharm course of the University shall be conferred on the candidates who have pursued the prescribed course of study for not less than four academic years and have passed examinations as prescribed under the relevant scheme.

**SYLLABUS**

**ODD SEMESTER**

***B.PHARM SEMESTER-I (FIRST YEAR)***

S.	Course	Subject	Periods		Total Hrs.
			L	P	
<b>THEORY</b>					
1	BP-111	Pharmaceutical Chemistry-I (Medicinal Inorganic Chemistry)	3	0	40
2	BP-112	Introduction to Pharmaceutics-I (General Pharmacy)	3	0	40
3	BP-113	Human Anatomy, Physiology And Pathophysiology - I	3	0	40
4	BP-114	Pharmaceutical Drug Analysis-I	3	0	40
5	BP-115	Computer Applications & Programming	3	0	40
<b>PRACTICAL/PROJECT</b>					
6	BP-111P	Pharmaceutical Chemistry-I (Medicinal Inorganic Chemistry) Practical	0	4	40
7	BP-112P	Introduction to Pharmaceutics-I (General Pharmacy) Practical	0	4	40
8	BP-113P	Human Anatomy, Physiology and Pathophysiology-I Practical	0	2	40
9	BP-114P	Pharmaceutical Drug Analysis-I Practical	0	4	40
10	BP-115P	Computer Applications & Programming Practical	0	4	40
11	BP-116P	Industrial Training on Galanical Preparation (Herbal Industry/Ayurvedic/Siddha Pharma company)			40

**B.PHARM SEMESTER-II (FIRST YEAR)**

S. No.	Course Code	Subject	Period		Total Hrs
			L	P	
	BP-121	Fundamentals of Organic Chemistry	3	0	40
	BP-122	Pharmaceutics-II (Physical Pharmacy)	3	0	40
	BP-123	Human Anatomy, Physiology and Pathophysiology-II	3	0	40
	BP-124	Pharmacognosy & Phytomedicines-I	3	0	40
	BP-125	Mathematics and Biostatistics	3	0	40
	<b>Practical</b>				
	BP-121P	Fundamentals of Organic Chemistry	0	4	40
	BP-122P	Pharmaceutics-II (Physical Pharmacy)	0	4	40
	BP-123P	Human Anatomy, Physiology and Pathophysiology-II	0	4	40
	BP-124P	Pharmacognosy & Phytomedicines-I			40
	BP-125P	Mathematics and Biostatistics	0	4	40
	BP-126T	Practical Training for a community pharmacist (Poly clinic/Hospital/multi specialty clinic)			<b>40</b>

**B.PHARM SEMESTER-III (SECOND YEAR)**

S. No.	Course Code	Subject	Period		Total Hrs
			L	P	
	BP-231	Pharmaceutical Chemistry-III (Advanced Synthetic & Bioorganic Chemistry)	3	0	40
	BP-232	Pharmaceutics –III (Unit Operation)	3	0	40
	BP-233	Pharmaceutics –III (Community Pharmacy)	3	0	40
	BP-234	Phathology & Common disease	3	0	40
	BP-235	Pharmacognosy & Phytomedicine-II	3	0	40
<b>Practical</b>					
	BP-231P	Pharmaceutical Chemistry-III (Advanced Synthetic & Bioorganic Chemistry)	0	4	40
	BP-232P	Pharmaceutics –III (Unit Operation)	0	4	40
	BP-233P	Pharmaceutics –III (Community Pharmacy)	0	4	40
	BP-234P	Phathology & Common disease			40
	BP-235P	Pharmacognosy & Phytomedicine-II	0	4	40
	AUC001/AUC002	Human Value & Professional Ethics/Cyber Security			<b>40</b>

**B.PHARM SEMESTER-IV (SECOND YEAR)**

S. No.	Course Code	Subject	Period		Total Hrs
			L	P	
	BP-241	Pharmaceutical Chemistry –IV (Molecular Biology & Biochemistry)	3	0	40
	BP-242	Pharmacognosy & Phytomedicines-III	3	0	40
	BP-243	Pharmaceutics-V (Cosmetic Technology)	3	0	40
	BP-244	Pharmaceutical Analysis -II	3	0	40
	BP-245	Pharmaceutical Jurisprudence	3	0	40
<b>Practical</b>					
	BP-241P	Pharmaceutical Chemistry –IV (Molecular Biology & Biochemistry)	0	4	40
	BP-242P	Pharmacognosy & Phytomedicines-III	0	4	40
	BP-243P	Pharmaceutics-V (Cosmetic Technology)	0	4	40
	BP-244P	Pharmaceutical Analysis -II			40
	BP-245P	Pharmaceutical Jurisprudence	0	4	40
	BP-246P	Training on Patient Patho Physiology Analysis (Poly clinic/Hospital/Multi specialty clinic)			<b>40</b>

**B.PHARM SEMESTER-V (THIRD YEAR)**

S. No.	Course Code	Subject	Period		Total Hrs
			L	P	
	BP-351	Pharmaceutical Drug Chemistry-I	3	0	40
	BP-352	Pharmaceutics-V (Pharmaceutical Technology-I)	3	0	40
	BP-353	Pharmaceutics –VII (Pharmaceutical Food Microbiology)	3	0	40
	BP-354	Pharmacology-I (Advanced Pharmacology & Toxicology)	3	0	40
	BP-355	Environment & Ecology	3	0	40
<b>Practical</b>					
	BP-351P	Pharmaceutical Drug Chemistry-I	0	4	40
	BP-352P	Pharmaceutics-V (Pharmaceutical Technology-I)	0	4	40
	BP-353P	Pharmaceutics –VII (Pharmaceutical Food Microbiology)	0	4	40
	BP-354P	Pharmacology-I (Advanced Pharmacology & Toxicology)			40
	BP-355P	Environment & Ecology	0	4	40
	BP-356P	Hospital Posting & Training (Government Hospital/Minimum 200 bedded private hospital)			<b>40</b>



**B.PHARM SEMESTER-VI (THIRD YEAR)**

S. No.	Course Code	Subject	Period		Total Hrs
			L	P	
	BP-361	Pharmaceutical Drug Chemistry-VI (Medicinal Chemistry-II)	3	0	40
	BP-362	Pharmaceutics-VIII (Pharmaceutical Technology-II)	3	0	40
	BP-363	Pharmacology-II (Pharmacology & Toxicology)	3	0	40
	BP-364	Pharmacognosy & Phytomedicines -III	3	0	40
	BP-365	Professional Communication	3	0	40
<b>Practical</b>					
	BP-361P	Pharmaceutical Drug Chemistry-VI (Medicinal Chemistry-II)	0	4	40
	BP-362P	Pharmaceutics-VIII (Pharmaceutical Technology-II)	0	4	40
	BP-363P	Pharmacology-II (Pharmacology & Toxicology)	0	4	40
	BP-364P	Pharmacognosy & Phytomedicines -III			40
	BP-365P	Professional Communication	0	4	40
	BP-366P	Industrial Training			<b>40</b>

**B.PHARM SEMESTER-VII (FOURTH YEAR)**

S. No.	Course Code	Subject	Period		Total Hrs
			L	P	
	BP-471	Pharmaceutical Chemistry VI (Medicinal Chemistry-III)	3	0	40
	BP-472	Pharmaceutics - IX (Biopharmaceutics & Pharmacokinetics)	3	0	40
	BP-473	Pharmacology-III (Advanced Pharmacology & Pharmacovigilance)	3	0	40
	BP-474	Pharmacognosy & Phytomedicines -IV	3	0	40
	BP-475	Pharmaceutical Drug Analysis- III	3	0	40
<b>Practical</b>					
	BP-471	Pharmaceutical Chemistry VI (Medicinal Chemistry-III)	0	4	40
	BP-472	Pharmaceutics - IX (Biopharmaceutics & Pharmacokinetics)	0	4	40
	BP-473	Pharmacology-III (Advanced Pharmacology & Pharmacovigilance)	0	4	40
	BP-474	Pharmacognosy & Phytomedicines -IV			40
	BP-475	Pharmaceutical Drug Analysis- III	0	4	40
	BP-476	Hospital Posting & Training (Government Hospital/Minimum 200 bedded private hospital)			<b>40</b>
	BP-477	Industrial Training on quality assurance management system(Any pharma industry)			40

**B.PHARM SEMESTER-VIII (FOURTH YEAR)**

S. No.	Course Code	Subject	Period		Total Hrs
			L	P	
	BP-481	Pharmaceutical Chemistry-VII (Chemistry of Natural Products)	3	0	40
	BP-482	Pharmaceutics-X (Pharmaceutical Biotechnology)	3	0	40
	BP-483	Pharmaceutics-XI (Pharmaceutical Marketing & Management)	3	0	40
	BP-484	Pharmaceutics-XII (Food & Nutraceuticals)	3	0	40
	BP-485	Elective	3	0	40
<b>Practical</b>					
	BP-481P	Pharmaceutical Chemistry-VII (Chemistry of Natural Products)	0	4	40
	BP-482P	Pharmaceutics-X (Pharmaceutical Biotechnology)	0	4	40
	BP-483P	Pharmaceutics-XI (Pharmaceutical Marketing & Management)	0	4	40
	BP-484P	Pharmaceutics-XII (Food & Nutraceuticals)			40
	BP-485P	Elective	0	4	40
	BP-486P	Report on Industrial/ Research			40
	BP-487P	Laboratory Visit Training on statistical software utility and report preparation			40

**M.PHARM (PHARMACEUTICS)**

**Semester-I**

S.N.	Subject Code	Name of the Subject	Theory	Practical	Total
1	MPH-111	Modern Pharmaceutical Analytical Techniques	3	4	40
2	MPH-112	Pharmaceutical Bio-Statistics And Computer Applications	3	4	40
3	MPH-	Pharmaceutical Regulatory Affairs	3	4	40
4	MPH-115	Pharmaceutical Product Development And Design	3	4	40
5	MPH-117	Pharmaceutical Biotechnology & Bioinformatics	3	4	40
6	MPH-111P	Modern Pharmaceutical Analytical Techniques		4	40
7	MPH-115P	Pharmaceutical Product Development And Design		4	40

**Semester-II**

S.N.	Subject Code	Name of the Subject	Theory	Practical	Total
1	MPH-121	Pharmaceutical Production Management & Research	3	4	40
2	MPH-122	Modified/Targeted Drug Delivery System	3	4	40
3	MPH-123	Advanced Biopharmaceutics &	3	4	40
4	MPH-125	Synopsis of Proposed Dissertation	3	4	40
5	MPH-122P	Modified/Targeted Drug Delivery System		4	40
6	MPH-123P	Advanced		4	40

**Semester – III & IV**

S.N.	Subject Code	Name of the Subject	Theory	Practical	Total
1	<i>MPH-301</i>	Presentation & Viva-Voce		4	40
2	<i>MPH-401</i>	Dissertation (Final)		4	40

**M.PHARM (PHARMACEUTICAL CHEMISTRY)**

**Semester-I**

S.N.	Subject Code	Name of the Subject	Theory	Practical	Total
1	<i>MPH-111</i>	Modern Pharmaceutical Analytical Techniques	3	4	40
2	<i>MPH-112</i>	Pharmaceutical Bio-Statistics And Computer Applications	3	4	40
3	<i>MPH-114</i>	Pharmaceutical Regulatory Affairs	3	4	40
4	<i>MPH-116</i>	Advanced Organic Chemistry	3	4	40
5	<i>MPH-118</i>	Drug Design	3	4	40
6	<i>MPH-111P</i>	Modern Pharmaceutical Analytical Techniques		4	40
7	<i>MPH-116P</i>	Advanced Organic Chemistry		4	40

**Semester-II**

S.N.	Subject Code	Name of the Subject	Theory	Practical	Total
1	<i>MPH-126</i>	Advanced Medicinal Chemistry	3	4	40
2	<i>MPH-127</i>	Chemistry of Natural Products	3	4	40
3	<i>MPH-128</i>	Polymer & Bio-organic Chemistry	3	4	40
4	<i>MPH-125</i>	Synopsis of Proposed Dissertation	3	4	40
5	<i>MPH-126P</i>	Advanced Medicinal Chemistry		4	40
6	<i>MPH-128P</i>	Polymer & Bio-organic Chemistry		4	40

**Semester - III & IV**

S.N.	Subject Code	Name of the Subject	Theory	Practical	Total
1	<i>MPH-301</i>	Presentation & Viva-Voce		4	40
2	<i>MPH-401</i>	Dissertation (Final)		4	40

**DIPLOMA IN PHARMACY (PART-I) EXAMINATION**

<b>Subject</b>	<b>No. of hours of Theory</b>	<b>No. of hours of Practical</b>
Pharmaceutics-I	75	100
Pharmaceutical Chemistry-I	75	75
Pharmacognosy	75	75
Biochemistry & Clinical Pathology	50	75
Human Anatomy & Physiology	75	50
Health Education & Community Pharmacy	50	-
	400 +	375 = 775

**DIPLOMA IN PHARMACY (PART-II) EXAMINATION**

<b>Subject</b>	<b>No. of hours of Theory</b>	<b>No. of hours of Practical</b>
Pharmaceutics-II	75	100
Pharmaceutical Chemistry-II	100	75
Pharmacology & Toxicology	75	50
Pharmaceutical Jurisprudence	50	-
Drug Store and Business Management	75	-
Hospital and Clinical Pharmacy	75	50
	450	+275 = 725

**ORDINANCE – 28 (xxxii)**

**Bachelor of Physiotherapy (BPT)**

**DURATION OF COURSE:**

Duration: 4 years & 6 months internship

- BPT course will be a full time course.
- Duration will be four years followed by compulsory six months rotatory internship.
- This course shall be divided into four professional examinations namely BPT

Part-1 at the end of first academic year, BPT Part-II at the end of second

academic year, BPT Part-III at the end of third academic year, BPT Part-IV at

the end of fourth academic year,

**EXAMINATION:**

- There shall be an annual university examination at the end of each academic year in the form of theory papers and practical examinations. The candidate shall be required to appear in every subject as specified in the course structure for each year.

**DURATION OF EXAMINATION:**

Each theory paper shall be of 3 hrs. duration.



# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

## SCHEME OF EXAMINATION:

### BPT- Part-I (First Year) University Examination

S. No.	Subject	Subject Code	Theory Marks				Practical Marks				Total Marks
			Theory Paper	Internal Assessment	Total	Minimum Marks	Practical	Internal Assessment	Total	Minimum Marks	
1.	Anatomy	BPT-101	80	20	100	50	80	20	100	50	200
2.	Physiology	BPT-102	80	20	100	50	80	20	100	50	200
3.	Clinical Biochemistry	BPT-103	80	20	100	50					100
4.	Exercise Therapy I	BPT-104	80	20	100	50	80	20	100	50	200
5.	Electro Therapy I	BPT-105	80	20	100	50	80	20	100	50	200
6.	Psychology	BPT-106	80	20	100	50					100
7.	Basic Nursing & First Aid	BPT-107	80	20	100	50					100
8.	Computer										
<b>Grand Total</b>											1100

# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

## BPT- Part-II (Year) University Examination

S.No.	Subject	Subject Code	Theory Marks				Practical Marks				Total Marks
			Theory Paper	Internal Assessment	Total	Minimum Marks	Practical	Internal Assessment	Total	Minimum Marks	
1.	Biomechanics & Kinesiology	BPT-201	80	20	100	50	80	20	100	50	200
2.	Exercise TherapyII	BPT-202	80	20	100	50	80	20	100	50	200
3.	Electro Therapy II	BPT-203	80	20	100	50	80	20	100	50	200
4.	Pathology	BPT-204	80	20	100	50	80	20	100	50	200
5.	Medical Microbiology	BPT-205	80	20	100	50	80	20	100	50	200
6.	Pharmacology	BPT-206	80	20	100	50					100
<b>Grand Total</b>											1100

# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

## BPT- Part-III (Third Year) University Examination

S.No.	Subject	Subject Code	Theory Marks				Practical Marks				Total Marks
			Theory Paper	Internal Assessment	Total	Minimum Marks	Practical	Internal Assessment	Total	Minimum Marks	
1.	Clinical Orthopaedics	BPT-301	80	20	100	50					100
2.	General Medicine	BPT-302	80	20	100	50					100
3.	General Surgery	BPT-303	80	20	100	50					100
4.	Clinical Neurology	BPT-304	80	20	100	50					100
5.	Preventive & Social Medicine	BPT-305	80	20	100	50					100
6.	Research Methodology & Biostatistics	BPT-306	80	20	100	50					100
<b>Grand Total</b>											600

# IIMT UNIVERSITY, MEERUT, UTTAR PRADESH

## BPT- Part-IV (Fourth Year) University Examination

S.No.	Subject	Subject Code	Theory Marks				Practical Marks				Total Marks
			Theory Paper	Internal Assessment	Total	Minimum Marks	Practical	Internal Assessment	Total	Minimum Marks	
1.	Physiotherapy in Orthopaedic Conditions	BPT-401	80	20	100	50	80	20	100	50	200
2.	Physiotherapy in Cardio-Respiratory & General Conditions	BPT-402	80	20	100	50	80	20	100	50	200
3.	Physiotherapy in Neurological Conditions	BPT-403	80	20	100	50	80	20	100	50	200
4.	Sports Physiotherapy	BPT-404	80	20	100	50	80	20	100	50	200
5.	Physiotherapy in Rehabilitation	BPT-405	80	20	100	50	80	20	100	50	200
6.	Ethics, Administration & Supervision	BPT-406	80	20	100	50					100
<b>Grand Total</b>											<b>1100</b>

### INTERNAL ASSESSMENT

It will be for theory and practical both.

It will be done through the whole year.

Candidate must obtain at least 35% marks in theory and practicals separately in internal assessment to be eligible for the annual university examination.

- **Internal assessment (Theory) will be done as follows :**

- a. Mid-term and term examinations = 10 marks
- b. Assignments/Projects/Class test/Clinical Presentations = 05 marks
- c. Attendance = 05 marks

**Total = 20 marks**

- **Internal assessment of subjects without practicals will be done as :**

- (a) Mid-term and term examinations = 10 marks
- (b) Assignments/Projects/Class test/Clinical Presentations = 05 marks
- (c) Attendance = 05 marks

**Total = 20 marks**

### CRITERIA FOR PASSING

- A candidate is declared to have passed University examination in a subject, if he/she secures 50% of the marks in theory and 50% in practicals separately. For computation of 50% marks in theory, the marks scored in the internal assessment (theory) shall be added to the University conducted written examination and for passing in practical the marks scored in University conducted practical examination and internal assessment (practical) shall be added together.

**GRACE MARKS:**

- If a candidate fails in one subject (theory only) in the annual University examination, five grace marks will be given to the candidate by the University before the declaration of result.
- Candidate failing in practical examination will be considered as failed.

**SUPPLEMENTARY EXAMINATION:**

- A candidate failing in a subject but securing at least 30% aggregate marks will be required to appear in the university examination after 3 months in that subject/ subjects while attending classes of next year. Those who secure less than 30% aggregate marks will be required to appear in all the subjects.
- If the candidate fails in supplementary examination his/her session will be shifted by one year. The candidate will have to take admission in the previous year and pay the tuition fee for the academic year. He/she will have to appear in all the subjects in the examination.
- Supplementary examination will be held not earlier than 3 months and later than 6 months from the date of annual University examination.

**DIVISION:**

- Candidate will be awarded division at the end of fourth academic year as follows:
  - Distinction - 75% and above marks in any subject.
  - First division - 60% and above in the aggregate of marks of all subjects.
  - Second division- 50% or more but less than 60% in the aggregate of marks of all subjects.

**DEGREE:**

- The degree of B.P.T. course of the University shall be conferred on the candidates who have pursued the prescribed course of study for not less than four academic years and have passed examinations as prescribed under the relevant scheme and completed 6 months of compulsory rotatory internship.

**SYLLABUS**

**Course of study**

**BPT- I Year**

<b>S.No</b>	<b>Subjects</b>	<b>Teaching hours</b>		
		<b>Theory</b>	<b>Practicals</b>	<b>Total</b>
1.	Anatomy	180	120	300
2.	Physiology	140	60	200
3.	Clinical Biochemistry	70		70
4.	Exercise Therapy I	80	80	160
5.	Electro Therapy I	80	80	160
6.	Psychology	100		100
7.	Basic Nursing & First Aid	100		100
8. *	Computer	30	30	60

\* Not included for university examination

**BPT- II Year**

<b>S.No</b>	<b>Subjects</b>	<b>Teaching hours</b>		
		<b>Theory</b>	<b>Practicals</b>	<b>Total</b>
1.	Biomechanics & Kinesiology	80	80	160
2.	Exercise Therapy II	100	100	200
3.	Electro Therapy II	100	100	200
4.	Pathology	60	40	100
5.	Medical Microbiology	60	40	100
6.	Pharmacology	70		
7. *	Supervised rotatory clinical training (at least 2 hours /day in physiotherapy OPD or in a hospital)		760	760

\* Not included for university examination

**BPT -III Year**

<b>S.No</b>	<b>Subjects</b>	<b>Teaching hours</b>		
		<b>Theory</b>	<b>Practicals</b>	<b>Total</b>
1.	Clinical Orthopaedics	80	60	140
2.	General Medicine	80		80
3.	General Surgery	80		80
4.	Clinical Neurology	80	60	140
5.	Preventive & Social Medicine	80		80
6.	Research Methodology & Biostatistics	100		100
7. *	Clinical observation posting (at least 2 hours /day in physiotherapy OPD or in a hospital)		760	760

\* Not included for university examination



**BPT-IV Year**

S.No	Subjects	Teaching hours		
		Theory	Practicals	Total
1.	Physiotherapy in Orthopaedic Conditions	80	100	180
2.	Physiotherapy in Cardio-Respiratory & General Conditions	80	100	180
3.	Physiotherapy in Neurological Conditions	80	100	180
4.	Sports Physiotherapy	60	40	100
5.	Physiotherapy in Rehabilitation	80	40	120
6.	Ethics, Administration & Supervision	30		30
7. *	Supervised rotatory clinical training (at least 2 hours /day in physiotherapy OPD or in a hospital)		790	790

\* Not included for university examination

**Internship:**

- There shall be six months of Internship after the final year examination for candidates declared to have passed the examination in all the subjects.
- During the internship candidate shall have to work full time average 7 hours per day (each working day) for 6 Calendar months.
- Each candidate is allowed maximum of 6 holidays during entire Internship Program and in case of any exigencies during which the candidate remains absent for a period more than 6 days, he/she will have to work for the extra days during which the candidate has remained absent.
- The Internship should be rotatory and cover clinical branches concerned with Physiotherapy such as Orthopaedics, Cardiothoracic including ICU, Neurology, Neurosurgery, Paediatrics, General Medicine, General Surgery, Obstetrics and Gynaecology both inpatient and outpatient services.
- Based on the attendance and work done during posting the Director/Principal/ head of institution/department shall issue '**Certificate of Satisfactory completion**' of training following which the University shall award the Bachelor of Physiotherapy Degree or declare the candidate eligible for the same.

- **No candidate shall be awarded degree without successfully completing six months internship.**
- Institution shall have to satisfy themselves that satisfactory infrastructure facilities of Physiotherapy exist in the Institute / Hospital where the internship training has to be undertaken.
- Following parameters / guidelines have been suggested:
  - a. It is mandatory for the Institution to have its own Physiotherapy clinic fully furnished with all the necessary equipments as per the curriculum of the Program.
  - b. Senior Physiotherapist with sufficient clinical experience should manage the physiotherapy departments in the Institutes/Hospitals.

Institute Director / Principal can at his discretion grant NOC to the students to do the Internship at the place of his choice provided the concerned Hospital fully satisfies the above criteria. For the purpose of granting NOC the candidate shall have to submit to the Institution the status of Physiotherapy services available at the place where he intends to do his Internship.

**ORDINANCE – 28 (xxxiii)**

**Master of Physiotherapy (MPT)**

**PREAMBLE:**

The Master of Physiotherapy course is a 2-year fulltime program leading to the degree that equips the student with analytical, evidence based learning skills. The program is generic in nature and has a component of additional learning of one area leading to an elective in that area. Psychosomatic aspects of training are a component through all the elective areas.

**GOALS OF THE COURSE:**

1. To prepare a postgraduate student towards professional autonomy, promote community health through his/her professional practice by referral as well as first contact mode using evidence based practices.
2. To impart research basis to validate techniques during professional practice towards quality care of health care delivery.
3. To develop appropriate professional relationships in multi- disciplinary set up to provide total care of the name.
4. To update the students with recent advances in the professional practice and provide them opportunities to think, reason and practice towards excellent patients care.
5. To achieve skills in patients handling and professional teaching to other subordinates partly.
6. To train the graduates to execute professional practice through professional ethical code.

**NOMENCLATURE**

The course will be referred to as a Master of Physiotherapy (MPT) with their speciality as:

Sr. No.	Course
01	MPT: Orthopaedics
02	MPT: Musculo-Skeletal Science & Sports
03	MPT: Musculo-Skeletal Science & Hand Conditions
04	MPT: Musculo-Skeletal Science & Manual Therapy
05	MPT: Neurosciences
06	MPT: Cardio – Respiratory Sciences
07	MPT: General & Community Based Rehabilitation
08	MPT: Paediatrics

## **ELIGIBILITY**

Candidates admitted into the Master of Physiotherapy course should have passed the BPT degree examination of this University or an examination of any other University (on campus full time course) accepted by the authorities of this University as equivalent thereto. Candidates who have passed BPT Examination other than IIMT University, Meerut shall obtain migration certificate from the parent university & an eligibility certificate from this University by remitting the prescribed fees along with the application form, before seeking admission.

## **REGISTRATION**

A candidate admitted to the course in IIMT University, Meerut, should register with the University by remitting the prescribed fees along with the application form for registration duly filled in and forwarded to the Controller of Examination of this University through the Head of the Institution within the stipulated date.

## **DURATION OF THE COURSE**

The period of certified study for the Master of Physiotherapy is a full time course extending over a period of two academic years for the award of the degree.

## **MEDIUM OF INSTRUCTION**

Medium of instruction for the subject of study and for the examination of the MPT course will be English.

## **COURSE STRUCTURE :**

### **Duration:**

The course is of 80 weeks, for two academic years duration, which is conducted in two parts – First year & second year each having 41 & 41 weeks/one academic year respectively.

Seven hours in full day = 42 hours /week = 1722 hrs in the MPT first year & 1722 hrs in the MPT second year - a total of 3444 hours+ additional 100 clinical hours for on call / Sunday/Holiday duties per year. The total transcript hours will be 3644 hours.

University examination will be conducted at the end of  
second academic year.

**First Year MPT**

**Duration – 41 weeks. (1722+100 hours =1822 hours)**

1. Academic – 298 hours.
2. Clinical training /Laboratory work – 220 hours.
3. Regular clinical posting 24 hours /week for 41weeks = 984 hours  
+ on call duty of 100 hours = 1084 hours.
4. Scientific Seminar– 220 hours (includes project / review of  
literature/ seminars/case Presentation, journal clubs).

**First Year MPT**

S. No	Subject	Total No. of Hours
1	Ethics in Physiotherapy & Pedagogy	87
2	Research Methodology & Bio-Statistics	99
3	Applied Biomechanics and Kinesiology	111
4	Exercise Physiology, Health & fitness.	112
5	Advanced Electrotherapy	111
6	Electro-physiology and Electro Diagnosis	113
7	Advanced Manual Therapy	105

**Second year MPT**

S. No	Subject	Total No. of Hours
1	Physiotherapy Elective -1	109
2	Physiotherapy Elective-2	109
3	Case & Review presentation	130
4	Dissertation (Scientific Seminar)	130

Duration – 41 weeks. (1722+100 hours =1822 hours)

- 1 Academic – 218 hours
- 2 Clinical training /Laboratory work – 260 hours.
- 3 Clinical posting 24 hours /week for 41weeks = 984 hours + on call  
duty of 100 hours = 1084 hours.
- 4 Scientific Seminar– 260 hours (includes project / review of  
literature/ seminars/case Presentation, journal clubs etc.).

**MODE OF TRAINING**

The training for M P T degree will be on a full time pattern with graded responsibilities in the management and treatment of patients entrusted to his/her care. Training includes

**involvement** in academic learning, practical learning, clinical patient handling, administrative and planning of department works, experimental work and research studies. The participation of students in all facets of educational process is essential. Every candidate should take part in seminars, group discussions, clinical rounds, case demonstrations, clinics, journal review meeting and other continuing education activities. Every candidate should be required to participate in the teaching and training programs of undergraduate students.

### **INTERNAL MONITORING OF STUDENTS PROGRESS**

The learning progress of each candidate will be monitored continuously to help teachers to evaluate students & also for students to evaluate themselves. The monitoring will be done by the staff of the department based on participation of students in various teaching / learning activities. It may be structured, and assessment be done using checklists that assess various aspects and will be projected for discussion every six months.

### **Work diary:**

Candidates should record his /her participation in the training programmes conducted by the department such as journal reviews, seminars, etc. in the work diary given. Special mention may be made of the presentations by the candidate as well as details of clinical or laboratory procedures, if any, conducted by the candidate. The work diary shall be scrutinized and certified by the Head of the Department and Head of the institution from time to time and shall be presented in the university examinations for calculation of university internal marks.

### **Internal Examination:**

The College will conduct three Exams - two in the first year, of which one will be after six months from the date of admission ,other at the end of the first year (college examination) & the third at the end of the second year (Preliminary examination), two months before the University examination. Internal assessment at specified intervals during the course of the academic year should be carried out on an ongoing basis. Continuous clinical assessment should be carried out though out the year.

The Exams may include written theory papers, practical, viva voce and clinical in the pattern of university examination. Records and marks obtained in such tests will be maintained by the college and sent to the university.

**CONTINUOUS APPRAISAL FOR TEACHING & LEARNING EXPERIENCE:**

Every candidate admitted shall attend a minimum of and record these learning procedures in the work diary for their progressive evaluation.

- a) Journal Review meetings : Minimum six in two years
- b) Seminars : Minimum Ten in two years  
: Minimum 30 cases in two years
- c) Clinical presentation years
- d) Special clinics : Minimum 20 in two years
- e) Inter department meetings : Minimum 5 in two years  
Community work, camps/field visits : Minimum four in two years
- f) years
- g) Special Clinical rounds : Minimum 250 in two years  
: Minimum 200 hours in two year
- h) Dissertation work
- i) Participation in conferences/  
Presentation of papers : Minimum 2 in two years  
Teaching Activities – UG
- j) Teaching : Minimum 10 in two years
- k) Learning Activities: Self Learning, Use of computers & library
- l) Participation in departmental activities:
- m) Any other – Specify (eg: CME)

Rotation and posting in other department if any – minimum 2 months in 1 specialty

**CLIENT CENTERED LEARNING-GRADED RESPONSIBILITY**

Structured Training Schedule for clinical & elective subjects will be as follows. The candidate will learn 40 cases through observation, 50 cases by Assisting & Handling senior Physiotherapist, 160 procedures performed with supervision, 80 procedures to perform individually.

**DISSERTATION**

- (1) The dissertation is aimed to train a postgraduate student in research methods and techniques. It includes identification of a problem, formulation of a hypothesis, search and review of literature getting acquainted with recent advances, designing of a research study, collection of data, critical analysis, and comparison of results and drawing conclusions.
- (2) Every candidate pursuing MPT degree course is required to carry out work on a selected research project under the guidance of a recognized postgraduate teacher. The result of such a work shall be submitted in the form of dissertation.
- (3) The candidate should submit to the university six-monthly progress report of Dissertation and his/her postgraduate work

- through his/her postgraduate Guide, HoD and the Principal. The postgraduate activity must be written/updated in the PG work diary.
- (4) A minor change in the topic of Dissertation may be allowed at any time. A major change may be approved by necessary procedures, provided there is an interval of ten months between the date of application and the date of examination.
  - (5) Any change in the dissertation topic or guide should be informed to the university. No change in the dissertation topic shall be made within nine months for commencement of university examination.
  - (6) If the progress of a candidate's work including Dissertation work is not satisfactory, the university, on the recommendation of Guide, HoD, Principal and the Academic Council, will not grant that particular term and the period of training will be extended accordingly.
  - (7) If any information/data/equipment is obtained / manufactured from outside source, the same will be allowed only after obtaining permission from the Guide, HoD, and the Principal. The appropriate reference of that source must be included in the Dissertation. The PG Guide shall certify that there is no plagiarism in the Dissertation.
  - (8) The Dissertation shall be submitted three months before the final theory and practical examination to the university duly certified by the Guide, Head of the Department and Head of the Institution as per the format.
  - (9) Submission of Dissertation and thereby its approval by evaluators is one of the pre-requisite for a candidate to be eligible to appear for final MPT examination. The Dissertation should be submitted three months prior to the scheduled examination, i.e., on or before 28<sup>th</sup> February for candidates appearing for June Examination and 31<sup>st</sup> July for November Examination. Any delay in submission beyond the above mentioned dates will make the student liable for penalty of Rs. 50/- per day permissible up to seven working days only. Delay beyond this period will result in non-eligibility to appear the final MPT examination.
  - (10) Each candidate will be required to prepare total 7 (seven) copies of Dissertation, 4 (four) copies are required to be sent to the university. These copies will neither reveal the identity of the guide nor the candidate, nor have any acknowledgements. Remaining 3 (three) copies – 1 for the Guide, 1 for the candidate, and 1 for the College Library, should have the names of the guide and the candidate including certificate of Principal, certificate of Guide, Declaration and Acknowledgement. They should also submit 2 (Two) soft copies in CD, 1 for Guide and 1 for the College Library.
  - (11) The format of sequence of contents of Dissertation should be as under:



INDEX

1. Introduction
2. Aims and Objectives of study
3. Other relevant material like anatomical, physiological, biomechanical and therapeutic description, if applicable.
4. Review of literature
5. Material and methods
6. Results
7. Discussion
8. Conclusion
9. Summary
10. Bibliography
11. Annexure
  - (a) Consent Form
  - (b) List of abbreviations.
  - (c) Proforma/ Questionnaire
  - (d) Master Chart

**Review of Literature** should be written in chronological order viz. the reference with the oldest year or date should come as first and followed by chronology.

**References** should be written in **Vancouver format** i.e., name of the author, up to six authors with their initials, title of the paper followed by name of the journal, year of the journal, volume and page numbers. If the reference is taken from a book then name of the author with initials, name of the chapter, title of the book from which the reference is taken, followed by edition no., followed by name of the editor, name of the publisher, place of the publication, year of publication followed by page numbers.

**Bibliography** should be written in the order of appearance of references starting from introduction – numbered and onwards followed by the numerical references in their order of appearance and not alphabetically.

- (12) The printed text of dissertation should not be less than 50 pages/2500 words and shall not exceed 75 pages excluding Bibliography and annexure.
- (13) The examiners appointed by the university shall value the dissertation. Approval of dissertation work is an essential precondition for a candidate to appear in the university examination. Minimum three examiners; one internal, and two external from outside Dr. D. Y. Patil Vidyapeeth, shall value the dissertation as per the prescribed format. Acceptance from any two examiners is necessary for a candidate to be eligible to appear the examination.
- (14) A candidate who has submitted his/her dissertation once is not required to submit a fresh dissertation if he/she reappears for the examination in the same branch on the subsequent occasion, provided the dissertation has been accepted by the examiners.

- (15) Disapproved dissertation subject to modifications (if permitted) by the university should be resubmitted for approval based on the Guidelines / remarks stated within 30 days of disapproval or the date scheduled.

**POST-GRADUATE GUIDE:\***

A PG guide must have a Post-Graduate Degree in Physiotherapy with at-least 5 years of full time teaching in the core subject area after post-graduation. To withstanding the above clause, in a case of acute shortage of qualified Post-Graduate guides, A PG teacher with 3 years full time teaching experience after Masters Degree can be considered. This clause is subject to review by the academic year **2015-16**. The guide student ratio shall be 1: 3.

**Co- guide:** may be included provided the work requires substantial contribution from a sister department or from another medical institution recognized for teaching /training by Dr.D.Y.Patil University, Pune. The co- guide shall be a recognized postgraduate teacher of Dr.D.Y.Patil University, Pune.

**Change of Guide:**

In the event of a recognized guide leaving the college for any reason or in the event of death of guide, another recognized guide may take over the duties of the guide with prior permission from the university subject to withstanding to the Guide Student ratio.

**PRACTICAL EXAMINATION**

**1. Panel of Examiners**

A PG guide as defined above is eligible to be appointed as an examiner\*. There should be three examiners in each practical examination out of which, two of them shall be external examiners (one from the same state & one from other state) & the other shall be an internal from the same institution. The external examiners who fulfill the conditions should ordinarily be invited from another recognized University, preferably.

Internal examiner shall be the Coordinator of the examination. All the examiners shall jointly plan the overall conduct of examination prior to its commencement & conduct the ENTIRE examination together.

\*Note: These above qualifications are applicable to all future recruitments. In the case of teachers who are already recognized as PG guides/examiners status quo will be maintained.

**2. Selection criteria of examiners.**

For any Practical examination, Appointment of the Internal Examiner shall be done by the Controller of examination. Qualification of the examiner shall be same as the paper setter. In case of substitute examiner, refer procedures for appointment of substitute practical examiners enclosed.

**3. Number of candidates to be evaluated per day in MPT FINAL EXAMINATION**– There shall be **NOT MORE THAN 4** candidates evaluated per day per elective for any practical evaluation. In persisting circumstances the maximum candidate evaluated per day shall not exceed **5**.

**4. Pattern of Examination** - The pattern shall be according to the need of the particular subject. The Coordinator shall take care that maximum syllabus shall be covered in the Practical Examination. It is recommended to include Viva & O.S.P.E., / O.S C. E. methods in the exam.

**5. Conduct of Practical examination** - Before the assessment of the candidate, all the examiners shall jointly prepare arbitrary questions & marks for each such question as per the total marks granted to each experiment & accordingly evaluate the candidate - e. g –

**Max 150 marks granted to a Long Case shall be distributed as:**

- Ability of History taking - 25 marks,
- Ability of psychomotor & affective skill of examination/evaluation - 50 marks
- Ability of Investigation & appropriate Diagnosis - 25 marks
- Ability of planning /prescription of appropriate treatment/management with an ability of Clinical reasoning - 50 marks.

Such allotment of marks shall be documented on the Practical Examination mark list and Practical answer book before sealing such answer books and submitted to the university.

**TRANSFER OF CANDIDATES:-**

Request for transfer from one specialty to another during the course of study will not be entertained under any circumstances.

**ATTENDANCE REQUIREMENTS FOR ADMISSION TO EXAMINATION.**

- No candidate shall be permitted to appear for the Examination (internal & university) unless he/she puts 80% of attendance during his/her period of study & training.
- If a candidate is not permitted for examination due to lack of attendance, he/she has to fulfill the required attendance by compensation in the extension period to be eligible for the University examination.

**CONDONATION OF ATTENDANCE**

There shall be no condonation of attendance in postgraduate studies. (However 5% compensation shall be permitted with the discrete permission of the authorities in case of Epidemic illness only.)

**SYLLABUS**

**Aims of the programme:-**

The objective of the course is to deepen the student's knowledge in both physiotherapy and scientific methods. The student shall, independently, with supervision write and present a Master's degree project with relevance to developing the profession.

The aims of the course are to give the student:

- Advanced knowledge of physiotherapy and the ability for formulate problems.
- A critical approach to scientific theories, concepts and methods.
- Applicable knowledge of scientific methods.
- Create an awareness of the paramount importance of patient safety at all times.
- Advanced knowledge of ethical principles in research.
- The ability to compile and present research results. Preparation of a proposition for the Master's degree project. Identification of a relevant area for research – formulating a problem. Choice of research methods. Collecting and analyzing data.
- Ethical considerations in research.
- Presentation of results.
- Participation in working and examination seminars.

Opposition and defense of written Master's degree projects

**Objectives of the Programme: -**

At the end of the course the candidate shall be able to:

- Acquire the in-depth knowledge of structure and function of human body related to the respective branch of specialty.
- Acquire the in-depth knowledge of movement dysfunction of human body, cause thereof, & of principles underlying the use of physiotherapeutic interventions, for restoring movement dysfunction towards normalcy.
- Demonstrate ability to critically appraise recent physiotherapeutic and related medical literature from journals & adopt diagnostic & therapeutic procedures based on it.
- Demonstrate the skill in Physical & functional diagnosis pertaining to patient under care.
- Demonstrate the ability to make clinical decision & select appropriate outcome measures based on the comprehensive knowledge of theoretical aspects of specialty.
- Demonstrate an expertise in evidence-based skill in the management of movement dysfunction.
- Expertise in health promotion & quality restoration of functional movement .

- Acquire the skills of Planning and implementation of treatment programme adequately and appropriately for all clinical conditions related to respective specialty in acute and chronic stage, in intensive care, indoor and outdoor institutional care, independent practice, on fields of sports and community and during disaster or natural calamities.
- Demonstrate proficiency in planning and executing Physiotherapy services and teaching technology skills.
- Acquire managerial and administrative skills.
- Demonstrate the knowledge of legislation applicable to compensation for functional disability & appropriate certification.

**ORDINANCE – 28 (xxxiv)**

**BACHELOR OF SCIENCE IN BIOTECHNOLOGY**

(B.Sc. Biotechnology)

**1. Title**

BACHELOR OF SCIENCE IN BIOTECHNOLOGY

(B.Sc. Biotechnology)

**2. Duration of Programme**

B.Sc. Biotechnology will be a full time three year programme to be covered in six semesters each of six months duration.

The 1 year of the programme will complete the I and II semesters, the second year will complete the third and fourth semesters and third year will complete the fifth and sixth semesters.

**3. Admission**

The number of seats shall be in accordance with the directives by the university.

A Candidate who after having secured the Intermediate with at least 40% Marks from a recognized Board with a subject of life Science, shall be eligible for admission to the course. The admission to the course will be on the basis of the merit and according to the guidelines from the university and Government of Uttar Pradesh.

After the term-end examination at the end of each semester, the student will be provisionally admitted to the next semester.

Each semester will be followed by a break not exceeding 15 days.

**4. Curriculum / Syllabus**

**ORDINANCE – 28 (xxxv)**

**MASTER OF SCIENCE IN BIOTECHNOLOGY**

(M.Sc. Biotechnology)

**1. Title**

MASTER OF SCIENCE IN BIOTECHNOLOGY

(M.Sc. Biotechnology)

**2. Duration of Programme**

M.Sc. Biotechnology will be a full time two year programme to be covered in four semesters each of six months duration.

The 1 year of the programme will complete the I and II semesters and the second year will complete the third and fourth semesters.

**3. Admission**

The number of seats shall be in accordance with the directives by the university.

A Candidate who after having secured the B.Sc. degree with at least 45% Marks from a recognized University with a subject of life Science, shall be eligible for admission to the course. The admission to the course will be on the basis of the merit and according to the guidelines from the university and Government of Uttar Pradesh.

After the term-end examination at the end of each semester, the student will be provisionally admitted to the next semester.

Each semester will be followed by a break not exceeding 15 days.

**4. Curriculum / Syllabus**



**ORDINANCE – 28 (xxxvi)**

**BACHELOR OF SCIENCE IN MICROBIOLOGY**

(B.Sc. Microbiology)

**1. Title**

BACHELOR OF SCIENCE IN MICROBIOLOGY

(B.Sc. Microbiology)

**2. Duration of Programme**

B.Sc. Biotechnology will be a full time three year programme to be covered in six semesters each of six months duration.

The 1 year of the programme will complete the I and II semesters, the second year will complete the third and fourth semesters and third year will complete the fifth and sixth semesters.

**3. Admission**

The number of seats shall be in accordance with the directives by the university.

A Candidate who after having secured the Intermediate with at least 40% Marks from a recognized Board with a subject of life Science, shall be eligible for admission to the course. The admission to the course will be on the basis of the merit and according to the guidelines from the university and Government of Uttar Pradesh.

After the term-end examination at the end of each semester, the student will be provisionally admitted to the next semester.

Each semester will be followed by a break not exceeding 15 days.

**4. Curriculum / Syllabus**

**ORDINANCE – 28 (xxxvii)**

**MASTER OF SCIENCE IN MICROBIOLOGY**

(M.Sc. Microbiology)

**1. Title**

MASTER OF SCIENCE IN MICROBIOLOGY

(M.Sc. Microbiology)

**2. Duration of Programme**

M.Sc. Microbiology will be a full time two year programme to be covered in four semesters each of six months duration.

The 1 year of the programme will complete the I and II semesters and the second year will complete the third and fourth semesters.

**3. Admission**

The number of seats shall be in accordance with the directives by the university.

A Candidate who after having secured the B.Sc. degree with at least 45% Marks from a recognized University with a subject of life Science, shall be eligible for admission to the course. The admission to the course will be on the basis of the merit and according to the guidelines from the university and Government of Uttar Pradesh.

After the term-end examination at the end of each semester, the student will be provisionally admitted to the next semester.

Each semester will be followed by a break not exceeding 15 days.

**4. Curriculum / Syllabus**

**ORDINANCE – 28 (xxxviii)**

**BACHELOR OF PHYSICAL EDUCATION PROGRAMME**

**(B.P.Ed.)**

**1.0 Preamble**

The Bachelor of Physical Education (B.P.Ed.) programme is meant for preparing trained graduate teachers in Physical Education for Secondary/Senior Secondary Schools.

**2.0 Duration and working days**

**2.1 Duration**

The B.P.Ed. Programme shall be of a duration of one academic year or of two Semesters.

**2.2 Working Days**

There shall be at least 180 working days exclusive of period of examination and admission etc A working day shall be of a minimum of 6 hours in a six-day week.

**3.0 Intake, Eligibility and Admission Procedure**

**3.1 Intake**

**3.1.1** There shall be a basic unit of 50 students.

**3.2 Eligibility**

3.2.1 Graduates in Physical Education with 40% marks.

OR

Graduate with physical education as an elective subject with 40% marks.

OR

Graduate having participated in National/State/Inter-University sports/ games/athletics/SGFI.

OR

Any Graduate who participated School, Inter collegiate in Sports/Games OR passed NCC 'C' Certificate.

OR

For Deputed/In service candidates (trained Physical Education teachers/ coaches) Graduate with 40% marks.

The reservation for SC/ST/OBC and other categories shall be as per the rules of the Central Government / State Government, whichever is applicable. There shall be relaxation of 5% marks in favour of SC/ST/OBC and other categories of candidates.

### 3.3 Admission Procedure

Admission shall be made on merit on the basis of marks obtained in the entrance test (written test, sports proficiency test, physical fitness test and marks obtained in the qualifying examination) or any other selection process as per the policy of the University/ State

Government with due weightage for physical fitness/ proficiency, as per the policy of the University/State Government.

### 4.0 Laboratories

Sports Medicine Lab equipment:- Diagnostic table, Infra-red lamp, Sterilizing unit, First Aid box, B.P. apparatus, Stethoscope, Goniometer, Stopwatch, Oral thermometer, Icebox, Vibrators-2, Exerciser (bicycle), Ultrasound therapy unit, Shortwave therapy unit, Wheel chair, a pair of Crutches, Weighing machine, Electronic bicycle ergometer (for measuring oxygen uptake capacity), peakflow meter, Dry spirometer.

### 4.1 Education Technology lab equipment

Hardware for projection and duplication and educational Software including the following: Public address system, Slide projection, Tape recorder, T.V. Set, Overhead projector, Display Boards (three) and Video cassette recorder, Vide Cameras, One Cinematic projector, Movie Camera.

### 4.2 Anatomy, Physiology and Health Education Laboratory

#### *Essential :-*

- Human Skeleton – 1
- A lever weighing machine – 1
- An anthropometric kit – 1 Set
- Body System Charts and Growth Charts - At least 10
- Desirable weight and height tables – 2
- Skinfold calipers – 2

- Spirometer – 2
- Haemoglobinometer – 1
- Vision Test (Snellen's) – 1
- Models

#### 4.3 Desirable: Sports Psychology laboratory

- At least 10 psychological tests and instruments for testing psychological characteristics. (With rating scales and manuals).

### 5.0 Sports and field equipment

#### 5.1 Athletics

- Hurdles – 30
- Starting Clapper – 2
- Measuring tape (steel) 15 meter – 1
- Measuring tape (steel) 30 meter – 2
- Measuring tape (steel) 50 meter – 1
- Measuring tape (steel) 100 meter – 1
- Wire for marking the track (50 meter) – 1
- Stop watches – 6
- Starting block – 6
- High jump stands (one pair & six cross bars) – 1 pair
- Vaulting box – 1
- Discus – Men & Women – 12 each
- Shotput – Men & Women – 6 each
- Hammers (for men & women) – 6
- Stop board – 2
- Stands, for judges at finish – 2
- Flag pole – 6
- Javelin – Men & Women (including two aluminum) – 6 each
- Take off board – 2
- Mattress – 10
- Weight Training Set (Mats) – 1
- Landing for High Jump – 1

## 5.2 Games

➤ Badminton posts	- 2 set
➤ Badminton net	- 6
➤ Shuttle Cock	- 10 barrels
➤ Basketball Stand and board	- 2 set
➤ Basketball balls	- 1 dozen
➤ Basketball net	- 4 pairs
➤ Cricket batting pad	- 3 sets
➤ Cricket Batting Gloves	- 3 sets
➤ Abdominal Guard	- 3
➤ Helmet	- 3
➤ Wicket Keeping Gloves	- 2 pairs
➤ Wicket Keepers leg guard	- 2 pairs
➤ Stumps	- 12 nos.
➤ Bails	- 10 nos.
➤ Ball	- 10 dozens
➤ Football post	- 2 set,
➤ Football balls	- 1 dozen
➤ Football Net	- 4 sets
➤ Posts with flags	- 8
➤ Gymnastics Apparatus (Men)	- 1 set
➤ Beat Board	- 2
➤ Parallel Bar	- 1
➤ Horizontal Bar	- 1 set
➤ Roman Rings	- 1 pair
➤ Pummeled Horse	- 1
➤ Gymnastics Apparatus (Women)	- 1 set
➤ Uneven Bar	- 1 set
➤ Balance Beam (Adjustable)	- 1
➤ Gymnastics Mattresses	- 24
➤ Handball posts	- 2 set
➤ Handball - Balls	- 1 dozen

- Handball - Net - 4 pairs
- Hockey posts - 2 set
- Hockey- balls - 10 doz.
- Hockey Stick - 30
- Hockey Goal keeping kit - 1
- Kho-Kho Pole - 2 set
- Lawn Tennis Posts - 2
- Balls - 10 dozens
- Softball clubs - 6
- Balls - 1 dozen
- Table Tennis table - 4
- Racket - 12
- Balls - 10 dozen
- Volleyball Posts - 2 set
- Balls - 20
- Net - 4
- Antenna - 4
- Weight Training Rods - 10
- Weight Plates 2.5 Kg.,5 Kg.,10 Kg.,15 Kg.,20 Kg. - 10 each
- Collars - 20
- Benches - 4
- Weight stand - 2
- One Multi-gym or separate station wise (at least 10 station)

### 5.3 Equipment for indigenous activities

- Lezium - 50 pair
- Dumbles - 50 pairs
- Indian Clubs - 50 pairs
- Flags, hoops, and light apparatus for physical activities
- Demonstration/Display
- Equipment for marshal arts

### 5.4 Gymnastic Apparatus

- Parallel bars - 1 set
- Uneven parallel bars - 1 set

- Horizontal bar - 1 set
- Two roman rings - 1 set
- Climbing ropes (Manila) - 6
- Mats - 12 rubber, 12 coir
- Balance beam (adjustable sets) - 1 set
- One Pummeled Horse - 1 set
- Multigym (12 stationed) - 1 set
- Vaulting Table - 1 set
- Beat board - 2 nos.
- Crash mats - 1

**6. Cultural activities**

Suitable and adequate instruments should be provided as and when needed for various activities.

**7. Miscellaneous**

Other equipment required for minor games, recreational games, relays and combatives.

**8. Amenities**

The institution shall provide separate common rooms for male and female teacher educators/students-teachers.



**ORDINANCE - 29**

**PROVISION FOR WOMEN STUDENTS**

As stipulated under Section 29 (i) of the Act

Hostel facilities for women students shall be provided to the extent possible with necessary security arrangements. Regulations shall be made to maintain discipline and take care of the welfare of the women students.

Value Addition academic programmes of specific interest to women may be organized.

**ORDINANCE - 30**

**ESTABLISHMENT OF SPECIAL UNIVERSITY UNITS**

As stipulated under Section 29 (k) of the Act

On the recommendations of the Academic Council, the Executive Council shall make provision for establishment of centres for Studies, Interdisciplinary Studies and Special Studies, as well as specialized Laboratories. The Executive Council may constitute special Board(s) of Studies and Committee(s) for providing guidance to these centres.

**ORDINANCE - 31**

**COOPERATION AND COLLABORATIONS**

As stipulated under Section 29 (l) of the Act

The University may cooperate and collaborate with other Universities, Institutions and other learned bodies on mutually agreed terms in the areas, including the following :

- a) Joint research programmes
  - b) Sharing of library, laboratory and other academic resources
  - c) Jointly arranged
    - i. Conferences
    - ii. Training Programmes
    - iii. Refresher courses, etc.
  - d) Expert lecture of faculty
  - e) Conduct courses/classes
  - f) Any other activities of mutual benefit
1. The University shall identify and actively seek cooperation and collaborations with Centres of Excellence in India and abroad in activities including the following :
    - a. Joint research projects funded by national and international agencies.
    - b. Twinning / Articulation of syllabi / course contents of academic programmes for exchange of students at Bachelors and Masters levels.
    - c. Exchange of faculty for teaching, research and training.
    - d. Sharing of course and instruction materials.
    - e. Jointly establishing Centres.
    - f. Jointly developing e-courses for interactive and interactive-integrative learning.
  2. The scope, terms and conditions of cooperation and collaboration shall be approved by the Executive Council on the recommendation of the Academic Council.

**ORDINANCE – 32**

**This Ordinance will be called as Ordinance for Admission of the students of foreign national in IIMT University.**

1. The below mentioned Students for the purpose of admission in any programs of the University, shall be considered as students of foreign national;

- i. Students holding foreign Pass Port
- ii. Persons of Indian origin (PIO)
- iii. Overseas citizen of India (OCI)

**2. Program available for foreign students:**

The admission in all the program being run by the University is open for foreign students .

**3. Documents required for admission:**

Following documents are required from the students of foreign national for their admission:

- i. Pass Port
- ii. Visa

The students may have **student Visa or Research Visa** as the case may be. The visa must indicate the program of study for which the students have acquired Visa. It should be valid for the entire duration of the program. In case of admission of students coming from restricted country, the NOC & clearance should be forwarded by the respective embassies through Department of Secondary and Higher Education, M/o HRD, Govt. of India.

- iii. Provisional Admission card issued by the IIMT University.
- iv. Copies of degree and marks sheet of eligibility qualifications set by the IIMT University for admission to the respective program. Attested Photo from embassies of their country in India or Indian embassies in their country or Education Ministry of their country.

**4. Equivalence of Degree/Certificate**

The degree and certificates of the qualifying examination of the students should be Approved by association of Indian Universities or Commonwealth Universities or

International Association of Universities as equivalent to the Indian Degree and Certificates.

**5. Minimum and Maximum Age of foreign students**

The Student seeking admission in any course of the University must have completed 17 years of age at the time of applying for admission. There is no upper age limit.

**6. Registration of Foreign students:**

The University will get the foreign students registered with "Foreign Registration Officer (FRO)" or with Foreigners Regional Registration Officer (FRRO). There are 12 offices of FRRO in India. The University will fill Form-S after the admission is granted. The Registration for stay of foreign students will also be filled online in Form-C, which is available on the website of Bureau of Immigration, M/O Home Affairs, Govt. of India. It has offices at three cities viz. Ahmadabad, Amritsar and Bangalore. The foreign students registry office is located in the SSP/SP office of all the districts. The hard copy of Form-C alongwith the copies of Passport, Visa, Photographs shall be submitted to Registry office within 24 hours of the arrival of the students in the IIMT University campus.

**7. Duration of Program, Course of Study and Examination**

The duration of program, course of study and the examination pattern for foreign students shall be the same as prescribed for the Indian students.

**8. Fees for Foreign students:**

The fees for foreign students will be as decided by the Academic Council and Executive Council of the University, from time to time.

**9. Hostel:**

There will be a separate hostel in the University for foreign students.