

# **MOHAN BABU UNIVERSITY**

Sree Sainath Nagar, Tirupati – 517 102



## **MBU24 SOA ACADEMIC REGULATIONS**

(Applicable to UG Program offered by School of Agriculture,  
w.e.f. 2024-25 admitted students)

## **1. Preamble**

In this modern era, students would like to take their own decisions and plan their future. Students would like to pursue education as per their choice and pace. On other hand, employers expect employable graduates with multidisciplinary competency, leadership skills, and computer literacy along with lifelong learning abilities in their employees. The conventional learning system has narrow scope for choosing the courses of their choice and career goals. It is essential that the present education system should address this and provide wide opportunities for students to choose programs and courses of their interest in order to realize their full potential which in turn leads to the nation's development.

Further, natural resources have been depleting globally at a faster rate. Hence, sustainable development goals have become the agenda for the entire world to preserve natural resources and the environment for the sake of future generations. In addition, the world is embracing disruptive technologies to improve the quality of life. Also, students shall be nurtured with skills on higher-order cognitive capacities, research, innovation, incubation and entrepreneurship; life skills; social consciousness, inclusiveness, equality, culture, languages, literature, ethics, and values; basic arts, crafts, humanities, games, sports, and fitness.

In this context, Mohan Babu University is adopting the course structure and course contents in lieu with well-researched and conspicuously drafted guidelines by the Dean's committee of the Indian Council of Agricultural Research (ICAR) which consists of credit courses, non-credit courses, non-gradual courses, elective courses, rural work experience program (RAWEP), industrial internships, agricultural experiential learning program (AELP) for bringing in academic and practical excellence. MBU have taken initiatives and brought out Academic Regulations with suitable Credit Systems, sustainable development, disruptive technologies, rapid change in the knowledge landscape, change in the employment landscape, change in global knowledge sharing ecosystem(s), and other areas of national and international importance in order to make a difference in country's educational landscape in particular and country's landscape in general.

MBU24 Academic Regulations embrace Specialization Based Credit System, prescribed Course structure system, summer semester, multidisciplinary approach, courses with experiential learning, internships and rural agricultural work experience program, enhanced practical component, credit transfer, gap year, and Honors Degrees, etc.

## **2. Scope**

The rules and regulations stated herein shall be called "MBU24 SOA Academic Regulations" in its complete form. MBU24 academic regulations as given in this document are applicable to students admitted in UG Program offered at School of Agriculture, MBU from the academic year 2024-25. All academic programs under MBU24 shall be decided by the Academic council. MBU24 is applicable for new programs offered by the MBU, until and unless it is explicitly stated.

## **3. Regulations for UG Programs offered at MBU under School of Agriculture**

These regulations are applicable to the students admitted from the Academic Year 2024-25. As per University Grants Commission (UGC), Indian Council of Agricultural Research Accreditation system of higher agricultural educational institutions (ICAR – HAEI); National Education Policy 2020 (NEP2020), Govt. of India; the School of Agriculture of Mohan Babu University (MBU) has adopted all the rules and regulations in coherence with ICAR & NEP 2024- 25 onwards.

## 4. Definitions and Nomenclature

**'Degree'** means the academic award conferred upon a student on successful completion of any program of study designed to achieve the defined attributes.

**'Program'** means a cohesive arrangement of courses, co-curricular and extracurricular activities to accomplish predetermined objectives leading to the awarding of a degree in a branch or discipline/specialization like Agriculture, Horticulture, etc.

**'Course'** means any combination of lectures, practical, and experiential learning sessions of a subject studied in a semester, like Fundamentals of Agronomy, Fundamentals of Plant Genetics etc.

**'Honors Degree'** is the academic award conferred upon a students on successful completion of undergraduate program as prescribed by ICAR's Dean committee. Various undergraduate programs are B.Sc. (Hons.) Agriculture; B.Sc. (Hons.) Horticulture, etc.

## 5. Admission

**Number of Seats:** The number of seats in each program for which admission is to be made in each school will be decided by the Board of Management, MBU.

### 6.1 Eligibility Criteria

The minimum qualification and other essentials for admission into various programs of the MBU will be stipulated by the Admission Committee every year and the same is notified on the website.

**6.2 Authority for Admission:** For any matter related to admission to any program, the decision of the Admission Committee is final.

If, at any time after admission, it is found that a candidate has not fulfilled the requirements stipulated in the offer of admission, the concerned School Dean may revoke the admission of the candidate and report the matter to the Vice Chancellor.

In Addition to the above, admissions will be based on the rules and regulations of the UGC/ICAR/Competent authorities in force at the time of admissions.

## 6. SCHOOLS, DEPARTMENTS AND PROGRAMS OFFERED UNDER MBU

<i>School</i>	<i>Name of the Dept.</i>	<i>Programs</i>	<i>Duration</i>
<b>School of Agriculture</b>	Agriculture	B.Sc. (Hons.) Agriculture	4 Years

## **7. Academic System**

### **7.1 Semester**

All the programs offered by the School of Agriculture, Mohan Babu University shall follow the Semester system mode. There will be two semesters in an academic year. Optional summer/fast track semester may be offered for the benefit of students with backlog courses; and for others with contemporary courses/specialized training subject to the availability of time, faculty and other resources. The Summer Semester may be offered under a fast- track mode, considering less number of instructional days available during the summer vacation. However, the number of instructional hours to cover the syllabi shall be maintained which is equivalent to a regular semester with the increased number of instruction hours per week.

Unless otherwise specified explicitly, all rules and regulations applicable to a course offered during a regular semester shall be applicable to the courses offered during Summer/fast track Semester. Through Circulars, the eligibility criteria to register the number of courses and other related information shall be notified by the University from time to time.

### **7.2 Curriculum**

The curriculum comprises a prescribed list of courses prescribed by the Deans' committee of ICAR as and when new regulations are rolled out by them in a specific format for various programs. Each program curriculum contains a list of courses grouped under various knowledge areas, viz. Credit Courses (CC), Elective courses (EC), and non-gradual courses (NGC) etc. Also, the program course structure shall comprise courses with prerequisites and the same shall be notified.

The university Academic Regulations shall have alpha-numeric representation as per the guidelines of the University. Program Curriculum shall have the corresponding Academic Year representation. Students admitted into a program shall adopt a curriculum specified by the Academic Council for that academic year. Unless otherwise stated explicitly by the Academic Council, any curriculum changes will be applicable to the students admitted in the subsequent year and the existing batches continue to follow the curriculum prescribed at the time of their joining the program.

### **7.3 Course Structure of the Program**

Each program curriculum consists of a list of courses grouped under various knowledge areas, viz. Credit Courses (CC), Elective courses (EC), and non-gradual courses (NGC) etc.

#### ***Credit Courses***

All the Courses prescribed by ICAR Dean's committee are program-specific. Students shall register and study all these courses so as to be eligible for the award of the degree.

#### ***Elective Courses***

Courses listed under Electives are program-specific with in-depth knowledge of the course. Students shall earn a minimum number of credits specified in the range under EC to be eligible for the award of the degree.

#### ***Non-gradual Courses***

Courses listed under non-gradual courses are general courses that the student has to compulsory undertake, students shall be evaluated and the scores are not added to OGPA to be eligible for the award of a degree.

## 7.4 Course Classification

Courses may be classified as Theory, Theory with Practical, Practical and other relevant activities viz., Seminar, Assignments, Quiz, Comprehensive Assessment, Internships, viva voce etc.

## 7.5 Course Credit Structure

Credits shall be assigned to each Course with L: P: C (Lecture Hours: Practical Hours: Credits) Structure, as defined below:

- ✓ Theory Course: One Lecture Hour (L) per week in a semester: 01 Credit
- ✓ Practical Course: Three Practical Hours (P) Per week in a semester: 01 Credit
- ✓ For RAWEP, Industrial Attachment, AELP and Other Courses, where the contact periods are not specified or variable for those courses the credits are assigned based on the complexity of the work to be carried out as specified by ICAR.

## 7.6 Syllabus

The syllabus of a course provides what the student will learn in the course of study. Each course syllabus document contains course code, course title, L P C, course prerequisites (if any), course description, course outcomes, module-wise topics, duration to cover each module, text books, reference books, video lectures and web resources for additional learning.

## 8. Academic Calendar

The academic calendar includes the dates with regard to course registrations, spell of instructions, internal continuous assessment examinations, preparation holidays, semester-end theory examinations, practical examinations and semester holidays. The Registrar will communicate the Academic calendar to the Departments/ Schools, and the same will be available on the website. The dates and schedules in the academic calendar may change in specific programs due to regulatory and local requirements. In such cases, the School Dean with prior authorization will communicate the changes to the students. The revised academic calendar will also made available on the website.

## 9. Course Registration

Immediately after joining the University, each student shall be assigned an Advisor/Mentor by the School Dean. The advisor/mentor shall discuss with the student on their academic performance semester-wise, periodically, and guide the student on nature and number of courses/credits to be registered in the ensuing semester, within the framework of that program curriculum.

- ❖ Through the course registration process, every semester, it is mandatory for the students shall register all the courses recommended and approved by the Board of Studies and academic council in tune with the semester-wise course structure prescribed by ICAR Deans' committee, in consultation with the advisor/mentor.
- ❖ Students shall register for all the courses suggested as per ICAR norms and recommendations of BoS.

### **9.1 Arrear Examination:**

- ❖ If a student failed in a course, then the student is allowed to register for a maximum of one chance of arrear examination for that course in immediate re-examination notification only. If he failed in the arrear examination then he shall mandatory Re-register for the said backlog course.
- ❖ If a student has backlog courses after completion of the program of study, a provision is given to clear the courses by appearing any number of arrear examinations upon the notifications within the stipulated program duration as mentioned in section 18.

### **9.2 Re-registration for Backlog Courses**

- ❖ If a student failed a course in the arrear examination, then it is mandatory for the student to re-register the backlog course as and when offered in the regular semester/summer semester.
- ❖ Students shall be permitted to re-register the backlog courses by paying the registration fee as specified by the university at the time of re-registration of the course.
- ❖ The student shall be permitted to re-register the backlog course without opting for an arrear examination.
- ❖ If a student re-registered for a backlog course, then the earlier marks earned both internal and external for that course shall stand void.
- ❖ If a student has backlog courses after completion of the program of study and fails to clear the course through arrear examinations he/she can avail the facility of course re-registration.

### **9.3 Course Prerequisites**

- ❖ Before course registration, the student has to ensure the completion of prerequisites. If it is not completed, then the student is not eligible to register for that course.
- ❖ Even if a student failed in a course that is a prerequisite for the next-level course, the student is eligible to register for the next-level course considering the prerequisite is satisfied.

## **10. Attendance Requirements**

- ❖ The attendance shall be calculated from the 'date of registration' to a course. For each course, the minimum attendance requirement to appear for semester-end examinations is 75%.
- ❖ If attendance is less than 75% in a course (combined applicable components of Theory and practical), then the registration shall stand cancelled for that course and be considered as Fail in that course. However, Condonation of shortage of attendance is permitted only on medical grounds up to 10% (65% and above and below 75%) in each course in a semester may be granted by the School Dean on discretion. The student shall re-register the cancelled registered course when offered next time by paying the prescribed fee as notified by the university.
- ❖ In the remaining 25% of attendance, the Student shall manage personal/ casual/official absence for organizing events/ seminars/ workshops/ technical/ cultural festivals/ competitions/ participation in co- curricular/ extra-curricular events/NCC/NSS activities or any other reason. However, attendance shall be given at actuals for participating in NCC/NSS activities at National level.

## 11. Evaluation Criteria

All components in any Program of Study shall be evaluated through Internal Evaluation and/or Semester End Evaluation. Internal Evaluation includes Continuous Internal Assessment Tests, Reviews, Experiential Learning, etc.

Course Type		Marks	Examination and Evaluation	Scheme of Examination
Theory	Internal Assessment (IA)	30	Mid-Term Examination for 90 Minutes duration	One Mid-Term examination shall be conducted for 50 marks and scaled to 30. The question paper shall contain two/three parts i.e., Part-A, Part-B and Part-C. (Part-A consists of objective type questions and Part-B and Part-C with descriptive type definitions and short questions)
		20	Quiz/ Progressive Assessment/ Assignments	There will be two quizzes of 10 marks each (Fill-up the blanks, abbreviations, matching, underline correct answer, true or false, etc.) each within the semester, one before the mid-term and one after. There will be provision of corrections in between, i.e. the students scoring lower than 50% marks in any one quiz can opt for appearing for a third quiz to improve their grades (or) two assignments for 10 marks each for individual or group.
	Semester End Examinations (SEE)	50	Semester Final Theory Examination for 180 Minutes duration	The examination shall be conducted for 100 marks and scaled to 50. The question paper shall contain two parts i.e., Part-A (40 marks) and Part-B (60 marks). Part-A shall contain fill-up the blanks, underline correct answer, abbreviations, matching, multiple choice questions, etc. evaluated each for 1 mark. Part-B shall contain 8 questions among which the student has to answer 5 questions and evaluated each for 12 marks.

Course Type		Marks	Examination and Evaluation	Scheme of Examination
Theory With practical	Internal Assessment (IA)	20	Mid-Term Examination for 90 Minutes duration	One Mid-Term examination shall be conducted for 50 and scaled to 20. The question paper shall contain two/three parts i.e., Part-A, Part-B and Part-C. (Part-A consists of objective type questions and Part-B and Part-C with descriptive type definitions and short questions)
		20	Quiz/ Progressive Assessment/ Assignments	There will be two quizzes of 10 marks each (Fill-up the blanks, abbreviations, matching, underline correct answer, true or false, etc.) each within the semester, one before the midterm and one after. There will be provision of corrections in between, i.e. the students scoring lower than 50% marks in any one quiz can opt for appearing for a third quiz to improve their grades (or) two assignments for 10 marks each for individual or group.

		20	Semester Final Practical exam for 150 minutes	Faculty shall notify the components of practicals/experiential learning and its evaluation methods before the start of class work. The evaluation shall be for 50 marks and reduced to 20 marks (includes identifications, short questions, principles, procedure/method, calculation, figures and parts, viva-voce, etc.)
	Semester End Examinations (SEE)	40	Semester Final Theory Examination for 180 Minutes duration	The examination shall be conducted for 100 marks and scaled to 40. The question paper shall contain two parts i.e., Part-A (40 marks) and Part-B (60 marks). Part-A shall contain fill-up the blanks, underline correct answer, abbreviations, matching, multiple choice questions, etc. evaluated each for 1 mark. Part-B shall contain 8 questions among which the student has to answer 5 questions and evaluated each for 12 marks.

Course Type		Marks	Examination and Evaluation	Scheme of Examination
Practical	Internal Assessment (IA)	30	Mid-Term Examination for 90 Minutes duration	One Mid-Term examination shall be conducted for 50 marks and scaled to 30. The question paper shall contain two/three parts i.e., Part-A, Part-B and Part-C. (Part-A consists of objective type questions and Part-B and Part-C with descriptive type definitions and short questions)
		20	Quiz/ Progressive Assessment/ Assignments	There will be two quizzes of 10 marks (Fill-up the blanks, abbreviations, matching, underline correct answer, true or false, etc.) each within the semester, one before the midterm and one after. There will be provision of corrections in between, i.e. the students scoring lower than 50% marks in any one quiz can opt for appearing for a third quiz to improve their grades. (or) two assignments for 10 marks each for individual or group.
		50	Semester Final Practical Exam for 150 minutes duration.	Faculty shall notify the components of practicals/experiential learning and its evaluation methods before the start of class work. The evaluation shall be for 100 marks (includes identifications, short questions, principles, procedure/method, calculation, figures and parts, viva-voce, etc.)

Course Type	Marks	Examination and Evaluation	Scheme of Examination
Internship	100	Internal Evaluation	Detailed in Section 11.2
Student READY Program	100	Internal Evaluation	Detailed in Section 11.3



### 11.1 Experiential Learning

The list of components that shall be offered in experiential learning

- ✓ Seminars
- ✓ Assignments
- ✓ Surprise Tests
- ✓ Multiple Choice Quizzes
- ✓ Model development/Chart preparation
- ✓ Presentations
- ✓ Publications
- ✓ Poster Presentation
- ✓ Group Discussion
- ✓ Debate
- ✓ Puzzle, Enigma, Contradiction
- ✓ Think / Pair / Share
- ✓ Role Play
- ✓ Video Synthesis
- ✓ Technical Talks
- ✓ Field Visits
- ✓ Field Work
- ✓ Self-Study-NPTEL/MOOC/Swayam
- ✓ Online Certifications
- ✓ Mini-Projects
- ✓ Case-Study
- ✓ Group Activities
- ✓ Market Survey
- ✓ Virtual Lab Development, etc.

A combination of one or more of the above options shall be notified for each course under experiential learning.

For every course (except Capstone Project, Internship and other types of courses), the experiential learning items mentioned are indicative. Course Instructor may change the activities and the same shall be reflected in the Course Handout.

### 11.2 Internship

The student shall undergo an Internship in an Industry/National Laboratories/ Academic institution relevant to the branch specific or interdisciplinary for about 4 weeks duration during 7th Semester as per ICAR norms. The Internship shall be submitted in a report form, and a presentation of the same shall be made before an Internship Evaluation Committee (IEC) and it shall be evaluated for 100 marks as detailed below. The IEC shall consist the concerned Supervisor and a Senior Faculty Member of the Department nominated by Head of the Department with the approval of the respective School Dean. If required, multiple IECs shall be constituted for multiple sections with prior approval.

Attendance	20
Project Report	60
Presentation	20
<b>Total</b>	<b>100</b>

### 11.3: Student READY Program :

#### **Rural Agriculture Work Experience (RAWE)/ Industrial Attachment/Experiential Learning/Hands-on Training/Project Work/ Internship**

This program will be undertaken by the students during the Eighth semester for a total duration of 20 weeks with a weightage of 0+20 credit hours. It will consist of general orientation and on-campus training by different faculties followed by village attachment/unit attachment/ experiential learning / hands-on Training/ Project Work / Internship in university/ college/ KVK or a research station. Due weightage in terms of credit hours will be given depending upon the duration of unit attachment/ experiential learning / hands-on Training/ Project Work / Internship in university/ college/ KVK or a research station. At the end, the students will be given one week for project report preparation, presentation and evaluation. The students would be required to record their observations in field and the units of attachment on daily basis and will prepare their project report based on these observations.

The Student READY program shall be evaluated for 100 marks by following the marks as detailed below

Attendance	20
Demonstrations	10
News Paper Cuttings, Articles, Specimen collection	10
Records	30
Presentation	20
Exhibition	10
Total	100

### 11.4 Activity Based Courses (Eg.: NCC/NSS/Yoga):

If a student registers for Mandatory courses like NCC/NSS activities, Yoga, etc., he/she shall participate in all such activities as prescribed by ICAR. The credits shall be awarded on the successful completion of the requisite number of hours of participation and other requirements as specified by the concerned.

## 12. Massive Open Online Course (MOOC)

A Student shall be permitted to pursue courses through MOOC to the maximum **10 Credits** during the program of study. The duration of the course pursued through MOOC shall be for a minimum period of 08 weeks.

- ❖ The list of courses along with MOOC service providers shall be identified by the concerned Department shall be notified to the students after approval from the respective BOS Chairperson/Head of the Department. In case, if a student identifies a course on his own which is not listed in the notified list, the same shall be get it approved by BOS Chairperson/Head of the Department after quality check.
- ❖ The student has to submit MOOC certificate with percentage of Score earned to the Head of the Department at the end of the semester. Based on the score earned, the equivalent Grade Point and Credits will be assigned.
- ❖ Attendance is not applicable for MOOC Course and the same is not monitored.

- ❖ If the student registers for a MOOC course with the service provider in a semester, then, he/she shall be permitted to submit the certificate either in the same semester or immediate next semester. If the student fails to submit the MOOC certificate within the above stipulated time, his performance in MOOC will be shown as "Fail" in the Grade sheet. Then the student shall re-register course.

#### **Evaluation Scheme for the courses offered through MOOC on SWAYAM Platform.**

- ❖ If a student registered for the course offered on the SWAYAM platform in any of the semesters (as per the UGC 2021 Regulations) and wish to write the Semester-End Examinations conducted by the University, then he/she is eligible only if completed the entire SWAYAM course and submitted a minimum of 75% of the assignments and quizzes on SWAYAM.
- ❖ For a total of 100 Marks, 30% weightage shall be given to the assignments and quizzes component conducted by the SWAYAM Course Coordinator that is available on the SWAYAM portal and is considered as internal marks. For the remaining 70 marks, the University shall conduct Semester-End Examination for the registered course.
- ❖ Absolute Grading shall be applicable for the courses offered through the SWAYAM platform.

### **13. Course Wise Grading of Students**

The letter grades and the corresponding grade points are detailed below.

Each student shall be awarded Grade Points (GP) on 10.0 scale based on the aggregate of marks obtained through Internal and Semester End Examinations in a course for a maximum of 100 marks and the grade shall be calculated on 10 point scale. The grading is followed as shown in the table below

<b>% of Marks obtained</b>	<b>Letter Grade</b>	<b>Description of Grade</b>	<b>Grade Points (GP)</b>
≥90	O	Outstanding	Total Marks obtained by the student in each course shall be divided with 10. The obtained value shall be the Grade point
≥80 to <90	A+	Excellent	
≥70 to < 80	A	Very Good	
≥ 60 to < 70	B+	Good	
≥ 55 to < 60	B	Average	
≥ 50 to < 55	C	Pass	
<50	F	Fail	
Absent	Ab	Absent	

A student is considered to have successfully completed a course and earned the credits if he/she secured a letter grade other than F or Ab in that course. A letter grade F or Ab or I in any course implies a failure in that course.

For the courses like NCC/NSS, Yoga and similar Activity based courses, the student shall be declared as "PASS" if he/she satisfies the concerned course requirements.

**13.1 Semester Grade Point Average (SGPA):** SGPA shall be calculated as given below on a "10 point scale" as an index of the student's performance:

$$SGPA = \frac{\sum(C \times GP)}{\sum C}$$

Where "C" denotes the "credits" assigned to the courses undertaken in that semester and "GP" denotes the "grade points" earned by the student in the respective courses.

**Note:** SGPA is calculated only for the candidates who appeared in the semester-end regular examinations in a particular semester.

### **13.2 Overall Grade Point Average (OGPA):**

The OGPA shall be calculated for a candidate who appeared in the Semester End Examination (including Regular & Arrear) till that semester. The OGPA shall be displayed in the Grade sheet of the Regular Semester-end examinations and also in the consolidated Grade Sheet issued at the end of the program. The OGPA is computed on a 10 point scale as given below:

$$OGPA = \frac{\sum(C \times GP)}{\sum C}$$

Where, C denotes the credits assigned to courses undertaken up to the end of the Program and GP denotes the grade points earned by the student in the respective courses.

Both SGPA and OGPA shall be rounded off to 2 decimal points and reported in the transcripts.

### **13.3 Recounting /Revaluation/Personal Verification/ Challenging Evaluation:**

Students shall be permitted to apply for Recounting /Revaluation/Personal Verification/ Challenging Evaluation of the Semester End Theory Examination answer scripts within a stipulated period after payment of the prescribed fee. After completion of the process of Recounting/ Revaluation/Personal Verification/ Challenging Evaluation, the records are updated with changes if any, and the student shall be issued a revised grade sheet. If there are no changes, the student shall be intimated the same through a notice.

## **14. Grade Sheet**

A grade sheet shall be issued to each student indicating the SGPA and OGPA, provided if he/she passed all the courses registered in the regular semester-end examinations.

## **15. Consolidated Grade Sheet**

After successful completion of the entire Program of study, a Consolidated Grade Sheet indicating the performance of all academic years shall be issued as a final record. Duplicate Consolidated Grade Sheet shall also be issued, if required, after payment of the requisite fee.

## 16. Withholding of Results

Results may be withheld in a semester, if

- ❖ The student has any dues to the Department/ School/ University
- ❖ Action arising out of malpractice is pending
- ❖ Action arising out of indiscipline is pending

The student whose result was withheld shall not be allowed/promoted to the next higher semester.

## 17. Credit Transfer

If a student discontinued in any of the semester and later he/she wishes to continue in the same program, then he/she shall follow the latest regulations and curriculum that is being implemented during readmission into the same semester. However, the earned credits before discontinued shall be transferred to his/her credit account and he/she has to complete his/her degree within the stipulated program duration as mentioned in section 18.

## 18. Program Duration

**Minimum Duration:** The minimum duration for each program is as detailed in section 6. A student is said to be completed the program only if he/she earns required credits, as specified in their program curriculum. However, the degree shall be awarded only upon the completion of the minimum duration of the program concerned.

**Maximum Duration:** If a student has backlog courses even after the completion of the minimum duration limit, an additional grace period of three years shall be extended. Under no circumstances, the period of study shall be extended beyond the above limit and thereafter his/her studentship stands canceled automatically. No separate intimation in this regard will be sent to the student.

**Multiple entry and exit:** Students will have the option to exit the program after the first earning a UG Certificate or second year, earning a UG Diploma. However, students opting for these exit pathways must complete a mandatory 10 weeks internship following their first or second year of study

## 19. Award of Class

The OGPA requirement for the award of the class is as follows.

**Awarding of Class**

<b>OGPA</b>	<b>Class Awarded</b>
8.00 and above	First Class with Distinction
7.00 to 7.99	First Class
6.00 to 6.99	Second Class
5.00 to 5.99	Pass Class

## 20. Award of Degree

After successful completion of the program and minimum credit requirements as specified in the program curriculum, a Provisional Certificate will be issued to eligible students. The degree will be conferred on the student during the subsequent Convocation.

## **21. Amendments to Regulations**

The Academic Council headed by the Vice-Chancellor of the University has the right to revise, amend, or change any component of regulations from time to time. In case of any dispute arising in interpreting the rules, the Academic Council's interpretation shall be the final decision.

## **22. General**

The words such as "he", "him", "his" and "her" shall be understood to include all students irrespective of gender connotation.

**Note:** Failure to read and understand the regulations is not an excuse.

MBU

**GUIDELINES FOR DISCIPLINARY ACTION FOR MALPRACTICES /  
IMPROPER CONDUCT IN EXAMINATIONS**

Rule No.	Nature of Malpractices/Improper conduct	Punishment
	<i>If the candidate:</i>	
1. (a)	Possesses or keeps accessible in examination hall, any paper, note book, programmable calculators, Cell phones, pager, palm computers or any other form of material concerned with or related to the course of the examination (theory or practical) in which he is appearing but has not made use of (material shall include any marks on the body of the candidate which can be used as an aid in the course of the examination)	Expulsion from the examination hall and cancellation of the performance in that course only.
(b)	Gives assistance or guidance or receives it from any other candidate orally or by any other body language methods or communicates through cell phones with any candidate or persons in or outside the exam hall in respect of any matter.	Expulsion from the examination hall and cancellation of the performance in that course only of all the candidates involved. In case of an outsider, he will be handed over to the police and a case is registered against him.
2.	Has copied in the examination hall from any paper, book, programmable calculators, palm computers or any other form of material relevant to the course of the examination (theory or practical) in which the candidate is appearing.	Expulsion from the examination hall and cancellation of the performance in that course and all other courses the candidate has already appeared including practical examinations and project work and shall not be permitted to appear for the remaining examinations of the courses of that Semester. The Hall Ticket of the candidate is to be cancelled.
3.	Impersonates any other candidate in connection with the examination.	The candidate who has impersonated shall be expelled from examination hall. The candidate is also debarred for four consecutive semesters from class work and all Semester-end examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.  The performance of the original candidate who has been impersonated, shall be cancelled in all the courses of the examination (including labs and project work) already appeared and shall not be allowed to appear for examinations of the remaining courses of that semester. The candidate is also debarred for four consecutive semesters from class work and all Semester-end examinations, if his involvement is established. Otherwise, The candidate is debarred for two consecutive semesters from class work and all Semester-end examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat. If the imposter is an outsider, he will be handed over to the police and a case is registered against him.
4.	Smuggles in the Answer book or additional sheet or takes out or arranges to send out the question paper during the examination or answer book or additional sheet, during or after the examination.	Expulsion from the examination hall and cancellation of performance in that course and all the other courses the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the courses of that semester. The candidate is also debarred for two consecutive semesters from class work and all Semester-end examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.

Rule No.	Nature of Malpractices/Improper conduct	Punishment
	<i>If the candidate:</i>	
5.	Uses objectionable, abusive or offensive language in the answer paper or in letters to the examiners or writes to the examiner requesting him to award pass marks.	Cancellation of the performance in that course only.
6.	Refuses to obey the orders of the Chief Controller of Examinations/Controller of Examinations/any officer on duty or misbehaves or creates disturbance of any kind in and around the examination hall or organizes a walk out or instigates others to walk out, or threatens the Controller of Examinations or any person on duty in or outside the examination hall of any injury to his person or to any of his relations whether by words, either spoken or written or by signs or by visible representation, assaults the Controller of Examinations, or any person on duty in or outside the examination hall or any of his relations, or indulges in any other act of misconduct or mischief which result in damage to or destruction of property in the examination hall or any part of the University campus or engages in any other act which in the opinion of the officer on duty amounts to use of unfair means or misconduct or has the tendency to disrupt the orderly conduct of the examination.	In case of students of the university, they shall be expelled from examination halls and cancellation of their performance in that course and all other courses the candidate(s) has (have) already appeared and shall not be permitted to appear for the remaining examinations of the courses of that semester. If the candidate physically assaults the invigilator/Controller of the Examinations, then the candidate is also debarred and forfeits his/her seat. In case of outsiders, they will be handed over to the police and a police case is registered against them.
7.	Leaves the exam hall taking away answer script or intentionally tears of the script or any part thereof inside or outside the examination hall.	Expulsion from the examination hall and cancellation of performance in that course and all the other courses the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the courses of that semester. The candidate is also debarred for two consecutive semesters from class work and all Semester-end examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.
8.	Possess any lethal weapon or firearm in the examination hall.	Expulsion from the examination hall and cancellation of the performance in that course and all other courses the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the courses of that semester. The candidate is also debarred and forfeits the seat.

**Note:** Whenever the performance of a student is cancelled in any course(s) due to Malpractice, Then it shall be treated as failed in that course.