MODY UNIVERSITY OF SCIENCE AND TECHNOLOGY

EXAMINATION CELL

ANNUAL REPORT

SESSION 2020-21

Examination at a Glance:

The University has an efficient examination and evaluation process which ensures fair and effective examination conduct. Examination specifics are as follows:

- University conducts examinations for Undergraduate Programmes, Postgraduate Programmes and PhD Programmes.
- Faculty instructors decided the weightage of different evaluation components and shared with students in the beginning of the semester with course description.
- Examinations are conducted as per annual academic calendar notified by the University in offline as well as online mode.
- Mid-term examinations and End-term examinations were conducted by the University as per stipulated schedule. Examinations of all other continuous evaluation components were conducted by respective course Instructor in different mode at appropriate times.
- Respective course Instructor announced the marks and allowed the students to see the evaluated answer books after conducting each examination component as per academic calendar. It reduces the student's grievances after result announcement.
- Examination section announced the results of all programmes within 15 days of last End-term/Final examination.
- Conduction of fair examination as per academic calendar of the university.
- Declaration of the result as per academic calendar.
- Number of degree awarded to the graduating Batch:**617**
- Number of degree awarded to the PhD:**11**
- Number of Gold Medal: **06 (Proposed)**

Number of UG/ PG Programmes for which examinations have been conducted and status of number of students appeared/Promoted in examination:

2020 BATCH

S. No.	Programme name	Year	Appeared	Promoted	Not Promoted	Promoted %
1.	Bachelor of Architecture	1	2	2	0	100
2.	Bachelor of Interior Design	1	7	7	0	100
3.	Bachelor of Design	1	7	6	1	80
4.	Bachelor of Design (User Experience Design)	1	8	8	0	100
5.	Bachelor of Visual Art	1	1	1	0	100
6.	Bachelor of Technology (Computer Science and Engineering)	1	118	117	1	100
7.	Bachelor of Technology (Electronic and Communication Engineering)	1	2	2	0	100
8.	Bachelor of Technology (Mechanical Engineering)	1	1	1	0	100
9.	Bachelor of Computer Applications	1	6	6	0	100
10.	Master of Computer Applications	1	8	8	0	100
11.	Master of Technology (Computer Science and Engineering)	1	1	1	0	100
12.	Bachelor of Technology (Electronics and Computer Engineering)	1	1	1	0	100
13.	Bachelor of Arts (Hons) English	1	18	18	0	100
14.	Bachelor of Arts (Hons) Psychology	1	11	10	1	90.91
15.	Bachelor of Arts (Hons) Political Science	1	11	10	1	90.91
16.	Master of Arts (English)	1	4	4	0	100

CONTROLLER OF EXAMINATION

13/11/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

17.	Master of Arts (Psychology)	1	5	5	0	100
18.	Bachelor of Arts	1	6	5	1	83.33
19.	Bachelor of Arts (Journalism and Mass communication)	1	4	4	0	100
20.	Bachelor of Arts Bachelor of Law	1	57	56	1	98.24
21.	Bachelor of Business Administration Bachelor of Law	1	18	18	0	100
22.	Bachelor of Commerce Bachelor of Law	1	7	7	0	100
23.	Bachelor of Law	1	3	3	0	100
24.	Master of Law	1	8	8	0	100
25.	Bachelor of Commerce (Hons)	1	21	20	1	95.24
26.	Bachelor of Business Administration	1	51	51	0	100
27.	MBA (Intigrated) (BBA)-(MBA)	1	3	3	0	100
28.	Bachelor of Arts (Hons) Economics	1	5	4	1	80
29.	Master of Business Administration	1	28	27	1	96.43
30.	Bachelor of Science	1	10	10	0	100
31.	Bachelor of Science (Hons) Biotechnology	1	6	5	1	83.33
32.	Bachelor of Science (Hons) Chemistry	1	2	2	0	100
33.	Bachelor of Science (Hons) Forensic Science	1	4	2	2	50
34.	Bachelor of Science (Hons) Mathematics	1	5	5	0	100
35.	Bachelor of Science (Hons) Physics	1	1	1	0	100
36.	Bachelor of Science (Hons) Psychology	1	5	4	1	80
37.	Master of Science (Biotechnology)	1	5	5	0	100
38.	Master of Science (Chemistry)	1	3	3	0	100
39.	Master of Science (Food and Nutrition)	1	3	3	0	100
40.	Master of Science (Forensic Science)	1	9	9	0	100
41.	Master of Science (Mathematics)	1	2	2	0	100
42.	Master of Science (Microbiology)	1	5	5	0	100
43.	Master of Science (Physics)	1	5	5	0	100

2019 BATCH

S. No.	Programme name	Year	Appeared	Promoted	Not Promoted	Promoted %
1.	Bachelor of Architecture	2	3	3	0	100
2.	Bachelor of Interior Design	2	9	9	0	100
3.	Bachelor of Design	2	12	12	0	100
4.	Bachelor of Technology (Computer Science and Engineering)	2	136	136	0	100
5.	Bachelor of Technology (Electronic and Communication Engineering)	2	2	2	0	100
6.	Bachelor of Technology (Electrical Engineering)	2	2	2	0	100
7.	Bachelor of Technology (Mechanical Engineering)	2	4	4	0	100
8.	Master of Technology (VLSI Design)	2	1	1	0	100
9.	Bachelor of Computer Applications	2	10	10	0	100
10.	Master of Computer Applications (Lateral)	3	7	7	0	100
11.	Bachelor of Arts (Hons) English	2	7	7	0	100
12.	Bachelor of Arts (Hons) Psychology	2	6	6	0	100
13.	Bachelor of Arts (Hons) Political Science	2	7	7	0	100
14.	Master of Arts (English)	2	3	3	0	100
15.	Master of Arts (Psychology)	2	2	2	0	100
16.	Bachelor of Arts	2	8	8	0	100
17.	Bachelor of Arts (Journalism and Mass communication)	2	6	6	0	100
18.	Bachelor of Arts Bachelor of Law	2	59	58	1	98.31
19.	Bachelor of Business Administration Bachelor of Law	2	15	15	0	100

CONTROLLER OF EXAMINATIONS 13/11/21

13/11/2021
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20.	Bachelor of Commerce Bachelor of Law	2	7	7	0	100
21.	Bachelor of Law	2	7	7	0	100
22.	Bachelor of Commerce (Hons)	2	23	23	0	100
23.	Bachelor of Business Administration	2	47	46	1	97.87
24.	MBA (Intigrated) (BBA)-(MBA)	2	3	3	0	100
25.	Bachelor of Arts (Hons) Economics	2	3	3	0	100
26.	Master of Business Administration	2	24	23	1	96
27.	Bachelor of Business Administration (Tourism and Travel Management)	2	4	4	0	100
28.	Bachelor of Business Administration (Tourism and Travel Management)	3	1	1	0	100
29.	Bachelor of Science	2	7	7	0	100
30.	Bachelor of Science (Hons) Biotechnology	2	12	12	0	100
31.	Bachelor of Science (Hons) Food and Nutrition	2	6	6	0	100
32.	Bachelor of Science (Hons) Forensic Science	2	2	2	0	100
33.	Bachelor of Science (Hons) Mathematics	2	7	7	0	100
34.	Bachelor of Science (Hons) Physics	2	5	5	0	100
35.	Bachelor of Science (Hons) Psychology	2	6	6	0	100
36.	Master of Science (Biotechnology)	2	2	2	0	100
37.	Master of Science (Chemistry)	2	5	5	0	100
38.	Master of Science (Food and Nutrition)	2	4	4	0	100
39.	Master of Science (Forensic Science)	2	3	3	0	100
40.	Master of Science (Mathematics)	2	6	6	0	100
41.	Master of Science (Microbiology)	2	5	5	0	100
42.	Master of Science (Physics)	2	6	6	0	100

2018 BATCH

S. No.	Programme name	Year	Appeared	Promoted	Not Promoted	Promoted %
1.	Bachelor of Interior Design	3	17	17	0	100
2.	Bachelor of Design	3	10	10	0	100
3.	Bachelor of Technology (Computer Science and Engineering)	3	150	150	0	100
4.	Bachelor of Technology (Electronic and Communication Engineering)	3	2	2	0	100
5.	Bachelor of Technology (Electrical Engineering)	3	2	2	0	100
6.	Bachelor of Technology (Mechanical Engineering)	3	2	2	0	100
7.	Bachelor of Technology (Nuclear Science and Technology)	3	2	2	0	100
8.	Bachelor of Computer Applications	3	2	2	0	100
9.	Bachelor of Arts (Hons) English	3	14	12	0	85.71
10.	Bachelor of Arts (Hons) Psychology	3	14	13	0	92.86
11.	Bachelor of Arts (Hons) Political Science	3	6	6	0	100
12.	Bachelor of Arts	3	6	6	0	100
13.	Bachelor of Arts (Journalism and Mass communication)	3	1	1	0	100
14.	Bachelor of Arts Bachelor of Law	3	40	40	0	100
15.	Bachelor of Business Administration Bachelor of Law	3	22	22	0	100
16.	Bachelor of Commerce Bachelor of Law	3	6	6	0	100
17.	Bachelor of Science Bachelor of Law	3	2	2	0	100
18.	Bachelor of Commerce (Hons)	3	35	35	0	100
19.	Bachelor of Business Administration	3	53	46	0	86.79
20.	MBA (Integrated) (BBA)-(MBA)	3	9	9	0	100
21.	Bachelor of Arts (Hons) Economics	3	5	5	0	100
22.	Bachelor of Science	3	13	13	0	100
23.	Bachelor of Science (Hons) Biotechnology	3	10	9	1	90

CONTROLLER OF EXAMINATION

13/11/21

13/11/2021

REGISTRAR

Mody University of Science and Technology

Lakshmangarh (Distt Sikar)

24.	Bachelor of Science (Hons) Chemistry	3	8	8	0	100
25.	Bachelor of Science (Hons) Food and Nutrition	3	8	8	0	100
26.	Bachelor of Science (Hons) Forensic Science	3	7	7	0	100
27.	Bachelor of Science (Hons) Mathematics	3	9	9	0	100
28.	Bachelor of Science (Hons) Physics	3	6	6	0	100
29.	Bachelor of Science (Hons) Psychology	3	7	7	0	100

2017 BATCH

S. No.	Programme name	Year	Appeared	Promoted	Not Promoted	Promoted %
1.	Bachelor of Architecture	4	4	4	0	100
2.	Bachelor of Interior Design	4	10	10	0	100
3.	Bachelor of Design	4	14	14	0	100
4.	Bachelor of Technology (Computer Science and Engineering)	4	174	172	2	98.85
5.	Bachelor of Technology (Electronic and Communication Engineering)	4	6	6	0	100
6.	Bachelor of Technology (Electrical Engineering)	4	6	6	0	100
7.	Bachelor of Technology (Mechanical Engineering)	4	5	5	0	100
8.	Bachelor of Arts Bachelor of Law	4	43	43	0	100
9.	Bachelor of Business Administration Bachelor of Law	4	25	25	0	100
10.	Bachelor of Commerce Bachelor of Law	4	8	8	0	100
11.	MBA (Intigrated) (BBA)-(MBA)	4	2	2	0	100

2016 BATCH

S. No.	Programme name	Year	Appeared	Promoted	Not Promoted	Promoted %
1.	Bachelor of Architecture	5	13	13	0	100
2.	Bachelor of Arts Bachelor of Law	5	41	41	0	100
3.	Bachelor of Business Administration Bachelor of Law	5	18	18	0	100
4.	Bachelor of Commerce Bachelor of Law	5	8	7	1	87.5
5.	Dual Degree (BBA)-(MBA)	5	6	6	0	100

Exam Coordinator

13/11/24

Controller of Examinations

CONTROLLER OF EXAMINATION

13/11/2024

Registrar

REGISTRAR
Mody University of Science and Tech
Lakshmangarh (Distt Sikar) 332

MODY UNIVERSITY OF SCIENCE AND TECHNOLOGY
EXAMINATION CELL
ANNUAL REPORT

SESSION 2019-20

Examination at a Glance:

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- Respective course Instructor announced the marks and allowed the students to see the evaluated answer books after conducting each examination component as per academic calendar. It reduces the student's grievances after result announcement.
- Examination section announced the results of all programmes within 15 days of last End-term/Final examination.
- Conduction of fair examination as per academic calendar of the university.
- Declaration of the result as per academic calendar.
- Number of degree awarded to the graduating Batch: **537**
- Number of degree awarded to the PhD: **15**
- Number of Gold Medal: **06**

Number of UG/ PG Programmes for which examinations have been conducted and status of number of students appeared/Promoted in examination:

2019 BATCH

S. No.	Programme name	Year	Appeared	Promoted	Not Promoted	Promoted %
1.	Bachelor of Architecture	1	3	3	0	100
2.	Bachelor of Interior Design	1	11	11	0	100
3.	Bachelor of Design	1	13	12	1	92.3
4.	Bachelor of Technology (Computer Science and Engineering)	1	147	143	4	97.27
5.	Bachelor of Technology (Electronic and Communication Engineering	1	3	3	0	100
6.	Bachelor of Technology (Electrical Engineering)	1	3	3	0	100
7.	Bachelor of Technology (Mechanical Engineering)	1	4	4	0	100
8.	Bachelor of Computer Applications	1	11	10	1	90.91
9.	Master of Computer Applications (Lateral)	2	7	7	0	100
10.	Bachelor of Arts (Hons) English	1	7	7	0	100
11.	Bachelor of Arts (Hons) Psychology	1	7	7	0	100
12.	Bachelor of Arts (Hons) Political Science	1	7	7	0	100
13.	Master of Arts (English)	1	3	3	0	100
14.	Master of Arts (Psychology)	1	2	2	0	100

1/4

Mody University Of Science And Technology Lakshmangarh-332311 CONTROLLER OF EXAMINATION 25/11/20

25/11/2020

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Lakshmangarh (Distt. Sikar) 332311

15.	Bachelor of Arts	1	8	8	0	100
16.	Bachelor of Arts (Journalism and Mass communication)	1	6	6	0	100
17.	Bachelor of Arts Bachelor of Law	1	64	64	0	100
18.	Bachelor of Business Administration Bachelor of Law	1	18	18	0	100
19.	Bachelor of Commerce Bachelor of Law	1	7	7	0	100
20.	Bachelor of Law	1	7	7	0	100
21.	Master of Law	1	2	2	0	100
22.	Bachelor of Commerce (Hons)	1	25	24	1	96
23.	Bachelor of Business Administration	1	49	49	0	100
24.	MBA (Intigrated) (BBA)-(MBA)	1	3	3	0	100
25.	Bachelor of Arts (Hons) Economics	1	3	3	0	100
26.	Master of Business Administration	1	24	24	0	100
27.	Bachelor of Business Administration (Tourism and Travel Management)	1	4	4	0	100
28.	Bachelor of Science	1	9	9	0	100
29.	Bachelor of Science (Hons) Biotechnology	1	12	12	0	100
30.	Bachelor of Science (Hons) Chemistry	1	1	1	0	100
31.	Bachelor of Science (Hons) Food and Nutrition	1	7	6	1	85.71
32.	Bachelor of Science (Hons) Forensic Science	1	3	3	0	100
33.	Bachelor of Science (Hons) Mathematics	1	5	5	0	100
34.	Bachelor of Science (Hons) Physics	1	5	5	0	100
35.	Bachelor of Science (Hons) Psychology	1	6	6	0	100
36.	Master of Science (Biotechnology)	1	2	2	0	100
37.	Master of Science (Chemistry)	1	5	5	0	100
38.	Master of Science (Food and Nutrition)	1	6	6	1	100
39.	Master of Science (Forensic Science)	1	3	3	0	100
40.	Master of Science (Mathematics)	1	6	6	0	100
41.	Master of Science (Microbiology)	1	5	5	0	100
42.	Master of Science (Physics)	1	6	6	0	100

2018 BATCH

S. No.	Programme name	Year	Appeared	Promoted	Not Promoted	Promoted %
1.	Bachelor of Interior Design	2	17	17	0	100
2.	Bachelor of Design	2	10	10	0	100
3.	Master of Design	2	4	3	2	75
4.	Bachelor of Technology (Computer Science and Engineering)	2	152	152	0	100
5.	Bachelor of Technology (Electronic and Communication Engineering	2	3	3	0	100
6.	Bachelor of Technology (Electrical Engineering)	2	2	2	0	100
7.	Bachelor of Technology (Mechanical Engineering)	2	2	2	0	100
8.	Master of Technology (VLSI Design)	2	2	1	1	50
9.	Bachelor of Computer Applications	2	5	2	3	40
10.	Master of Computer Applications (**Lateral**)	3	6	6	0	100
11.	Master of Technology (Computer Science and Engineering)	2	4	4	0	100
12.	Bachelor of Arts (Hons) English	2	16	16	0	100
13.	Bachelor of Arts (Hons) Psychology	2	12	12	0	100
14.	Bachelor of Arts (Hons) Political Science	2	6	6	0	100
15.	Master of Arts (English)	2	4	4	0	100

CONTROLLER OF EXAMINATION 25/11/20

2/4

25/11/2020

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Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

16.	Master of Arts (Psychology)	2	5	5	0	100
17.	Bachelor of Arts	2	6	6	0	100
18.	Bachelor of Arts (Journalism and Mass communication)	2	1	1	0	100
19.	Bachelor of Arts Bachelor of Law	2	43	40	3	93.02
20.	Bachelor of Business Administration Bachelor of Law	2	23	23	0	100
21.	Bachelor of Commerce Bachelor of Law	2	6	6	0	100
22.	Bachelor of Commerce (Hons)	2	35	35	0	100
23.	Bachelor of Business Administration	2	53	53	0	100
24.	MBA (integrated) (BBA)-(MBA)	2	9	9	0	100
25.	Bachelor of Arts (Hons) Economics	2	5	5	0	100
26.	Master of Business Administration	2	44	44	0	100
27.	Bachelor of Business Administration (Tourism and Travel Management)	2	2	1	1	50
28.	Bachelor of Science	2	14	14	0	100
29.	Bachelor of Science (Hons) Biotechnology	2	10	10	0	100
30.	Bachelor of Science (Hons) Chemistry	2	7	7	0	100
31.	Bachelor of Science (Hons) Food and Nutrition	2	8	8	0	100
32.	Bachelor of Science (Hons) Forensic Science	2	7	7	0	100
33.	Bachelor of Science (Hons) Mathematics	2	8	8	0	100
34.	Bachelor of Science (Hons) Physics	2	7	7	0	100
35.	Bachelor of Science (Hons) Psychology	2	7	7	0	100
36.	Master of Science (Biotechnology)	2	3	3	0	100
37.	Master of Science (Chemistry)	2	7	7	0	100
38.	Master of Science (Food and Nutrition)	2	5	5	0	100
39.	Master of Science (Forensic Science)	2	3	3	0	100
40.	Master of Science (Mathematics)	2	5	5	0	100
41.	Master of Science (Microbiology)	2	4	4	0	100
42.	Master of Science (Physics)	2	3	3	0	100

2017 BATCH

S. No.	Programme name	Year	Appeared	Promoted	Not Promoted	Promoted %
1.	Bachelor of Architecture	3	4	4	0	100
2.	Bachelor of Interior Design	3	11	10	1	90.91
3.	Bachelor of Design	3	14	14	0	100
4.	Bachelor of Technology (Computer Science and Engineering)	3	176	174	2	98.86
5.	Bachelor of Technology (Electronic and Communication Engineering	3	6	6	0	100
6.	Bachelor of Technology (Electrical Engineering)	3	6	6	0	100
7.	Bachelor of Technology (Mechanical Engineering)	3	5	5	0	100
8.	Bachelor of Computer Applications	3	2	2	0	100
9.	Bachelor of Arts (Hons) English	3	7	7	0	100
10.	Bachelor of Arts (Hons) Psychology	3	9	9	0	100
11.	Bachelor of Arts (Hons) Political Science	3	3	3	0	100
12.	Bachelor of Arts	3	7	7	0	100
13.	Bachelor of Arts Bachelor of Law	3	43	43	0	100
14.	Bachelor of Business Administration Bachelor of Law	3	25	25	0	100
15.	Bachelor of Commerce Bachelor of Law	3	8	8	0	100
16.	Bachelor of Law	3	5	5	0	100
17.	Bachelor of Commerce (Hons)	3	40	38	2	95

3/4

CONTROLLER OF EXAMINATIONS 25/11/20

25/11/2020
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18.	Bachelor of Business Administration	3	30	24	6	80
19.	MBA (Intigrated) (BBA)-(MBA)	3	10	10	0	100
20.	Bachelor of Arts (Hons) Economics	3	2	1	1	50
21.	Bachelor of Science	3	21	19	2	90.47
22.	Bachelor of Science (Hons) Biotechnology	3	8	8	1	100
23.	Bachelor of Science (Hons) Chemistry	3	3	2	1	66.67
24.	Bachelor of Science (Hons) Food and Nutrition	3	5	4	1	80
25.	Bachelor of Science (Hons) Forensic Science	3	13	12	1	92.31
26.	Bachelor of Science (Hons) Mathematics	3	5	5	0	100
27.	Bachelor of Science (Hons) Physics	3	4	4	0	100
28.	Bachelor of Science (Hons) Psychology	3	6	6	0	100

2016 BATCH

S. No.	Programme name	Year	Appeared	Promoted	Not Promoted	Promoted %
1.	Bachelor of Architecture	4	13	13	0	100
2.	Bachelor of Interior Design	4	14	11	3	78.57
3.	Bachelor of Design	4	29	21	8	72.41
4.	Bachelor of Technology (Computer Science and Engineering)	4	118	111	7	94.06
5.	Bachelor of Technology (Electronic and Communication Engineering	4	9	8	1	88.89
6.	Bachelor of Technology (Electrical Engineering)	4	3	3	0	100
7.	Bachelor of Technology (Mechanical Engineering)	4	4	4	0	100
8.	Bachelor of Arts Bachelor of Law	4	41	41	0	100
9.	Bachelor of Business Administration Bachelor of Law	4	18	18	0	100
10.	Bachelor of Commerce Bachelor of Law	4	8	8	0	100
11.	Dual Degree (BBA)-(MBA)	4	6	6	0	100

2015 BATCH

S. No.	Programme name	Year	Appeared	Promoted	Not Promoted	Promoted %
1.	Bachelor of Architecture	5	16	16	0	100
2.	Bachelor of Arts Bachelor of Law	5	33	30	3	90.91
3.	Bachelor of Business Administration Bachelor of Law	5	25	25	0	100
4.	Bachelor of Commerce Bachelor of Law	5	10	10	0	100
5.	Bachelor of Science Bachelor of Law	5	1	1	0	100
6.	Dual Degree (BBA)-(MBA)	5	9	8	1	88.89
7.	Bachelor of Architecture	5	16	16	0	100

Exam Coordinator

25/11/20

Controller of Examinations

25/11/2020

Registrar

REGISTRAR
Mody University of Science and Technolo
Lakshmangarh (Distt Sikar)

CONTROLLER OF EXAMINATION

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SESSION 2018-19

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- Conduction of fair examination as per academic calendar of the university.
- Declaration of the result as per academic calendar.
- Number of degree awarded to the graduating Batch: **568**
- Number of degree awarded to the PhD: **09**
- Number of Gold Medal: **06**

Number of UG/ PG Programmes for which examinations have been conducted and status of number of students appeared/Promoted in examination:

2018 BATCH

S. No.	Programme name	Year	Appeared	Promoted	Not Promoted	Promoted %
1.	Bachelor of Architecture	1	5	3	2	60
2.	Bachelor of Interior Design	1	18	17	1	94.44
3.	Bachelor of Design	1	20	20	0	100
4.	Master of Design	1	5	4	1	80
5.	Bachelor of Technology (Computer Science and Engineering)	1	165	157	8	95.15
6.	Bachelor of Technology (Electronic and Communication Engineering	1	3	3	0	100
7.	Bachelor of Technology (Electrical Engineering)	1	2	2	0	100
8.	Bachelor of Technology (Mechanical Engineering)	1	2	2	0	100
9.	Master of Technology (VLSI Design)	1	2	2	0	100
10.	Master of Technology (Nuclear Science and Technology)	1	1	1	0	100
11.	Bachelor of Computer Applications	1	6	5	1	83.33
12.	Master of Computer Applications (Lateral)	2	7	6	1	85.71
13.	Master of Technology (Computer Science and Engineering)	1	4	4	0	100
14.	Bachelor of Arts (Hons) English	1	17	18	0	105.88

Mody University of Science & Technology LAKSHMANGARH-332311 (Raj.)
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28/11/2019
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Lakshmangarh (Distt Sikar) 332311

15.	Bachelor of Arts (Hons) Psychology	1	14	14	0	100
16.	Bachelor of Arts (Hons) Political Science	1	6	6	0	100
17.	Master of Arts (English)	1	4	4	0	100
18.	Master of Arts (Psychology)	1	5	5	0	100
19.	Bachelor of Arts	1	10	8	2	80
20.	Bachelor of Arts (Journalism and Mass communication)	1	1	1	0	100
21.	Bachelor of Arts Bachelor of Law	1	58	54	4	93.1
22.	Bachelor of Business Administration Bachelor of Law	1	26	24	2	92.31
23.	Bachelor of Commerce Bachelor of Law	1	5	5	0	100
24.	Master of Law	1	4	4	0	100
25.	Bachelor of Commerce (Hons)	1	38	37	1	97.37
26.	Bachelor of Business Administration	1	58	58	0	100
27.	MBA (intigrated) (BBA)-(MBA)	1	9	9	0	100
28.	Bachelor of Arts (Hons) Economics	1	6	5	1	83.33
29.	Master of Business Administration	1	44	42	2	95.45
30.	Bachelor of Business Administration (Tourism and Travel Management)	1	2	1	1	50
31.	Bachelor of Science	1	15	14	1	93.33
32.	Bachelor of Science (Hons) Biotechnology	1	9	9	0	100
33.	Bachelor of Science (Hons) Chemistry	1	6	6	0	100
34.	Bachelor of Science (Hons) Food and Nutrition	1	8	8	0	100
35.	Bachelor of Science (Hons) Forensic Science	1	7	7	0	100
36.	Bachelor of Science (Hons) Mathematics	1	8	8	0	100
37.	Bachelor of Science (Hons) Physics	1	9	9	0	100
38.	Bachelor of Science (Hons) Psychology	1	8	7	1	87.5
39.	Master of Science (Biotechnology)	1	3	3	0	100
40.	Master of Science (Chemistry)	1	8	7	1	87.5
41.	Master of Science (Food and Nutrition)	1	5	5	0	100
42.	Master of Science (Forensic Science)	1	3	3	0	100
43.	Master of Science (Mathematics)	1	6	6	0	100
44.	Master of Science (Microbiology)	1	4	4	0	100
45.	Master of Science (Physics)	1	3	3	0	100

2017 BATCH

S. No.	Programme name	Year	Appeared	Promoted	Not Promoted	Promoted %
1.	Bachelor of Architecture	2	5	5	0	100
2.	Bachelor of Interior Design	2	13	11	2	84.62
3.	Bachelor of Design	2	14	14	0	100
4.	Master of Design	2	2	0	2	0
5.	Bachelor of Technology (Computer Science and Engineering)	2	177	177	0	100
6.	Bachelor of Technology (Electronic and Communication Engineering	2	6	6	0	100
7.	Bachelor of Technology (Electrical Engineering)	2	6	6	0	100
8.	Bachelor of Technology (Mechanical Engineering)	2	5	5	0	100
9.	Master of Technology (VLSI Design)	2	3	3	0	100
10.	Bachelor of Computer Applications	2	2	2	0	100
11.	Master of Computer Applications (**Lateral**)	3	14	13	1	92.86
12.	Master of Technology (Computer Science and Engineering)	2	5	5	0	100

Science And Technology
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28/11/19

28/11/2019
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13.	Bachelor of Arts (Hons) English	2	7	7	0	100
14.	Bachelor of Arts (Hons) Psychology	2	9	9	0	100
15.	Bachelor of Arts (Hons) Political Science	2	1	1	0	100
16.	Master of Arts (English)	2	2	2	0	100
17.	Master of Arts (Psychology)	2	4	4	0	100
18.	Bachelor of Arts	2	9	9	0	100
19.	Bachelor of Arts Bachelor of Law	2	46	44	2	95.65
20.	Bachelor of Business Administration Bachelor of Law	2	26	25	1	96.15
21.	Bachelor of Commerce Bachelor of Law	2	8	8	0	100
22.	Bachelor of Law	2	5	5	0	100
23.	Bachelor of Commerce (Hons)	2	40	40	0	100
24.	Bachelor of Business Administration	2	30	30	0	100
25.	MBA (Intigrated) (BBA)-(MBA)	2	10	10	0	100
26.	Bachelor of Arts (Hons) Economics	2	2	2	0	100
27.	Master of Business Administration	2	39	36	3	92.31
28.	Bachelor of Science	2	21	21	0	100
29.	Bachelor of Science (Hons) Biotechnology	2	8	8	0	100
30.	Bachelor of Science (Hons) Chemistry	2	3	3	0	100
31.	Bachelor of Science (Hons) Food and Nutrition	2	5	5	0	100
32.	Bachelor of Science (Hons) Forensic Science	2	13	13	0	100
33.	Bachelor of Science (Hons) Mathematics	2	5	5	0	100
34.	Bachelor of Science (Hons) Physics	2	4	4	0	100
35.	Bachelor of Science (Hons) Psychology	2	6	6	0	100
36.	Master of Science (Chemistry)	2	10	10	0	100
37.	Master of Science (Food and Nutrition)	2	5	5	0	100
38.	Master of Science (Forensic Science)	2	3	3	0	100
39.	Master of Science (Mathematics)	2	4	4	0	100
40.	Master of Science (Microbiology)	2	6	6	0	100
41.	Master of Science (Physics)	2	6	6	0	100

2016 BATCH

S. No.	Programme name	Year	Appeared	Promoted	Not Promoted	Promoted %
1.	Bachelor of Architecture	3	13	13	0	100
2.	Bachelor of Interior Design	3	15	14	1	93.33
3.	Bachelor of Design	3	29	29	0	100
4.	Bachelor of Technology (Computer Science and Engineering)	3	120	118	2	98.33
5.	Bachelor of Technology (Electronic and Communication Engineering	3	9	9	0	100
6.	Bachelor of Technology (Electrical Engineering)	3	3	3	0	100
7.	Bachelor of Technology (Mechanical Engineering)	3	4	4	0	100
8.	Bachelor of Computer Applications	3	6	6	0	100
9.	Bachelor of Arts (Hons) English	3	7	6	0	85.71
10.	Bachelor of Arts (Hons) Psychology	3	7	7	0	100
11.	Bachelor of Arts	3	12	12	0	100
12.	Bachelor of Arts Bachelor of Law	3	41	41	0	100
13.	Bachelor of Business Administration Bachelor of Law	3	18	18	0	100
14.	Bachelor of Commerce Bachelor of Law	3	8	8	0	100
15.	Bachelor of Law	3	2	2	0	100
16.	Bachelor of Commerce (Hons)	3	40	36	4	90

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28/11/19

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17.	Bachelor of Business Administration	3	26	23	3	88.46
18.	Dual Degree (BBA)-(MBA)	3	18	18	0	100
19.	Bachelor of Arts (Hons) Economics	3	4	3	1	75
20.	Bachelor of Science	3	32	28	0	87.5
21.	Bachelor of Science (Hons) Biotechnology	3	7	6	0	85.71
22.	Bachelor of Science (Hons) Chemistry	3	7	6	0	85.71
23.	Bachelor of Science (Hons) Food and Nutrition	3	5	4	0	80
24.	Bachelor of Science (Hons) Forensic Science	3	3	3	0	100
25.	Bachelor of Science (Hons) Mathematics	3	6	6	0	100
26.	Bachelor of Science (Hons) Physics	3	5	5	0	100
27.	Bachelor of Science (Hons) Psychology	3	2	2	0	100
28.	Bachelor of Architecture	3	13	13	0	100

2015 BATCH

S. No.	Programme name	Year	Appeared	Promoted	Not Promoted	Promoted %
1.	Bachelor of Architecture	4	16	16	0	100
2.	Bachelor of Interior Design	4	16	11	5	68.75
3.	Bachelor of Design	4	19	19	0	100
4.	Bachelor of Technology (Computer Science and Engineering)	4	187	177	0	94.65
5.	Bachelor of Technology (Electronic and Communication Engineering	4	25	21	4	84
6.	Bachelor of Technology (Electrical Engineering)	4	11	11	0	100
7.	Bachelor of Technology (Mechanical Engineering)	4	2	2	0	100
8.	Bachelor of Arts Bachelor of Law	4	34	34	0	100
9.	Bachelor of Business Administration Bachelor of Law	4	26	26	0	100
10.	Bachelor of Commerce Bachelor of Law	4	10	10	0	100
11.	Dual Degree (BBA)-(MBA)	4	9	9	0	100

2014 BATCH

S. No.	Programme name	Year	Appeared	Promoted	Not Promoted	Promoted %
1.	Bachelor of Arts Bachelor of Law	5	27	26	1	96.3
2.	Bachelor of Business Administration Bachelor of Law	5	17	17	0	100
3.	Bachelor of Commerce Bachelor of Law	5	9	9	0	100

Exam Coordinator

28/11/19

Controller of Examination

Mody University Of Science And Technology
CONTROLLER OF EXAMINATION
LAKSHMANGARH-332311

28/11/2019

Registrar

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MODY UNIVERSITY OF SCIENCE AND TECHNOLOGY
EXAMINATION CELL
ANNUAL REPORT

SESSION 2017-18

Examination at a Glance:

The University has an efficient examination and evaluation process which ensures fair and effective examination conduct. Examination specifics are as follows:

- University conducts examinations for Undergraduate Programmes, Postgraduate Programmes and PhD Programmes.
- Faculty instructors decided the weightage of different evaluation components and shared with students in the beginning of the semester with course description.
- Examinations are conducted as per annual academic calendar notified by the University in offline as well as online mode.
- Mid-term examinations and End-term examinations were conducted by the University as per stipulated schedule. Examinations of all other continuous evaluation components were conducted by respective course Instructor in different mode at appropriate times.
- Respective course Instructor announced the marks and allowed the students to see the evaluated answer books after conducting each examination component as per academic calendar. It reduces the student's grievances after result announcement.
- Examination section announced the results of all programmes within 15 days of last End-term/Final examination.
- Conduction of fair examination as per academic calendar of the university.
- Declaration of the result as per academic calendar.
- Number of degree awarded to the graduating Batch: **482**
- Number of degree awarded to the PhD: **21**
- Number of Gold Medal: 7

Number of UG/ PG Programmes for which examinations have been conducted and status of number of students appeared/Promoted in examination:

2017 BATCH

S. No.	Programme name	Year	Appeared	Promoted	Not Promoted	Promoted %
1.	Bachelor of Architecture	1	10	10	0	100
2.	Bachelor of Interior Design	1	13	12	1	92
3.	Bachelor of Design	1	12	12	0	100
4.	Bachelor of Design	1	6	5	1	83
5.	Master of Design	1	3	2	1	67
6.	Bachelor of Technology (Computer Science and Engineering)	1	179	179	0	100
7.	Bachelor of Technology (Electronic and Communication Engineering)	1	10	10	0	100
8.	Bachelor of Technology (Electrical Engineering)	1	7	7	0	100
9.	Bachelor of Technology (Mechanical Engineering)	1	2	2	0	100
10.	Master of Technology (VLSI Design)	1	3	3	0	100
11.	Master of Technology (Nuclear Science and Technology)	1	1	1	0	100
12.	Bachelor of Computer Applications	1	2	2	0	100
13.	Master of Computer Applications (**Lateral**)	2	14	14	0	100
14.	Master of Technology (Computer Science and Engineering)	1	5	5	0	100

15.	Master of Technology (Wireless Communication Technology)	1	1	1	0	100
16.	Bachelor of Arts (Hons) English	1	10	9	1	90
17.	Bachelor of Arts (Hons) Psychology	1	12	12	0	100
18.	Bachelor of Arts (Hons) Political Science	1	2	2	0	100
19.	Master of Arts (English)	1	2	2	0	100
20.	Master of Arts (Psychology)	1	4	4	0	100
21.	Bachelor of Arts	1	10	10	0	100
22.	Bachelor of Arts Bachelor of Law	1	51	51	0	100
23.	Bachelor of Business Administration Bachelor of Law	1	26	26	0	100
24.	Bachelor of Commerce Bachelor of Law	1	8	8	0	100
25.	Bachelor of Law	1	6	6	0	100
26.	Master of Law	1	6	6	0	100
27.	Bachelor of Commerce (Hons)	1	42	42	0	100
28.	Bachelor of Business Administration	1	49	49	0	100
29.	MBA (Intigrated) Dual Degree (BBA)-(MBA)	1	10	10	0	100
30.	Bachelor of Arts (Hons) Economics	1	2	2	0	100
31.	Master of Business Administration	1	41	41	0	100
32.	Bachelor of Science (Hons) Biotechnology	1	8	8	0	100
33.	Bachelor of Science (Hons) Chemistry	1	3	3	0	100
34.	Bachelor of Science (Hons) Food and Nutrition	1	6	5	1	83
35.	Bachelor of Science (Hons) Forensic Science	1	14	14	0	100
36.	Bachelor of Science (Hons) Mathematics	1	5	5	0	100
37.	Bachelor of Science (Hons) Physics	1	4	4	0	100
38.	Bachelor of Science (Hons) Psychology	1	6	6	0	100
39.	Master of Science (Biotechnology)	1	1	1	0	100
40.	Master of Science (Chemistry)	1	10	10	0	100
41.	Master of Science (Food and Nutrition)	1	5	5	0	100
42.	Master of Science (Forensic Science)	1	3	3	0	100
43.	Master of Science (Mathematics)	1	4	4	0	100
44.	Master of Science (Microbiology)	1	6	6	0	100
45.	Master of Science (Physics)	1	7	6	1	86
46.	Bachelor of Science	1	24	22	2	92

2016 BATCH

S. No.	Programme name	Year	Appeared	Promoted	Not Promoted	Promoted %
1.	Bachelor of Architecture	2	13	13	0	100
2.	Bachelor of Interior Design	2	15	15	0	100
3.	Bachelor of Design	2	29	29	0	100
4.	Master of Design	2	4	3	1	75
5.	Bachelor of Technology (Computer Science and Engineering)	2	120	120	0	100
6.	Bachelor of Technology (Electronic and Communication Engineering)	2	9	9	0	100
7.	Bachelor of Technology (Electrical Engineering)	2	3	3	0	100
8.	Bachelor of Technology (Mechanical Engineering)	2	4	4	0	100
9.	Master of Technology (VLSI Design)	2	7	7	0	100
10.	Master of Technology (Nuclear Science and Technology)	2	4	4	0	100

11.	Bachelor of Computer Applications	2	7	7	0	100
12.	Master of Computer Applications (Lateral)	3	12	12	0	100
13.	Master of Technology (Computer Science and Engineering)	2	3	3	0	100
14.	Bachelor of Arts (Hons) English	2	7	7	0	100
15.	Bachelor of Arts (Hons) Psychology	2	6	6	0	100
16.	Master of Arts (English)	2	5	4	1	80
17.	Master of Arts (Psychology)	2	3	3	0	100
18.	Bachelor of Arts	2	14	14	0	100
19.	Bachelor of Arts Bachelor of Law	2	41	41	0	100
20.	Bachelor of Business Administration Bachelor of Law	2	19	18	1	95
21.	Bachelor of Commerce Bachelor of Law	2	8	8	0	100
22.	Bachelor of Law	2	2	2	0	100
23.	Bachelor of Commerce (Hons)	2	40	40	0	100
24.	Bachelor of Business Administration	2	27	27	0	100
25.	Dual Degree (BBA)-(MBA)	2	18	18	0	100
26.	Bachelor of Arts (Hons) Economics	2	4	4	0	100
27.	Master of Business Administration	2	37	37	0	100
28.	Bachelor of Science (Hons) Biotechnology	2	7	7	0	100
29.	Bachelor of Science (Hons) Chemistry	2	5	5	0	100
30.	Bachelor of Science (Hons) Food and Nutrition	2	5	5	0	100
31.	Bachelor of Science (Hons) Forensic Science	2	3	3	0	100
32.	Bachelor of Science (Hons) Mathematics	2	7	7	0	100
33.	Bachelor of Science (Hons) Physics	2	5	5	0	100
34.	Bachelor of Science (Hons) Psychology	2	2	2	0	100
35.	Master of Science (Biotechnology)	2	9	9	0	100
36.	Master of Science (Chemistry)	2	10	10	0	100
37.	Master of Science (Food and Nutrition)	2	4	1	3	25
38.	Master of Science (Mathematics)	2	9	8	1	89
39.	Master of Science (Microbiology)	2	7	7	0	100
40.	Master of Science (Physics)	2	7	7	0	100
41.	Bachelor of Science	2	33	33	0	100

2015 BATCH

S. No.	Programme name	Year	Appeared	Promoted	Not Promoted	Promoted %
1.	Bachelor of Architecture	3	16	16	0	100
2.	Bachelor of Interior Design	3	16	16	0	100
3.	Bachelor of Design	3	19	19	0	100
4.	Bachelor of Technology (Computer Science and Engineering)	3	187	187	0	100
5.	Bachelor of Technology (Electronic and Communication Engineering)	3	25	25	0	100
6.	Bachelor of Technology (Electrical Engineering)	3	11	11	0	100
7.	Bachelor of Technology (Mechanical Engineering)	3	2	2	0	100
8.	Bachelor of Computer Applications	3	4	4	0	100
9.	Bachelor of Arts (Hons) English	3	15	12	3	80
10.	Bachelor of Arts (Hons) Psychology	3	6	5	1	83
11.	Bachelor of Arts	3	3	3	0	100
12.	Bachelor of Arts Bachelor of Law	3	34	33	1	97
13.	Bachelor of Business Administration Bachelor of Law	3	26	26	0	100

14.	Bachelor of Commerce Bachelor of Law	3	10	10	0	100
15.	Bachelor of Commerce (Hons)	3	52	52	0	100
16.	Bachelor of Business Administration	3	30	30	0	100
17.	Dual Degree (BBA)-(MBA)	3	11	11	0	100
18.	Bachelor of Arts (Hons) Economics	3	3	3	0	100
19.	Bachelor of Science (Hons) Biotechnology	3	7	7	0	100
20.	Bachelor of Science (Hons) Chemistry	3	10	10	0	100
21.	Bachelor of Science (Hons) Forensic Science	3	4	4	0	100
22.	Bachelor of Science (Hons) Psychology	3	1	1	0	100
23.	Bachelor of Science	3	20	18	2	90

2014 BATCH

S. No.	Programme name	Year	Appeared	Promoted	Not Promoted	Promoted %
1.	Bachelor of Technology (Computer Science and Engineering)	4	133	125	8	94
2.	Bachelor of Technology (Electronic and Communication Engineering)	4	49	49	0	100
3.	Bachelor of Technology (Electrical Engineering)	4	13	13	0	100
4.	Bachelor of Technology (Mechanical Engineering)	4	5	5	0	100
5.	Bachelor of Arts Bachelor of Law	4	26	26	0	100
6.	Bachelor of Business Administration Bachelor of Law	4	17	17	0	100
7.	Bachelor of Commerce Bachelor of Law	4	9	9	0	100

20/11/18
Exam Coordinator

Mody University of Science And Technology
CONTROLLER OF EXAMINATION
LAKSHMANGARH-332311
Controller of Examinations

20/11/2018
Registrar

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

MODY UNIVERSITY OF SCIENCE AND TECHNOLOGY
EXAMINATION CELL
ANNUAL REPORT

SESSION 2016-17

Examination at a Glance:

The University has an efficient examination and evaluation process which ensures fair and effective examination conduct. Examination specifics are as follows:

- University conducts examinations for Undergraduate Programmes, Postgraduate Programmes and PhD Programmes.
- Faculty instructors decided the weightage of different evaluation components and shared with students in the beginning of the semester with course description.
- Examinations are conducted as per annual academic calendar notified by the University in offline as well as online mode.
- Mid-term examinations and End-term examinations were conducted by the University as per stipulated schedule. Examinations of all other continuous evaluation components were conducted by respective course Instructor in different mode at appropriate times.
- Respective course Instructor announced the marks and allowed the students to see the evaluated answer books after conducting each examination component as per academic calendar. It reduces the student's grievances after result announcement.
- Examination section announced the results of all programmes within 15 days of last End-term/Final examination.
- Conduction of fair examination as per academic calendar of the university.
- Declaration of the result as per academic calendar.
- Number of degree awarded to the graduating Batch: **244**
- Number of degree awarded to the PhD: **12**
- Number of Gold Medal:**6**

Number of UG/ PG Programmes for which examinations have been conducted and status of number of students appeared/Promoted in examination:

2016 BATCH

S. No.	Programme name	Year	Appeared	Promoted	Not Promoted	Promoted %
1.	Bachelor of Architecture	1	17	17	0	100
2.	Bachelor of Interior Design	1	14	14	0	100
3.	Bachelor of Design	1	39	39	0	100
4.	Master of Design	1	5	5	0	100
5.	Bachelor of Technology (Computer Science and Engineering)	1	128	128	0	100
6.	Bachelor of Technology (Electronic and Communication Engineering)	1	16	16	0	100
7.	Bachelor of Technology (Electrical Engineering)	1	4	4	0	100
8.	Bachelor of Technology (Mechanical Engineering)	1	2	2	0	100
9.	Master of Technology (VLSI Design)	1	7	7	0	100
10.	Master of Technology (Nuclear Science and Technology)	1	6	5	1	83
11.	Bachelor of Computer Applications	1	7	7	0	100
12.	Master of Computer Applications (Lateral)	2	12	11	1	92
13.	Master of Technology (Computer Science and Engineering)	1	3	3	0	100
14.	Master of Technology (Wireless Communication Technology)	1	1	1	0	100
15.	Bachelor of Arts (Hons) English	1	7	7	0	100

16.	Bachelor of Arts (Hons) Psychology	1	7	7	0	100
17.	Master of Arts (English)	1	5	5	0	100
18.	Master of Arts (Psychology)	1	3	3	0	100
19.	Bachelor of Arts	1	18	18	0	100
20.	Bachelor of Arts Bachelor of Law	1	44	43	1	98
21.	Bachelor of Business Administration Bachelor of Law	1	22	22	0	100
22.	Bachelor of Commerce Bachelor of Law	1	10	9	1	90
23.	Bachelor of Law	1	2	2	0	100
24.	Master of Law	1	8	8	0	100
25.	Bachelor of Commerce (Hons)	1	47	47	0	100
26.	Bachelor of Business Administration	1	32	32	0	100
27.	Dual Degree (BBA)-(MBA)	1	22	21	1	95
28.	Bachelor of Arts (Hons) Economics	1	5	5	0	100
29.	Master of Business Administration	1	38	37	1	97
30.	Bachelor of Science (Hons) Biotechnology	1	10	9	1	90
31.	Bachelor of Science (Hons) Chemistry	1	5	5	0	100
32.	Bachelor of Science (Hons) Food and Nutrition	1	5	5	0	100
33.	Bachelor of Science (Hons) Forensic Science	1	3	3	0	100
34.	Bachelor of Science (Hons) Mathematics	1	8	8	0	100
35.	Bachelor of Science (Hons) Physics	1	5	5	0	100
36.	Bachelor of Science (Hons) Psychology	1	4	4	0	100
37.	Master of Science (Biotechnology)	1	10	10	0	100
38.	Master of Science (Chemistry)	1	10	10	0	100
39.	Master of Science (Food and Nutrition)	1	5	5	0	100
40.	Master of Science (Mathematics)	1	9	9	0	100
41.	Master of Science (Microbiology)	1	7	7	0	100
42	Master of Science (Physics)	1	7	7	0	100
43.	Bachelor of Science	1	38	35	3	92

2015 BATCH

S. No.	Programme name	Year	Appeared	Promoted	Not Promoted	Promoted %
1.	Bachelor of Architecture	2	20	20	0	100
2.	Bachelor of Interior Design	2	17	17	0	100
3.	Bachelor of Design	2	20	20	0	100
4.	Master of Design	2	3	3	0	100
5.	Bachelor of Technology (Computer Science and Engineering)	2	188	187	1	99
6.	Bachelor of Technology (Electronic and Communication Engineering)	2	25	25	0	100
7.	Bachelor of Technology (Electrical Engineering)	2	11	11	0	100
8.	Bachelor of Technology (Mechanical Engineering)	2	2	2	0	100
9.	Master of Technology (VLSI Design)	2	2	2	0	100
10.	Master of Technology (Nuclear Science and Technology)	2	5	5	0	100
11.	Bachelor of Computer Applications	2	4	4	0	100
12.	Master of Computer Applications (Lateral)	3	28	28	0	100
13.	Master of Technology in (CSIS)	2	1	1	0	100
14.	Master of Technology (Computer Science and Engineering)	2	18	18	0	100
15.	Master of Technology (Wireless Communication Technology)	2	2	2	0	100
16.	Bachelor of Arts (Hons) English	2	18	18	0	100
17.	Bachelor of Arts (Hons) Psychology	2	5	5	0	100

18.	Master of Arts (English)	2	6	5	1	83
19.	Bachelor of Arts	2	2	2	0	100
20.	Bachelor of Arts Bachelor of Law	2	33	33	0	100
21.	Bachelor of Business Administration Bachelor of Law	2	27	27	0	100
22.	Bachelor of Commerce Bachelor of Law	2	11	10	1	91
23.	Bachelor of Commerce (Hons)	2	55	55	0	100
24.	Bachelor of Business Administration	2	30	30	0	100
25.	Dual Degree (BBA)-(MBA)	2	32	31	1	97
26.	Bachelor of Arts (Hons) Economics	2	3	3	0	100
27.	Master of Business Administration	2	28	28	0	100
28.	Master of Commerce	2	4	4	0	100
29.	Bachelor of Science (Hons) Biotechnology	2	7	7	0	100
30.	Bachelor of Science (Hons) Chemistry	2	11	11	0	100
31.	Bachelor of Science (Hons) Forensic Science	2	4	4	0	100
32.	Bachelor of Science (Hons) Psychology	2	1	1	0	100
33.	Master of Science (Biotechnology)	2	3	3	0	100
34.	Master of Science (Chemistry)	2	13	13	0	100
35.	Master of Science (Microbiology)	2	2	2	0	100
36.	Master of Science (Physics)	2	8	8	0	100
37.	Bachelor of Science	2	20	20	0	100

2014 BATCH

S. No.	Programme name	Year	Appeared	Promoted	Not Promoted	Promoted %
1.	Bachelor of Technology (Computer Science and Engineering)	3	135	135	0	100
2.	Bachelor of Technology (Electronic and Communication Engineering)	3	50	49	1	98
3.	Bachelor of Technology (Electrical Engineering)	3	13	13	0	100
4.	Bachelor of Technology (Mechanical Engineering)	3	5	5	0	100
5.	Bachelor of Computer Applications	3	7	7	0	100
6.	Bachelor of Arts (Hons) English	3	11	11	0	100
7.	Bachelor of Arts (Hons) Psychology	3	7	7	0	100
8.	Bachelor of Arts Bachelor of Law	3	27	27	0	100
9.	Bachelor of Business Administration Bachelor of Law	3	17	17	0	100
10.	Bachelor of Commerce Bachelor of Law	3	9	9	0	100
11.	Bachelor of Commerce (Hons)	3	33	33	0	100
12.	Bachelor of Business Administration	3	23	23	0	100
13.	Dual Degree (BBA)-(MBA)	3	3	3	0	100
14.	Bachelor of Arts (Hons) Economics	3	3	3	0	100
15.	Bachelor of Science (Hons) Biotechnology	3	2	2	0	100
16.	Bachelor of Science (Hons) Chemistry	3	10	10	0	100
17.	Bachelor of Science	3	28	27	1	96

23/11/17
Exam Coordinator

Controller of Examinations

CONTROLLER OF EXAMINATION

23/11/2017
Registrar

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

3/3

EXAMINATION CONDUCT RULES & REGULATIONS (ECRR)

1. SHORT TITLE :

1.1 These Rules shall be called the Examination Conduct Rules & Regulations of Mody University of Science and Technology (Private University u/s 2(f) of UGC act 1956)- hereinafter referred to as MODY UNIVERSITY.

1.2 These rules & regulations shall be read in conjunction with the existing Ordinances of Undergraduate, Postgraduate and Ph.D. Programmes of the University.

1.3 These rules & regulations are subject to alteration/modification/review at the exclusive discretion of the Academic Council of the University, either in part or whole, at anytime hereafter. Such amendments, alterations, modifications, additions, deletions, if any, shall be binding from the date of their notification issued by the Registrar.

2. APPLICABILITY:

1.4 These rules & regulations shall come into force with immediate effect.

3. OBJECTIVES:

3.1 Mody University of Science and Technology (Private University u/s 2(f) of UGC act 1956) is one of the premier institutes of India, setup to deliver quality education exclusively for Women, committed to excellence in education and hence its main objectives are:-

3.1.1 To conduct examinations timely and efficiently with strict supervision without allowing any malpractice at any level or at any stage.

3.1.2 To declare result of examinations timely with the highest regard to quality in the entire process of examination system.

3.1.3 To offer the best services to the students, teachers and society at large with the aim of improving the quality of education.

3.1.4 To maintain transparency in Examination System.

4. REGISTRATION FOR EXAMINATIONS

4.1. Application for appearing in an examination shall be on the prescribed form wherever applicable, accompanied by the requisite fee **(Refer Annexure IV)** so as to reach the University by the date fixed for the purpose. For the regular students on rolls of the University Teaching Departments/Schools admission to examination will be on the basis of list of eligible candidates provided by the Dean concerned.

4.2. Applications for admission to examinations shall be accompanied by the following certificates signed by the competent authority: (a) Certificate to the effect that the candidate is eligible to appear in the examination under the Ordinances prescribed for the examination concerned. (b) Any other certificate(s) required under the Ordinances.

4.3. All candidates are required to submit three copies of their photographs out of which, two will be affixed on the Admit Card. On the front of each photograph, the candidate will write her name and the father's name and the photograph shall be attested by the same authority which attested the admission form.

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4.4. A candidate who has once submitted her examination form and her name has been recommended by concerned Dean for an examination along with the requisite fee shall not be permitted to withdraw the application form on her own accord and claim for refund of the examination fee will not be entertained.

4.5. A student shall submit the examination form, wherever applicable to the controller of Examinations on the prescribed form with the required fee certificates duly signed by the Head of the Department/ Dean concerned.

4.6. A student shall be available full-time for the semester if she has registered for the semester.

4.7. No candidate shall be eligible to register in a semester for the full time programme if she is already enrolled for any other full-time programme of study in this University or in any other University/Institution. However, any UG/PG student can enroll herself for any UG/PG Diploma and Certificate courses and the classes for such UG/PG Diploma and Certificate courses have to be held in the evening. If a student is employed full time she will not be eligible to register for the semester for the full time programme unless she is on leave for the purpose and produces the leave sanction letter for the entire duration of the semester/ Programme.

4.8. Unless the Semester Registration is completed, the students enrollment is not valid.

5. ATTENDANCE

5.1. The expression "regular course of study"means attendance requried to be put in by a candidate in Lectures, Tutorials and Laboratories as provided hereinafter for the respective examinations to be taken by the candidates. A candidate who fails to put in the requried minimum attendance as provided hereinafter shall be detained from appearing at the examination.

5.2. For the purpose of this regulation, minimum attendance requried in respect of a particular eaxmination, is as follows.

5.3. A candidate shall be requried to put in a minimum of 75% attendance in lectures and tutorials (taken together) and 75% in practicals during the semester concerned so as to enable her to appear in examination.

5.4. If a candidate for an examination fails to put in the requried attendance the name of each such candidate shall be reported to the COE by the Dean concerned well before the commencement of examination.

6. EXAMINATIONS:

6.1 **End Term Examination:** End Term Examination shall be held at the end of each semester and will cover the entire syllabus of a particular course(s) offered in that semester.

6.2 **Mid Term Examination:** Mid Term Examinations shall be conducted during the semester. Each Mid Term Examination will cover only the portion of syllabus taught up to that period.

6.3 **Practical Examinations:** The Practical Examinations shall be conducted as per the syllabi for various courses, according to the dates /schedule notified by the Controller of Examination. In addition to Practicals, tutorials, Viva-Voce, Project Report evaluation, Thesis/Dissertation evaluation, Case Study, Assignments, Seminar, Quizzes etc. which are a part of internal assessment will be conducted at the Department/ School level.

7. DATE OF EXAMINATIONS:

The dates of all the examinations shall be as per the University Academic Calendar and or as notified by the Controller of Examination from time to time.

8. HALL TICKET / ADMIT CARD:

8.1 On receipt of the fee prescribed, the University shall, if the candidate is admitted, furnish the candidate with an admission card which will permit her to appear in the examination.

8.2 Permission to appear at a university examination may be withdrawn for conduct which in the opinion of the Board

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justifies Candidates exclusion.

8.3 A candidate may not be admitted to the examination hall unless she produces to the officer conducting the examination her examination admission card or satisfies such officer that it will be produced.

8.4 The Centre Superintendent may, if he/she is satisfied that an examination admission card has been lost or destroyed, grant on payment of a further fee as approved by University from time to time duplicate Hall Ticket. The card so granted shall show at prominent place the number and date of the card originally granted.

A candidate must produce her Admit Card whenever required by the Invigilator/examination staff. No candidate shall be permitted to enter the Examination Hall without the Admit Card.

9. LOSS OF HALL TICKET, ENROLMENT FORM ETC:

A student who has lost her enrolment form, admit card, degree etc. may apply for the issue of an extra copy/ duplicate of the same by paying fee as notified by the university from time to time.

10. EXAMINATION PROCESS:

In order to ensure that the examinations are conducted in an efficient, strict and transparent manner, the system must have its requisite components in place, i.e. paper setting with utmost regard to secrecy, correctness and confidentiality; the physical conduct of the examination with due supervision and invigilation, a fair and an efficient evaluation system and finally the dissemination of results and record keeping of grades in a timely and factually correct manner. For this purpose the Central Examination Committee and the Controller of Examinations shall function as under.

11. CENTRAL EXAMINATION COMMITTEE:

11.1 The Central Examination Committee shall consist of the following members;

1. Dean-Academics – Chairman
2. Controller of Examination – Member Secretary

Members

3. All Deans & Principal-SEFS
4. Registrar

11.1.1 The Committee shall report to the President for its functioning.

11.1.2 The Committee shall meet from time to time but at least twice a year and/or as decided by the Chairman and notified by the COE.

11.1.3 The minutes of the meeting shall be prepared and circulated by the COE after approval of the Chairman.

11.1.4 The Chairman may also invite any other person as a Special Invitee.

11.2 Responsibilities of the Central Examination Committee:

11.2.1 Oversee the affairs of the Examinations.

11.2.2 Take all decisions with regard to the Examination System.

11.2.3 Frame rules & regulations for the examinations

11.2.4 Suggest to the COE from time to time /as and when required.

11.2.5 Take up any other matter related to Examinations.

12. CONTROLLER OF EXAMINATION (COE)

12.1 Role of COE:

The Controller of Examinations (COE) shall be the overall In-charge for planning and administering of an Examination System and shall work without any influence or pressure of any Person/Officer, Department and/or Agencies whether internal or external.

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He will be responsible, for conducting timely examinations in a disciplined, efficient and transparent manner and shall issue guidelines/procedures for improvement of examination system from time to time.

He will issue/sign all the documents, notifications, letters, circulars related to examinations.

He will also be responsible for all arrangements with the conduct of examinations, arrangement of answer books, question papers, evaluation, declaration of results and act as the custodian of examination records.

The COE will report to the President and will work in close coordination with the Registrar.
In absence of the Controller of Examination, the Dy. Controller of Examination shall be In Charge.

13. CONDUCT OF EXAMINATIONS AND PROCEDURES:

All the examinations of Mody University of Science and Technology-MUST shall be conducted and controlled by the Controller of Examinations according to Ordinances and Scheme of Syllabus for various programmes.

13.1 Schedule of Examinations: The Controller of Examinations shall issue the notification of examinations, in accordance with the Academic Calendar of the University for all programs of the University well in time.

The COE shall issue and display the Examination Schedule for various examinations at least 10 days prior to End Term Exam & 7 days prior to Mid Term Exam, on the Examination Notice Board/ MUST Website for the information of all concerned

13.2 Eligibility Criteria:

No candidate shall be eligible for appearing at an examination unless she;

(a) Has been registered in the said course as a student in accordance with the existing rules of MUST.
(b) Fulfills the minimum academic requirements for appearing to an examination.
(c) Fulfills the Attendance Rules as prescribed by MUST and is not debarred from examinations under any Rule of discipline of MUST.
(d) Has paid all due fees
(e) Is not debarred from the Examinations under any Legal/ Court proceedings.

13.3 Misrepresentation or suppression of information :

If it is detected that the candidate has furnished false information or misrepresented /suppressed any information required in Registration Form / Exam Form, her result shall be withheld and deposited fees shall be forfeited, apart from initiation of disciplinary proceedings against the candidate.

13.4 Printing of Answer Books:

The answer books shall be arranged by the office of the COE as per requirements whose account shall be maintained.
The answer books shall be issued by the office of COE to Examination centres for their requirement.

13.5 Format of Answer Books:

The format of answer books for theory and practical examinations for the purpose of maintaining secrecy, shall be decided by the COE with approval of the Central Exam Committee.

13.6 Account of Used and Blank Answer Books:

The Controller of Exam shall maintain proper record of answer books procured and issued to the Examination Centres/In charge.
The Exam In Charge of concerned school shall also maintain record of used and blank answer books received from the office of the COE.

13.7 Deputation of examination Superintendent /Invigilators and Flying Squad/Observer :

13.7.1 Examination Superintendent:

For End Term exam, the COE shall appoint one faculty member (not below rank of Associate Professor) from any Department, preferably in rotation as Examination Superintendent for a specified period or a particular

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examination. At least 3 days before the commencement of examinations, the Examination Superintendent shall be provided with a Superintendents Packet containing Book of Instructions, Invigilation guidelines, Roll No. of candidates appearing in the examinations along with their attendance chart, and all other examination materials by the office of the COE.

No Superintendent shall be deputed for Mid Term and Practical Examinations. The Mid Term & Practical Examinations shall be conducted by the Exam In Charge of concerned school with the help of HODs and faculty members in consultation with Dean.

For duties & responsibilities of Superintendent: **refer to Annexure I**

13.7.2 Invigilators and Supervisory staff:

Required number of Invigilators and other Supervisory staff shall be provided by the Dean for smooth conduct of examinations.

Once the names have been received from the Deans office, the Exam In Charge/Superintendent shall issue the duty chart of Invigilators and supervisory staff, allotting their respective examination duties.

For duties & responsibilities of Invigilators: **refer to Annexure II**

13.7.3 Observer / Flying Squad:

The COE may appoint Observer or Flying Squad. The Observer/ Flying Squad may be internal / external or both.

The Observer / Flying Squad shall be provided with schedule of examinations and shall choose the day /time for their random visits of the examination centres.

The Observer /Flying Squad shall submit their written report of the visit in the prescribed format provided by the COE. The Flying Squad /Observer may be paid a suitable honorarium as decided by the Central Examination Committee from time to time.

13.8 Provision for Writer:

In case of major sickness/ disability of the candidate due to which she cannot write her own paper, the candidate may apply to the Dean along with a Medical certificate issued by the Doctor of MUST or a Senior Doctor from the Govt. Hospital to allow her a **Writer** to write the papers on her behalf. The Dean and COE after examining the case, and if satisfied may grant permission for the same. The Dean and COE will ensure that the Writer does not have any knowledge of that subject/ paper and shall be a junior student.

13.9 Display of Seating plan and instructions :

The Superintendent /Exam In Charge shall display on the Examination Notice Board the Seating Plan at least one day before the commencement of the examination.

The Examinations shall be conducted on the scheduled date/ time as notified by the COE. In case of unavoidable circumstances, if any examination is postponed/ rescheduled, the candidate shall be notified of the same by COE on the Examination Notice Board and MUST website. No individual information shall be sent to candidates.

13.10 Daily Examination Report:

The Superintendent/ Exam In charge shall send a daily report of examinations in the prescribed format to the COE.

14 DISCIPLINE

i. Candidates shall maintain absolute discipline in the examination hall. If a candidate disobeys the instructions of the invigilator(s) or misbehaves in any manner, she can be expelled from the examination.

ii. If a candidate acts in a violent manner or uses force or makes a display of force towards any invigilator or

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any other staff/person at the Examination Center or acts in a manner likely to hinder the authorities in discharging their duties, the Examination Superintendent may expel the candidate from the examination.

iii. If a candidate brings any dangerous weapon at the examination center, she can be expelled from the examination and disciplinary action can be initiated against her.

iv. Candidate expelled on any of the grounds mentioned above may not be allowed to appear in the subsequent papers based on the reasons for expulsion.

v. All disciplinary matters /Unfair Means Cases shall be forwarded to the Chairman Unfair means Standing Committee by COE.

15. Prohibited areas during the examinations

i. No unauthorized person /staff will be allowed to enter the Examination Hall/Centre during the examination time.

ii. The Superintendent /Exam Incharge shall identify the prohibited area by visible signs.

iii. The Security staff and other persons posted on examination duty shall prevent unauthorized persons from entering the prohibited area.

iv. Electronic devices, I pod, Programmable Calculators or any objectionable item /notes, printed or written material etc. shall not be permitted to be carried inside the examination hall. In case any of the above are found in possession of a candidate, action as per UMC procedure would be taken.

v. The Candidates must maintain silence in the examination hall and not stand/walk outside the examination halls or corridors during the examination hours.

16. Unfair Means - Rules & Regulations:

16.1 The following will constitute the use of Unfair means:-

i. Any candidate found having in her possession or accessible to her or nearby her, any papers, books or notes, pen drives, electronic devices, written or printed matter or any kind of unauthorized material.

ii. Writing during the examination hours on any paper other than the answer-book, any portion of the question paper, or anywhere, answers related to any question.

iii. Talking to another candidate or to any person other than the members of the Examination Staff/Invigilators, in the Examination Hall.

iv. Consulting notes/books inside the Examination Hall.

v. Copying from some book or notes or from the answer of some other candidate or helping another candidate.

vi. Receiving or giving help from/ to another candidate during the examination/ including receiving/ sending SMS or any electronic messaging.

vii. Disclosing her identity deliberately or making any distinctive mark in her answer book for that purpose or making an appeal to the Examiner through the answer book or using abusive language on the answer-book; communicating or attempting to communicate directly or indirectly through a person, relative, guardian or friend to the Invigilator/Examination Supdt. or any other official with the object of influencing them.

viii. Found guilty of disobeying or swallowing/destroying any notes, paper etc. found with her deliberately.

ix. Found guilty of misconduct / misbehavior with Superintendent/Invigilators

x. Failure of handing over her answer-book to the Invigilator or taking away her own answer book, walking out of the examination hall or in any other manner whatsoever.

xi. Found guilty of destroying the evidence of UMC.

xii. Found guilty of destroying any Property of the University/Institute.

16.2 Procedure for award of the punishment under Unfair means cases:

1. The COE shall forward all the Unfair means cases to the Chairman UMC standing committee

i) The COE shall send a **Notice of Hearing** to the candidate found guilty of malpractice/ using unfair means, asking her to appear personally before the **UMC Standing Committee** on a fixed date, time and place as

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advised by the Chairman.

ii) The COE shall place the Unfair means case (s) before the UMC Standing Committee on the date of hearing for decision as per the relevant clauses of the Examination Conduct Rules. The Standing Committee shall adduce all evidence and decide on the action to be taken against the candidate.

iii) In case the candidate does not appear before the Standing Committee on the date and time of hearing as mentioned in the Notice, the case will be disposed off after due consideration of facts of the case, available evidence and records, without any further chance provided.

iv) Recommendation of the Standing Committee /Award of punishment shall be forwarded to the Registrar by COE. The Registrar shall notify the candidate with copy to the President and all concerned.

16.3 Award of punishment /Quantum of Punishment:

i. If a candidate is found guilty of using Unfair means/Cheating in examination or found with her incriminating material, papers, or objectionable materials then the result of that paper may be cancelled, or
ii. If a candidate is found guilty of attempting to use unfair means at an examination, the Standing Committee may recommend for deduction of a certain percent of marks from her result, according to the nature of the offence, or
iii. If it is found/discovered that the candidate was in any manner guilty of serious misconduct in connection with her examination and /or was instrumental in or has abetted the tampering of Institute records including the answer books, mark-sheets, result chart, degree, diplomas etc., the Committee may cancel all the papers of that semester of a candidate.
iv. If a candidate has suppressed information or misrepresented information to fraudulently sit/appear in an examination, the Standing Committee may cancel all the papers of that semester of a candidate and/or debar her from appearing in any examination or for the entire semester or programme or cancel/withhold the Degree.
v. If the guilt of candidate is not proved on personal hearing or on the basis of proof / evidences and statements attached / presented with the UMC form, the Standing Committee may simply give a warning to the candidate and the case shall be disposed off.
vi. In case of difference of opinion of the members of Standing Committee, the findings/decision of the President shall be final.

16.4 Unfair Means Standing Committee

All Unfair means cases shall be reported to the Chairman, Unfair Means Standing Committee by the COE in writing for suitable action, in a time bound manner, as per prescribed procedure in Para 16.3 above. The Committee will be constituted the following members:

1. Dean-Academics – Chairman
2. Controller of Examination – Member Secretary

Members

3. Dean / Principal of the concerned school
4. Registrar

16.5 Unfair Means Appellant Committee:

If a candidate is not satisfied with the decision of the Unfair means Standing Committee, she may approach to the Appellant Committee. The appeal shall be considered only in light of any new material/ evidence provided by the candidate.

A candidate may appeal in writing to the Appeal Committee within three days of issue of Notification of punishment by the Unfair Means Standing Committee.

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The Appeal Committee shall consist of :-

1. President - Chairman
2. Dean, not related to the concerned school- Member

The Chairman may invite any external expert / member to the above Committee.

17. QUESTION PAPER SETTING:

17.1 Paper setting procedure:

The question papers for all subjects/courses shall be set by the subject experts. The COE shall request the Panel of Paper Setters to set the question papers well in time with full confidentiality.

The paper setter shall ensure that the paper covers the appropriate assessment objectives and criteria and subject content as set down in the syllabus. The paper setter must also ensure that the level of demand of knowledge is appropriate, that where there is a choice of questions, alternative questions make equivalent demands. The paper setter is also required to check that all instructions and advice to candidates are clear.

17.2 End Term Theory Examinations: For End Term Theory Examinations, the Question Papers shall be set by the subject experts from the panel of faculty members appointed by the Controller of Examination in consultation with the Deans.

The paper setters may be **internal** or **external** or **both**.

a) Procurement of question papers (being set by the external examiners) approximately should be 10-30% of total question papers. Respective Dean in consultation with HOD /BOS can identify subjects for which question papers are to be procured.

b) Question papers are to be procured strictly from the empanelment of external examiners through the office of COE.

c) Practical examiners, Dissertations (Viva-Voce) examiners & Defence of Thesis examiners should be strictly called from empanelment of external examiners or in consultation with Dean.

17.3 Mid Term Theory Examination: For Mid Term Theory Examination, the question papers shall be set by the concerned course coordinator/teacher in consultation with the HOD.

17.4 Practical Examinations: Mid Term & End Term Practical Examinations and Viva Voce etc shall be conducted as per the schedule notified by the Controller of Examinations in consultation with the Dean and HODs.

18. MODERATION OF QUESTION PAPERS:

While moderating the question papers for End Term Examination, it is to be ensured that no paper setter who has prepared the paper shall participate in moderation of his/ her own question paper(s) & further Moderator shall be required to put themselves in the place of a candidate and to work through the question paper to ensure that the whole thing works as an assessment instrument & further all the question papers set by the faculty members are as per the prescribed syllabus and guidelines prescribed by the University.
Moderation committee will be finalized by the concerned Dean in consultation with Dean-Academics and External Moderators are to be called in consultation with COE.

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19 PRINTING AND PACKING OF QUESTION PAPERS:

After moderation, the question papers shall be handed over to the Controller of Examination. Thereafter the Controller of Examination shall ensure for confidential planning & printing of question papers and to dispatch the sealed packets of question papers to the Centre Superintendent(s)/In Charge.

20 EVALUATION SYSTEM :

20.1 Evaluation of answer books :

Answer books shall be evaluated by the examiners in the central evaluation centre and shall be returned back along with the Award List to the office of the Controller of Examination within the stipulated period as notified by the Controller of Examination. The examiners shall be appointed by the Controller of Examination from a panel of examiners approved by the Central Exam. Committee. The Examiners/Head Examiners may be internal, external or both. External Examiners may be paid an honorarium as decided by the Central Examination Committee.

20.2 Mid Term Exam answer books shall be evaluated at departmental level within the school. Evaluated Answer Books of Theory, Practical and any other examinations shall be returned with Award list within the specified time to COE.

20.3 End Term Exam answer books shall be evaluated at by the Examiners at the Evaluation Centre approved by the COE only.

20.4 Permissible Ink for evaluation: The Examiner will be permitted to use red ink only for checking of answer books. The Head Examiner will use green ink.

20.5 Evaluated answer books of theory, practical or any other examinations shall be returned with award list within the time limit specified by the COE.

20.6. Evaluation of Candidates in Practical's

Practical Examination would be conducted by the concerned faculty in the specified lab as per the End Term Practical Examination schedule prepared by HOD signed by Dean. Evaluated Answer Sheets, Attendance sheets and Award Sheets to be submitted to COE office for record.

20.7 Evaluation of Thesis/Projects Etc.: The Faculty shall forward two sets of Thesis / Projects to the Controller of Exam for evaluation process. The Controller of Exam shall appoint Examiners and issue guidelines / Processes for evaluation in consultation with Central Exam. Committee.

21. Custody of evaluated answer books:

The Controller of Examination shall keep End Term evaluated answer books in safe custody for a maximum period of **six months** only from the date of declaration of result of that particular paper/subject. Thereafter these answer books shall be destroyed.

22. In case answer book of any candidate is lost:

A candidate whose answer book is lost after having been received by the Centre Superintendent of the examination/COE and who, but for this answer book, would have either passed examination or is likely to be

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placed under re appear, shall, unless she opt for re examination on a date to be fixed up by the Controller of Examination, be deemed to have obtained in that paper marks /grades equal to the average marks/grade obtained by her in other papers. If there is any dispute in this matter, the finding of the Controller of Examination, subject to confirmation by the President, shall be final.

23. Submission of Marks/Grades:

The Marks/grades of any subject /subjects shall be submitted to the COE and SGPA/CGPA shall be calculated by result section. The final result/grade shall be prepared by the office of the Controller of Examination.

24 DECLARATION OF RESULTS:

I. The valuation of answer scripts will be done within 7 days from the date of last examination and results will be declared within 15 days from the date of last examination.
II. The processed results will be placed before a Result Passing Board duly constituted by the President for approval and then the results will be declared.
III. The result will be web cast in the University website within 24 hours from the time of declaration of results.
IV. A candidate unable to clear all the courses within the specified period of study can appear for subsequent arrear examinations and pass the courses.
V. The maximum period for completion of the courses for the programme offered by University will be:

S.NO	Specified Period of Study	Maximum Period for Completion of Courses
1	1 year	2 years
2	2 years	4 years
3	3 years	5 years
4	4 years	7 years
5	5 years	8 years

If the candidate is unable to pass all the courses of the said programme within the maximum period of completion, the candidate has to discontinue the programme automatically.

25. PASSING REQUIREMENTS

25.1 ENGINEERING PROGRAMMES: A candidate who secures not less than 40% of total marks prescribed for the course [Internal Assessment + End semester University Examinations] with a minimum of 40% of the marks prescribed for the end-semester University Examination, shall be awarded 'D' Grade or declared to have passed the course and acquired the relevant number of credits. This is applicable for both theory and practical courses.

25.2 OTHER PROGRAMMES: A candidate who secures not less than 40% of total marks prescribed for the course [Internal Assessment + End semester University Examinations] with a minimum of 30% of the marks prescribed for the end-semester University Examination, shall be awarded 'D' Grade or declared to have passed the course and acquired the relevant number of credits. This is applicable for both theory and practical courses.

25.3 ARCHITECTURE AND INTERIOR DESIGN PROGRAMMES: A candidate who secures 50% of total marks prescribed for the course [Internal Assessment + End semester University Examinations, shall be awarded "D" Grade or declared to have passed the course and acquired the relevant number of credits. This is applicable for both theory and practical courses.

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25.4 If a student secures a "F" Grade in a course, the student shall do reappearance registration only along with regular students for that course in the subsequent semester, when offered next.

26. AWARD OF GRADES

All assessments of a course will be evaluated on absolute marks basis. However, for the purpose of reporting the performance of a candidate, letter grades, each carrying certain number of points, will be awarded as per the range of total marks (out of 100) obtained by the candidate in each subject as detailed below:

Letter Grade	Marks Range	Grade Points
A+	91 - 100	10
A	82 – 90	9
B+	73 - 81	8
B	64 - 72	7
C+	55 - 63	6
C	46 - 54	5
D	40 - 45	4
F	Less than 40	0

Grades and their Grade points

S.No.	Academic Performance	Grades	Grade Points
1.	Outstanding	A+	10
2.	Excellent	A	9
3.	Very Good	B+	8
4.	Good	B	7
5.	Average	C+	6
6.	Below Average	C	5
7.	Marginal	D	4
8.	Very Poor	F	0
9.	Debarred	N	0
10.	Audit Pass	AP	-
11.	Audit Fail	AF	-
12.	Incomplete	I	-
13.	Withdrawal	W	-
14.	Continued Project/Dissertation	X	-
15.	Non Completion of course Requirement	Z	-

Items described above at Serial Nos. 1 through 9 are Grades while items 10 to 15 are not grades in true sense, but these are kind of Reports which describe the status of the student at the end of the course, but for all practical purposes these will also be termed as Grades.

After results are declared, Grade Sheets will be issued to each student which will contain the following details:

- The School in which the candidate has studied
- The list of courses enrolled during the semester and the grade scored.
- The Grade Point Average (GPA) for the semester and

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- The Cumulative Grade Point Average (CGPA) of all courses enrolled from first semester onwards. GPA for a semester is the ratio of the sum of the products of the number of credits for courses acquired and the corresponding points to the sum of the number of credits for the courses acquired in the semester.

CGPA will be calculated in a similar manner, considering all the courses registered from first semester. RA grades will be excluded for calculating GPA and CGPA.

(i) **Semester Grade Point Average (SGPA)**

$$SGPA = \frac{\sum_{j=1}^{n} C_j P_j}{\sum_{j=1}^{n} C_j},$$

Where

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

P_j = Grade point earned in j^{th} course, and

j = 1, 2, 3, , n represent the number of courses in which a student is registered in the concerned semester.

(ii) **Cumulative Grade Point Average (CGPA)**

$$CGPA = \frac{\sum_{j=1}^{n} C_j P_j}{\sum_{j=1}^{n} C_j},$$

Where

C_j = Number of credits earned in the j^{th} course, upto the semester for which CGPA is to be calculated.

P_j = Grade point earned in j^{th} course. A grade lowers than D (i.e. grade point ≤ 4) in a course shall not be taken into account.

j = 1, 2, 3, , n represent the number of courses in which a student was registered upto the semester for which CGPA is to be calculated.

where Ci is the number of Credits assigned to the course

GPi is the point corresponding to the grade obtained for each course

n is number of all courses successfully cleared during the particular semester in the case of GPA and during all the semesters in

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the case of CGPA

27. ELIGIBILITY FOR THE AWARD OF THE DEGREE

A student shall be declared to be eligible for the award of the undergraduate/ Post graduate Degree provided the student has

i. Successfully gained the required number of total credits as specified in the curriculum corresponding to the students programme within the stipulated time.
ii. No disciplinary action pending against the student.
iii. The award of Degree must have been approved by the Academic Council of the University as per the ordinances and confirmed by BOM.

28. RE-EVALUATION/ RECHECKING OF PAPERS:

The University shall maintain transparency to the maximum extent feasible in the evaluation system, consequently students shall be granted permission for re-evaluation/re checking of their answer books of End Term papers only.

1. A candidate can apply for revaluation within seven days from the time of publication of the results in the specified application form by paying the prescribed fee in person/ RTGS/ NEFT.
2. A candidate can apply for revaluation for a maximum of three theory courses only.
3. After revaluation, if the marks secured by a candidate in the second valuation deviates from the first valuation by 10 or more marks, the script will be referred to a third valuation and the average of the three will be treated as the final marks secured by the candidate Otherwise, higher marks of the first two marks secured by the candidates will be taken into account.
4. Any change in revaluation resulting in a higher grade will be declared and incorporated in the result accordingly. Otherwise it will be declared as "No Change".

5. There shall be **no re-evaluation** in the following marks/assessment:-

(i) Lab / Practical examinations, tutorials
(ii) Viva-Voce,
(iv) Project Report evaluation,
(iii) Thesis/Dissertation evaluation
(iv) Assignments, Seminar, Quizzes etc.

However, in the exceptional circumstances, the grade/paper of a candidate may be scrutinized by the Dean concerned.

29. SUMMER TERM EXAMINATION

(1) The students of UG and PG programmes except final year who have registered but failed to clear the courses in the previous semesters may be allowed to register themselves for such courses in the Summer Term during summer vacation on payment of necessary fees on a specified date. The Summer Term is a compressed semester where all the regulations for the normal semester shall apply but the registration shall be limited to three courses having total credits not exceeding 12.

(2) The concerned department shall offer the required summer courses, as intimated by the Dean before the beginning of the Summer Term. The department shall organize the courses in the Summer Term.

30. SUPPLEMENTARY EXAMINATION

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The students of passing out batches of UG and PG programme who have registered but failed to clear the courses in the previous semesters may be allowed to register themselves for such courses in supplementary during summer vacation on payment of necessary fees on a specified date.

31. Issue of Grade Cards:

The Grade Cards shall be issued under signatures of the Controller of Examination.

32. Issue of Degree:

Degree to a candidate shall be issued under signatures of the Dean of concerned School, Registrar and President.

33. Issue of Duplicate Copies of Certificates:

Duplicate copies of the Degree/Grade Card/Provisional Certificate shall be issued on payment of the prescribed fee. Duplicate copies of Certificates shall not be issued, unless the candidate submits copy of FIR or an affidavit on a Non Judicial Stamp Paper of minimum value of Rs. 50/- or as required by the law in force, declaring that the applicant has not utilized the Original Grade Card/Provisional Certificates for appearing in any examination and has lost the same, or it has been destroyed and the applicant has a need for a duplicate copy of the Grade Card. A standard format for the said affidavit is enclosed. **(see Annexure) – III**

34. Migration Certificate, Provisional Certificate:

A candidate, who has passed the final year examinations of a programme, may apply for Migration Certificate, Provisional Certificate to the Registrar. The Migration Certificate, Provisional Certificate shall be issued by the Registrar as per university guidelines issued from time to time.

35. DISSEMINATION OF INFORMATION:

All Notices or Circulars regarding the conduct of examinations, date sheets, results and the payment of exam. fees etc. shall be displayed by the Controller of Examinations on the Examination Notice Board of the University and the same may also be displayed on the University website, Students must see the Examination Notice Board and refer to MUST website for all information regularly and get updated.

The Institute shall not be held responsible if any student misses to see the information on the Notice Board/Website.

The expiry period of notices, circulars, results displayed on the Notice Board/Website shall be maximum 7 days from the date of its display on the Notice Board/Website.

36. PROMOTION TO NEXT ACADEMIC YEAR/ SEMESTER

As per the ordinances of UG/PG.

37. INTERPRETATION OF RULES:

In case of clarification on any of the clauses in this document/rules the interpretation of the President will be final and binning.

38. JURISDICTION:

The jurisdiction on any legal matter arising out of the said rules shall be the Courts of Sikar, Rajasthan only.

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Annexure -I

Duties and Responsibilities of Superintendents

1. Arrange to prepare date wise / shift wise examination schedule & strength of students appearing in Examination & accordingly examination material are to be indented.
2. Make all necessary arrangement for conduct of examination on scheduled date and time, including display of examination schedule, seating arrangement/ security arrangement if required and for recording of students.
3. Appoint invigilator minimum 2 in a room with student strength up an additional invigilator if student strength is more than 40.
4. Arrange in advance sufficient Answer Books & other materials for conduct of examination and keep records of the same.
5. Keep the question paper received from the Controller of Examination in safe custody and keep proper records of the used and unused question papers and arrange for distribution in examination,
6. Report all cases of use of unfair means by the students in the examination, if any, to the controller of examination for consideration by the Examination Discipline Committee of the University.
7. Arrange to dispatch answer books for evaluation on day to day basis.
8. Daily Examination Report should be sent to the COE.

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Annexure-II

Instructions to Invigilators

1. The invigilator should be stationed in the examination hall at least 20 minutes before the commencement of the examination with all materials (except question papers)
2. Invigilator must ensure that there are no written materials on tables, chair, black board, wall etc. of the examination hall. In case something is written it should be get erased immediately.
3. Before the distribution of the answer books to the students, the invigilator must ensure that the facsimile seal of the University is affixed in the answer book otherwise the answer book should be immediately withdrawn.
4. The Invigilator must also ensure that there should be no chits on the windows, door or on the corridors of the examination hall, if found they should be destroyed.
5. Before entering the examination hall, the invigilator should check each examinee thoroughly.
6. The Invigilator should not permit any student into examination hall after the examination has begun. In case of emergency student may be permitted late up to 30 minutes with the consent of Head Examination Conduct Committee/ COE.
7. Invigilator will check admit card/ Identity card of all the students at the entrance of the examination hall. No student will be allowed to enter examination hall without the admit card/ Identity card.
8. While signing the answer book, the invigilators are requested to ensure that the students should have made all necessary corrected entries i.e. Roll No. / Enrolment No., name of the subject/code and date of exam etc. In no case, the invigilator should sign on the answer book prior to filling of all entries correctly by the examinees.
9. Invigilator will sign a declaration form stating that his/her ward or kin is not appearing for examination.
10. The Invigilators are requested to handover the list of absent students, along with the details of used/ unused answer books and question papers to supervisor after 45 minutes of start of the examination.
11. Invigilator must not permit any student to leave the examination hall without prior permission from Head Examination Conduct Committee/ COE.
12. If any student is caught using unfair means her case should be properly made out and reported with full evidences.
13. Please check that the student has not carried their belongings in the examination hall.
14. The invigilator should announce the time at each hour and at the last half an hour.
15. The invigilators are requested to maintain high standard of discipline in the Examination Hall. No student shall be permitted to take the examination by any unfair means. No student shall be permitted to talk in the Examination Hall.
16. It is the primary duty of the invigilator to ensure, fair conduct of examination. Non compliance shall attract disciplinary action.

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Annexure-III

Undertaking for Issue of Duplicate copies of Certificates

I (name of student) _____Enrolment No. _____Programme _____Batch_____declare that I have not utilized the original Degree/Grade card/provisional Certificate for appearing in any examination and have lost the same, or it has been destroyed and further have a need for a duplicate copy of Degree/Grade Card/Provisional Certificate.

I am depositing Rs. _____ through CT/BR/ NEFT/IMPS NO. _____dated _____ towards issuance of Duplicate certificate.

_____
Name & Signature of Student)
Enrolment No. _____
Programme _____
Batch_____

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Annexure-IV

Table 1: Fee Structure of various Examinations

S.No.	Exams	Fee of Various Exams
1.	Summer Term	4500/- per subject
2.	Supplementary	4500/- per subject
3.	I-Grade	2500/- per subject
4.	Re-evaluation	1000/- per paper
5.	Duplicate Grade Card	200/-
6.	Transcript	1000/-
7.	Ph.D. Thesis Submission	45000/-

Table 2: Remuneration for Examiners

1.	Paper Setting (UG) without solution (External)	1500/-
2.	Paper Setting (UG) with solution (External)	2500/-
3.	Paper Setting (PG) without solution (External)	2000/-
4.	Paper Setting (PG) with solution (External)	3000/-
5.	Moderation of Question papers (External)	5000/- (minimum five papers to be moderated)
6.	Practical Examinations UG (External)	50/- Per Candidate (minimum 2000/-)
7.	Practical Examinations PG (External)	100/- Per Candidate (minimum 2000/-)
8.	Minor Project (External)	100/- Per Candidate (minimum 2000/-)
9.	Major Project (External)	200/- Per Candidate (minimum 3000/-)
10.	Paper Setting (Ph.D.) Course Work without solution (External)	2000/-
11.	Paper Setting (Ph.D.) Course Work with solution (External)	3000/-
12.	Ph.D. Thesis Evaluation (External with in India)	4000/-
13.	Ph.D. Thesis Evaluation (External Out of India)	$ 200
14.	Ph.D. Viva Voce Examination (External)	4000/-

CC: Chairman- MC; President; Director; Dean-Academics; Dean-Administration; All Deans; Principal-SEFS, All GMs, COE; E.A. to Chairman-(Kolkata Office)

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EXAMINATION CONDUCT RULES & REGULATIONS (ECRR)

1. SHORT TITLE :

1.1 These Rules shall be called the Examination Conduct Rules & Regulations of Mody Institute of Technology & Science (Deemed University u/s 3 of UGC act 1956 - hereinafter referred to as MITS UNIVERSITY.

1.2 These rules & regulations shall be read in conjunction with the existing Ordinances of Undergraduate, Postgraduate and Ph.D Programmes of the University.

1.3 These rules & regulations are subject to alteration/modification/review at the exclusive discretion of the Senate of the University, either in part or whole, at anytime hereafter. Such amendments, alterations, modifications, additions, deletions, if any, shall be binding from the date of their notification issued by the Registrar.

2. APPLICABILITY:

These rules & regulations shall come into force with effect from such date as the Senate/Board may approve it.

3. OBJECTIVES:

3.1 Mody Institute of Technology & Science (Deemed University) is one of the premier institutes in Rajasthan exclusively for women, committed to excellence in education and hence its main objectives are:-

3.1.1 To conduct examinations timely and efficiently with strict supervision without allowing any malpractice at any level or at any stage.

3.1.2 To declare result of examinations timely with the highest regard to quality in the entire process of examination system.

3.1.3 To offer the best services to the students, teachers and society at large with aiming at improving the quality of education.

3.1.4 To maintain transparency in Examination System.

4. EXAMINATIONS:

4.1 End Term Examination: End Term Examination shall be held at the end of each semester and will cover the entire course of the syllabus as laid down for that semester.

4.2 Mid Term Examination: Mid Term Examinations shall be conducted during the semester. Each Mid Term Examination will cover only the portion of syllabus taught up to that period.

4.3 Practical Examinations: The Practical Examinations shall be conducted as per the syllabi for various courses, according to the dates /schedule notified by the Controller of Examination in consultation with respective Dean.

In addition to, Lab Practicals, tutorials ,Viva-Voce, Project Report evaluation, Thesis/Dissertation evaluation, Case Study, Assignments, Seminar, Quizzes, Supplementary exam etc. form different components of above End Term, Mid Term and Practical examinations .

5. DATE OF EXAMINATIONS: The dates of all the examinations shall be as per the University /Institute Academic Calendar and or as notified by the Controller of Examination from time to time.

6. EXAMINATION PROCESS:

In order that the examinations are conducted in an efficient, strict and transparent manner, the system must have its requisite components in place, i.e. paper setting with utmost regard to secrecy, correctness and confidentiality; the physical conduct of the examination with due supervision and invigilation, a fair and an efficient evaluation system and finally the dissemination of results and record keeping of grades in a timely and factually correct manner. For this purpose the Examination Committee and the Controller of Examinations shall function as under:-

7 CENTRAL EXAMINATION COMMITTEE:

7.1 The Central Examination Committee shall consist of the following members;

Vice Chancellor or his nominee	Chairman
Dean of all Faculties	Member
Registrar	Member
Controller of Examination	Member Secretary

7.1.1 The Committee shall report to the Vice Chancellor for its functioning.

7.1.2 The Committee shall meet from time to time but at least twice a year and/or as decided by the Chairman and notified by the COE.

7.1.3 The minutes of the meeting shall be prepared and circulated by the COE after approval of the Chairman.

7.1.4 The Chairman may also invite any other person as a Special Invitee.

7.2 Responsibilities of the Examination Committee:

7.2.1 Oversee the affairs of the Examinations.

7.2.2 Take all decisions with regard to the Examination System.

7.2.3 Frame rules & regulations for the examinations

7.2.4 Suggest to the COE from time to time /as and when required.

7.2.5 Take up any other matter related to Examinations.

CONTROLLER OF EXAMINATION (COE)

8.1 Role of COE:

The Controller of Examinations (COE) shall be the overall In-charge for planning and administering of an Examination System and shall work without any influence or pressure of any Person/Officer, Department and/or Agencies whether internal or external.

He will be responsible, for conducting timely examinations in a disciplined, efficient and transparent manner and shall issue guidelines/procedures for improvement of examination system from time to time.

He will issue/sign all the documents, notifications, letters, circulars related to examinations.

He will also be responsible for all arrangements with the conduct of examinations, arrangement of answer books, question papers, evaluation, declaration of results and act as the custodian of examination records.

The COE will report to the Vice Chancellor and will work in close coordination with the Registrar.

In absence of the Controller of Examination, the Dy. Controller of Examination shall be In Charge.

CONDUCT OF EXAMINATIONS AND PROCEDURES:

All the examinations of Mody Institute of Technology & Science -MITS UNIVERSITY shall be conducted and controlled by the Controller of Examinations according to Ordinances and Scheme of Syllabus for various programmes.

9.1 Schedule of Examinations: In consultation with respective Dean the Controller of Examinations shall issue the notification of examinations, in accordance with the Academic Calendar for all Faculties well in time.

9.2 Eligibility Criteria:

No candidate shall be eligible for appearing at an examination unless she;

(a) Has been registered in the said course as a student in accordance with the existing rules of MITS.

(b) Fulfills the minimum academic requirements for appearing to an examination.

(c) Fulfills the Attendance Rules as prescribed by MITS and is not debarred from

examinations under any Rule of discipline of MITS.

(d) Is not debarred from the Examinations under any Legal/ Court proceedings.

9.3 Admit Cards:

9.3.1 A candidate must produce her Admit Card whenever required by the invigilator/examination staff. No candidate shall be permitted to enter the Examination Hall without the Admit Card.

9.3.2 Misrepresentation or suppression of information :

If it is detected that the candidate has, furnished false information or misrepresented /suppressed any information required in Registration Form / Exam Form, her result shall be withheld and deposited fees shall be forfeited, apart from initiation of disciplinary proceedings against the candidate.

9.4 Printing of Answer Books:

The answer books shall be arranged by the office of the COE as per requirements and account of which shall be maintained.

The answer books shall be issued by the office of COE to Examination centres on their requirement

9.5 Format of Answer Books:

The format of answer books for theory and practical examinations for the purpose of maintaining secrecy, shall be decided by the CoE with approval of the Central Exam Committee.

9.6 Account of Used and Blank Answer Books:

The Controller of Exam shall maintain proper record of answer books procured and issued to the Examination Centres/In charge.

The Exam In Charge of Faculty shall also maintain record of used and blank answer books received from the office of the COE.

9.7 Display of Examination Dates/Schedule:

In consultation with respective Dean the COE shall issue and display the Examination Schedule for various examinations at least 10 days prior to End Term Exam & 7 days prior to Mid Term Exam, on the Examination Notice Board/ MITS Website for the information of all concerned.

9.8 Deputation of examination Superintendent /Invigilators and Flying Squad/Observer :

9.8.1 Examination Superintendent:

For End Term exam, In consultation with respective Dean the COE shall appoint one faculty member (not below rank of Associate Professor) from any Department, preferably in rotation as Examination Superintendent for a specified period or a particular examination. At least 3 days before the commencement of examinations, the Examination Superintendent shall be provided with a Superintendent' s Packet containing Book of Instructions, Invigilation guidelines, Roll No. of candidates appearing in the examinations along with their attendance chart, and all other examination materials by the office the COE .

No Superintendent shall be deputed for Mid Term and Practical Examinations. The Mid Term & Practical Examinations shall be conducted by the Exam In Charge of Faculty with the help of HODs and faculty members in consultation with Dean.

For duties & responsibilities of Superintendent: refer to Annexure I

9.8.2 Invigilators and Supervisory staff:

Required number of Invigilators and other Supervisory staff shall be provided by the Dean for smooth conduct of examinations.

Once the names have been received from the Dean' s office, the Exam In Charge/Superintendent shall issue the duty chart of Invigilators and supervisory staff, allotting their respective examination duties.

For duties & responsibilities of Invigilators: refer to Annexure II.

9.8.3 Observer / Flying Squad:

The COE may appoint Observer or Flying Squad. The Observer/ Flying Squad may be internal / external or both.

The Observer / Flying Squad shall be provided with schedule of examinations and shall choose the day /time for their random visits of the examination centres.

The Observer /Flying Squad shall submit their written report of the visit in the prescribed format provided by the COE. The Flying Squad /Observer may be paid a suitable honorarium

as decided by the Examination Committee from time to time.

9.9 Provision for Writer:

In case of major sickness/ disability of the candidate due to which she can not write her own paper, the candidate may apply, to the Dean along with a Medical certificate issued by the Doctor of MITS or a Senior Doctor from the Govt. Hospital to allow her a Writer to write the papers on her behalf. The Dean and CoE after examining the case, and if satisfied may grant permission for the same. The Dean and COE will ensure that the Writer does not have any knowledge of that subject/ paper and shall be a junior student.

9.10 Display of Seating plan and instructions :

The Superintendent /Exam In Charge shall display on the Examination Notice Board the Seating Plan at least one day before the commencement of the examination.

The Examinations shall be conducted on the scheduled date/ time as notified by the COE. In case of unavoidable circumstances, if any examination is postponed/ rescheduled, the candidate shall be notified of the same by COE on the Examination Notice Board and MITS website. No individual information shall be sent to candidates.

9.11 Daily Examination Report:

The Superintendent/ Exam In charge shall send a daily report of examinations in the prescribed format to the COE.

10. DISCIPLINE

i. Candidates shall maintain absolute discipline in the examination hall. If a candidate disobeys the instructions of the invigilator(s) or misbehaves in any manner, she can be expelled from the examination.

ii. If a candidate acts in a violent manner or uses force or makes a display of force towards any invigilator or any other staff/person at the Examination Center or acts in a manner likely to hinder the authorities in discharging their duties, the Examination Superintendent may expel the candidate from the examination.

iii. If a candidate brings any dangerous weapon at the examination center, she can be expelled from the examination and disciplinary action can be initiated against her.

iv. Candidate expelled on any of the grounds mentioned above may not be allowed to appear in the subsequent papers based on the reasons for expulsion.

v. All disciplinary matters /Unfair Means Cases shall be forwarded to the Chairman Unfair means Standing Committee by COE.

11. Prohibited areas during the examinations

i. No unauthorized person /staff will be allowed to enter the Examination Hall/Centre during the examination time.
ii. The Superintendent /Exam Incharge shall identify the prohibited area by visible signs.
iii. The Security staff and other persons posted on examination duty shall prevent unauthorized persons from entering the prohibited area.
iv. Electronic devices, I pod, Programmable Calculators or any objectionable item /notes, printed or written material etc. shall not be permitted to be carried inside the examination hall. In case any of the above are found in possession of a candidate, action as per UMC procedure would be taken.
v. The Candidates must maintain silence in the examination hall and not stand/walk outside the examination halls or corridors during the examination hours.

12. Unfair Means - Rules & Regulations:

12.1 The following will constitute the use of Unfair means:-

i. Any candidate found having in her possession or accessible to him/her or nearby her, any papers, books or notes, pen drives, electronic devices, written or printed matter or any kind of unauthorized material.
ii. Writing during the examination hours on any paper other than the answer-book, any portion of the question paper, or anywhere, answers related to any question.
iii. Talking to another candidate or to any person other than the members of the Examination Staff/Invigilators, in the Examination Hall.
iv. Consulting notes/books inside the Examination Hall.
v. Copying from some book or notes or from the answer of some other candidate or helping another candidate.
vi. Receiving or giving help from/ to another candidate during the examination/ including receiving/ sending SMS or any electronic messaging.
vii. Disclosing her identity deliberately or making any distinctive mark in his/her answer

book for that purpose or making an appeal to the Examiner through the answer book or using abusive language on the answer-book; communicating or attempting to communicate directly or indirectly through a person, relative, guardian or friend to the Invigilator/Examination Supdt. or any other official with the object of influencing them.

viii. Found guilty of disobey or swallowing/destroying any notes, paper etc. found with her deliberately.

ix. Found guilty of misconduct / misbehave with Superintendent/Invigilators

x. Failure of handing over her answer-book to the Invigilator or taking away her own answer book,walks out of the examination hall or in any other manner whatsoever.

xi. Found guilty of destroying the evidence of UMC.

xii. Found guilty of destroying any Property of the University/Institute.

12.2 Procedure for award of the punishment under Unfair means cases:

1. The CoE shall forward all the Unfairmeans cases to the Chairman UMC standing committee

i) The COE shall send a **Notice of Hearing** to the candidate found guilty of malpractice/ using unfair means, asking her to appear personally before the **UMC Standing Committee** on a fixed date, time and place as advised by the Chairman.

ii) The COE shall place the Unfair means case (s) before the UMC Standing Committee on the date of hearing for decision as per the relevant clauses of the Examination Conduct Rules. The Standing Committee shall adduce all evidence and decide on the action to be taken against the candidate.

iii) In case the candidate does not appear before the Standing Committee on the date and time of hearing as mentioned in the Notice, the case will be disposed off after due consideration of facts of the case, available evidence and records, without any further chance provided.

iv) Recommendation of the Standing Committee /Award of punishment shall be forwarded to the Registrar by CoE. The Registrar shall notify the candidate with copy to the Vice Chancellor and all concerned.

12.3 Award of punishment /Quantum of Punishment :

i. If a candidate is found guilty of using Unfair means/Cheating in examination or found with her incriminating material, papers, or objectionable materials then the result of that

paper may be cancelled, or

ii. If a candidate is found guilty of attempting to use unfair means at an examination, the Standing Committee may recommend for deduction of a certain percent of marks from her result, according to the nature of the offence, or

iii. If it is found/discovered that the candidate was in any manner guilty of serious misconduct in connection with her examination and /or was instrumental in or has abetted the tampering of Institute records including the answer books, mark-sheets, result chart, degree, diplomas etc., the Committee may cancel all the papers of that semester of a candidate.

iv. If a candidate has suppressed information of misrepresented information to fraudulently sit/appear in an examination, the Standing Committee may cancel all the papers of that semester of a candidate and/or debar her fro appearing in any examination or for the entire semester or programme or cancel/withhold the Degree.

v. If the guilt of candidate is not proved on personal hearing or on the basis of proof / evidences and statements attached / presented with the UMC form, the Standing Committee may simply give a warning to the candidate and the case shall be disposed off.

vi. In case of difference of opinion of the members of Standing Committee, the findings/decision of the Vice Chancellor shall be final.

12.4 Unfair Means Standing Committee

All Unfair means cases shall be reported to the Chairman Unfair Means Standing Committee by the COE in writing for suitable action, in a time bound manner, as per prescribed procedure in Para 10.3 above.

12.5 Unfair Means Appellant Committee:

If a candidate is not satisfied with the decision of the Unfair means Standing Committee, she may approach to the Appellant Committee. The appeal shall be considered only in light of any new material/ evidence provided by the candidate.

A candidate may appeal in writing to the Appeal Committee within three days of issue of Notification of punishment by the Unfair Means Standing Committee.

The Appeal Committee shall consist of :-

1. Vice Chancellor - Chairman
2. Pro Vice-Chancellor - Member

The Vice Chancellor may invite any external expert / member to the above Committee.

13. QUESTION PAPER SETTING:

13.1 Paper setting procedure:

The question papers for all subjects/courses shall be set by the subject experts. The COE shall request to the Panel of Paper Setters to set the question papers well in time with full confidentiality.

The paper setter shall ensure that the paper covers the appropriate assessment objectives and criteria and subject content as set down in the syllabus. The paper setter must also ensure that the level of demand is appropriate, that, where there is a choice of questions, alternative questions make equivalent demands. The paper setter is also required to check that all instructions and advice to candidates are clear.

13.2 End Term Theory Examinations: For End Term Theory Examinations, the Question Papers shall be set by the subject experts from the panel of faculty members appointed by the Controller of Examination in consultation with the Deans.

The paper setters may be **internal** or **external** or **both**, depending upon the subject.

13.3 Mid Term Theory Examination: For Mid Term Theory Examination, the question papers shall be set by the concerned course coordinator/teacher in consultation with the HOD.

13.4 Practical Examinations: Mid Term & End Term Practical Examinations and Viva Voce etc shall be conducted as per the schedule notified by the Controller of Examinations at Faculty level in consultation with the Dean and HODs.

14. MODERATION OF QUESTION PAPERS:

Question papers would be moderated by the members of the Moderation Committee appointed by the COE in consultation with respective Dean. In case of difference in opinions of moderators, the decision of the COE and Dean shall be final.

Moderators shall be required to put themselves in the place of a candidate and to work through the question paper to ensure that the whole thing works as an assessment instrument.

The Moderators may suggest for further revision to the question paper and/or marking scheme.

No paper setter who has prepared the paper shall participate in moderation of his/her own question paper(s). Two sets of question papers are to be finalised by the Chairman of the

Moderation Committee and COE will decide one paper for finalisation.

15. PRINTING AND PACKING OF QUESTION PAPERS:

After moderation, the question papers shall be handed over to the Controller of Examination. Thereafter the Controller of Examination shall ensure for confidential planning & printing of question papers and to dispatch the sealed packets of question papers to the Centre Superintendent(s)/In Charge.

16. EVALUATION SYSTEM :

16.1 Evaluation of answer books :

Answer books shall be evaluated by the examiners on the evaluation centre and shall be returned back along with the Award List to the office of the Controller of Examination within the stipulated period as notified by the Controller of Examination. The examiners shall be appointed by the Controller of Examination from a panel of examiners approved by the Central Exam. Committee. The Examiners/Head Examiners may be internal, external or both. External Examiners may be paid an honorarium as decided by the Central Examination Committee as decided from time to time. The component of evaluation done by external examiner shall be atleast 10% of scripts of each subject.

16.2 End Term Exam answer books shall be evaluated by the Examiners at the Evaluation Centre approved by the COE only.

16.3 Mid Term Exam answer books shall be evaluated departmentally at faculty level. Evaluated Answer Books of Theory, practical and any other examinations shall be returned with Award list within the specified time to CoE.

16.4 Permissible Ink for evaluation: The Examiner will be permitted to use red ink only for checking of answer books. The Head Examiner will use green ink.

16.5. Evaluated of answer books of theory , practical or any other examinations shall be returned with award list within the time limit specified by the COE.

16.6 Evaluation of Thesis/Projects Etc.: The Faculty shall forward two sets of Thesis / Projects

the Controller of Exam for evaluation process. The Controller of Exam shall appoint Examiners and issue guidelines / Process for evaluation in consultation with Central Exam. Committee.

17. Custody of evaluated answer books:

The Controller of Examination shall keep End Term evaluated answer books in safe custody for a maximum period of **six months** only from the date of declaration of result of that particular paper/subject. There after these answer books shall be destroyed.

18. In case answer book of any candidate is lost:

A candidate whose answer book is lost after having been received by the Centre Superintendent of the examination/COE and who, but for this answer book, would have either passed examination or is likely to be placed under re appear, shall, unless she opt for re examination on a date to be fixed up by the Controller of Examination, be deemed to have obtained in that paper marks /grades equal to the average marks/grade obtained by him/her in other papers. If there is any dispute in this matter, the finding of the Controller of Examination, subject to confirmation by the Vice Chancellor, shall be final.

19. Submission of Marks/Grades:

The Marks/grades of any subject /subjects shall be submitted to the CoE and SGPA/CGPA shall be calculated by result section. The final result/grade shall be prepared by the office of the Controller of Examination.

20. DECLARATION OF RESULTS/GRADES:

All the results shall be declared /published centrally by the Registrar on the Notice Board/MITS website.

21. RE-EVALUATION/ RECHECKING OF PAPERS:

21.1 The University shall maintain transparency to the maximum extent feasible in the evaluation system, consequently students shall be granted permission for re-evaluation/re checking of their answer books of End Term papers only.

21.2 For revaluation/re checking of answer books, students may apply along with the prescribed fees as fixed by the University from time to time, within **seven days** from the date of publication of results" .

21.3 There shall be **no re-evaluation** in the following marks/assessment:-

(i) Lab / Practical examinations, tutorials

(ii) Viva-Voce,

(iv) Project Report evaluation,

(iii) Thesis/Dissertation evaluation

(iv) Assignments, Seminar, Quizzes etc.

However, in the exceptional circumstances, the grade/paper of a candidate may scrutinized by UGPC.

22. Issue of Grade Cards :

The Grade Cards shall be issued under signatures of the Controller of Examination and Registrar.

23. Issue of Degree:

Degree to a candidate shall be issued under signatures of the Dean of concerned Faculty, Registrar and Vice Chancellor.

24. Issue of Duplicate Copies of Certificates:

Duplicate copies of the Degree/Grade Card/Provisional Certificate shall be issued on payment of the prescribed fee. Duplicate copies of Certificates shall not be issued, unless the candidate submits copy of FIR or an affidavit on a Non Judicial Stamp Paper of minimum value of Rs. 1O/- or as required by the law in force, declaring that the applicant has not utilized the Original Grade Card/Provisional Certificates for appearing in any examination and has lost the same, or it has been destroyed and the applicant has a need for a duplicate copy of the Grade Card. A standard format for the said affidavit is enclosed. (see Annexure) - III

25. Migration Certificate, Provisional Certificate:

A candidate, who has passed the final year examinations of a programme, may apply for Migration Certificate, Provisional Certificate to the Registrar. The Migration Certificate, Provisional Certificate shall be issued by the Registrar as per university guidelines issued from time to time.

26. DISSEMINATION OF INFORMATION:

All Notices or Circulars regarding the conduct of examinations, date sheets, results and the payment of exam. fees etc. shall be displayed by the Controller of Examinations on the Examination Notice Board of the University and the same may also be displayed on the University website, Students must see the Examination Notice Board and refer to MITS website for all information regularly and get updated.

The Institute shall not be held responsible if any student misses to see the information on the Notice Board/Website.

The expiry period of notices, circulars, results displayed on the Notice Board/Website shall be maximum 7 days from the date of its display on the Notice Board/Website.

27. INTERPRETATION OF RULES :

In case of clarification on any of the clauses in this document /rules the interpretation of the Vice Chancellor will be final and binding.

28. JURISDICTION:

The jurisdiction on any legal matter arising out of the said rules shall be the Courts of Sikar, Rajasthan only.

CC: Chairman, MC; Vice Chancellor; Dean, FET; Dean, FMS; Dean FASC; Dean, FOL; COE; Registrar;

Annexure - I

20/9/11

Duties and Responsibilities of Superintendents

1. Arrange to prepare date wise / shift wise examination schedule & strength of students appearing in Examination & accordingly examination material are to be indented.
2. Make all necessary arrangement for conduct of examination on scheduled date and time, including display of examination schedule, seating arrangement, security arrangement if required and for recording attendance of students.
3. Appoint invigilator minimum 2 in a room with student strength up to 40 and an additional invigilator if student strength is more than 40.
4. Arrange in advance sufficient Answer Books & other materials for conduct of examination and keep records of the same.
5. Keep the question paper received from the Controller of Examination in safe custody and keep proper records of the used and unused question papers and arrange for distribution in examination.
6. Report all cases of use of unfair means by the students in the examination, if any, to the controller of examination for consideration by the Examination Discipline Committee of the University.
7. Arrange to dispatch answer books for evaluation on day to day basis.
8. Daily Examination Report should be sent to the CoE.

Annexure - II

22/9/17

Instructions to Invigilators

1) The invigilator should be stationed in the examination hall atleast 20 minutes before the commencement of the examination with all materials (except question papers)
2) Invigilator must ensure that there is no written materials on tables, chair, black board, wall etc. of the examination hall. In case something is written it should get erased immediately.
3) Before the distribution of the answer books to the students, the invigilator must ensure that the facsimile seal of the University is affixed in the answer book otherwise the answer book should be immediately withdrawn.
4) The invigilator must also ensure that there should no chits on the windows, doors or on the corridors of the examination hall if found they should be destroyed.
5) Before entering the examination hall, the invigilator should check each examinee thoroughly.
6) The invigilator should not permit any student into examination hall after the examination has begun. In case of emergency student may be permitted late up to 30 minutes with the consent of Center Superintendent.
7) Invigilator will check admit card of all the students at the entrance of the examination hall. No student will be allowed to enter examination hall without the admit card.
8) While signing the answer book, the invigilator are requested to ensure that the students should have made all necessary corrected entries i.e. Roll No. / Enrolment No., name of the subject / code and date of exam etc. In no case the invigilator should sign on the answer book prior to filling of all entries correctly by the examinees.
9) Invigilator will sign a declaration form stating that his/her ward or kin is not appearing for examination.
10) The Invigilator are requested to handover the list of absent students, along with the details of used / unused answer books and question papers to supervisor after 45 minutes of start of the examination.
11) Invigilator must not permit any student to leave the examination hall without prior permission from the Examination Superintendent.
12) If any student is caught using unfair means her case should be properly made out and reported with full evidences.
13) Please check that the student has not carried their belongings in the examination hall.

Annexure-III

22/9/11 **Undertaking for issue of Duplicate copies of Certificate**

I (name of student)_____Enrolment No. _____, Programme _____ Batch_____ declare that I have not utilize the original Degree/ Grade Card / Provision Certificate for appearing in any examination and has lost the same, or it has been destroyed and further has a need for a duplicate copy of Degree / Grade Card / Provisional Certificate.

I am depositing Rs. _____ through CR/BR No. _____ Dated _____ towards issuance of Duplicate Certificate.

_____

(Name & Signature of Student)

Enrolment No._____

Programme _____

Batch_____

ORDINANCES AND REGULATIONS

OF

UNDERGRADUATE PROGRAMMES

MODY

LAKSHMANGARH · RAJASTHAN

A Leading Women's University

MODY UNIVERSITY OF SCIENCE AND TECHNOLOGY

(Private University u/s 2(f) & 22 of the UGC Act, 1956)

(Rajasthan State Legislature (Act No. 29 of 2013)

LAKSHMANGARH-332311

16/12/2021

REGISTRAR

Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

CONTENTS

ORDINANCES

Section	Content	Page No
	Preamble	1
O.1	Short Title & Commencement	3
O.2	Definitions	3
O.3	Ordinances	4
	REGULATIONS	
R.1	Short Title & Commencement	6
R.2	Undergraduate Programmes	6
R.3	Semester System	6
R.4	Course Codes	6
R.5	Course Credits	7
R.6	Course of Special Nature	7
R.7	Board of Studies	8
R.8	Phasing out of a Programme	9
R.9	Starting a New Programme	9
R.10	Admissions	9
R.11	Allotment/Change of a branch	11
R.12	Registration	11
R.13	Termination of Enrolment	13
R.14	Refund of Fees	13
R.15	Course Coordinator	13
R.16	First Year Class Coordinator	14
R.17	Faculty Advisor/ Mentor	14
R.18	Course Evaluation	14
R.19	Grading System	15
R.20	Grade Checking & Scrutiny	16
R.21	Attendance Requirements for a Course	17
R.22	Second Examination on Medical / Extraordinary grounds	18
R.23	Withdrawal from a Course	19
R.24	Withdrawal from a Semester	19
R.25	Rustication/ Suspension, withdrawal from a semester/year	19
R.26	Unfair means & Plagiarism	20
R.27	Summer Term	20
R.28	Academic Performance Monitoring	20
R.29	Audit Course	21
R.30	Minimum Student requirement for an Elective Course	22
R.31	Earned Credits	22
R.32	Eligibility for Award of Degree	22
R.33	Award of Division	23

16/12/2024

REGISTRAR

Mody University of Science and Technology

Lakshmangarh (Distt Sikar) 332311

R.34	Coursework at an outside Organization	23
R.35	Credit Transfer	23
R. 36	Scholarship	24
R. 37	Students' Feedback	24
R.38	Interpretation of Regulations	25
R.39	Emergent Cases	25
Table-I	Currently Run Undergraduate Programmes	25
Appendix –A	General Guidelines for the award of Grades.	27
Appendix –A1	Award of Grades based on Absolute marks	33
Appendix –A2	Award of Grades based on Absolute marks for B.Arch. Course	34
Appendix –B	Calculation of SGPA and CGPA	35
Appendix – C	Admission procedure for undergraduate programmes	36
Index		39

16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

ORDINANCES & REGULATOINS

FOR

UNDERGRADUATE PROGRAMMES

Preamble

Mody University of Science and Technology (MUST) made it's beginning in the form of Mody Institute of Education & Research (MIER) (set up in 1989) at Lakshmangarh, is a premier University, providing quality education exclusively for women students. Accepting the potential of MIER for excellence, the Ministry of Human Resource Development, Govt. of India granted the Deemed University status in February 2004 under section 3 of the UGC act-1956 to MIER on request by the Institute, The Central Government has changed the name to Mody Institute of Technology and Science (MITS) letter issued by the MHRD dated 18th May, 2004. The Ministry of HRD, permitted to change the name as Mody University of Science and Technology (MUST) after getting registered a new society of the same name. Later, it has been converted into a full-fledged Private University, namely, Mody University of Science and Technology, established by the Rajasthan State Legislature vide "Mody University of Science and Technology, Lakshmangarh (Sikar), Act 2013 (Act No. 29 of 2013)". The University is indeed for academic pursuits, truly conductive to higher contemplation, growth and learning.

The aim of the education at the undergraduate level is to build on the knowledge gained by an undergraduate student through the school curriculum, by imparting knowledge with the help of class room instructions, training and other modes of teaching. After completing the curriculum, the student will acquire adequate knowledge base in the desired branch, which could be easily employed for the solution of real life problems and developed further through higher education, for reaching the frontiers of knowledge in her area of specialization.

The undergraduate education has both academic and extracurricular components designed for the integrated development of professionals possessing individual values of ethics and morality. Many of the students after completing undergraduate programme start working in different organizations where teamwork is the predominant mode of functioning. Ethics and discipline are of paramount importance and without these Values teamwork is impossible.

In these days of rapid evolution of knowledge the academic programmes require provision for continuous updating of the content to incorporate new developments in a particular area of knowledge. The curriculum is, therefore, broadly defined to make it possible for the teacher to update it continuously by including the latest developments. In addition, the institute undertakes periodic review of the curriculum structure to prune the dead wood and incorporate new ingredients, which may become necessary in the changed context of a branch of study. Exchange of knowledge and methodology across the disciplines is important in furthering its frontiers. In keeping with this sprit, the undergraduate curriculum encourages students to learn across different branches. The curriculum at the

16/12/2024
REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

undergraduate level has been so structured that it offers enough flexibility to the students to tailor her learning to individual inclinations and the desired career objectives.

The curriculum in a given branch at the undergraduate level includes academics programmes involving ingredients of classroom teaching, laboratory practices, training, field training, seminar and project. These ingredients are specified in terms of course with a given code specifying the subject(s) to be taught under it. Every course has credits depending on the work load it involves. The students are continuously evaluated during the conduct of a course and are awarded a letter grade on the basis of her performance. The academic year is divided in two semesters and in each semester the students have to register in a branch of study for a number of courses. When a student earns a minimum number of credits specified for a given curriculum, she become eligible for the award of the degree. The ordinance as embodied here is for specifying the provision required for the purpose of smooth functioning of undergraduate academic programme.

The respective degree of MUST, Lakshmangarh shall be conferred on a candidate who fulfills the entire requirement specified in these Ordinance and Regulations.

16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

ORDINANCES

FOR

UNDERGRADUATE PROGRAMMES

O.1 **Short title & Commencement**

(1) These ordinances shall be called the Ordinances for the Undergraduate Programmers for the Mody University of Science and Technology, Lakshmangrah. 0.1(1)

(2) These ordinances shall come into force with Effect from such date as the Academic Council/ Board may appoint in this behalf. 0.1 (2)

O.2 **Definitions** 0.2

Unless the context requires otherwise,

(I) **Applicant** shall mean an individual who applies for admission to any Undergraduate (UG) programme of the University. 0.2(I)

(II) **Board** shall mean the Board of Management of the University. 0.2(II)

(III) **BOS** Shall mean the Board of Studies of the Discipline. 0.2(III)

(IV) **Casual Student** shall mean a student who is registered for a degree in a recognized Institution/University in India or abroad and is sponsored by her parent University to avail laboratory and other academic facilities or for attending a formal set of courses 0.2(IV)

(V) **CGPA** shall mean the Cumulative Grade Point Average of a student. 0.2(V)

(VI) **Coordination Committee** shall mean the Committee of the faculty members involved in a course. 0.2(VI)

(VII) Course shall mean a curricular component identified by a designated code number and a title. 0.2 (VII)

(VIII) *Course Coordinator* shall mean a faculty member who shall have full responsibility for the course, coordinating the work of other faculty member(s) involved in that course, including examinations and the award of grades. O.2 (VIII)

(IX) Dean shall mean the Dean, of respective school. O.2 (IX)

16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

	(X)	**Degree** shall mean the Bachelor's degree of the University as may be approved by the Board.	O.2 (X)
	(XI)	**Direct Admission Student** shall mean a student who is admitted directly without any Admission Test.	O.2 (XI)
	(XII)	**Educational Institution** shall mean those institutions which offer Bachelor's and/or higher degrees in the disciplines as prescribed by the University Grants Commission (UGC).	O.2 (XII)
	(XIII)	**Grade Moderation Committee** shall mean the committee appointed by the Dean to moderate grades awarded by the course coordinators in different courses in a semester at a given level of a curriculum.	O.2 (XIII)
	(XIV)	**University** shall mean the Mody University of Science and Technology, Lakshmangarh.	O.2 (XIV)
	(XV)	**Faculty Adviser/ Mentor** shall mean a teacher nominated by the Dean to advice a student on the course to be taken by him/her and other matters related to the academic programme.	0.2 (XV)
	(XVI)	**Academic Council** shall mean the Academic Council of the MUST, Lakshmangarh.	0.2 (XVI)
	(XVII)	**Student** shall mean a student registered for an undergraduate programme for full time study leading to Bachelor's degree.	0.2 (XVII)
	(XVIII)	**Supervisor** shall mean a member of the academic staff of the University and/or from outside the University approved by the Dean to supervise the student for the designated academic activity.	0.2 (XVIII)
	(XIX)	SGPA shall mean the Semester Grade Point Average.	0.2 (XIX)
	(XX)	BOS shall mean the Board of Studies of the University.	0.2 (XX)
	(XXI)	UG shall mean Undergraduate	0.2 (XXI)
O.3		**Ordinance**	0.3
	(1)	The University shall offer such UG programmes and of such minimum duration as the Board may approve on the recommendation of the Academic Council, provided that the BOS shall recommend all such programmes.	0.3 (1)
	(2)	The procedure for starting a new programme, temporarily suspending a programme or phasing out a programme shall be such as may be laid down in the regulations.	0.3 (2)
	(3)	The minimum entry qualifications for admission to UG programmes shall be such as may be laid down in the regulations.	0.3 (3)

16/12/2021

REGISTRAR

Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

(4) A UG student shall be required to earn a minimum number of credits through various curricular components like theory/laboratory courses, Seminar, Project etc. at the University or at such other institutions as have been approved by the University. The project and other similarly designated academic activities shall have to be undertaken under the guidance of a Supervisor. A student may be permitted by the Dean to carry out in full or a part of her Project outside the University. In such case, an additional Supervisor, from outside Organization/ University, if considered necessary, may be appointed by the Dean on the recommendation of the Supervisor from the University. 0.3 (4)

(5) A UG student shall be required to complete all the requirements for the award of the Bachelor's degree within such period as may be specified in the Regulations, including those credits earned at such other institutions as have been recognized by the University for this purpose. 0.3 (5)

(6) The date of initial registration for the UG programme shall normally be the date on which the student formally registers for the first time. This date shall be constructed as the date of joining the programmes for all intents and purpose. 0.3 (6)

(7) A student shall be required normally to attend every lecture, tutorial and practical. However, for late registration, sickness or other such exigencies, absence may be allowed as provided for in the regulations. 0.3 (7)

(8) An undergraduate student may be granted such scholarship /studentship /assistantship /stipend, etc. and awarded such medals as may be specified in the regulations in accordance with the decision of the Academic Council and Board from time to time. 0.3 (8)

(9) The procedure for the admission of a student or a direct admission student to an undergraduate programme shall be such as may be specified in the regulations; the causal students may be allowed access to academic programmes in the manner provided under the regulations. 0.3 (9)

(10) The procedure for the withdrawal from an undergraduate programme, rejoining the programme, the award of grades and the SGPA/CGPA, the examination and all such matters as may be connected with the running of a UG programme shall be such as may be specified in the regulations. 0.3 (10)

(11) The award of the UG degree to an eligible candidate shall be made in accordance with the procedure laid down in the regulations. 0.3 (11)

16/12/2024
REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

(12) A student admitted to the UG programme shall abide by the Standing Orders for Students issued by the University from time to time. These standing orders shall deal with discipline of the students in the Hostels, Departments, University premises and outside. The standing orders may also deal with such other matters as are considered necessary for the general conduct of the students, co-curricular and extra-curricular activities. Standing orders shall be approved by the President. 0.3 (12)

(13) Notwithstanding anything contained in the above Ordinance, no regulations shall be made in contravention of the decision of the Board and/or the direction of the Government of India/ Government of Rajasthan, in regard to the duration of the UG programme, the amount and number of scholarship/ assistantships and the number of studentships and the procedure there of. The regulations for the UG programme shall be framed by the BOS, which shall be considered and approved by the Academic Council. 0.3 (13)

(14) In special circumstances, the chairman of the Board may, on behalf of the Board, approve amendment, modification, insertion or deletion of an Ordinance(s), which in her opinion is necessary or expedient for the smooth running of a programme, provided that al such changes shall be reported to the Board in its next meeting for approval. 0.3 (14)

16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

REGULATIONS

FOR

UNDERGRADUATE PROGRAMMES

R. 1 Short Title & Commencement R. 1

These regulations shall be called the Regulations for Undergraduate programmes of the University. R.1 (1)

These regulations shall come into force on such date as the Academic Council /Board may appoint in this behalf. R.1 (2)

R. 2 Undergraduate Programmes R. 2

The University shall offer Undergraduate programmes leading to the Bachelor's degree in Engineering, Technology, Science, Arts, Management, Commerce, Law, Fashion Design, Interior Design and Architecture. R.2 (1)

The list of currently run UG programmes is given in Table-1. The programmes may be amended /modified in accordance with the decisions of the Academic Council and the Board. R.2 (2)

The normal and maximum durations for the completion of Undergraduate programmes are given in Table- 1. These durations are from the date of *initial* registration. The maximum duration of the programme may be altered in accordance with the decision of the Academic Council and the board. R.2 (3)

R. 3 Semester System R. 3

The academic programmes in the University shall be based on semester system: *Autumn* and *Spring* Semesters in a year with winter and summer vacations. A number of courses shall be offered in each semester. In summer vacation, some courses may be offered as provided for in the regulations. Courses offered in one semester may also be offered in other semesters if the BOS recommends and Dean of school approves.

R. 4 Course Codes R. 4

Each course offered by the University shall be identified by a course code, normally consisting of a string of seven alphanumeric characters. First two characters in a course code shall be capital letters identifying the responsible Department offering the course or a course common to different branches. The next five characters are numerical digits: the first two normally specifies the year of introduction of the course and third digits specify the year of programme and the last two digits specify the course number and the semester in which the course shall be offered. Normally, odd numbers in the course code will indicate that the course offered in the Autumn semester and the even numbers indicate that the course is offered in the Spring semester of the year.

16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

A course code shall be DDYY.NMM (CH20.201).
DD indicates the code of department, which is offering the course.
Y indicates the implementation year of the course.
N indicates the level (Year) of the course.
MM indicates the course number in the category odd number for Autumn Semester and even number for Spring Semester.

R. 5 Course Credits R. 5

Each course shall be assigned a number of credits, which reflects its weightage. The number of credits of a course in a semester shall ordinarily be calculated as under:

(a) **Lectures/Tutorials** R. 5 (a)

One lecture hour per week shall normally be assigned one credit. One or two hours of tutorial per week shall be assigned one credit. However, credits may be adjusted further by taking into consideration the total contact hours and quantum of work required to be put in by a student in the course.

(b) **Practicals** R. 5 (b)

One laboratory hour per week shall normally be assigned half a credit. Not more than three credits may be assigned to a practical course having only laboratory component.

(c) **Special Courses** R. 5 (c)

Courses like Project, Industrial Training, Group Discussion, Discipline, Proficiency /National Sports Organization (NSO) in the UG programme shall be treated as any other course and shall be assigned such number of credits as arrived by considering the quantum of work required to be put in that course.

R. 6 Course of Special Nature R. 6

An undergraduate programme may contain certain courses of special nature in different curriculum which require no formal class contact hours, but require in-depth study and development of their professional skill and knowledge. These courses which are already indicated in section R. 5 (c) are described as under:

(a) **Proficiency/ NSO** R. 6 (a)

Every student shall be admitted to Proficiency and various games and sports in NSO from the first year onwards in the basis of their preferences and by virtue of their aptitude and abilities. In case of Proficiency / NSO, minimum engagement shall be at least 2 hours per week and it will be evaluated continuously as specified for the courses. A special course on Hindi may be offered to foreign / non Hindi speaking students under Proficiency.

(b) **Minor-Project** R. 6 (b)

A curriculum may contain a 2 credit course on minor project in seventh semester of the programme. A student would register for this

16/12/2021
REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

course only once during the programme. Not more than three students would be permitted to work together on the same project.

(c) **Industrial/Field Training** R. 6 (c)

A curriculum shall contain credit course, as specified by the academic council, on 'Industrial/Field training during the specified Semester or Summer Term.

(d) **Major Project** R. 6 (d)

A curriculum may contain the credit component of Departmental Core Course on Major Project as specified by the academic council.

(e) **Discipline/CBCS** R. 6 (e)

Every student of the University shall have to register for Discipline/CBCS Courses. The student shall be continuously evaluated for Discipline/CBCS during her entire period of enrolment. The credits earned in Discipline/CBCS course be accounted as it is earned.

R.7 **Board of Studies (BOS)** R.7

Board of Studies (BOS) shall be a subcommittee of the Academic Council, which shall consider all the academic matters related to undergraduate programmes. It shall also consider and recommend to the Academic Council the board framework and policies related to the Undergraduate programmes.

R.8 **Phasing out of a Programme** R.8

A programme may be phased out by the Academic Council on the recommendation of the BOS if, consecutively for three years, the no of students registering for the programme is less than 25% of the sanctioned intake of the students.

R.9 **Starting a New Programme** R.9

(1) The Board may approve the starting of a new programme or a modified in lieu of the old phased-out programme on the recommendation of the Academic Council. R.9(1)

(2) A new programme may be considered and recommended by the Academic Council to the board for its consideration and approval.

(3) An interdisciplinary programme may be proposed by the Dean in consultation with other participating Department(s), or by a Committee appointed by the President for the consideration of the BOS and the Academic Council for its recommendation to the Board of its approval. R.9(3)

R.10 **Admissions** R.10

Consistent with the policy decisions and guidelines laid down by the competent authorities, admission to all undergraduate programmes shall be made in accordance with the decisions of the Academic Council.

Admission of Regular Candidates

16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

(1) A student would be admitted to an undergraduate programme on merit, if she fulfils the eligibility requirements as detailed in Table-1 and as per Appendix-C, which may change from time to time. R.10 (1)

Admission of Foreign Nationals

(2) Foreign nationals either residing in India or abroad or Indian nationals residing abroad may be admitted to an undergraduate programme in accordance with the policy/guidelines laid down by the Government of India and the Academic Council. R.10 (2)

Admission of Casual students

(3) A student registered for an undergraduate programme in the recognized Institute / University in India or abroad may be admitted as a Casual Student for a period not exceeding one semester, if sponsored by the Institute / University where he/she is studying and allowed to attend classes and avail of facilities in the laboratories. R.10 (3)

(4) The evaluation of the Student would be done as per our evaluation method and the grade obtained by the student would be transmitted to their sponsoring University. In no circumstances, MUST would issue any Grade Card or any other type of certificate to any individual student. R.10 (4)

(5) The casual student shall have to pay the academic requisite and other fees for the given period to the University. R.10 (5)

Admission under Advanced Standing

(6) A candidate, having qualifications higher than the essential eligibility requirement or a student of other university after completing a part of the programme may be considered for admission to the University's Programme. Such admissions would be termed as Admission under Advanced Standing and would be handled on case-by-case basis. R.10 (6)

(7) Admission under Advanced Standing would be made after completing all the normal admissions. These admissions would be made over and above the approved intake, if required, but should not be more than 5% of the approved intake. R.10 (7)

(8) Course requirements for graduation of such students would normally be different. The BOS is entrusted the task for identifying the list of such courses and make the semester-wise chart for each admitted student. This task will normally be done as under R.10 (8)

(i) The Transcript of marks lists of the entire programme done by the candidate beyond the normal input qualification in a recognized Board / University be matched course by course with list of courses required to done at MUST for the eligibility for the award of degree to which he/she is admitted and identify the courses which has already been done by the student. Courses should be scanned content wise rather than the Course Code or Course Title because these may invariably different. A Course in MUST programme which match content-wise at least 80% with a course in the student's Transcript/marks lists would be considered as done. R.10 (8)

(ii) The list of courses of the MUST programme would be divided in two parts as (i) courses already done (ii) courses to be done. The said student be exempted from doing the courses under the first List, i.e., R.10(8)(ii)

16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

the courses already done. This fact would be recorded in the academic record of the student and would also be mentioned in the Transcript to be issued on her graduation. The Courses under the second list, i.e., the Courses to be done be then laid down in Semester-wise chart as close to normal student's chart as possible so that no additional course offering required to be done in any semester especially for this purpose.

R.11 Allotment / Change of Branch R.11

(1) The allotment of branch shall be made at the time of counseling on the basis of merit according to the preference of the student and the availability of seats. R.11(1)

(2) A student enrolled for undergraduate programmes shall be eligible for change of branch at the end of first year as per policies laid down from time to time. R.11(2)

R.12 Registration R.12

(1) Every student shall register for the courses that she want to study for earning credits and her name will appear in the list of each such course. No student shall be allowed to attend a course for which she is not registered. The performance of a student in all the courses for which she has registered, shall be included in her grade card. R.12 (1)

(2) Students joining the first year of the programme shall complete the registration procedure on a specified registration date prior to the commencement of their classes. Under special circumstances, a student may be allowed late registration by the Dean till a specified date, by paying a late-fee fixed by the University, along with other necessary fees. R.12 (2)

(3) Registration of courses to be taken in a particular semester shall be done according to specified schedule on payment of necessary fees. In absentia registration may be allowed only in rare cases at the discretion of the Dean e.g., cases of illness or any other contingencies. R.12 (3)

(4) The Dean shall assign the time slots for the next semester and inform the departments, who shall then assign the teachers and decide the time schedule of the courses to be offered in the next semester. These tasks shall be completed at least ten days before the scheduled date of registration and the time schedule shall be made available by the department where it will be centrally displayed for the students at least one week prior to the date of registration. R.12 (4)

(5) Before the commencement of classes, Registrar shall give each student a registration record, which shall be the official record of the courses registered. Any sub-sequent change such as addition, deletion or withdrawal etc. shall be marked on her registration record by the registrar. R.12 (5)

(6) At the time of completing the registration form or any subsequent change in the registration, every student shall consult her Faculty Advisor/ Mentor, who shall be appointed by the Dean. The Faculty Advisor/ Mentor shall advise the students in regard to minimum and the maximum numbers of total credits and lecture credits in the context of her past performance, backlog of courses, SGPA/CGPA and individual interest. R.12 (6)

14/12/2021

REGISTRAR

Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

R.13 **Termination of Enrolment** R.13

(1) **Due to Absence**

If a UG student is continuously absent from the classes for more than four weeks without informing the Course Coordinator shall immediately bring it to the notice of the Dean. Such student shall render her name stuck off the rolls of the University.

(2) **On Academic Grounds** R.13(2)

The enrolment of a student in a programme may be terminated if she fails to earn a minimum of 50% of credits specified in curriculum up to that year.

(3) **On Disciplinary Grounds**

The enrolment of a student may be terminated on disciplinary grounds, in accordance with the Standing Orders for the students.

(4) **Right to Appeal** R.13(4)

A student, whose enrolment has been terminated, may appeal to the President for reconsideration within fifteen days from the date of issuance of the communication of termination and the appeal will be disposed off within fifteen days. If the appeal is allowed, her registration and enrolment shall be restored.

R.14 **Refund of Fees** R.14

In case a student leaves the University, refund will be applicable as per university norms.

R.15 **Course Coordinator** R.15

A Course Coordinator appointed by the Dean/ HOD shall coordinate every course offered by a Department. The Course Coordinator shall have full responsibility for the course. She shall coordinate the work of other faculty member(s) involved in that course in respect of their participation in various activities related to the course including continuous evaluation of the students through the tests, quizzes, assignments, Mid-Term and End-Term Examinations.

R.16 **First Year Class Coordinator** R.16

A First Year Class Coordinator appointed by the Dean shall coordinate the courses in the first year. The Coordinator shall co-ordinate the time schedule for the first year classes and shall perform such other duties, as are necessary for the organization of the course offered in the first year.

R.17 **Faculty Advisor/ Mentor** R.17

The Dean shall appoint Faculty Advisor(s)/ Mentor (s) for the students in the UG Programme, who shall closely interact with students, advise them on the courses to be taken in a semester and provide counseling for the smooth progress of the students.

R.18 **Course Evaluation** R.18

16/12/2024

REGISTRAR

Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 3[illegible]1

(1) A student shall be evaluated for her academic performance in a course through tutorials, Practicals, homework assignments, seminars, quizzes, Mid Term Examinations (MTE), and the End-Term Examinations (ETE), as applicable according to the guide lines formulated by BOS for this purpose. R.18(1)

(2) The distribution of weightage for each component and the criteria for evaluation shall be decided and announced by the concerned teachers/Course Coordinator at the beginning of the course as per the policy laid down for the purpose. R.18(2)

The duly evaluated answer books be shown to the students (Mid Terms), within a week from the date of the test. Objections will be entertained right then, and not even on the next day. Dean shall ensure that the End Term Examination answer books are shown to the students before the day of moderation, on a date(s) to be specified & prominently displayed by the respective teachers. Further, the answer books (Mid Term Examinations and End Term Examination) be submitted in Exam Section/COE at the end of semester.

(3) The summer training shall normally be evaluated through the quality of work carried out, the report submission and presentation(s), but the project shall be evaluated normally by Seminar(s), quality of work carried out, Project Report submission and the viva-voce examinations. R.18(3)

(4) The evaluation of performance in the Summer Term will follow the standards followed previously when the course was offered last during a regular semester, the record copy of that evaluation including the Statistical parameters will be provided to the Course Coordinator by the Dean. R.18(4)

(5) The course evaluation is done through grading system as per Clause R.19 of these Regulations. The pass grade is D or higher. R.18(5)

R.19 Grading System R. 19

Grading

The academic performance of a student shall be graded on a ten-point scale following guidelines given in Appendix – A (A1 and A2). R. 19(1)

Semester Grade Point Average (SGPA) R. 19(2)

The letter Grades awarded to a student in all the course (except audit courses) in a Semester shall be converted into a semester Performance index called the Semester Grade Point Average (SGPA), to be Calculated as per the procedures given in Appendix – B.

Cumulative Grade Point Average (CGPA) R. 19(3)

The letter Grades (up to D only) awarded to a Student in all the courses (except audit courses) in a Semester shall be converted into a cumulative performance index called the Cumulative Grade Point Average (CGPA), to be calculated as per the procedure given in Appendix – B. if for any purpose, the CGPA is required to be converted into percentage of marks, then CGPA is to be multiplied by 10.

R.20 Grade Checking and Scrutiny (Applicable for Relative Grading) R.20

16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

(1) The Dean shall appoint a **Grade Checking Committee (GCC)** for all the Academic Courses under its purview The Committee Shall include all the concerned Course Coordinators. R.20(1)

(2) **This Grade Checking Committee (GCC)** Shall be responsible for adherence to the Guidelines for the award of grades. The Chairperson, Grade Checking Committee shall be responsible for the display of grades in the faculty and for forwarding the final Grades to the CoE. The chairperson, Grade Checking Committee shall also retain the Record copies of the marks and the grades along with the statistical parameters for all The courses moderated and send a copy of the same to the Dean for forwarding to the CoE. R.20(2)

(3) **The Grade Checking Committee for the** first year shall consist of all the Course Coordinator of the courses offered to the First year students in a semester, with the Dean as Chairperson. R.20(3)

4) **The Grade Checking committee shall** check the grade for NSO, Proficiency and Discipline. R.20(4)

(5) **All the Course Coordinators should invariably** be present for the checking committee meeting. In case of their going out, they will hand- over their inputs for checking with a colleague, who shall present the same, in the meeting. R.20(5)

(6) **The marks obtained in the End Term** examination shall be displayed within 5 days of the end of the examination. Students can see and discuss their marks with the Course Coordinator within one week of the display of marks. The final results will then be declared within 3 days. A copy of the result sheet will be sent to the CoE. R.20(6)

(7) **In the exceptional circumstances, the grade** of a student may be scrutinized by BOS. R.20(7)

R.21 Attendance Requirements for a Course R.21

(1) All the undergraduate students are expected to be present in every lecture, tutorial, practical or drawing classes including Seminar / training / presentation scheduled for them. R.21(1)

(2) An undergraduates student must have a Minimum attendance of seventy five percent (75%) of the total number of theory lectures (Plus tutorials) and Laboratories (Practical) Classes, held in a subject in order to be Eligible to appear at the End Term Examination for that courses. R.21(2)

(3) A student should meet the above attendance requirement irrespective of the number of days; she is on medical and / or other leave for any reason whatsoever. Attendance of the student shall be monitored and displayed during a semester as per the Guidelines of BOS. R.21(3)

(4) The name of the students who have remained absent with or without leave, for more than 25 % of the actual classes held in a course as specified in section R.21(2) will be intimated by the course coordinator, on the last teaching day, to the Dean, who will consolidate the list for all such students for all the courses of a programme for its display on the notice board. These students shall not be allowed to appear in the end-term examination of that course and shall be awarded the grade N irrespective of their performance in R.21(4)

14/12/2021
REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt. Sikar) 3...

Class Work (CW) / Mid Term Examination (MTE), etc.

(5) **Mass Abstention from the Classes** R.21(5)

For mass abstention from a class, the Dean shall impose a fine of 1 mark for UG students out of a discipline group plus Rs. 100/-, on Each of the student. The maximum fine for a Day would be limited to 2 marks.

(6) If the disciplinary marks were exhausted for student, additional fine of marks would be converted to monetary fine. For calculating equivalent monetary fine from marks or vice- versa, one mark shall be treated as Rs. 100/- or as approved by the President from time to time. R.21(6)

R.22 **Second Examination on Medical / Extraordinary Grounds** R.22

(1) If a student is absent during End Term Examination of a course due to medical reasons or other special circumstances, He/she may apply for the award of I grade and request for a second examination to the Dean, through the Course Coordinator and The Program Advisor, provided that he/she has attended 75% of the classes held. The Dean may grant this request under intimation to the CoE and arrange for a second Examination. A second examination shall be held normally within ten days of the last day of the End Term Examination to convert I Grade to proper letter grade not exceeding B+. Under special circumstances due to the Student's inability to be present at the University during ten days period following the last day of End Term Examination, the Dean may extend the period for conversion of I Grade as mentioned above, to the two week from the commencement of the next semester on her own or on the recommendation of the Course Coordinator and the Head of the Department to which the Student belongs. R.22(1)

(2) The application for second examination on medical grounds should be supported by a Medical Certificate by the University's Medical Officer or by a Medical Officer of the rank not lower than Deputy Chief Medical Officer. The University reserves the right to accept or Reject such an application and the decision of the Dean shall be final in this respect. R.22(2)

(3) In special cases and on the specific recommendation of the University's Medical Officer, a student may be permitted to appear in her regular examination in the University's Hospital / Clinic. R.22(3)

(4) A student, who fails to appear in the Mid- Term Examination due to sudden illness or Mishap/ accident and is supported by Medical Certificate may be allowed to take another Examination with the permission of the Dean. R.22(4)

R.23 **Withdrawal from a Course** R.23

A student, who wants to withdraw from a course, shall apply through the Dean, within one week from the end of the first Mid-Term Examination under the advice of her Faculty Advisor/

18

16/12/2021

REGISTRAR

Mody University of Science and Technology
Lakshmangarh (Distt Sikar) [illegible]1

Mentor. If her 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 it. The student will be awarded a Withdrawal Grade W at the end of the semester.

R.24 Withdrawal from a Semester R.24

(1) In case a student is unable to attend classes for more than four weeks in a semester, he/she may apply to Dean for withdrawal from the semester, which shall mean withdrawal from all the registered courses in the semester. However, such application shall be made under the advice of the Faculty Advisor/ Mentor, as early as possible and latest before the start of the End Term Examination. Partial withdrawal from the Semester shall not be allowed. R.24(1)

(2) If a student is unable to attend classes for more than twenty working days during the semester, a student may apply for withdrawal from the semester, if he/she so desires. But, as per provisions of above, such an application must be made to the Dean under the advice of the Faculty Advisor/ Mentor, as early as possible, but at least seven clear days before the beginning of End Term Examination. Any application on medical grounds shall be accompanied with a medical Certificate. R.24(2)

R.25 Rustication/ Suspension, Withdrawal from a Semester/ Year R.25

A student rusticated from the University or suspended or debarred from attending the classes due to any reason whatsoever or having withdrawn from a Semester/ Year on medical ground, shall have to meet the requirement of 75 % attendance in each Courses in a Semester as specified in Regulations.

R.26 Unfair Means & Plagiarism R.26

(a) In case a student is found adopting or suspected of adopting unfair means, before , during, and after the examination, or lifting of some other's work(s) and interesting it in her Class Work Submission, Project, Seminar Reports and Dissertation, etc., without proper acknowledgement, credit and reference or plagiarizing the project/Class work submission /Report, etc., such penal action shall be taken by the University as may be necessary to uphold the sanctity and integrity of the examination system and the credibility of the University. R.26(a)

(b) All such cases may be taken suo moto cognizance of by the University Standing Committee (USC) appointed by the Academic Council for this purpose. Such case may also be reported by Invigilators, Examiners, Course Coordination Committee to the Dean and or the USC for its consideration. After giving an opportunity to the concerned student to explain the conduct / defend the charge, the Chairman, Academic Council on the recommendation of USC shall take action including imposition of appropriate penalty including award of F Grade in the concerned R.26(b)

16/12/2021

Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

course(s) on the concerned student and report to the Academic Council.

(c) General instruction for penal action for use of unfair means and plagiarism shall be notified by the Dean to the students and the faculty of the University from time to time. R.26(c)

R.27 Summer Term R.27

(1) The students of first and second year of three/four years programme who have registered but failed to clear the courses in the previous semester may be allowed to registrar themselves for such courses in the Summer Term during summer vacation following first year and second year of the programme on payment of necessary fees on a specified date. The Summer Term is a compressed Semester where all the regulations for the normal semester shall apply but the registration shall be limited to three courses having total credits not exceeding 12. R.27(1)

(2) The concerned department shall offer the required summer courses, as intimated by the Dean before the beginning of the Summer Term. A course will be offered in the Summer Term provided there are a minimum of five students registered for it. The department shall organize the courses in the Summer Term. R.27(2)

R.28 Academic Performance Monitoring R.28

(1) A student shall be put on academic probation by the Dean, at the end of each semester for monitoring her academic progress under any one or more of the following conditions R.28(1)

(a) Her CGPA becomes 4.0 or less R.28(1)a

(b) Her SGPA is below that of last Semester by two points or more. R.28(1)b

(c) Her earned credits in a semester are Less than specified. R.28(1)c

(d) Her cumulative earned credits are less than 7 times the number of semester a student has registered except in the first semester. The credits for NSO, proficiency shall not be counted for the purpose of (c) and (d) Above. R.28(1)d

(2) The academic progress of, all such students, who are put on academic probation, shall be monitored by a committee appointed for this purpose by the Dean. R.28(2)

R.29 Audit Courses R.29

(a) A student may register for an audit a course on the advice of the Faculty Adviser/ Mentor having a maximum of 4 credits during her Undergraduate programme. However, it will not be counted towards minimum earned Credits for a given programme R.29(a)

(b) A student registered for an audit course would be awarded an (Audit-Pass) grade if her performance is satisfactory (i.e. Equivalent or higher than D grade or an AF (Audit-Fail) grade) if her performance is unsatisfactory. R.29(b)

14/12/2021

20

Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

(c) A student registered in a course may request for conversion of it to audit registration in that course within one week from the end of the first Mid-Term Examination and this change will be recorded in the registration record and the Grade Sheet. R.29(c)

R.30 Minimum course Number of Students for an Elective Course R.30

An elective course in a department shall run only if a minimum number, as specified by Academic Council, of students register for it in a regular semester. However, under special circumstances, a course may run with fewer students with prior permission of the Chairperson – Academic Council.

R.31 Earned Credit R.31

(1) The credits for a course in which a student has obtained D (minimum pass grade for a Course) or a higher grade shall be counted as Credits earned by her. R.31 (1)

(2) Any course in which a student has obtained F, I, W, and Z grades shall not be counted towards her earned credits R.31 (2)

R.32 Eligibility for Award of Degree R.32

(a) A Student would become eligible for the award of the Degree, if she fulfills following conditions. R.32 (a)

(i) She must have cleared the entire prescribed course requirement with valid passing grades and within the prescribed duration after earning a total of credits as per curriculum. R.32(a) (i)

(ii) She does not have any I, W, and X grades (reports) against any course pending for repetition. R.32(a) (ii)

(iii) She does must have full filled the requirements of the prescribed minimum course credits. R.32(a)(iii)

(iv) She must have undergone the Prescribed Dissertation / Internship Dissertation/ Industrial Training and has obtained a valid grade. R.32(a)(iv)

(v) She has a minimum CGPA of 4.50 R.32(a)(v)

(vi) She has no case of indiscipline pending against her. R.32(a)(vi)

(vii) She has no case of unfair means pending against him/her. If a student fulfills all requirements as above except the minimum CGPA as per item (v) above then she shall be allowed to repeat the course till the minimum *CGPA is attained.* R.32(a)(vii)

(viii) She has a minimum CGPA of 5.00 for Bachelor of Physiotherapy. R.32(a)(viii)

(b) The Transcript, provisional Certificate and the Degree will be issued to a graduating student only when he/ she cleared all the dues pending against her name, else these would be detained. The dues will not be adjusted against the Caution Money, which would be refunded in full after the issuance of the Transcript, Provisional Certificate and the Degree. However, students applying in higher education in foreign Universities for seeking admission on completion of the course, in the interest of students benefit should also be given to students to obtain R.32 (b)

16/12/2021

REGISTRAR

Mody University of Science and Technology

Lakshmangarh (Distt Sikar) 332311

transcripts on completion of Pre-Final year on request also.

R.33 Award of Division R.33

No Division is awarded in undergraduate programs of the School.

R.34 Coursework at an Outside Organization R.34

(a) A regular student of the University may be required to do a course either totally or partially at an Outside Organization /Institute/University, earmarked or approved by MUST for this purpose. R.34 (a)

(b) A regular student of the University, on application, may be permitted to do a course either totally or partially at an Outside Organization /Institute provided the University has collaboration with that organization / Institute / University for this purpose. R.34 (b)

R.35 Credit Transfer R.35

(a) If a student has attended course partially at an outside organization, then he/she shall be evaluated at the University along with other part of that course. R.35 (a)

(b) If a student has attended a course totally at an outside organization then he/she may either be evaluated for her performance at the University by its own evaluation components in the next coming semester or by the officers / teachers / personnel at the organization by their methods of evaluation. In case, the evaluation of course is done at an Outside Organization, then MUST would respect their verdict on evaluation and would get the earned credits transferred in MUST and record the same against that course in the academic records of the student at the University. R.35 (b)

(i) If the evaluation of the student at the Outside organization is available in terms of marks, then she would be awarded a grade by the grading system based on Absolute Marks. R.35(b)(i)

(ii) If the evaluation of the student at the outside Organization is available in terms of a Grade, then she would be awarded an equivalent grade based on Grade Point of the grade at that organization. R.35(b)(ii)

R.36 Scholarship R.36

(a) The scholarships may be instituted by grant from individuals, trusts, organizations and the Government with a view to provide financial assistance to needy students under the terms and conditions specified by the University. Announcements on these scholarships stating eligibility terms and conditions and the value of scholarships, etc. shall be made while inviting applications from time to time. R.36 (a)

(b) A student may draw scholarships from outside sources with the permission from the University. R.36(b)

16/12/2021

REGISTRAR

Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

(c) A student will be allowed to draw scholarship only from one of the sources unless one of them is a merit scholarship from a source other than the MUST. R.36(c)

(d) Awards / Prizes as approved by the Academic Council shall also be given to students. R.36(d)

R.37 Students' Feedback R.37

A student would be required to give her feedback on a prescribed Feedback Form regarding the conduct of the course at the end of the semester. It is a mandatory requirement and should normally be done two weeks prior to end of the Semester.

R.38 Interpretation of Regulations R.38

In case of any dispute or difference of opinion in interpretation of these regulations or any other matter not covered in these regulations, the decision of the chairman, Academic Council shall be final and binding.

R.39 Emergent cases R.39

Notwithstanding anything contained in the above regulations, the Chairman of the Academic Council may, in emergent situation, take such action on behalf of the Academic Council as he/she deems appropriate and report it to the next meeting of the Academic Council for its approval.

16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

Table -1
CURRENTLY RUN UNDERGRADUATE PROGRAMMES

SN	Programme	Minimum Entry Qualifications	Duration	
			Normal	Maximum
SCHOOL OF ENGINEERING AND TECHNOLOGY				
1	B.Tech. – Computer Science and Engineering	Passed 10+2 from CBSE or equivalent examination with physics and mathematics as compulsory subjects along with one of the subject – chemistry/ Computer Science/ Bio Technology/ Biology/ and adequate proficiency in English. Admissions are based on the candidate's rank in Mody University's Engineering Entrance Test/JEE (Mains)/ any state level Engineering Entrance Test	4 Years (8 Sem)	7 Years (14 Sem)
2	B.Tech- CSE – Specialization – BDA - IBM			
3	B.Tech- CSE – Specialization – Cloud Computing - IBM			
4	B.Tech- CSE – Specialization – Artificial Intelligence and Deep Learning - IBM			
5	B.Tech- CSE			
6	B.Tech- CSE – Information Security - IBM			
7	B.Tech- CSE – Internet of Things-IBM			
8	B.Tech. – Electronics and Communication Engineering			
9	B.Tech. – Electronics and Computer Engineering			
10	B.Tech. – Electrical Engineering			
11	B.Tech. – Mechanical Engineering			
12	B.Tech. – Biomedical Engineering			
13	B.Tech. – Bioengineering?			
14	B.Tech. – Nuclear Science and Technology			
15	B.Tech. – Lateral Entry			
16	BCA – Bachelor of Computer Application	10+2 from CBSE or equivalent from any recognized board, in any stream with adequate proficiency in English.	3 Years (6 Sem)	5 Years (10 Sem)
SCHOOL OF LAW				
1	B.A.LL.B. (H). B.B.A.LL.B.(H), B.Com.LL.B.(H)	50% marks in 10+2. Students appeared in CLAT/AILET/RULET etc. will be preferred.	5 Yrs (10 Sem)	8 Yrs (16 Sem
2	B.A.LL.B. , B.B.A.LL.B., B.Com.LL.B.			
3	LL.B.	50% marks in graduation	3 Yrs (6 Sem)	5 Yrs (10 Sem)
SCHOOL OF DESIGN				
1	B.Des. (Fashion and Merchandising(BFM)	45% marks in 10+2	4 Yrs (8 Sem)	7 Yrs (14 Sem
2	B.Des. (Lifestyle & Accessories)			
3	B. Des. (Fashion Design)			
4	Bachelor of Interior Design	50% marks in 10+2	4 Yrs (8 Sem)	7 Yrs (14 Sem
SCHOOL OF BUSINESS				
1	B.A. (H) in Economics	50% marks in 10+2	3 Yrs (6 Sem)	5 Yrs (10 Sem)
2	BBA	45% marks in 10+2	3 Yrs (6 Sem)	5 Yrs (10 Sem)
3	BBA (Travel & Tourism)			

16/12/2021

Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

4	Dual Degree (BBA)-(MBA)	50% marks in 10+2	5 Yrs (10 Sem)	8 Yrs (16 Sem
5	B.Com. (Hons.)		3 Yrs (6 Sem)	5 Yrs (10 Sem)
SCHOOL OF LIBERAL ARTS AND SCIENCES				
1	B.A.	A student pass in 10+2 examination of CBSE, or its equivalent from any recognized Board, in any stream and adequate proficiency in English	3 Yrs (6 Sem)	5 Yrs (10 Sem)
2	BA(JMC)			
3	B.A. (Hons.) English			
4	B.A. (Hons.) Psychology			
5	B.A. (Hons.) French			
6	B.A. (Hons.) Geography			
7	B.A. (Hons.) History			
8	B.A. (Hons.) Political Science			
9	B.A. (Hons.) Sanskrit			
10	B.A. (Hons.) Sociology			
1	B.Sc. (Chemistry, Botany, Zoology)	A student pass in 10+2 examination of CBSE, or its equivalent from any recognized Board, in Science stream with Biology as one of the subjects and adequate proficiency in English	3 Yrs (6 Sem)	5 Yrs (10 Sem)
2	B.Sc. (Hons.) Biotechnology			
3	B.Sc. (Hons.) Food & Nutrition			
4	B.Sc. (Hons.) Psychology			
5	Bachelor of Physiotherapy	A student pass in 10+2 examination of CBSE, or its equivalent from any recognized Board, in Science stream with Biology as one of the subjects with 50% Marks and adequate proficiency in English	4.5 Year (9 Semester)	7 Yrs (14 Sem)
6	B.Sc. (Physics, Chemistry, Mathematics)	A student pass in 10+2 examination of CBSE, or its equivalent from any recognized Board, in Science stream with Physics and Mathematics as subjects and adequate proficiency in English	3 Yrs (6 Sem)	5 Yrs (10 Sem)
7	B.Sc. (Hons.) Physics			
8	B.Sc. (Hons.) Mathematics			
9	B.Sc. Data Science			
10	B.Sc. Optometry			
11	B.Sc. (Hons.) Chemistry	A student pass in 10+2 examination of CBSE, or its equivalent from any recognized Board, in Science stream with adequate proficiency in English and adequate proficiency in English	3 Yrs (6 Sem)	5 Yrs (10 Sem)
12	B.Sc. (Hons.) Forensic Science			
SCHOOL OF ARCHITECTURE				
1	Bachelor of Architecture (B.Arch)	50% marks in 10+2 with Physics, Chemistry, Maths OR 10+3 Diploma with qualifying score in NATA OR JEE (Main) paper -2	5 Yrs (10 Sem)	8 Yrs (16 Sem

** Student should have earned minimum 50% of the total credits till that year to be eligible for promotion/ registration to next year.

16/12/2021

Mody University
Lakshmangarh (Distt Sikar) 332311

GENERAL GUIDELINES FOR THE AWARD OF GRADES

1. **Grades and their Grade points**

S.No	Academic Performance	Grades	Grade Points
1.	Outstanding	A+	10
2.	Excellent	A	9
3.	Very Good	B+	8
4.	Good	B	7
5.	Average	C+	6
6.	Below Average	C	5
7.	Marginal	D	4
8.	Fail	F	0
9.	Debarred/ Detained	N	0
10.	Absent	AB	0
11.	Audit Pass	AP	-
12.	Audit Fail	AF	-
13.	Incomplete	I	-
14.	Withdrawal	W	-
15.	Continued Project/Dissertation	X	-
16.	Non Completion Of Course Requirement	Z	-

Items described above at serial Nos.I through 10 are grades while items 10 to 16 are not grades in true sense, but these are kind of Reports which describe the status of the student at the end of the course, but for all practical purposes these will also be termed as Grades.

2. **Explanation of Grades**
   A+, A, B+, B, C+, C and D Grades.

   (a) A+, A, B+, B, C+, C and D are pass Grades.

F, N and AB Grades

(b) F grade is fail grade.

F grade denote very poor performances, i.e failing a course. A student has to repeat all compulsory (core) courses in which she/he obtains F grades until a passing grade is obtained. However, if F grade is awarded to a student in project he/she will be required to repeat it in seventh and eight semesters, i.e. Autumn and spring semesters of the fourth year.

16/12/2021
REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

If a student has obtained F grade in other (elective) course he/she may repeat the same course or take any other course from the same category. Further, F grades in any course stay permanently on grade card. These courses are not included in the calculation of the CGPA. However, these are included in the calculation of the SGPA.

(c) Student detained for shortage of attendance shall be awarded N grade and Student absent in End Term Examination shall be awarded AB (F) grade

AP and AF grades

(d) Courses taken on audit shall be reported only whether a student is passing or failing. thus as per clause R.29 (b), he/she will be awarded an AP (Audit-pass) grade if performance is satisfactory i.e. equivalent or higher then D grade else an AF (Audit - Fail) grade if performance is unsatisfactory.

The courses with AP and AF grades are not included in the calculation of CGPA/SGPA.

I Grade

(e) If a student is absent during End-Term examination of a course due to medical reasons or other special circumstances, he/she may apply for the award of I grade to the Dean through the course coordinator and the Faculty Advisor/ Mentor, provided that he/she has attended 75% of the classes held (see clause R.22)

The concerned course coordinator shall have to be convinced about the extraordinary circumstances and shall have to certify the attendance record before the rarely used option to award I grade is recommended. The Dean may award I grade.

(f) The I grade so awarded shall be notified by the department to which the student belongs and a copy of the notification will be endorsed to the course coordinator and to the CoE.

(g) The I grade shall be converted into a proper letter grade not exceeding B+ and shall be sent to the CoE within 15 days from the date on which End-Term examination is over and the requirements of the course are completed by the student.

16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

(h) In extra-ordinary circumstances, the period of conversion of I grade may be extended to the next semester, by Dean on his/ her own or on the recommendation of the course coordinator and the head of the department to which the student belongs.

(i) In extra-ordinary circumstances on the recommendation of the Dean, the President may order the award of I grade to a student class or a batch of student taking a particular course. The conversion of I grade into a regular grade or any other action shall be as per direction of the President.

The Courses with I grades are not included in the calculation of CGPA / SGPA.

The I grades are required to be replaced within the stipulated time.

W Grade

(j) If a student request for the withdrawal from a course as per clause R.23 of the regulations, is granted, it will be recorded informed to the concerned and reported as withdrawal by awarding W grade at the end of the semester.

(k) If a student request for the withdrawal from a semester , as per clause R.24 the regulations, is granted, it will be recorded informed to the concerned and reported as withdrawal by awarding W grade in all the courses registered during that semester.

(l) The courses with W grade are required to be repeated at the earliest possible offerings.

The courses with W grade are not included in the calculation of CGPA/SGPA.

X Grade

(m) If a student is unable to complete her project then he/her may be awarded an X grade on the recommendation of an evaluation committee consisting of (i) head of the Department other nominee, (ii) Chairman BOS or her nominee and (iii) Coordinator and on supervisor of the project. The student concerned shall have to present her work to the evaluation committee for the project, 4 to 6 weeks before the date of registration to the next semester.

(n) A student shall be awarded an X grade under the exceptional circumstances beyond the student / supervision control. Normally, the following grounds may be considered for the award of X grade.

16/12/2021

REGISTRAR

Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

(a) Medical grounds

(b) Technical reasons/grounds such as the equipment not be available.

(o) A student who has been awarded an X grade shall be required to formally register for the next semester and pay the requisite fees.

The Courses with I grades are not included in the calculation of CGPA / SGPA.

The courses with X grades are required to be replaced with the stipulated time.

3. General Guidelines

(i) All evaluations of different components of a course shall be done in marks for each student.

(ii) The marks of various components shall be reduced to approved weightages (as decided by the BOS) and/ or indicated in the scheme of teaching and examination and added to get total marks secured on a 100- points scale. The rounding off shall be done on the higher side.

(iii) For less than 15 students in a course, the grades shall be awarded on the basis of natural cut-off in the absolute marks in given in Appendix A1.

(iv) For strength of student between 15-30, any of the above two methods may be used.

(v) A+ (A plus) grade shall not be awarded for percentage of marks less than 80 under any circumstances. There will not be more than 10% (round of to integer value) A+ grade in any course.

(vi) D grade shall not be awarded for percentage of marks less than 35 in any case. Further, no student having 40% or more marks would be awarded failing grades of F.

(vii) The provisional grades shall be awarded and displayed by the course coordinator. The grades, after showing copies to the students should be finalized within 7 days of semester examination. The course coordinator shall have the full responsibility for the same.

16/12/2021

REGISTRAR

Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

(viii) The grades so awarded shall be moderated by a grade moderation committee. This committee will finalize the grades and display a copy of the grades awarded on the notice board. All the final grades shall be communicated to the registrar.

(ix) The procedures for evaluation and award of grades for project, training, seminar, viva-voce and group discussion shall be decided by the BOS or the Academic Council.

16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 3[illegible]

Award of grades based on absolute marks

For the award of grades in a course, all component-wise evaluation shall be done in terms of marks. The marks of different components viz. mid-term exam, End-term exam. Course work sessional practical sessional etc. would be reduced to relative approved weightage of each component and added. Marks so obtained shall be out of 100 and the same would be converted to grades as per the following table giving the range of marks for each grade.

Marks	Equals or more than	Grade	Equal or less than	Marks
91	≤	A+	≤	100
82	≤	A	≤	90
73	≤	B+	≤	81
64	≤	B	≤	72
55	≤	C+	≤	63
46	≤	C	≤	54
40	≤	D	≤	45
0	≤	F	≤	39

Note: (1) The grade boundaries as indicated above may be marginally adjusted.

(2) The upper and lower limits are subject to limitations of percentage of marks.

16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

Appendix-A2

Award of grades based on absolute marks

For B.Arch Course

For the award of grades in a course, all component-wise evaluation shall be done in terms of marks. The marks of different components viz. mid-term exam, End-term exam. Course work sessional practical sessional etc. would be reduced to relative approved weightage of each component and added. Marks so obtained shall be out of 100 and the same would be converted to grades as per the following table giving the range of marks for each grade.

Marks %		Grade		Marks %
90	≤	A+	≤	100
81	≤	A	≤	89
72	≤	B+	≤	80
63	≤	B	≤	71
54	≤	C+	≤	62
48	≤	C	≤	53
45	≤	D	≤	47
0	≤	F	≤	44

Note: (1) The grade boundaries as indicated above may be marginally adjusted.

(2) The upper and lower limits are subject to limitations of percentage of marks.

16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 3[illegible]

Appendix-B

Calculation of Semester Grade Point Average (SGPA) and Cumulative Grade point Average (CGPA)

(i) Semester grade point average (SGPA)

$$\text{SGPA}= \frac{\sum_{j=1}^{n} C_j P_j}{\sum_{j=1}^{n} C_j}$$

Where

C_j= Number of credits earned in j^{th} course of a semester for which SGPA is to be calculated.

P_j=grade point earned in j^{th} course and

J = 1 ,2 , 3, , , ,n represent the number of courses in which a student is registered the concerned semester.

(ii) Cumulative Grade point Average (CGPA)

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

Where

C_j=Number of credits earned in jth course up to the semester for which CGPA is to be calculated.

P_j=grade point earned in jth course. A grade lower then D in a course shall not be taken into account.

J = 1 ,2 , 3, , , ,n represent the number of courses in which a student is registered up to the semester for which CGPA is to be calculated.

16/12/2021

REGISTRAR

Mody University of Science and ...

Appendix- C

ADIMISSION PROCEDURE FOR UNDERGRADUATE PROGRAMMES

The University is offering undergraduate programmes as per Table-1, which also gives minimum entry qualification for admission to the said programme. These are also referred to as essential eligibility requirements and would be applicable to all categories of candidates witch are given below.

Minimum entry Qualification: As mentioned in Table 1.

Admission procedure

1. **Regular candidates**
   The admission to professional degree programmes offered by the University in addition to the minimum entry qualification is subjected to certain other conditions as per the directives of the Government and the honorable Supreme Court. Presently this condition is that a student should have appeared and obtained a valid score in the admission test conducted by the approved testing agencies.
2. **Admission of foreign Nationals/non-Resident Indians (NRI)**
   Foreign nationals (girls only) either residing in India or abroad or Indian nationals residing abroad may be submitted to UG programme in accordance with the policy / guidelines laid down by the Government of India and the Academic Council.
   (a) Foreign candidates seeking admission to MUST should apply through the Government of India, if they wish to come through any Government supported programmes or under cultural exchange programmes or through Educational consultants (India) Ltd. New Delhi or any such Government / Government approved schemes. They may seek necessary help from the Indian Embassy in their country or their Embassy in India.

   (b) Foreign candidates should fulfill following requirements;

(i) Qualification equivalent to education qualification as required for admission to programme of the University.

(ii) Proof of proficiency in English.

(iii) Any condition imposed by the government.

(iii) Certificate of good conduct and character from the head of the institution last attended.

   (c) Foreign candidate shall be admitted only after obtaining the clearance from the Government of India. Foreign candidate with provisional Student's Visa only are eligible for admission.
   (d) Foreign candidate are required to undergo medical examination as per medical rules prescribed by the central government for foreign students and have to undergo test for HIV at NICD Delhi or any other designated testing laboratory

16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) [illegible]

within one month of their admission .The admission of foreign candidate would be confirmed only after medical examination and the test report regarding HIV.

3. Admission under advanced standing:

This facility of admission under advanced standing is not normal regular process of admission .It is specially meant to those candidate who have qualification higher than the minimum entry qualification who wish upgrade their qualification, like diploma holders beyond 10+2 or to a students of other university who are pursuing a similar programme In other university and wish to pursue the same programme in MUST as a transferred case.

(a) Admission under Advance Standing would be made after completing all the normal admissions. These admissions would be made over and above the approved intake, if required, but should not be more than 10 % of the approved intake.
(b) Admission under this category would be handled on case by case basis
(c) A candidate should fulfill following requirements:

Student of other University

(i) Candidate must have, the Minimum Entry Qualifications as prescribed by the Academic Council (Table 1)
(ii) Continuing student of other universities should have been admitted there either through JEE Main or any State Level Entrance Examination.
(iii) Candidate must have completed at least one year (2 Semesters) of the programme with passing marks (at least 50%) or a passing grade (at least C) in each course from a recognized University.
(iv) Candidate should submit a No Objection Certificate from the University.
(v) Certificate of Good conduct and Character from the Head of the Institution last attended.

Diploma Holders

(i) Candidate must have the Minimum Entry Qualifications as prescribed by the Academic Council (Table 1)
(ii) Candidate must have completed the Diploma Programme from a recognized Board/University with at least 50% marks or equivalent CGPA.
(iii) Certificate of Good conduct and Character from the Head of the Institution last attended.

(d) The semester wise programmes of these students would be chalked out by BOS as per the Clause R.10 of the Regulations.

4. Admission of Casual Students

A student registered for a UG programme in a recognized Institute/ University in India or abroad may be admitted as a Casual Student for a period not exceeding one semester as per Clause R. 10 of the Regulations.

16/12/2021

35

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

Index

Absentia
-Registration, R.12 (3)
Acad. Performance Monitoring, R.28
Academic Performance Monitoring
- Appointment, R.28 (2)
Academic Probation
-Criteria, R.28 (1a, b, c, d)
Access to Programmes
- Casual Student, O.3 (9)
Action in Emergent Cases, R.39
Admission, O.3 (9)
Admissions, R.10
-Advanced Standing, R.10 (6,7)
-Casual Students, R.10 (3)
- Foreign Nationals, R.10 (3)
-Minimum Qual, O.3 (3) , Table 1
-Regular Candidates, R.10 (1)
- Procedure. App-C
Advance Standing
-Admission of, R.10 (6), R.10 (7)
-Course Package, R.10 (8) (I, ii)
Allotment of Branch, R.11 (1)
Amendment of Ordinances, O.3 (14)
Answer Books
-Objections Evaluation, R.18(2)
-Return of, R.18 (2)
Applicant – Definition, O.2 (I)
Application for
Scholarship, R.36(a)
Withdrawal, R.24(1) R.24 (2)
Appointment
-Acad Perf. Committee, R.28 (2)
- Grade Checking Comm., R.20 (1,3)
Approval
-Amendment of Ord., O.3 (14)
- Modification of Ord., O.3 (14)
Assistantship- Grant of, O.3 (8)
Attendance, O.3 (7)
-Display of, R.21 (3)
- Minimum, R.21 (2)
-Monitoring, R.21 (3)
-Requirements, R.21 R.21 (1)
Completion of UG Programme
-Requirements,O.3
Components of Evaluation, R.18(1)
Condition
-Iss. Of Dipl. of Degree, R.32(b)
- Iss of Prov. Cert.,R.32 (b)
- Issuance of Transcript, R.32(b)
Conduct of Course at
Outside Organization, R.34(a, b)
Conversion – to a Audit Course, R.34 (a, b)
Coordination Committee– Def., O.2 (VI)
Course
Attendance Shortage
- Award of F Grade, R.21 (4)
- Display of, R.21 (4)
Audit Course, R.29
-Conversion of, R.29 (c)
-Grading, R.29 (b)
-Limit, R.29 (a)
Autumn Semester, R.3
Award of Degree, o.3 (11)
-Eligibility, R.32
- Eligibility Conditions, R.32 (a)
Award of division, R.33
Award of Grade
-Attendance Shortage, R.21(4)
- Procedure, O.3(8)
- Second Examination, R.22 (1)
Award of Medal, O.3(8)
Awards, R.36(d)
Board – Definition O.2 (II)
BOS – Definition, O.2 (III)
Branch
- Allotment, R.11 (1)
- Change, R.11 (2)
Calculation
-CGPA, App-B
-SGPA, App-B
Casual Student
-Access to Programmes, O.3(9)
-Definition, 0.2 (IV)
-Admission of, R.10 (5)
- Payment of Fees, R.10 (5)
- Transmission of Grade, R.10 (4)
CGPA, R.19 (3)
-Calculation, App- B
-Definition, O.2 (V)
Change in Registration, R.12 (6)
Change in Branch, R.11 (2)
Class coordinator-First Year
-Appointment, R.16
-Role of, R.16
Codes – Course, R.4
Date
- Initial Registration, O.3(6)
- Joining Programme, O.3(6)
-Registration, R.12 (2)
- Checking, R.20(6)
Dean – Definition, O.2 (I)
Definition, O.2
- Applicant, O.2(I)
- BOS, O.2(III)
- Board, O.2 (II)
- Casual Student, O.2 (IV)
- CGPA, O.2 (V)

16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Dist. Sikar)

-Credits, R.5
-Definition, O.2 (VII)
-Withdrawal from, R.23
Course at outside Organization
-Conduct of, R.34 (a), R.34 (b)
-Evaluation,R.35 (a),R.35(b)
Course code, R.4
Course coordinator, R.15
-Appointment, R.15
-Defination,O.2(VIII)
-Presense in meeting , R20(5)
Course Evaluation,R.18
Course
-Discipline :,R.6(E)
-Ind./ field Training :,R.6(c)
-Major Project:, R.5(d)
-Minor –project:,R.6(b)
-Proficiency /NSO:, R.6(a)
-Special Nature, R.6
Credits
-Limits Sem.Regist,R.(12)
-Transfer,R.35
-Course ,R.5
-Laboratory course ,R.5(b)
-Lecture course,R.5(a)
-Tutorials course,R.5(a)
-Special course ,R.5(c)
-Earned –Defination,R.31(1,2)
Criteria
-Evaluation comp.,R.18(2)
-Acad. Prob., R.28(1a,b,c,d)
Cumulative Grade point av., R.19(3)
Earning – Minimum Credits, O.3(4)
Educational Institution - Def., O.2 (XII)
Effective Date
-Ordinances, O. (1)
- Regulations, R.1(2)
Elective Course – Minimum
Registration, R.30
Eligibility
-Award of Degree, R.32 (a)
Emergent Cases – Action in, R.39
End Term Examination
-Attendance, R.21(4)
-Marks Display, R.20(7)
Enquiry
-Plagiarism, R.26(b)
-Unfair Means, R.26 (b)
Enrolment Termination, R.13
-Due to Absence:, R.13 (1)
- On Acad. Grounds:, R.13(2)
- On Discip. Grounds:, R.13 (3)
-Right to Appeal:, R.13(4)
Evaluation
-Components of, R.18(1)
- Coordination Comm., O.2(VII)
- Course, O.2 (VII)
- Course Coordinator, O.2 (VIII)
- Dean, O.2 (IX)
-Degree,o.2 (x)
-Direct adm. Student,O.2 (xi)
-Edue.institution ,O.2(xii)
- Grade mod.commn.,O.2 (xiii)
- University,O.2(xiv)
-Faculty Advisor,O.2(xv)
Academic Council,O.2(XVI)
- SGPA,O.2(XIX)
-Students.,O.2(xvii)
- Supervisor o.2(xviii)
-UG.O.2 (XXI)
-BOS,O.2(XX)
-Credits Earned,R.31(1,2)
Degree
-Award of,O.3(11)
-Defination,O.2(X)
Direct adm.student-def.,O.2(xi)
Discipline standing Order,O.3(12)
Discipline course,R.6(e)
Display
- End term Ex.marks,R.20(6)
-Attendance,R.21(3)
-Attendance shortage order ,R.21(4)
Division award of, R.33
Duration of programme
-Maximum,R.2(3),Table 1
- Normal, R.2(3),Table 1
Earned credits, R.31
- Definition, O.2 (XIII)
- Responsibility, R.20 (2,4)
Grade Points, R.19(1), App-A
- Short fall, R.37
Grade Scrutiny by BOS, R.20 (7)
Grading, R.19, App –A
- Audit Course, R.29 (b)
- On absolute Marks, App – A1
- Guidelines, App -A
- System, R.18(5), R.19
Grant of
- Assistantship, O.3 (8)
- Scholarship, O.3 (8)
- Stipend, O.3(8)
- Studentship, O.3 (8)
Guidelines – Grading, App -A
Industrial / Field Training, R.6 (c)
Initial Registration – Date, O.3 (6)
University Standing Com. (ISC), R.26 (b)
University's Clinic – Exam., R.22 (3)
Interpretation of Regulations, R.38
Issuance of

16/12/2021

REGISTRAR

Mody University of Science and Technology

Lakshmangarh (Dist. Sikar)

-Course, R.18
-Course outside Org., R.35(a,b)
-Component- Criteria, R.18(2)
-Comp- Weightage, R.18 (2)
-Summer Term, R.18(4)
-Project, R.18 (3)
-Summer Training, R.18(3)
Examination
-Procedure, O.3(10)
- University's Clinic, R.22 (3)
Explanation of Grades (Rep.), App-A
Fee Payment – Registration, R.12(3)
Fee Refund, R.14
Feedback – Student, R.37
Foreign Nationals – Admission, R.10 (2)
GMC, R.20 (1)
Grade -10 Point Scale, R.19 (1)
Grade Moderation and Scrutiny, R.20
Grade Moderation Committee
-Appointment, R.20 (1), R.20 (3)
-Constituency, R.20 (1), R.20 (3)
Credits – Earning, O.3 (4)
Entry Qual., O.3(3), Table 1
Regist. – Summer Term, R.27 (2)
Regist – Elective Course, R.30
Minor – Project Course, R.6 (b)
Moderation – Date of, R.20 (6)
Modification of Ord, - Approval, O.3 (14)
Monitoring of Attendance, R.21 (3)
Multidisciplinary New Programme – Proposal, R.9 (3)
Names of Semester, R.3
New Programme
-Board Approval, R.9(2)
- Academic Council Approval, R.9 (2)
-Starting of, R.9(1)
Norm. Duration of Prog., R.2(3), Table 1
Notification
-Action on Plagiarism, R.26 (c)
-Action – Unfair Means, R.26(c)
Offering - UG Programmes, O.3(1)
Ordinances, O.3
Ordinances
-Effective Date, O.1(2)
-Title, O.1(1)
Outside Source – Scholarship, R.36(b)
Payment of Fees
-Casual Students, R.10 (5)
-Registration, R.12 (3)
Penal Action – Notification, R.26 (c)
Permission – Outside Project, O.3(4)
Phasing out
-Programme, R.8
-Programme – Proc., O.3(2)
Plagiarism, R.26
-Enquiry of, R.26(b)
- Diploma of Degree, R.32 (b)
- Provisional Cert., R.32 (b)
- Transcript, R.32 (b)
Joining Programme – Date, O.3 (6)
Laboratory Course – Credits of, R.5 (b)
Lect./Tut. Course – Credits of, R.5 (a)
Limit
-Number Audit Courses, R.29 (a)
-Summer Term Course, R.27 (1)
-Summer Term Credits, R.27 (1)
-Credits in semester, R.12 (1)
-number of Scholarship, R.36 (c)
List of UG Programmes, R.2(2)
Major Project Course, R.6 (d)
Mass Abstention – Fine, R.21 (5,6)
Max. Duration of Prog., R.2(3). Table 1
Medals – Award of, O.3(8)
Minimum
Attendance, R.21(2)
Credit Req. for Cont.,
-Starting a Programme, O.3(2)
-suspending a prog., O.3(2)
-withdrawal, O.3 (10)
Proficiency/NSO Course, R.6 (a)
Faculty Advisor/ Mentor, R.17
-Appointment, R.17
-Definitation, O.2 9(XV)
-Role of, R.17
Project – Evaluation of, R.18 (3)
Project outside – Permission, O.3 (4)
Refund of Fees, R.14
Registration, R.12
-Date, R.12 (2)
-In-absentia, R.12(3)
-Payment of Fees, R.12 (3)
-Record, R.12 (5)
Regular Candidate – Adm., R.10 (1)
Regulations
-Effective Date, R.1 (2)
- Interpretation of, R.38
-Title, R.1 (1)
-UG Programme, O.3 (13)
Rejoining-Procedure, O.3(10)
Request for Second Exam., R.22 (1,2,4)
Requirements
-for continuation
-Attendance, R.21, R21(1)
Completion of UG Prog, O.3(5)
Responsibility – GMC, R.20 (2,4)
Return of Answer books, R.18 (2)
-Time Limit, R.18 (2)
Right to Appeal- Termination, R.13 (4)
Rustication, R.25
Scholarship, R.36
-Application, R.36 (a)

16/12/2021
REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

-Penal Action, R.26(a)
Prizes, R.36(d)
Procedure
-Award of Grade, O.3(10)
-Change-Registration, R.12 (6
-Examniation, O.3 (10)
-Phasing out a prog., O.3 (2)
-Rejoining, O.3(10)
-SGPA/CGPA, O.3(10)
-Name of ,R.3
-Spring,R.3
-Summer, R.3
-Withdrawal from,R.24
Sem. grade point average ,R.19(2)
Academic Council -Definition ,o.2(xvi)
SGPA,R.19(2)
-Calculation ,app- B
-Definition ,o.2(xix)
-Procedure,o.3(10)
Special course credits of, R.5(c)
Special nature course ,R.6
Spring semester ,R.3
Standing Orders –Discipline ,o.3(12)
Starting a programme ,R.9(1)
-Procedure ,o.3(2)
-Application for,R.24(1,2)
Stipend- Grant of o.3(8)
Stream of UG Programme s,R.2(1)
Student-Definition ,o.2(xvii)
Student's Feedback ,R.37
Studentship Grant of O.3 (8)
Summer Semester ,R.3
Summer Term ,R.27
-Evaluation ,R.18(4)
-Limit of course ,R.27(1)
-Limit of credits ,R.27(1)
-Min. number students ,R.27(2)
Summer Training –Evaluation,R.18(3)
Supervisor-Definition ,o.2 (xviii)
Suspending A programmme –proc, o.3(2)
Suspension, ,R.25
Termination
-Enrolment ,R.13
-Due to absence ,R.13(1)
-Academic Grounds:, R.13(2)
-Disciplinary Ground s:,R.13(3)
-Right to appeal:, R.13(4)
Time Limit
-Ret.of answer books ,R.18(2)
Timeslots/time table ,R.12(4)
Title
-Grant of, O.3 (8)
-Limit of Number of, R.36 (c)
- Outside Source, R.36 (b)
Second Examination
-Award of I Grade, R.22 (1)
-Grounds, R.22
-Request for, R.22 (1,2,4)
Semester
-Autumn, R.3
-Ordinance,o.1(1)
-Regulation ,R.1(1)
Transmission of grade ,R.10(4)
UG-Definition ,O.2(xxi)
UG Programmes,R.2
-Phasing out ,R.8
-list of,R.2(2)
-Offering ,o.3(1)
-streams of,R.2(1)
Undergrad. Prog. Comm.(BOS),R.7
- Definition
-Grade scrutiny, R.20(7)
-Regulation framing,o.3(13)
Unfair means ,R.26
-Enquiry of, R.26(b)
- penal action ,R.26(a)
Weightage-Evalution comp.,R.18(2)
Withdrawal ,R.25
-Application for,R.24(1,2)R.24(2)
-Procedure,o.3(10)
-From a course, R.23
-From a semester, R.24

16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

ORDINANCES AND REGULATIONS
FOR
POSTGRADUATE PROGRAMMES

MODY

LAKSHMANGARH · RAJASTHAN

A Leading Women's University

MODY UNIVERSITY OF SCIENCE AND TECHNOLOGY

(Private University u/s 2(f) & 22 of the UGC Act, 1956)

(Rajasthan State Legislature (Act No. 29 of 2013)

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16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

ORDINANCES AND REGULATIONS
FOR
POSTGRADUATE PROGRAMMES

CONTENTS

Section	Content	Page No.
	ORDINANCES	
O.1	Preamble	1
O.2	Short Title & Commencement	1
O.3	Definitions	2
O.4	Ordinances	3
	REGULATIONS	
R.1	Short title & Commencement	5
R.2	Postgraduate Programmes	5
R.3	Semester System	5
R.4	Course Codes	5
R.5	Course Credit	5
R.6	Courses of Special Nature	6
R.7	Dissertation / Internship Dissertation	6
R.8	Board of Studies Committee (BOS)	7
R.9	Phasing out of a programme	7
R.10	Starting a New Programme	7
R.11	Admissions	8
R.12	Registration	9
R.13	Termination of Enrolment	10
R.14	Minimum number of Students in a Course/ Programme	10
R.15	Attendance Requirements for a Course / Program	10
R.16	Satisfactory Performance and the Award of Degree	11
R.17	Attendance Requirement for Assistantship	13
R.18	Refund of fees	13
R.19	Course Coordinator	13
R.20	Programme Advisor	13
R.21	Course Evaluation	13
R.22	Grading System	14
R.23	Grade Moderation and Scrutiny	15
R.24	Course Audit	15
R.25	Earned Credits	15
R.26	Second Examination on Medical / Extra ordinary grounds	16
R.27	Leave (Assistantship holder)	16

16/12/2021
REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

Section	Content	Page No.
R.28	Withdrawal from a Course	16
R.29	Withdrawal from a Semester	17
R.30	Rustication/ Suspension/Withdrawal from a Semester / Year	17
R.31	Incompletion of Project / Dissertation	17
R.32	Scholarship/Assistantship	18
R.33	Coursework at an outside Organization	18
R.34	Credit Transfer	18
R.35	Unfair Means & Plagiarism	19
R.36	Eligibility for Award of Degree	19
R.37	Award of Division	20
R.38	Students' Feedback	20
R.39	Interpretation of Regulations	20
R.40	Emergent Cases	20
	Table – I - Currently Run PG Programmes	21
	Table – II - Structures of Various Postgraduate Programmes	22
	Table – III - Normal and Maximum Duration of Postgraduate Programmes	23
	Appendix–A - General Guidelines for the Award of Grades	24
	Appendix-A1 - Award of Grades based on Absolute Marks	28
	Appendix-A2 - Award of Grades based on Statistical Method	29
	Appendix–B - Calculation of SGPA and CGPA	30
	Appendix–C - Eligibility Requirements for Admission	31
	Appendix–D - Structure of Postgraduate Programmes	34
	Appendix–E - Guidelines for Conduct & Evaluation of Dissertation/Viva	37
	Annexure–1: Proforma-1 Dissertation/Viva Sheet	39
	Annexure–2: Proforam-2 Dissertation/Viva Sheet	40

16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

ORDINANCES
FOR
POSTGRADUATE PROGRAMMES

O.1. Preamble

Mody University of Science and Technology (MUST) made it's beginning in the form of Mody Institute of Education & Research (MIER) (set up in 1989) at Lakshmangarh, is a premier University, providing quality education exclusively for women students. Accepting the potential of MIER for excellence, the Ministry of Human Resource Development, Govt. of India granted the Deemed University status in February 2004 under section 3 of the UGC act-1956 to MIER on request by the Institute, The Central Government has changed the name to Mody Institute of Technology and Science (MITS) letter issued by the MHRD dated 18th May, 2004. The Ministry of HRD, permitted to change the name as Mody University of Science and Technology (MUST) after getting registered a new society of the same name. Later, it has been converted into a full-fledged Private University, namely, Mody University of Science and Technology, established by the Rajasthan State Legislature vide "Mody University of Science and Technology, Lakshmangarh (Sikar), Act 2013 (Act No. 29 of 2013)". The University is indeed for academic pursuits, truly conductive to higher contemplation, growth and learning.

Post graduate education is aimed at inculcating in a student a deep sense of understanding of the fundamental principles, concepts and practices in the specialized areas of Sciences, Commerce, Economics, Humanities, Fashion Technology, Architecture, Engineering & Technology, Law and Management. It sharpens the intellect of a student and equips her with the power of incisiveness, helps her acquire the habit of enquiry and reason, and develop in her the scientific temperament. Post graduate education is intended to motivate a student to delve into unknowns and prepares her to undertake research and developmental activities in the chosen discipline.

Post graduate education demands the right kind of ambience, infrastructural base, the acclaimed and dedicated faculty and considerable flexibility in the course structure. MUST, Lakshmangarh is the University, which provides the above ingredients in abundance. Its PG programmes are well-crafted and continually updated to keep pace with changes taking place globally. The credit and grading motivates a student to improve her performance throughout the programme. The passing or failing is course (subject) wise and not on the annual basis. The Course structure has enough flexibility and allows a student to progress at an optimum pace commensurate with her intellectual quotient and convenience. A student earning the minimum stipulated credit for that programme with a cumulative (for all the semesters) grade point average qualifies for the award of a post graduate degree. The programmes have inherent core strengths of the Departments, through specialized courses and electives to provide enough flexibility to the students to broaden their knowledge base.

The Ordinances as embodied here specify the provisions required for the purpose of smooth functioning of the post graduate programmes of the University.

The Post Graduate degree of MUST, Lakshmangarh shall be conferred on a candidate who fulfills all the requirements specified in these Ordinances and Regulations.

16/12/2024

REGISTRAR

Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

O.2. Short title & Commencement

1. These ordinances shall be called the *Ordinances for the Postgraduate Programmes* of the Mody University of Science and Technology, Lakshmangarh.
2. These ordinances shall come into force with effect from such date as the Academic Council/Board may appoint in this behalf.

O.3. Definitions

Unless the context requires otherwise,

I. *Applicant* shall mean an individual who applies for admission to any Post Graduate (PG) programme of the University.

II. *Board* shall mean the Board of Management of the University.

III. *BOS* shall mean the Board of Studies of the Discipline.

IV. *Casual Student* shall mean a student who is registered for a Degree in a recognized Institution/University in India or abroad and is sponsored by her parent Institution to avail laboratory and other academic facilities or for attending a formal set of courses.

V. *CGPA* shall mean the Cumulative Grade Point Average of a student.

VI. *Coordination Committee* shall mean the committee of the faculty members involved in a course.

VII. *Course* shall mean a curricular component identified by a designated code number and a title.

VIII. *Course Coordinator* shall mean a faculty member who shall have full responsibility for the course, coordinating the work of other faculty member(s) involved in that course, including examinations and the award of grades.

IX. *Dean* shall mean the Dean, of respective school.

X. Degree shall mean the Master's degrees of the University as may be approved by the Board.

XI. *Direct Admission Student* shall mean a student who is admitted directly without any Admission Test.

XII. *Educational Institution* shall mean those institutions which offer Bachelor's and/or higher degrees in Science, Engineering/ Technology/ Management/Fashion Design/Architecture, Law, Commerce etc.

XIII. *Full-Time Student* shall mean a student registered for a PG Degree devoting full time for completing the academic requirements.

XIV. *GATE* shall mean Graduate Aptitude Test conducted by the Government of India.

XV. *Grade Moderation Committee* shall mean the committee appointed by the Dean to moderate grades awarded by the course coordinators in different courses in a semester at a given level of a curriculum.

XVI. *University* shall mean the Mody University of Science and Technology, Lakshmangarh.

XVII. *Minimum Registration Period* shall mean the minimum period for which a candidate must be registered for the Post Graduate Degree.

XVIII. *Part-Time Student* shall mean a student registered for a PG Degree devoting a part of her time towards the completion of the PG programme and a part of her time towards the discharge of her official obligations.

16/12/2024

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

XIX. *PG* shall mean post graduate.

XX. *BOS* shall mean the Post Graduate & Research Programme Committee of the University.

XXI. *Programme Advisor* shall mean a teacher nominated by the Dean to advise a student on the courses to be taken by him/her and other matters related to the academic programme.

XXII. **Academic Council** shall mean the Academic Council of the MUST, Lakshmangarh.

XXIII. *SGPA* shall mean the Semester Grade Point Average.

XXIV. *Sponsored Student* shall mean a full-time PG student receiving financial support from the Sponsoring Organization.

XXV. *Supervisor* shall mean a member of the academic staff of the University and / or from outside the University approved by the Dean to supervise the student for the designated academic activity.

XXVI. **CoE** shall mean Controller of Examination of the MUST, Lakshmangarh.

XXVII. **President** shall mean President of the MUST, Lakshmangarh.

XXVIII. **Director** shall mean Director of the MUST, Lakshmangarh.

O.4. Ordinances

1. The University shall offer such PG programmes and of such minimum duration as the Board may approve on the recommendations of the BOS/Academic Council.

   An interdisciplinary Postgraduate Programme may be proposed by the faculty or by a committee appointed by the Dean for the consideration of the BOS.

2. The procedure for starting a new programme, suspending a programme or phasing out a programme shall be such as may be laid down in the regulations.

3. The minimum entry qualifications for admission to PG programmes shall be such as may be laid down in the Regulations.

4. A PG student shall be required to earn a minimum number of credits through various curricular components like Theory/Laboratory courses, Seminar, Project, Dissertation, etc. at the University or at such other Institutions as have been approved by the University. The Dissertation, Project and other similarly designated academic activities shall have to be undertaken under the guidance of a Supervisor(s).

   A PG student may be permitted by the Dean to carry out in full or a part of her Dissertation outside the University. In such cases, an additional Supervisor, from outside Organization/Institute, if considered necessary, may be appointed by the Dean on the recommendation of the Supervisor from the Institute.

5. A PG student shall be required to complete all the requirements for the award of the Postgraduate degree within such period as may be specified in the Regulations, including those credits earned at such other institutions as have been recognized by the University for this purpose.

6. The Date of initial registration for the PG programme shall normally be the date on which the student formally registers for the first time. This date shall be construed as the date of joining the programmes for all intents and purposes.

7. A student shall be required normally to attend every lecture, tutorial and practical class. However, for late registration, sickness or other such exigencies, absence may be allowed as provided for in the regulations.

8. In the case of change of status from full time to part time, the time spent as full time shall be counted as such towards minimum registration period requirement.

16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar)

9. A PG student may be granted such Scholarship / Studentship / Assistantship / Stipend, etc. and awarded such medals as may be specified in the regulations in accordance with the decision of the Board and Academic Council from time to time.

   Only full-time students of PG programme are eligible for Assistantship that shall be approved by appropriate authority. Continuation of this Assistantship is contingent on satisfactory academic performance, satisfactory performance in discharge of responsibilities (8 to 10 hours of work per week) under the Scheme and the minimum prescribed attendance requirement.

   A student, whose SGPA/CGPA falls below 5.5 will not be allowed any assistantship.

10. The procedure for the admission of a student to a Postgraduate programme shall be such as may be specified by the Academic Council.

11. The procedure for the withdrawal from a Postgraduate programme, rejoining the programme, the award of grades and the SGPA/CGPA, the examination and all such matters as may be relevant with the running of a PG programme shall be such as may be specified in the regulations.

12. The award of the PG Degree to an eligible candidate shall be made in accordance with the procedure laid down by the Academic Council. However, the minimum CGPA requirement for the award of the degree will be 5.0.

13. A student admitted to the PG programme shall abide by the "*Standing Orders for Students*" issued by the University from time to time. These standing orders shall deal with the discipline of the students in the Hostels, Departments, and University premises and outside. The standing orders may also deal with such other matters as are considered necessary for the general conduct of the students, co-curricular and extra-curricular activities. These standing orders shall be approved by the President.

14. Notwithstanding anything contained in the above Ordinances, no regulations shall be made in contravention of the decision of the Board and/or the direction of the Government of India, in regard to the duration of the PG programme, the amount and number of scholarship/assistantships and the number of studentships and the procedure thereof. The regulations for the PG programme shall be framed by the BOS, which shall be considered and approved by the Academic Council.

15. In special circumstances, the Chairperson of the Board may, on behalf of the Board, approve amendment, modification, insertion or deletion of an Ordinance(s), which in her opinion is necessary or expedient for the smooth running of a programme, provided that all such changes shall be reported to the Board in its next meeting for approval.

16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 3

REGULATIONS
FOR
POSTGRADUATE PROGRAMMES

R.1 Short title & Commencement

1. These regulations shall be called the *Regulations for Postgraduate Programmes* of the University.
2. These regulations shall come into force with effect from such date as the Academic Council / Board may appoint in this behalf.

R.2 Postgraduate Programmes

1. The University shall offer specialized programmes leading to Master's degree in Engineering, Technology, Science, Arts, Commerce, Fashion Design and Merchandizing, Management, Law, and Town Planning.
2. The details of currently run PG programmes are given in *Table 1*; the broad Course Structures of these Programmes are given in *Table-2*. The programmes may be amended / modified in accordance with the decisions of the Academic Council and the Board.
3. The normal and maximum durations for the completion of the PG programmes are given in *Table-3*. The maximum duration of the programme includes the period of withdrawal, absence and different kinds of leaves permissible to a student but it shall exclude the period of rustication. The duration for these programmes may be altered in accordance with the decision of the Academic Council and the Board.

R.3 Semester System

The academic programmes in the University shall be based on semester system – two semesters in a year, namely, *Autumn* and *Spring* Semesters with winter and summer vacations. A number of courses shall be offered in each semester. In summer vacation, some courses may be offered as provided for in the regulations. If an academic programme is planned during summer, then for that programme it will be called *Summer Term*. Courses offered in one semester may also be offered in other semesters if the BOS recommends and Dean of school approves.

R.4 Course Codes

Each course offered by the University shall be identified by a course code, normally consisting of a string of seven alphanumeric characters followed by a course title. The first two characters in a course code shall be capital letters identifying the responsible Department offering the course or a course common to different branches. The next five characters are numerical digits: the first two digits specifies year of the inception/modification of the course, the third digit specifies the year of study and the last two digits specify the course number and the semester in which the course shall be offered. Normally, odd numbers in the course code will indicate that the course will be offered in the Autumn Semester and the even numbers indicate that the course will be offered in the Spring Semester.

A course code shall be **DDYYNMM (CH 20201).**
DD indicates the code of department, which is offering the course.
Y indicates the implementation year of the course.
N indicates the level (Year) of the course.
MM indicates the course number in the category odd number for Autumn Semester and even number for Spring Semester.

16/12/2021
REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

R.5 Course Credits

Each course shall be assigned a number of credits, which reflects its weightage. The number of credits of a course in a semester shall ordinarily be calculated as under:

(a) **Lectures/Tutorials:**

One lecture hour per week shall normally be assigned one credit. One or two hours of tutorials per week shall be assigned one credit. However, the credits may be adjusted further by taking into consideration the total contact hours and quantum of work required to be put in by a student for learning the course.

(b) **Practicals:**

One laboratory hour per week shall normally be assigned half a credit. Not more than three credits may be assigned to a practical course having only laboratory component.

(c) **Project / Seminar:**

These courses shall be treated as any other course and shall be assigned such number of credits as may be approved by the Academic Council.

(d) **Dissertation:**

The Dissertation shall be treated as any other course and shall be assigned such number of credits as may be decided by the Academic Council.

R.6 Courses of Special Nature

A PG programme may have special courses such as Seminar, Project, Dissertation, etc. which requires no formal class contact hours, but require in-depth study and development of their professional skill and knowledge.

R.7 Dissertation/ Internship Dissertation

I. **M.Tech.**

(a) A student enrolled for a M.Tech. Degree shall have to work on a Dissertation. The Dissertation work involves in-depth study and critical review of the topic and the creation of new knowledge in the area either through development of new techniques, instruments, experimental facility and new experimental findings and/or theoretical and fundamental insight or by reinterpretation of the existing facts to propound new theory.

(b) A M.Tech. student shall normally carry out her dissertation in the University. However, he/she may be allowed to carry it out in organizations other than MUST provided she has completed all courses except dissertation. Further students who get employed or in employment in an organization shall be governed by the following:-

(i) No objection certificate from the employer.

(ii) An Academic Planning Committee (APC) of the faculty constituted by the dean shall decide the topic of dissertation and supervisor (s) from the department. There may be a supervisor from the organization employing the student.

(iii) On the recommendation of the Dean of the concerned school, the BOS shall approve the place of work for the completion of Dissertation.

(iv) The student shall have to visit the University as and when required for monitoring progress of work, supervision and evaluation, failing which her registration may be terminated.

(v) They shall cease to get the Assistantship.

16/12/2021
REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

9

(vi) Those who change the dissertation topic may be allowed to submit the dissertation not before one year from the date of change of topic. Such students shall be evaluated for dissertation component of 3rd semester three months from the date of change of topic.

(c) The minimum time for dissertation work shall be one year and the entire requirements of the M.Tech. Programme shall have to be successfully completed in three years from the date of initial registration.

The guidelines for evaluation of Dissertation are given at *Appendix- E.*

II. **M.B.A.**

Every student is expected to do Internship Dissertation in an organization after the second semester of the Programme and prepare a Dissertation Report to be defended by her/him in a viva-voce examination. While a faculty supervisor guides the work, the evaluation of the Report is done by a panel of three examiners appointed by the Dean. Guidance comes from the Reporting Officer assigned by the company at which the work is carried out as well.

III. **M.C.A.**

Every student is expected to undergo Practical Training (Dissertation) in an organization in the sixth semester of the programme. The work done is to be submitted in the form of a Dissertation Report. The guidelines for the evaluation of Dissertation are given in *Appendix – D.*

IV. **Fashion/Textile Design & Town planning**

Every student is expected to undergo Practical Training (Dissertation) in an organization as decided by the Academic Council of MUST, Lakshmangarh.

V. **M.Sc./M.A./M.Com.**

Every student is expected to do Internship/ Dissertation in an organization after the second semester of the Programme and prepare a Dissertation Report to be defended by her/him in a viva-voce examination. While a faculty supervisor guides the work. The guidelines for the evaluation of Dissertation are given in *Appendix – D.*

VI. M.Plan. (Urban & Regional Planning)

Every student is expected to undergo Practical Training (Dissertation) in an organization in fourth semester of the Program. The work done is to be submitted in the form of Dissertation in Three copies. Dissertation Report is to be defended by her in a viva-voce examination. While a faculty supervisor guides the work. The evaluation of the Report is done by a panel of three examiners appointed by the Dean.

VI. **L.L.M.**

A student enrolled for LL.M Degree shall submit a Dissertation. The Dissertation work may involve in-depth study, critical review of the topic or any relevant research finding. The topic of the dissertation can relate to any subject-area covered in any of the syllabus of the LLM programme. The dissertation aims to tackle a theoretical, doctrinal/Non doctrinal, jurisprudential or policy issue that is relevant in contemporary socio-legal Scenario and/or legal policy affairs.

R.8 **Board of Studies Committee (BOS)**

Board of Studies Committee (BOS) shall be a subcommittee of the Academic Council, which shall consider all the academic matters related to Postgraduate Programmes. It shall also consider and

16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

recommend to the Academic Council the broad framework and policies related to the Postgraduate Programmes offered by the University.

R.9 Phasing out of a programme

The Academic Council on the recommendation of BOS may consider the phasing out of a PG programme.

R.10 Starting a New Programme

(1) The Board may approve the starting of a new programme or a modified programme in lieu of the old phased-out programme on the recommendation of the Academic Council;

(2) A new programme may be considered and recommended by the Academic Council to the Board for its consideration and approval. Such a proposal may be initiated by the Dean and recommended by the Board of Studies. The approval of competent authorities may be obtained as and when may be necessary.

(3) An interdisciplinary programme may be proposed by the Dean in consultation with other participating Department(s), or by a Committee appointed by the President/Director for the consideration of the BOS and the Academic Council for its recommendation to the Board for its approval.

R.11 Admissions

Consistent with the policy decisions and guidelines laid down by the competent authorities, admission to all PG programmes shall be made in accordance with the decisions of the Academic Council.

Admission of Regular Candidates

(1) A student would be admitted to a PG programme on merit, if he/she fulfils the eligibility requirements as detailed in Table-1 and as per *Appendix-C*, which may change from time to time.

Admission of Foreign Nationals

(2) Foreign nationals either residing in India or abroad or Indian nationals residing abroad may be admitted to PG programme in accordance with the policy / guidelines laid down by the Government of India and the Academic Council.

Admission of Casual Students

(3) A student registered for a PG programme in a recognized Institute/ University in India or abroad may be admitted as a Casual Student for a period not exceeding one semester, if sponsored by the institute/ University where he/she is studying and allowed to attend classes and avail of facilities in the laboratories.

(4) The evaluation of the Institute would be done as per our evaluation method and the grade obtained by the student would be transmitted to their sponsoring Institute / University. In no circumstances, MUSTwould issue any Grade Card or any other type of certificate to any individual student.

(5) The Casual Student shall have to pay the requisite academic and other fees for the given period to the University.

Admission under Advanced Standing

(6) A candidate, having qualifications higher than the essential eligibility requirement or a student of other university after completing a part of the programme may be considered for

16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

admission to the University's Programme. Such admissions would be termed as *Admission under Advance Standing* and would be handled on case-by-case basis.

(7) *Admissions under Advance Standing* would be made after completing all the normal admissions. These admissions would be made over and above the approved intake, if required, but should not be more than 10 % of the approved intake.

(8) Since these candidates would be better prepared than the normal candidates seeking admissions, Course requirements for graduation would normally be different. The BOS is entrusted the task for identifying the list of such courses and make the semester-wise chart for each admitted student. This task will normally be done as under.

(i) The Transcript or marks lists of the entire programme done by the candidate beyond the normal input qualification in a recognized Board / University be matched course by course with list of courses required to be done at MUST for the eligibility for the award of degree to which he/she is admitted and identify the courses which has already been done by the student. Courses should be scanned from the content wise rather than the Course Code or Course Title because these may invariably different. A Course in the student's Transcript / marks lists which matches at least 80% content-wise with a Course in the MUST programme to which the student is admitted would be considered as done.

(ii) The list of courses of the MUST programme would be divided in two parts as (i) *List of already done Courses*, (ii) *List of Courses required to be done*. The said student be exempted from doing the courses under the first List, i.e., the *List of already done* courses. This fact would be recorded in the academic record of the student and would also be mentioned in the Transcript to be issued on her graduation. The Courses under the second list, i.e., the *List of Courses required to be done* be then laid down in Semester-wise chart as close to normal student's chart as possible so that no additional course offering required to done in any semester especially for this purpose. If needed, fewer loads in a semester than the normal load or additional semester than the expected reduction in duration may be permitted.

R.12 Registration

(1) Every student shall register for the courses that he/she wants to study for earning credits and her name will appear in the roll list of each such course. No student shall be allowed to attend a course for which he/she is not registered. The performance of a student in all the courses, for which he/she has registered, shall be included in her grade card.

(2) Students joining the first year of the programme shall complete the registration procedure on a specified registration date prior to the commencement of their classes. Under special circumstances, a student may be allowed late registration by the Dean till a specified date, by paying a late fee fixed by the University, along with other necessary fees.

(3) Registration of courses to be taken in a particular semester shall be done according to specified schedule on payment of necessary fees. In-absentia registration may be allowed only in rare cases at the discretion of the Dean e.g., cases of illness or any other contingencies.

(4) The Programme Advisor shall assign time slots for the electives to be run in the next semester well in time and inform the CoE/Registrar at least a week prior to the date of registration, to help the students choose an elective and register for it.

(5) A student may register for credits as per requirements of a particular PG programme. But on the recommendation of the Programme Advisor, the Dean may allow an increase in number of credits normally once during the entire programme for fulfilling the requirements of minimum earned credits.

16/12/2021
REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

(6) A student shall have the option to add or delete courses from her registration record during the first ten days of the semester.

(7) Before the commencement of classes, COE shall give each student a registration record, which shall be the official record of the courses registered. Any sub-sequent change such as addition, deletion or withdrawal etc. shall be marked on her registration record by the COE.

(8) At the time of completing the registration form or any subsequent change in the registration, every student shall consult her Programme Advisor, who shall be appointed by the Dean. The Programme Advisor shall advise the students in regard to the minimum and the maximum numbers of total credits and lecture credits in the context of her past performance, backlog of courses, SGPA/CGPA and individual interest.

R.13 Termination of Enrolment

(1) *Due to Absence*:

If a PG student is continuously absent from the classes for more than four weeks without informing the Course Coordinators, the Coordinator shall immediately bring it to the notice of the Dean. The student shall render her name stuck off the rolls of the Institute.

(2) *On Academic Grounds*:

The enrolment of a student in a curriculum may be terminated as per requirements in Clauses R.2 (3) and R.16 of these Regulations for various Programmes.

(3) *On Disciplinary Grounds*:

The enrolment of a student may be terminated on disciplinary grounds, in accordance with the Standing Orders for the students.

(4) *Right to Appeal*:

A student, whose enrolment has been terminated, may appeal to the President for reconsideration within fifteen days from the date of issuance of the communication of termination and the appeal will be disposed off within fifteen days. If the appeal is allowed, her registration and enrolment shall be restored.

R.14 Minimum number of Students in a Course/ Programme

A PG Programme shall normally run only if a minimum of 5 students register for that programme. The minimum number could be relaxed by Academic Council of the University.

If the number of students left in a programme at the end of the second Semester is less than three, the programme may be reviewed by the Academic Council for its continuity in future and may be suspended temporarily.

R.15 Attendance Requirements for a Course / Program

(1) All the Postgraduate students are expected to be present in every lecture, tutorial, practical, seminar, etc. scheduled for them.

(2) A postgraduate student must have a minimum attendance of seventy five percent (75%) of the total number of theory (lecture plus tutorials) and Laboratories (Practical) classes held in a subject in order to be eligible to appear at the End-Term Examination for that course.

(3) A student should meet the above attendance requirement irrespective of the number of days he/she is on medical and/or other leave for any reason whatsoever. Attendance of the students shall be monitored and displayed during a semester as per the guidelines approved by the BOS.

16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

13

(4) The names of the students who have remained absent, with or without leave, for more than 25% of the actual classes held in a course as specified in Clause 14(2) will be intimated by the Course Coordinator, on the last teaching day, to the Dean who will consolidate the list for all such students for all the courses of a programme for its display on the notice board. These students shall not be allowed to appear in the End-Term Examination of that course and shall be awarded *F* grade irrespective of their performance in Class Work (CW)/Mid-Term Examinations (MTE), etc.

R.16 Satisfactory Performance and the Award of Degree

The criteria of satisfactory academic performance and the Award of Degree for various PG programmes shall be as follows:

I. M.Tech. Programmes

(a) M.Tech. programmes require a minimum of four semesters. The maximum duration for the completion of the given programme for being eligible to the M.Tech. degree shall be eight semesters.

(b) A student shall normally be allowed to register for courses not less than a total of 18 credits and not exceeding a total of 28 credits in any semester.

(c) The Structures of the programmes are given in *Table-2*. The detailed structure of M.Tech. programme is given in *Appendix-D*.

(d) A student may be allowed to register for the next semester if he/she has cleared not less than 75% of course credits registered in that semester, and has secured a SGPA of not less than 4.5 at the end of the first semester, and a CGPA of not less than 5.0 at the end of the subsequent semesters. However, if a student gets SGPA of 4.5 or more but less than 5.0 in the first semester he/she shall be allowed to register in the second semester but shall be on probation. However, in the second semester her SGPA should be at least 4.5 and CGPA 5.0. The registration of a student will be terminated and he/she will be asked to leave the programme in case he/she is unable to fulfill the above requirements.

(e) A student may be awarded the degree of M.Tech. on completion of the programme within the prescribed maximum duration as per *Table 3*, if her CGPA is not less than 5.0 after earning a total credits – as decided by the Academic Council- and he/she has satisfactorily completed other requirements, if any.

(f) A full-time student has to complete all the requirements within four years of her first registration for the academic programme. Temporary withdrawals from the programme may be permitted after a student has normally completed all course requirements. The BOS may grant permhisission for such withdrawals.

II. M.B.A. Programme

(a) M.B.A. programmes require a minimum of four semesters. The maximum duration for the completion of the given programme for being eligible to the M.B.A. degree shall be eight semesters.

(b) A student shall normally be allowed to register for courses not less than a total of 18 credits and not exceeding a total of 27 credits in any semester or as decided by the Academic Council.

(c) The Structure of the programme is given in *Table-2*. The detailed structure of M.B.A. programme is given in *Appendix-D*.

(d) A student may be allowed to register for the next semester if she has cleared not less than 70% of course credits registered in that semester, and has secured a SGPA of not less than 4.0 at the end of the first semester, and a CGPA of not less than 5.0 at the end of the

16/12/2021
REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 3[illegible]

subsequent semesters. However, in the second semester her CGPA should be at least 5.0. The registration of a student may be terminated and she may be asked to leave the programme in case she is unable to fulfill the above requirements. Or the Student(s) may be asked to repeat the entire semester with the next batch.

(e) A student may be awarded the degree of M.B.A. on completion of the programme within the prescribed maximum duration as per *Table 3*, if her CGPA is not less than 5.0 after earning a credits – as decided by the Academic Council- and he/she has satisfactorily completed other requirements, if any.

(f) A student has to complete all the requirements within four years of her first registration for the academic programme. Temporary withdrawals from the programme may be permitted after a student has normally completed all course requirements. The BOS may grant permission for such withdrawals.

III. M.C.A. Programme

(a) M.C.A. programme requires a minimum of six semesters. The maximum duration for the completion of the given programme for being eligible to the degree shall be ten semesters.

(b) Registration for minimum and maximum number courses/credits, in a semester; will be as decided by the Academic Council.

(c) The Structures of the programme are given in *Table-2*. The detailed structure of M.C.A. Programme is given in *Appendix-D*.

(d) A student may be allowed to register for the next semester if he/she has cleared not less than 75% of course credits registered in that semester, and has secured a SGPA of not less than 4.0 at the end of the first semester, and a CGPA of not less than 5.0 at the end of the subsequent semesters. However, if a student gets SGPA of 4.5 or more but less than 5.0 in the first semester he/she shall be allowed to register in the second semester but shall be on probation. However, in the second semester her SGPA should be at least 4.5 and CGPA 5.0. The registration of a student will be terminated and he/she will be asked to leave the programme in case he/she is unable to fulfill the above requirements.

(e) A student may be awarded the degree of M.C.A. on completion of the programme within the prescribed maximum duration as per *Table 3*, if her CGPA is not less than 5.0 after earning a total of credits – as decided by the Academic Council - and he/she has satisfactorily completed other requirements, if any.

(f) A student has to complete all the requirements within five years of her first registration for the academic programme. Temporary withdrawals from the programme may be permitted after a student has normally completed all course requirements. The BOS may grant permission for such withdrawals.

IV. M.Sc. Programmes

(a) M.Sc. programmes require a minimum of four semesters. The maximum duration for the completion of the given programme for being eligible to the M.Sc. degree shall be eight semesters.

(b) Registration for minimum and maximum number courses/credits, in a semester; will be as decided by the Academic Council.

(c) The Structures of the programmes are given in *Table-2*. The detailed structure of M.Sc. programme is given in *Appendix-D*.

(d) A student may be allowed to register for the next semester if she has cleared not less than 70% of course credits registered in that semester, and has secured a SGPA of not less than 4.0 at the end of the first semester, and a CGPA of not less than 5.0 at the end of the

16/12/2021

REGISTRAR

Mody University of Science and Technology,
Lakshmangarh (Distt Sikar) 3[illegible]1

subsequent semesters. However, in the second semester her CGPA should be at least 5.0. The registration of a student may be terminated and she may be asked to leave the programme in case she is unable to fulfill the above requirements. Or the Student(s) may be asked to repeat the entire semester with the next batch.

(e) A student may be awarded the degree of M.Sc. on completion of the programme within the prescribed maximum duration as per *Table 3*, if her CGPA is not less than 5.0 after earning a total credits – as decided by the Academic Council- and he/she has satisfactorily completed other requirements, if any.

(f) A full-time student has to complete all the requirements within four years of her first registration for the academic programme. Temporary withdrawals from the programme may be permitted after a student has normally completed all course requirements. The BOS may grant permission for such withdrawals.

V. M.A./M.Com Programmes

(a) M.A. programmes require a minimum of four semesters. The maximum duration for the completion of the given programme for being eligible to the M.A. degree shall be eight semesters.

(b) Registration for minimum and maximum number courses/credits, in a semester; will be as decided by the Academic Council.

(c) The Structures of the programmes are given in *Table-2*. The detailed structure of M.A. programme is given in *Appendix-D*.

(d) A student may be allowed to register for the next semester if she has cleared not less than 70% of course credits registered in that semester, and has secured a SGPA of not less than 4.0 at the end of the first semester, and a CGPA of not less than 5.0 at the end of the subsequent semesters. However, in the second semester her CGPA should be at least 5.0. The registration of a student may be terminated and she may be asked to leave the programme in case she is unable to fulfill the above requirements. Or the Student(s) may be asked to repeat the entire semester with the next batch.

(e) A student may be awarded the degree of M.A. on completion of the programme within the prescribed maximum duration as per *Table 3*, if her CGPA is not less than 5.0 after earning a total credits – as decided by the Academic Council- and he/she has satisfactorily completed other requirements, if any.

(f) A full-time student has to complete all the requirements within four years of her first registration for the academic programme. Temporary withdrawals from the programme may be permitted after a student has normally completed all course requirements. The BOS may grant permission for such withdrawals.

VI. M. Plan. Programme

(a) M. Plan programme require a minimum of four semesters. The maximum duration for the completion of the given programme for being eligible to the M.Plan degree shall be six semesters

(b) A student shall normally be allowed to register for courses not less than a total of 18 credits and not exceeding a total of 25 credits in any semester or as decided by the Academic Council.

(c) The Structure of the programme is given in *Table-2*. The detailed structure of M.Plan programme is given in *Appendix-D*.

(d) A student may be allowed to register for the next semester if she has cleared not less than 70% of course credits registered in that semester, and has secured a SGPA of not less than 4.0 at the end of the first semester, and a CGPA of not less than 5.0 at the end of the subsequent

16/12/2021

REGISTRAR

Mody University of Science and Technology

Lakshmangarh (Distt Sikar)

semesters. However, in the second semester her CGPA should be at least 5.0. The registration of a student may be terminated and she may be asked to leave the programme in case she is unable to fulfill the above requirements. Or the Student(s) may be asked to repeat the entire semester with the next batch.

(c) A student may be awarded the degree of M.Plan on completion of the programme within the prescribed maximum duration as per *Table 3*, if her CGPA is not less than 5.0 after earning a credits – as decided by the Academic Council- and she has satisfactorily completed other requirements, if any.

(f) A student has to complete all the requirements within three years of her first registration for the academic programme. Temporary withdrawals from the programme may be permitted after a student has normally completed all course requirements. The BOS may grant permission for such withdrawals

VII. L.L.M. Programme

(a) LL.M programme require a minimum of two semesters. The maximum duration for the completion of the given programme for being eligible to the LL.M degree shall be six semesters.

(b) Registration for minimum and maximum number courses/credits, in a semester; will be as decided by the Academic Council.

(c) The Structures of the programme is given in *Table-2*. The detailed structure of LL.M programme is given in *Appendix-D*.

(d) A student may be allowed to register for the next semester if she has cleared not less than 70% of course credits registered in that semester, and has secured a SGPA of not less than 4.5 at the end of the first semester, and a CGPA of not less than 5.0 at the end of the subsequent semesters. However, in the second semester her CGPA should be at least 5.0. The registration of a student may be terminated, and she may be asked to leave the programme in case she is unable to fulfill the above requirements. Or the Student(s) may be asked to repeat the entire semester with the next batch.

(e) A student may be awarded the degree of LL.M on completion of the programme within the prescribed maximum duration as per *Table 3*, if her CGPA is not less than 5.0 after earning a total credits – as decided by the Academic Council- and he/she has satisfactorily completed other requirements, if any.

(f) A full-time student has to complete all the requirements within two years of her first registration for the academic programme. Temporary withdrawals from the programme may be permitted after a student has normally completed all course requirements. The BOS may grant permission for such withdrawals.

(g) All End semester examinations shall be conducted by the School of Law. The schedule of examination shall be notified by the Dean, SoL with intimation to the Controller of Examination of the University along with academic calendar in the first week of every semester.

R.17 Attendance Requirement for Assistantship

Subject to conditions laid down in the Ordinances, the payment of scholarship / assistantship to a student of a PG programme shall be made on the basis of her attendance in the courses registered in that semester and her fulfilling the requirements of weekly work-hours assigned to him/her. The

16/12/2024

REGISTRAR

Mody University of Science and Technology

Lakshmangarh (Distt Sikar) 332311

17

deduction from the scholarship / assistantship due to absence in class or non-fulfillment of the weekly work-hours assignment shall be made on pro-rata basis.

R.18 Refund of fees

In case a student leaves the University, refund will be applicable as per university norms.

R.19 Course Coordinator

The Dean shall appoint a Course coordinator for each course offered by a Department. The Course coordinator shall have full responsibility for the course. He/she shall coordinate the work of other faculty member(s) involved in that course in respect of their participation in various activities related to the course including continuous evaluation of the students through tests, quizzes, assignments, Mid-Term and End-Term Examinations and the award of the grades.

R.20 Programme Advisor

The Dean shall appoint a Programme Advisor for the students in a PG Programme, who shall closely interact with the students, advise them on the courses to be taken in a semester and provide counseling for the smooth progress of the students.

R.21 Course Evaluation

(1) A student shall be evaluated for her academic performance in a course through Tutorials, Practicals, Home Assignments, Seminars, Quizzes, Mid Term Examinations (MTE), and the End-Term Examination (ETE), as applicable according to the guide lines formulated by BOS.

(2) The distribution of weightage for each component and the criteria for evaluation shall be decided and announced by the concerned Course Coordinator at the beginning of the course as per the policy laid down for the purpose.

The duly evaluated answer sheets be returned (Mid Term Examinations) to the office of COE, within a week from the date of the examination. Objections will be entertained right then, and not even on the next day.

Dean shall ensure that the End Term Examination answer sheets are shown to the students before the day of moderation, on a date(s) to be specified & prominently displayed by the respective teachers. Further, the answer sheets need to be preserved by the office of COE for five years.

(3) The Project and Dissertation shall be evaluated through Mid-Term Seminar(s), Presentation(s), Report Submission(s) and the viva-voce Examination(s).

(4) The course evaluation is done through grading system as per Clause R.22 of these Regulations. The pass grade in various courses other than Seminar, Project and Dissertation is *D* or a higher grade. The pass grade for Seminar, Project and Dissertation is *C+* or a higher grade based on Absolute System of Marking/Grading. If a student is awarded grade inferior to *C+* in Seminar, Project and Dissertation, revision (in case of *C+* & *D* grades) or repetition (in case of *E* or *F* grades) be allowed evaluating the students to improve upon the same within the stipulated time frame prescribed in the regulations. However for M.B.A. students, Internship Dissertation may be treated as any other course

(5) The evaluation of performance in the Summer Semester will follow the same standards as of the normal semesters.

16/12/2021

REGISTRAR

Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 3[illegible]1

R.22 Grading System

(1) Grading

The academic performance of a student shall be graded on a ten-point scale following grades and guidelines given in *Appendix - A*.

(2) Semester Grade Point Average (SGPA)

The letter Grades awarded to a student in all the courses (except audit courses) in a Semester shall be converted into a semester performance index called the *Semester Grade Point Average (SGPA)*, to be calculated as per the procedures given in *Appendix – B*.

(3) Cumulative Grade Point Average (CGPA)

The letter Grades (up to *D* only) awarded to a student in all the courses (except audit courses) in a Semester shall be converted into a cumulative performance index called the *Cumulative Grade Point Average (CGPA)*, to be calculated as per the procedures given in *Appendix – B*. If for any purpose, the CGPA is required to be converted into percentage of marks, then CGPA is to be multiplied by 10.

R.23 Grade Moderation and Scrutiny

(1) The Dean shall appoint a *Grade Moderation Committee (GMC)* for all the Courses under its purview. The Committee shall include all the concerned Course Coordinators.

(2) The Grade Moderation Committee (GMC) shall be responsible for adherence to the guidelines for the award of grades. Course coordinator is responsible for sending the grades, in encrypted form, to the COE. The COE shall be responsible for the display of grades in the concerned school. The concerned school shall retain the record copies of the marks and the grades along with the statistical parameters for all the courses moderated.

(3) All the Course Coordinators should invariably be present for the moderation committee meeting. In case of her going out, he/she will hand-over her inputs for moderation with a colleague, who shall present the same, in the meeting.

(4) The date of moderation should be made a part of the Academic Calendar.

(5) The marks obtained in the End Term Examination shall be displayed within 3 days of the end of the examination. Students can see and discuss their marks with the Course Coordinator within one week of the display of marks. The final results will then be declared by the COE within the time frame as decided by the Academic Council.

(6) In the exceptional circumstances, the grade(s) of a student(s) may be scrutinized by BOS.

R.24 Course Audit

(a) A student may register to audit a course on the advice of the Programme Adviser. However, it will not be counted towards minimum earned credits for a given programme.

(b) A student registered for an audit course would be awarded an AP (Audit-Pass) grade if her performance is satisfactory (i.e. forty or more marks) or an AF (Audit-Fail) grade if her performance is unsatisfactory (i.e. less than forty marks).

R.25 Earned Credits

(1) The credits for a course in which a student has obtained *D* (minimum pass grade for a course) or a higher grade shall be counted as credits earned by him/her.

16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

(2) For the Dissertation of two year M.Tech. programmes, *S* grade awarded in the third Semester shall be deemed as the Dissertation progressing satisfactorily. A student having *U* grade for unsatisfactory progress in the Dissertation in the third semester, shall not be awarded a grade higher than *B+ (B Plus)* in the Dissertation after its final evaluation in the fourth Semester or in a subsequent semester.

(3) Any course in which a student has obtained *E, F, I, W,* and *Z* grades shall not be counted towards her earned credits.

R.26 Second Examination on Medical / Extra ordinary grounds

(a) If a student is absent during End Term Examination of a course due to medical reasons or other special circumstances, he/she may apply for the award of *I* grade and request for a second examination to the Dean, through the Course Coordinator and the Program Advisor, provided that he/she has attended 75% of the classes held. The Dean may grant this request under intimation to the Registrar and arrange for a second examination. A second examination shall be held normally within ten days of the last day of the End Term Examination to convert *I* grade to proper letter grade not exceeding *B+*. Under special circumstances due to the student's inability to be present at the institute during ten day period following the last day of End Term Examination, the Dean may extend the period for conversion of *I* grade as mentioned above, to the two week from the commencement of the next semester on her own or on the recommendation of the Course Coordinator and the Head of the Department to which the student belongs.

(b) The application for second examination on medical grounds should be supported by a Medical Certificate by the University's Medical Officer or by a Medical Officer of the rank not lower than Deputy Chief Medical Officer. The University reserves the right to accept or reject such an application and the decision of the Dean shall be final in this respect.

(c) In special cases and on the specific recommendation of the University's Medical Officer, a student may be permitted to appear in her regular examination in the University's Hospital / Clinic.

(d) A student, who fails to appear in the Mid-Term Examination due to sudden illness or mishap/accident and is supported by Medical Certificate as per Clause R.26 (b) above, may be allowed to take another examination with the permission of the Dean.

R.27 Leave (Assistantship holder)

(a) Subject to fulfilling the attendance requirements as detailed in Clause 17 above, a PG student, during her stay at the University, will be entitled to take leave for 30 days (including leave on medical grounds) in an Academic Year. He / She will not be entitled to Mid-semester Breaks and Summer and Winter Vacations.

(b) The leave will be subject to the approval of the concerned Dean.

(c) The Programme Coordinator shall maintain a proper leave account of each student.

R.28 Withdrawal from a Course

A student, who wants to withdraw from a course, shall apply through the Dean, within one week from the end of the first Mid-Term Examination under the advice of her Programme Advisor. If her 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 it. The student will be awarded a Withdrawal grade *W* at the end of the semester.

16/12/2024

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 3[illegible]1

20

R.29 Withdrawal from a Semester

(1) If a student is unable to attend classes for more than four weeks in a semester, he/she may apply to the Chairperson, BOS for withdrawal from the semester, which shall mean withdrawal from all the registered courses in the semester. However, such application shall be made under the advice of the Programme Advisor, as early as possible, but at least seven clear days before the start of the End Term Examination. Partial withdrawal from the semester shall not be allowed.

(2) If a student is unable to attend classes for more than twenty working days during the semester, a student may apply for withdrawal from the semester, if he/she so desires. But, as per provisions of above, such an application must be made to the Dean under the advice of the Programme Advisor, as early as possible, but at least seven clear days before the beginning of End Term Examination. Any application on medical grounds shall be accompanied with a medical certificate.

R.30 Rustication/ Suspension/Withdrawal from a Semester / Year

A student rusticated from the University or suspended or debarred from attending the classes due to any reason whatsoever or having withdrawn from a Semester/year on medical grounds, shall have to meet the requirement of 75% attendance in each course in a Semester as specified in Regulations.

R.31 Incompletion of Project / Dissertation

(a) If a student is unable to complete her Project/Dissertation at the close of the semester because of the reasons beyond Student's / Supervisor's control, he/she may be awarded an *X* grade on the recommendation of an Evaluation Committee consisting of (i) the Head of the Department or her nominee, (ii) a nominee of the Dean, and (iii) the Supervisor(s) of the Project/Dissertation. Normally, following reasons are considered for the use of this facility, i.e., the award of *X* grade.

(i) Medical grounds to the satisfaction of the University Medical Officer and with the approval of the Dean.

(ii) Technical Reasons/Grounds such as the Supervisor or equipment not being available.

(b) The student shall have to present her work to the Evaluation Committee for the Project/Dissertation, 4 to 6 weeks before the date of registration to the next semester.

R.32 Scholarship/Assistantship

(a) The University shall award Assistantship as approved by the Academic Council to eligible students. The other scholarships from individuals, UGC, AICTE, trusts, organizations and the Government with a view to provide financial assistance to needy students under the terms and conditions specified shall be announced on these scholarships stating eligibility terms and conditions and the value of scholarships, etc. shall be made while inviting applications from time to time.

(b) A student may draw scholarships or stipends from outside sources with the permission from the BOS.

(c) A student will be allowed to draw scholarship only from one of the sources unless one of them is a merit scholarship from a source other than the MUST.

(d) A student will not be considered for Assistantship if he/she is drawing any scholarship. If an Assistantship holder of MUST is granted a scholarship at a later date and he/she accepts the same, the Assistantship shall cease from the day he/she starts receiving the scholarship.

16/12/2021

REGISTRAR

Mody University of Science and Technology

Lakshmangarh (Distt Sikar) 332311

(e) If a Scholarship / Assistantship holder gets *Unsatisfactory (U)* grade in the Dissertation in third semester, then he/she shall cease to get scholarship / assistantship in the fourth semester.

(f) Awards/Prizes as approved by the Academic Council shall also be given to outstanding students.

R.33 Coursework at an outside Organization

(a) A regular student of the University may be required to do a course either totally or partially at an outside organization / institute, earmarked or approved by MUST for this purpose.

(b) A regular student of the University, on application, may be permitted to do a course either totally or partially at an outside organization / institute, provided the University has collaboration with that organization / institute for this purpose.

(c) A regular registered student of other university / educational Institute may also be permitted to do a course either totally or partially at MUST, if the student(s) is (are) sponsored by the Institute and pay the requisite fees. Such a student would be termed as Casual Student and would be admitted and evaluated formally.

R.34 Credit Transfer

(a) If a student has attended a course partially at an outside organization, then he/she shall be evaluated at the University along with other part of that course.

(b) If a student has attended a course totally at an outside organization, then he/she may either be evaluated for her performance at the University by its evaluation components in the next coming semester or by the officers / teachers / personnel at the organization by their own methods of evaluation. In case the evaluation of course is done at the outside organization, then MUST would respect their verdict on evaluation and would get the earned Credits transferred in MUST and record the same against that course in the academic records of the student.

(i) If the evaluation of the student at the outside organization is available in terms of marks, then he/she would be awarded a grade by the Grading System based on Absolute Marks.

(ii) If the evaluation of the student at the outside organization is available in terms of a Grade, then he /she would be awarded an equivalent grade based on Grade Point of the Grade at that organization.

(c) If a Sponsored Student has been formally admitted and registered in a course then he/she would be evaluated as per University evaluation procedure but would be graded by the Grading procedure based on Absolute Marks irrespective of the procedure adopted for the students of MUST. The Credits and Grade earned by the student would be communicated to the Head of the sponsoring Organization. No certificate shall be issued to an individual student.

R.35 Unfair Means & Plagiarism

(a) In case a student is found adopting or suspected of adopting unfair means before, during or after the examination or lifting of some other's work(s) and inserting it in her project, seminar and dissertation etc. without proper acknowledgement, credit and reference or plagiarizing the dissertation /project report etc., such penal action shall be taken by the University against the student as may be necessary to up hold the sanctity and integrity of the examination system and the credibility of the University.

(b) All such cases may be taken *suo-moto* cognizance of by the University *standing Committee (USC)* appointed by the Academic Council for this purpose. Such cases may also be reported by invigilators, examiners, Course Coordination Committee to the Dean and or the USC for

14/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar)

consideration. After giving an opportunity to the concerned student(s) to explain the conduct /defend the charge, the Chairperson Academic Council on the recommendation of USC shall take action including imposition of appropriate penalty including award of *F* Grade in the concerned course(s) on the concerned student(s) and report it to the Academic Council.

(c) General instructions for penal action for use of unfair means and plagiarism shall be notified to the students and the school of the University by Dean, from time to time.

R.36 Eligibility for Award of Degree

(a) A Student would become eligible for the award of the Degree, if he/she fulfills the following conditions.

(i) He/She must have cleared all the prescribed Course requirement with valid passing grades.

(ii) He/She does not have any *I, W,* and *X* grades (reports) against any course pending for repetition.

(iii) He/She must have full filled the requirements of the prescribed minimum Course Credits.

(iv) He/She must have undergone the Dissertation / Internship Dissertation / Industrial Training as prescribed in the programme and has obtained a valid grade.

(v) He/She has a minimum *CGPA* of 5.00

(vi) He/She has no case of indiscipline pending against him / her.

(vii) He/She has no case of unfair means pending against him / her.

(b) The Transcript, Provisional Certificate and the Diploma of the Degree will be issued to a graduating student only when he/she has cleared all the dues pending against her name, else these would be detained. The dues will not be adjusted against the Caution Money, which would be refunded in full after the issuance of the Transcript, Provisional Certificate and the Degree. However, students applying in higher education in foreign Universities for seeking admission on completion of the course, in the interest of students benefit should also be given to students to obtain transcripts on completion of 1st year up to fourth semesters also in Schools of University

R.37 Award of Division

No Division is awarded in any of the Programme of the University.

R.38 Students' Feedback

A student would be required to give his / her feedback on a prescribed *Feedback Form* regarding the conduct of the course at the end of the semester. It is a mandatory requirement and should normally be done one week prior to end of the Semester.

R.39 Interpretation of Regulations

In case of any dispute or difference of opinion in interpretation of these regulations or any other matter not covered in these regulations, the decision of the Chairperson Academic Council shall be final and binding.

R.40 Emergent Cases

16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

Notwithstanding anything contained in the above regulations, the Chairperson of the Academic Council may, in emergent situation, take such action on behalf of the Academic Council as he deems appropriate and report it to the next meeting of the Academic Council for its approval.

16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 3[illegible]

TABLE - 1

CURRENTLY RUN PG PROGRAMMES

SN.	Programme	Duration	Minimum Entry Qualifications
School of Engineering & Technology			
1	M.Tech. - VLSI Design	2 Years (4 Semesters)	Graduation in any relevant branch of Engineering and technology with minimum of 60% marks.
2.	M.Tech. - Computer Science & Engineering		
3.	M.Tech. – Renewable Energy		
4.	M.Tech. – Nuclear Science & Technology		
5.	M.C.A.	3 Years (6 Semesters)	Bachelors degree in any discipline with Mathematics as one of the subjects with minimum 50% marks in aggregate
6.	Integrated M.Tech-Ph.D. (Dual Degree) • M.Tech. - VLSI Design • M.Tech. - Computer Science & Engineering • M.Tech. – Renewable Energy • M.Tech. – Nuclear Science & Technology	5 Years (10 Semesters)	B.Tech.(ECE)/ B.Tech(Instrumentation & Control/ B.Tech(EE)/ M.Sc(Phy) B.Tech.(CSE)/B.Tech(IT) / B.Tech(ECE)/ M.Sc(CS)/ MCA B.Tech.(EE)/ B.Tech(Instrumentation & Control) B.Tech.(ME)/ B.Tech(EE) / B.Tec.(ECE)/ B.Tec.(CSE)/ M.Sc(CS)/M.Sc(Phy)
School of Business			
1.	M.B.A.	2 Years (4 Semesters)	Bachelors degree in any discipline with minimum 50% marks in aggregate and Entrance Test Score.
2.	M.Com	2 Years (4 Semesters)	B.Com./ B.Com.(H)/ BBA with minimum 50% marks in aggregate.
School of Design			
1.	M.Des. (Fashion Design [MFD]	2 Years (4 Semesters)	Graduate in Fashion Design or equivalent with minimum 50% marks
2.	M.Des. (Textile Design [MTD]		
3.	M.Des. (Fashion Merch.) [MFM]		
School of Architecture			
1.	Master in Urban and Regional Planning. (M. Plan.)	2 Years (4 Semesters)	Bachelor's degree in Planning/ Civil Engg./ Architecture/ Master's Degree in Economics/ Sociology/Geography with minimum 55% marks in aggregate.

16/12/2021

Registrar

Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

25

School of Law			
1.	LL.M. in International and Comparative Laws	2 Years (4 Semesters)	LL.B. with minimum 50% marks
2.	LL.M. in Corporate and Commercial Law		
3.	LL.M. in Criminal and Security Law		
School of Liberal Arts and Sciences- Liberal Arts			
1	M.A. English	2 Years (4 Semesters)	Bachelor's Degree, from any recognized University, with minimum 50% of marks
2	M.A. Psychology		
3	M.A. Political Science		
School of Liberal Arts and Sciences- Sciences			
1	M.Sc. Biotechnology	2 Years (4 Semesters)	Bachelor's degree under 10+2+3 pattern of education in Physical, Biological, Agricultural, Veterinary and Fishery Sciences, Pharmacy, Engineering/ Technology, 4-years B.Sc. (Physician Assistant Course); OR Medicine (MBBS) OR B.D.S. with at least 55% marks.
2	M.Sc. Botany	2 Years (4 Semesters)	Bachelor's Degree, from any recognized University, with Botany/ Zoology/ Microbiology/ Biotechnology/ Biochemistry as a subject for 3 years OR an equivalent degree in related field with a minimum of 50% aggregate marks
3	M.Sc. Food & Nutrition		
4	M.Sc. Microbiology		
5	M.Sc. Zoology		
6	M.Sc. Psychology	2 Years (4 Semesters)	Bachelor's Degree in Science from any recognized university with Psychology as a core subject for three years/six semesters, with 50% of aggregate marks.
7	M.Sc. Physics	2 Years (4 Semesters)	Bachelor's Degree, from any recognized University, with Physics as a subject for three years/six semesters OR B.Sc. Applied Physics / B.Sc. Electronics with 50% of aggregate marks.
8	M.Sc. Mathematics	2 Years (4 Semesters)	Bachelor's Degree in Science from any recognized university with Mathematics as a core subject for three years/six semesters, with 50% of aggregate marks.
9	M.A. Mathematics	2 Years (4 Semesters)	Bachelor's Degree from any recognized university with Mathematics as a core subject for three years/six semesters, with 50% of aggregate marks.
10	M.Sc. Chemistry (Specialization: Organic, Inorganic and Physical)	2 Years (4 Semesters)	Bachelor's Degree, from any recognized University, with Chemistry as a subject for three years/six semesters OR B.Sc. Applied Chemistry / B.Sc. Biochemistry / B.Sc. Industrial Chemistry with 50% of aggregate marks.
11	M.Sc. Forensic Science	2 Years (4 Semesters)	B.Sc. in Forensic Science, Physics, Chemistry, Mathematics, Botany, Zoology, Microbiology, Biochemistry, Engineering or Pharmacy with minimum 55% marks.

16/12/2021

REGISTRAR

Mody University of Science and Technology

Lakshmangarh (Distt Sikar) 332311

TABLE - 2

STRUCTURES OF VARIOUS POST GRADUATE PROGRAMMES

(A) **M. Tech.**

Minimum Duration : 2 Years (4 Semesters);
Maximum Duration : 4 Years (8 Semesters);
Requirements for Award of Degree: *Min. CGPA: 5.0 Plus other Requirements*
Category wise Course Requirements

Sl No.	Course Components	Credits *(Range)*
1.	Courses in Mathematics	0 - 4
2.	Courses on Modeling, Simulation and Computer Applications.	4-8
3.	Core Course	28-32
4.	Courses in Major Area of Specialization	8-12
5.	Courses in Minor Area of Specialization	0-4
6.	Additional Course	0 - 4
7.	Course on Technical Communication (Optional)	2-4
8.	Project	4
9.	Seminar	4
10	Dissertation	36 - 40

(B) **M.B.A.**

Minimum Duration: 2 Years (4 Semesters);
Maximum Duration: 3 Years (6 Semesters);
Requirements for Award of Degree: *Min. CGPA: 5.0 Plus other Requirements*
Category wise Course Requirements

Sl No.	Course Components	Credits
1.	Preparatory courses	Non-credit
2.	Departmental Core Courses	68
3.	Internship / Dissertation)	3
4.	Specialization/Open Electives *	48
5.	Project/Seminar	6

* 2 Specializations with 3/4 Electives

(C) **M.C.A.**

Minimum Duration: 3 Years (6 Semesters);
Maximum Duration: 5 Years (10 Semesters);
Requirements for Award of Degree: *Min. CGPA: 5.0 Plus other Requirements*
Category wise Course Requirements

S.No.	Course Components	Credits
1.	Advance courses in Mathematics	8-12

16/12/2021
REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

2.	Simulation & modelling	4-6
3.	Departmental core courses	70-80
4.	Management courses	4-8
5.	Seminar & project	3-6
6.	Dissertation	20
7.	Electives	4-8

(D) M.Com.

Minimum Duration: 2 Years (4 Semesters);
Maximum Duration: 4 Years (8 Semesters);
Requirements for Award of Degree: *Min. CGPA: 5.0 Plus other Requirements*
Category wise Course Requirements

S. No.	Course Components	Credits *(Range)*
1	Courses in Computer Application	1-4
2	Courses for Skill Development	0-6
3	Departmental Core Courses	66-74
4	Internship	0-6
5	Dissertation	0-6
6	Specialization/Open Electives	10-16
7	Project/Seminar	0-6

(E) M. A.

Minimum Duration : 2 Years (4 Semesters)
Maximum Duration : 4 Years (8 Semesters)
Requirements for Award of Degree: *Min. CGPA: 5.00 Plus other Requirements*
Category wise Course Requirements

Sl No.	Course Components	Credits
1.	Core Courses	48-80
2.	Optional Courses	16
3.	Additional Course (Foreign Language)	6
4.	Dissertation	2-8
5.	Practical	16
6.	Seminar	4
7.	Synopsis	2
8.	Research Methodology	2

(F) M.Sc.

Minimum Duration: 2 Years (4 Semesters);
Maximum Duration: 4 Years (8 Semesters);
Requirements for Award of Degree: *Min. CGPA: 5.0 Plus other Requirements*

16/12/2021
REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

Category wise Course Requirements

S.No.	Course Components	Credits *(Range)*
1	Department core courses	50-70
2	Math and Statistics	0-4
3	Foreign Language	0-6
4	Course on Technical Communication	2-4
5	Electives	0-6
6	Seminar	0-4
7	Additional Courses	0-6
8	Dissertation	18-24

(G) **M.Plan**

Minimum Duration: **2 Years (4 Semesters);**

Maximum Duration: **4 Years (8 Semesters);**

Requirements for Award of Degree: *Min. CGPA:* *5.0 Plus other Requirements*
Category wise Course Requirements

Sl No.	Course Components	Credits
1.	Elementary courses	6 - 8
2.	Technical courses	6 - 8
3.	Planning related core courses	8 - 12
4.	Policies related courses	6 - 8
5.	Departmental core courses	25 – 30
6.	Dissertation	26

(H) **LL.M**

Minimum Duration: 1 Year (2 Semesters);

Maximum Duration: 3 Years (6 Semesters)**(As per Regulations);**

Requirements for Award of Degree: *Min. CGPA: 5.0 Plus other Requirements*
Category wise Course Requirements

Sl No.	Course Components	Credits
1.	Preparatory courses	Non-credit
2.	Departmental Core Courses	9
3.	Dissertation	5
4.	Optional/Specialization Papers*	12

* 3 Specializations

16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

TABLE-3

NORMAL AND MAXIMUM DURATION OF POSTGRADUATE PROGRAMMES

S.No.	Programmes	Min. Duration (yrs.)	Max. Duration (yrs.)
1.	M. Tech.	2	4
2.	M.B.A.	2	4
3.	M.Com	2	4
4.	M.C.A.	3	5
5.	M. Des.	2	4
6.	M. Plan	2	4
7.	LL.M.	1	2
8.	M.Sc.	2	4
9.	M.A.	2	4

16/12/2021

Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

GENERAL GUIDELINES FOR THE AWARD OF GRADES

1. **Grades and their Grade points**

S.No.	Academic Performance	Grades	Grade Points
1.	Outstanding	A+	10
2.	Excellent	A	9
3.	Very Good	B+	8
4.	Good	B	7
5.	Average	C+	6
6.	Below Average	C	5
7.	Marginal	D	4
8.	Very Poor	F	0
9.	Absent	AB	0
10.	Debarred/ Detained	N	0
11.	Audit Pass	AP	-
12.	Audit Fail	AF	-
13.	Satisfactory (only for Dissertation)	S	-
14.	Unsatisfactory (only for Dissertation)	U	-
15.	Incomplete	I	-
16.	Withdrawal	W	-
17.	Continued Project/Dissertation	X	-
18.	Non Completion of course Requirement	Z	-

Items described above at Serial Nos. 1 through 10 are Grades while items 11 to 18 are not grades in true sense, but these are kind of Reports which describe the status of the student at the end of the course, but for all practical purposes these will also be termed as Grades.

2. **Explanation of Grades**

A+, A, B+, B, C+, C and *D* Grades

(a) *A+, A, B+, B, C+, C* and *D* are pass Grades.

E and *F* Grades

(b) *E* and *F* are Fail Grades.

E and *F* grades denote poor and very poor performances, i.e. failing a course. *F* grade is also awarded in case of poor attendance as per Clause R.15 (4). A student has to repeat all compulsory (core) courses in which she/he obtains either *E* or *F* grades, until a passing grade is obtained.

16/12/2021

Registrar
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

However, if *E* or *F* grade is awarded to a student in Major Project, Part II, he/she will be eligible to repeat the same and will not be eligible for the award of degree.

If a student has obtained *E* or *F* grades in an other (elective) course he/she may repeat the same course or take any other course from the same category. Further, *E* or *F* Grades in any course stay permanently on the grade card. These courses are not included in the calculation of the CGPA. However, these are included in the calculation of the SGPA.

(c) Student detained for shortage of attendance shall be awarded *F* Grade.

AP and *AF* Grades

(d) Courses taken on Audit shall be reported only whether a student is passing or failing. Thus as per Clause R.24 (b), he/she will be awarded an *AP* (*Audit-Pass*) Grade if performance is satisfactory (i.e. equivalent or higher than D grade) else an *AF* (*Audit-Fail*) Grade if performance is unsatisfactory.

The Courses with AP and AF Grades are not included in the calculation of CGPA / SGPA.

S and *U* Grades

(e) The Dissertation Course in M. Tech. programme is being split in two semesters *Autumn* and *Spring* Semesters of Second Year, i.e., in Third and Fourth Semesters of the four semester M./Tech. Programme. The Final evaluation of the Dissertation course is done at the end of the fourth semester through the Grades from Serial Nos. 1 to 9 and at the end of the third semester; the performance is reported as Satisfactory or Unsatisfactory through the Grades (Reports) *S* and *U* respectively.

These Grades have bearings on the final evaluation of Dissertation in fourth semester. A student with an *U* Grade in Dissertation in the third semester shall not be awarded grade higher than *B+* in final evaluation of Dissertation in fourth semester, i.e., he/she shall not be awarded *A+* or *A* in the Dissertation course.

The Final Grade awarded in Dissertation at the end of fourth semester shall also replace the *S* or *U* Grades by this Grade.

The Courses with S and U Grades are not included in the calculation of CGPA / SGPA.

I Grade

(f) If a student is absent during End-Term Examination of a course due to medical reasons or other special circumstances, he/she may apply for the award of *I* grade to the Dean through the Course Coordinator and the Programme Advisor, provided that he/she has attended 75% of the classes held (See Clause R.26).

The concerned Course Coordinator shall have to be convinced about the extraordinary circumstances and shall have to certify the attendance record before this rarely used option to award *I* grade is recommended. The Dean may award *I* grade.

(g) The *I* Grade so awarded shall be notified by the Department to which the student belongs and a copy of the notification will be endorsed to the Course Coordinator and to the Registrar.

(h) The *I* grade shall be converted into a proper letter grade not exceeding *B+* and shall be sent to the Registrar within 10 days from the date on which the End-Term Examination is over and the requirements of the course are completed by the student.

(i) In extraordinary circumstances, the period of conversion of *I* grade may be extended to the next semester, by Dean on her own or on the recommendation of the Course Coordinator and the Head of the Department to which the student belongs.

16/12/2021

REGISTRAR

Mody University of Science and Technology

Lakshmangarh (Distt Sikar) 3[illegible]

(j) In extra-ordinary circumstances, on the recommendation of the Dean, the Vice Chancellor may order the award of *I* grade to a student/class or a batch of students taking a particular course. The conversion of *I* grade into a regular grade or any other action shall be as per direction of the Vice-Chancellor.

The Courses with I Grades are not included in the calculation of CGPA / SGPA.

The I Grades are required to be replaced within the stipulated time.

W Grade

(k) If a student's request for withdrawal from a Course, as per Clause R.28 of the Regulations, is granted, it will be recorded, informed to the concerned and reported as Withdrawal by awarding W Grade at the end of the semester.

(l) If a student's request for withdrawal from a Semester, as per Clause R.29 of the Regulations, is granted, it will be recorded, informed to the concerned and reported Withdrawal by awarding *W* Grade in all the courses registered during that Semester.

(m) The Courses with *W* grades are required to be repeated at the earliest possible offerings

The Courses with W Grades are not included in the calculation of CGPA / SGPA.

X Grade

(n) A student is awarded an *X* grade for incompletion of the Project/Dissertation, as per Clause R.31 of the Regulations. The student concerned shall have to present her work for evaluation to the Evaluation Committee for the Project/Dissertation, 4 to 6 weeks before the date of registration to the next semester.

(o) A student who has been awarded an *X* grade shall be required to formally register for the next Semester and pay the requisite fees.

(p) The Number of times *X* grade may be awarded shall be as under:

(i) *For Full-Time students*: One

(ii) *For Part-Time students*: Two, but only once on the grounds of being away from the locale on a long period assignment.

The Courses with X Grades are not included in the calculation of CGPA / SGPA.

The X Grades are required to be replaced with the stipulated time.

3. General Guidelines

(i) All evaluations of different components of a course shall be done in marks for each student.

(ii) The marks of various components shall be reduced to approved weightages (as decided by the BOS) and / or indicated in the scheme of Teaching and Examination and added to get total marks secured on a 100-points scale. The rounding off shall be done on the higher side.

(iii) For less than 15 students in a course, the grades shall be awarded on the basis of natural cut-off in the absolute marks as given in *Appendix A1*.

(iv) For more than 30 students in a course, the statistical method as given in *Appendix-A2* shall be used for the award of grades with or without marginal adjustment for natural cut-off.

(v) For strength of student between 15-30, any of the above two methods may be used.

16/12/2021

REGISTRAR

Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

(vi) *A+* (*A Plus*) grade shall not be awarded for percentage of marks less than 80 under any circumstance. There will not be more than 10% (rounded off to integer value) *A* + grade in any course.

(vii) *D* grade shall not be awarded for percentage of marks less than 35 in any case. Further, no student having 40% or more marks would be awarded failing grades of *E* or *F*.

(viii) The overall distribution of different grades shall be as indicated in the statistical distribution to the extent possible. (See *Appendix–A2*).

(ix) The provisional grades shall be awarded and displayed by the course Coordinator. The grades, after showing copies to the students, should be finalized within 4 days of the Semester Examination. The Course Coordinator shall have the full responsibility for the same.

(x) The grades so awarded shall be moderated by a *Grade Moderation Committee*. This committee will finalize the grades and display a copy of the grades awarded on the Notice board. All the final grades shall be communicated to the Registrar.

(xi) The procedures for evaluation and award of grades for Project, Training, Seminar, Viva-voce and Group Discussion shall be decided by the BOS or the Academic Council.

(xii) For Dissertation, the grades shall be awarded on the basis of absolute marks as per *Appendix A1*. The Dissertation shall be presented for evaluation before a Dissertation Viva-Voce Board consisting of the following:

(a) Dean or her nominee-Chairman.
(b) Supervisor(s)
(c) External Examiner

The weightages for the Dissertation amongst the examiners shall be as under:

(a)	Supervisor(s)	25%
(b)	External Examiner	25%
(c)	Viva-Voce Board	50%

The marks obtained as per above weightages shall be summed up and converted in to Grades on the basis of absolute marks as per *Appendix A1*.

16/12/2024

REGISTRAR
Noida University of Science and Technology
Lakshmangarh (Distt Sikar) 3[illegible]1

Appendix – A1

Award of Grades based on Absolute Marks

For 15 or less number of students in a course, the grading based on Absolute Marks System would be used. If the number of students in a course lies between 15 and 30, then any of the two methods could be used.

For the award of grades in a course, all component-wise evaluation shall be done in terms of marks. The marks of different components viz. Mid-Term Examinations (MTE). End-Term Examination (ETE), Course Work Sessional (CWS), Practical Sessionals (PS), etc. would be reduced to relative approved weightage of each component and added. Marks so obtained shall be out of 100 and the same would be converted to grades as per the following table giving the range of marks for each grade.

Marks		Grade		Marks
91	≤	A+	≤	100
82	≤	A	≤	90
73	≤	B+	≤	81
64	≤	B	≤	72
55	≤	C+	≤	63
46	≤	C	≤	54
40	≤	D	≤	45
30	≤	E	≤	39
0	≤	F	≤	29

Note: (1) The grade boundaries as indicated above may be marginally adjusted.
(2) The upper and lower limits are subject to limitations of percentage of marks.

16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

Appendix – A2

Award of Grade based on Statistical Method

For the award of grades in a course, all component-wise evaluation shall be done in terms of marks. The marks of different components viz. Mid-Term Examinations (MTE). End-Term Examination (ETE), Course Work Sessional (CWS), Practical Sessionals (PS), etc. would be reduced to relative approved weightage of each component and added. Marks so obtained shall be out of 100 and the same would be converted to grades following the guidelines given below:

For 30 or more number of students in a course, the statistical method shall invariably be used with marginal adjustment for natural cut-off. The mean ($\overline{X}$) and the standard deviation σ of marks obtained of all the students in a course shall be calculated and the grades shall be awarded to a student depending upon the marks and the mean and the standard deviation as per Table given below.

Awards of Grade Using Statistical Method

Lower Range of Marks	Grade	Upper Range of Marks
$\overline{X} + 1.5\sigma <$	A+	
$\overline{X} + 1.0\sigma <$	A	$\leq \overline{X} + 1.5\sigma$
$\overline{X} + 0.5\sigma <$	B+	$\leq \overline{X} + 1.0\sigma$
$\overline{X} <$	B	$\leq \overline{X} + 0.5\sigma$
$\overline{X} - 0.5\sigma <$	C+	$\leq \overline{X}$
$\overline{X} - 1.0\sigma <$	C	$\leq \overline{X} - 0.5\sigma$
$\overline{X} - 1.5\sigma <$	D	$\leq \overline{X} - 1.0\sigma$
$\overline{X} - 2.0\sigma <$	E	$\leq \overline{X} - 1.5\sigma$
	F	$\leq \overline{X} - 2.0\sigma$

16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

Appendix - B

Calculation of Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA)

(i) **Semester Grade Point Average (SGPA)**

$$SGPA = \frac{\sum_{j=1}^{n} C_j P_j}{\sum_{j=1}^{n} C_j},$$

Where

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

P_j = Grade point earned in j^{th} course, and

j = 1, 2, 3, , n represent the number of courses in which a student is registered in the concerned semester.

(ii) **Cumulative Grade Point Average (CGPA)**

$$CGPA = \frac{\sum_{j=1}^{n} C_j P_j}{\sum_{j=1}^{n} C_j},$$

Where

C_j = Number of credits earned in the j^{th} course, upto the semester for which CGPA is to be calculated..

P_j = Grade point earned in j^{th} course. A grade lowers than D (i.e. grade point ≤ 4) in a course shall not be taken into account.

j = 1, 2, 3, , n represent the number of courses in which a student was registered and obtained a grade not lower than D upto the semester for which CGPA is to be calculated.

16/12/2021

Registrar
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

ELIGIBILITY REQUIREMENTS FOR ADMISSION

Candidates possessing the qualifications as given in *Table-1* are eligible for seeking admission to PG Programmes. Candidates seeking admission to the PG programmes must have at least 50% of aggregate marks or 5.0 CGPA on a 10-point scale at the qualifying degree level. These are essential eligibility requirements and are applicable to all the four categories of candidates, *viz*, Regular, Full-Time Sponsored, Part-Time Sponsored and Foreign Candidates. Other conditions for these four categories are as follows:

1. **Regular Candidates**

   (a) Students of relevant undergraduate programmes who have appeared or are appearing in the final year of qualifying examination may be considered on the basis of their results upto pre-final year in which the aggregate percentage should not be less than that specified above under essential requirements. However, they will be required to produce the proof of having passed the qualifying examination with the required percentage in the form of the final result normally by a specified date, announced by the Institute.

   (b) Candidates having AMIE/AMIS/AMIChE/AMMIM/Grad IETE and possessing B.Sc. or Diploma in Engineering and having at least three years research, teaching or other professional experience in relevant field, are also eligible to apply for admission to M.Tech. Programmes.

   (c) Non-GATE candidates are also eligible for admission, but preference will be given to GATE qualified candidates.

2. **Sponsored Candidates**

   (a) The candidates fulfilling essential eligibility requirements must have a minimum of two years of full-time work experience in responsible capacity in a Registered Firm / Company / Industry / Educational and Research Institution / Government / Quasi Government / Autonomous Organization in the relevant field in which admission is being sought. The educational institution should be recognized by AICTE.

   (b) Candidates must submit the sponsorship certificate duly signed by the Head of the Institution/Organization on the prescribed proforma, at the time of counseling.

   (c) A few candidates fulfilling essential eligibility requirements may also be admitted under QIP, Early Faculty Induction Programme (EFIP) of AICTE and Defense Research & Development Organization Schemes, for which separate admission procedure may be followed. Under QIP Scheme, admissions are offered after selection by National QIP Coordination committee (NQCC) through screening and interview.

   (d) Non-GATE candidates are also eligible for admission, but preference will be given to GATE qualified candidates.

2. **Foreign Candidates**

   (a) Foreign candidates seeking admission to PG Programme should apply through the Government of India, if they wish to come through any Government supported programmes or under Cultural Exchange Programmes or through Educational Consultants (India) Ltd., New Delhi or any such Government / Government approved schemes. They may seek necessary help from the Indian Embassy in their country or their Embassy in India. In addition to these avenues, a provision of direct admission for Non-Resident Indians (NRI's)

16/12/2021
REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

and Self Financing Foreign National candidates exists for Postgraduate and Research Degree Programmes in Engineering, Information Technology, Architecture, and Sciences including M.C.A. and M.B.A.

(b) Foreign candidates should fulfill following requirements:

(i) Qualifications equivalent to Educational Qualifications required for admission to a PG Programme.

(ii) Proof of proficiency in English.

(iii) GRE score where applicable.

(iv) Certificate of Good conduct and Character from the Head of the Institution last attended.

(c) Foreign candidates will be admitted only after obtaining the clearance from the Government of India. Foreign candidates with provisional Student's Visa only are eligible for admission.

(d) Foreign candidates are required to undergo medical examination as per medical rules prescribed by the Central Government for foreign students and have to undergo test for HIV at NICD, Delhi or any other designated testing laboratory within one month of their admission. The admission of foreign candidates would be confirmed only after medical examination and the test report regarding HIV.

16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

Appendix – D

GUIDELINES FOR CONDUCT & EVALUATION OF DISSERTATION AND VIVA

(A) Conduct of Dissertation

1. The Dissertation Topic shall be decided in the Specified semester.
2. Chairperson BOS to invite and receive the topics for Dissertation from the faculty members and notify to students.
3. Allotment of topics of dissertation to students on specified date and month.
4. Supervisors and students shall chalk out the plan of work.
5. Students will maintain a diary for keeping record of monthly progress which shall be counter signed by their supervisors.
6. Student's progress of work shall be continually monitored by supervisor(s) and recorded in the diary of student in the each semester by the student.

(B) Evaluators of Dissertation/Viva

7. Evaluation of the component of Dissertation/Viva in the specified semester will be done on specified date by a Committee consisting of the following:

(i)	Dean of the School or her nominee	Chairperson
(ii)	Head of the Department or his nominee	Member
(iii)	Supervisor/Coordinator	Member
(iv)	One Expert	Member

The Committee shall record the evaluation of this component of Dissertation/Viva as Satisfactory (*S*) / Unsatisfactory (*U*) on a prescribed Proforma, format of which is given in *Anexure - 1*. Candidate stationed abroad shall be assessed by her mentor at the locale and a certificate to this effect by him / her and also from a local Supervisor be sent to the COE.

8. The final evaluation of dissertation/Viva as a whole shall be done in the specified semester by the Dissertation/ Viva-Voice Board consisting of the following.

(i)	Dean of the School or her nominee	Chairperson
(ii)	Supervisor(s)/Coordinator	Member
(iii)	External Examiner/Expert	Member

It is advisable to have common external examiner for similar areas of Dissertation. For local examiners, Head of Department may approve the appointment of external examiners.

The Committee shall record the final evaluation of Dissertation on a prescribed Proforma, format of which is given in *Anexure - 2*.

(C) Evaluation of Dissertation

9. Dissertation work carried out in the specified semester shall be submitted in the form of a Write up, which shall be presented for evaluation as a whole at the time of final Viva-Voce Examination.
10. If possible a research paper manuscript be submitted in the existing format and norms along with the Dissertation Write-up.
11. The evaluation of Dissertation shall be based on the quality, quantity of work, write up, presentation and ability to answer questions, and possible manuscript of research paper(s).

16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

12. If a Scholarship / Assistantship holder gets *Unsatisfactory (U)* grade in the Dissertation in third semester, then he/she shall cease to get scholarship / assistantship in the fourth semester.

    (i) For final evaluation of the Dissertation in the specified semester, the distribution of weightage of marks shall be as prescribed by the Academic Council.

13. The Dissertation would be evaluated by Absolute System of Grading as given in *Appendix-B1*.

14. The final evaluation and grading of Dissertation in specified semester by Viva-voce Board shall be recorded in the Dissertation Grade Sheet as per *Annexure – 2* and sent to the COE.

    (a) If a student gets Unsatisfactory (U) grade in the component of Dissertation, he/she shall not be awarded grade higher than B+ in final evaluation of Dissertation.

    (b) If a student gets *C+* or higher grade, her dissertation would be accepted as partial fulfillment of requirements for award of degree.

    (c) If a student gets *C* or *D*, the candidate shall be given a chance to revise the Dissertation as per the suggestions of the Viva-Voce Board and allowed to resubmit it normally after three months but within three years from the date of initial registration. In such a case the student shall not be awarded grade higher than *B+* or *B* depending upon whether he/she got *S* or *U* grade respectively in Dissertation component in third semester.

    (d) If a student gets *E* or *F*, the candidate may be allowed to resubmit the dissertation after nine months but with in three years from the date of initial registration. In such a case, he/she shall not be awarded grade higher than *B* or *C+* depending upon whether he/she got *S* or *U* grade respectively in Dissertation component in third semester.

15. If a charge of plagiarism or unfair act is reported against a student, then it would be examined and looked into by the Viva-Voce Board. The report of this board shall be considered by an *University Standing Committee* consisting of concerned Head of the Department and two more Heads of Departments to be nominated by Academic Council on the advice of Dean. The decision of the Academic Council on the report of the standing committee shall be final.

16. If a student is proved guilty of using unfair means, he/she shall be declared fail and shall not be allowed to continue. Her name would be struck off rolls. This fact may be mentioned in the character certificate of the student.

18/2/2021

REGISTRAR

Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

Annexure -I

Proforma 1

MODY UNIVERSITY OF SCIENCE AND TECHNOLOGY
LAKSHMANGARH

DISSERTATION/VIVA GRADE-SHEET

_____Semester, Session: 20 - 20

DEPARTMENT OF _____

Name of the Student: _____ Enrolment No.:_____

Branch:_____ Year of Initial Registration: _____

Title of Dissertation/Topic: _____

_____

Date of Evaluation: _____

Course Code: _____ **Course Title:** _____ **Credits:**_____

The Dissertation/Viva is *Satisfactory* ☐ / *Unsatisfactory* ☐

Grade Awarded: S ☐ / U ☐

Place: Lakshmangarh

Date: _____

Supervisor(s)		**Chairperson-Committee**		**Head of the Department**

Note: In case a student is allowed to work in an Institute other than MUST, a certification from the guide of that Institute towards progress of work (*Satisfactory/Unsatisfactory*) is required.

16/12/2021
REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

42

Proforma 2 *Annexure -2*

MODY UNIVERSITY OF SCIENCE AND TECHNOLOGY
LAKSHMANGARH

DISSERTATION/VIVA GRADE-SHEET

_____ Semester, Session: 20 - 20

DEPARTMENT OF _____

Name of the Student: _____ Enrolment No.:_____

Branch:_____ Year of Initial Registration: _____

Title of Dissertation/Topic: _____

_____

Submission of Dissertation for the First Time / after Minor Revision / Resubmission

Examiners	Weightage	Marks in	
		Figure	words
Supervisor / Guide on the Dissertation / Coordinator	25 %		
Examiner on the Dissertation / Viva Evaluation	25 %		
Board of Examiners – on merits of Dissertation and Viva-voce Performance and published Research Papers	50 %		
Total	100 %		

The Viva-voce examination was held on _____ at Lakshmangarh.

Course Code: _____ **Course Title:**_____ **Credits:** _____

Absolute Grade Awarded : **Grade:** _____ **Total Credits:**_____

Supervisor(s) ( )		**External Examiner** ( )	
Dean's Nominee ( )		**HOD or her Nominee** ( )	

Note:	1.	Ten percent weightage may be given for the manuscript of paper based on Dissertation work
	2.	In case a student is allowed to work to an Institute other than MUST (a certification from the guide of that Institute towards progress of work (satisfactory / unsatisfactory) is required

16/12/2021

REGISTRAR
Mody University of Science and Technology
Lakshmangarh (Distt Sikar) 332311

43