

# **UNIVERSITY OF JAMMU**

**NOTIFICATION NO. 3 OF 2017**

**DATED: 28/9/2017**

## **SUBJECT: UNIVERSITY STATUTES**

The Hon'ble Chancellor, in exercise of the powers vested in him under Sub-section (4)(a) of Section 41 of the Kashmir and Jammu Universities Act, 1969, has been pleased to accord his assent vide letter No. GS-1(82nd-UCM/JU/2017/4392 dated 12<sup>th</sup> September, 2017, to the adoption of the Revised Statutes governing the Choice Based Credit System for Master's Degree Programme (Through Regular Mode) for the Academic session 2016-17 as given in Annexure which shall be incorporated in Chapter L, Vol-II of the University Calendar, as approved by the University Council vide Resolution No. 82.15 (i). This is in continuation to already notified Statutes vide Notification No. 2 of 2017 dated 08.09.2017

These are notified for the general information.

**No: Coord/Statutes/17/ 1432-1531**

Baba Saheb Ambedkar Road,  
Jammu (Tawi) – 180 006.

**Dated: 28/9/2017**

*Meenakshi Kilam*  
(Dr. Meenakshi Kilam)  
**REGISTRAR**  
*28/9/17*

Copy to:

1. The Principal Secretary to the Hon'ble Governor (Chancellor), Raj Bhavan, Srinagar.
2. The Private Secretary/Additional Secretary/Deputy Secretary to the Hon'ble Governor (Chancellor), Raj Bhavan, Srinagar.
3. The Principal Secretary to the Hon'ble Chief Minister (Pro-Chancellor) Jammu & Kashmir Govt., Chief Minister's Secretariat, Srinagar.
4. The Private Secretary to the Hon'ble Education Minister, Higher Education Deptt., Civil Secretariat, Srinagar.
5. Financial Commissioner, Planning & Development Dept., Civil Secretariat, Srinagar.
6. Principal Secretary to Govt. Higher Education Department, J&K Govt., Civil Secretariat, Srinagar.
7. Principal Secretary to Govt., Finance (Financial Advisor to Universities), Civil Secretariat, Srinagar.
8. All members of the University Council/Syndicate, University of Jammu.
9. Spl Secretary to the Vice-Chancellor, University of Jammu/Kashmir.
10. Sr. P.A. to Dean Academic Affairs, University of Jammu.
11. Dean Research Studies, University of Jammu.
12. Deans of the Faculties of the University of Jammu.
13. Dean Students Welfare, University of Jammu.
14. Sr. P.A. to Registrar/Controller of Examinations, University of Jammu/Kashmir.
15. Coordinator, All Campuses of the University.
16. All Rectors/Directors of Campuses.
17. Sr. P.A. to Director, Colleges Development Council/Department of Life Long Learning/Directorate of Distance Education/Sports & Physical Education/ DIQA
18. Sr. P.A. to Joint Registrar (Finance).
19. Principals of all affiliated Colleges of the University.
20. I/c Librarian, Dhanvantri Library, University of Jammu.
21. All Branch Officers of the Registry.
22. Asstt. Director, IT Enabled Services & Management with the request to upload the notification.

# Annexure

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## STATUTES GOVERNING THE CHOICE BASED CREDIT SYSTEM (CBCS) FOR THE MASTER'S DEGREE PROGRAMME (THROUGH REGULAR MODE)

### 1. MASTER'S DEGREE PROGRAMME

There shall be a Master's Degree Programme in the University in such subjects as the University Council may determine from time to time.

At present Master's Degree programme under Choice Based Credit System in the following subjects are available in the Main University Campus through regular mode out of which a student can opt one:

#### FACULTY OF ARTS:

English, Hindi, Urdu, Punjabi, Sanskrit, Dogri and Buddhist Studies

#### FACULTY OF SOCIAL SCIENCES:

Economics, Economics (Public Policy), History, Political Science, Rural Development, Psychology and Sociology

#### FACULTY OF SCIENCE:

Physics, Chemistry, Applied Geology & M.Sc.(Tech) Applied Geology, Geography, Electronics, Home Science (Human Development) and Remote Sensing & GIS

#### FACULTY OF LIFE SCIENCES:

Botany, Zoology, Biotechnology, Microbiology, Biochemistry, Environmental Science and Human Genetics

#### FACULTY OF MATHEMATICAL SCIENCES:

Mathematics, Statistics, Computer Applications (MCA) and M.Tech. Computer Science

#### FACULTY OF BUSINESS STUDIES:

Commerce, MBA, MBA(IB) & MBA(H&T)

#### FACULTY OF EDUCATION:

Education

### 2. DURATION OF PROGRAMME

The Master's Degree Programme (except M.Sc (Tech.) Applied Geology and M.C.A.) shall extend over a minimum period of two academic years, divided into four semesters. M.Sc. (Tech.) Applied Geology and M.C.A. shall be for a period of three academic years of six semesters.

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### 3. GENERAL

No candidate who wishes to enter a course of study prescribed by the University shall be admitted to University teaching department unless he/she has passed the qualifying examination for admission to such course as prescribed by the Statutes.

A candidate shall be deemed to be a student of the University as soon as he/she has been accepted for enrolment by the Head of the teaching department and has paid the prescribed fee for the course. The admission shall, however, be provisional unless regularized by the University.

Provided that the number of students admitted in a course of study shall not exceed the sanctioned intake capacity in a particular course.

Provided also that payment made in the shape of fee paid by a student (which is refundable in the case admission or re-admission is refused) does not automatically confirm the right of admission or continuation as a student in the University.

#### Production of conduct certificate on admission

A candidate, while applying for admission to a University teaching department shall submit with his/her application a certificate of his/her conduct signed by the Head of the Department in which he/she was studying during the year previous to his/her joining the University.

Provided that a student who has not previously attended any University/Institution as a regular student shall, in lieu thereof furnish to the Head of the Department wherein he/she desires to pursue his/her studies, a certificate of conduct signed by a First Class Magistrate or Head of any University Teaching Department.

### 4. MEDIUM OF INSTRUCTION AND EXAMINATION

English shall be the medium of instruction/examination in all subjects except in Oriental Classical and Modern Indian Languages. The medium of examination in an Oriental Classical Languages shall be the language itself or the cognate Modern Indian Language at the option of the candidate. The medium of examination in Modern Indian Language shall be the language concerned.

### 5. RECOGNITION OF DEGREES

5.1 The University of Jammu shall recognize the degrees of only those Universities which are recognized by the University Grants Commission (UGC).

5.2 The University of Jammu shall grant recognition to the degrees obtained through distance mode provided –

(i) that the degree obtained by the candidate is recognized by the UGC;

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- (ii) that the degree is granted by University established by an Act of Parliament or by an Act of State Legislature; and
- (iii) that if the said University is not in the Jammu and Kashmir State but has been allowed to offer its distance education programme within Jammu and Kashmir State by the State Govt.

5.3 The University shall not recognize the degrees obtained through study centres/franchises of any University in the country except Indira Gandhi National Open University (IGNOU) and Maulana Azad National Urdu University (MANUU).

5.4 Candidates graduated with one sitting examination shall not be eligible for admission in any academic course of the University.

## 6 PAYMENT OF ADMISSION FEE

Each student seeking admission to the Master's Degree programme shall be required to submit the prescribed application form alongwith requisite fee:-

- i) for the first and second semester courses at the time of seeking admission to first semester;
- ii) for the third and fourth semester courses at the time of seeking admission to the third semester; and
- iii) for the fifth and sixth semester courses at the time of seeking admission to the fifth semester (wherever applicable).

Provided the student continues his/her studies without interruption from first semester to second semester, from third semester to fourth semester and from fifth to sixth semester (wherever applicable). If there is a gap of one or more semesters he/she will have to fill up the prescribed application form and pay the fee at the time of seeking admission.

## 7 ADMISSION OF STUDENTS DISQUALIFIED FOR MISCONDUCT/ USING UNFAIRMEANS IN EXAMINATIONS

A candidate who has been disqualified for any specific period from the University for misconduct/using unfairmeans in examinations shall not be permitted to appear in any examination before the expiry of that period. He/She will also not be permitted to join any University department at any time during the period of his/her suspension.

## 8 ONE COURSE AT A TIME

No student shall be admitted to more than one course at a time in the teaching department, unless otherwise specified in the Statutes relating to an examination.

## 9 ELIGIBILITY CERTIFICATE

No student from University other than University of Jammu, or any other examining body, shall be admitted to University Teaching Department except on production of a Certificate of Eligibility issued by the University. He/She shall apply on the





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prescribed form to the Controller of Examinations through the Head of the Department to which he/she is seeking admission, for a Certificate of Eligibility and shall pay the prescribed fee. All such applications shall be accompanied by qualification & provisional certificate in original of the qualifying examination and migration certificate from the University or any other examining body, he/she intends to leave. Such a candidate shall furnish details of subjects which he/she took in the University from which he/she is migrating and in case a student is migrating after having joined a course in another University but has not completed it and seeks admission to this University for completion of the corresponding course and there is a specific provision in the Statutes of the University governing that examination allowing admission during the course, shall furnish a statement of lectures delivered/attended/credits earned, from the Head of the Institution recently attended by him/her alongwith reasons of migration:

Provided, however, that in the case a candidate is not able to produce all the documents required for the issue of Eligibility Certificate, the Vice-Chancellor on the recommendation of the Head of University Teaching Department may authorize the provisional admission at candidates' own risk and responsibility on production of some documentary evidence in original of his/her having passed the last examination on the basis of which admission is sought. In such case an undertaking in the prescribed format shall be obtained from the applicant duly attested by a Magistrate or an Oath Commissioner or a Public Notary and forwarded to the Controller of Examinations alongwith the application of the student for grant of Eligibility Certificate :-

**Note:-** In case original qualification certificate of the qualifying examination does not indicate the subjects offered by him/her and the information regarding the subjects is essential for determination of eligibility, the candidate shall be required to produce the marks certificate issued by the University.

OR

In case the candidate is not in a position to produce the original qualification certificate and provisional certificate, he/she shall be required to produce the marks certificate of the qualifying examination issued by the University. But if the marks certificate does not indicate the parentage, the candidate be required to produce some other evidence alongwith the marks certificate in support of his/her parentage.

"I \_\_\_\_\_ son/daughter of \_\_\_\_\_  
R/O \_\_\_\_\_ hereby declare that I am  
seeking provisional admission to MDP course in \_\_\_\_\_  
Semester in the \_\_\_\_\_ Department on the  
understanding that my admission to the semester is provisional and is  
subject to confirmation on the issue of certificate of eligibility by the  
University under rules. If for any reason, whatsoever, the University declines  
to issue the said certificate, my provisional admission will automatically  
stand cancelled".

Such provisional admission shall entitle a candidate to join the University/Department at his/her own risk and responsibility on the condition that

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he/she obtains a final certificate of eligibility before the declaration of the result of the University examination to which the candidate has been admitted:

Provided further that the request for grant of provisional admission should be made to the University immediately as soon as the candidate applies to the Head of the Department for seeking admission to the University:

#### 10 PRODUCTION OF MIGRATION CERTIFICATE

The admission to the candidates, having passed their qualifying examination from any other recognized University/Institution, shall be made only on production of the migration certificate from the previous University/examining body alongwith application form for registration.

#### 11 REGISTRATION RETURNS (R/Rs)

The Head of the Teaching Department shall forward Registration Returns (R/Rs), containing the name and other particulars of each student admitted or re-admitted in Semester I, III & V of a particular course in that Department **online** alongwith a soft copy to the Controller of Examinations within 20 days after the last date of admission, on the prescribed proforma alongwith the fee prescribed by the University from time to time.

If the name of a student is struck off from the rolls of a Department or a student migrates to another University or institution, such fact shall immediately be reported to the Controller of Examinations.

#### 12 SUBMISSION OF REGISTRATION RETURN WITH LATE FEE

For delay of 15 days after the last date, late fee as prescribed by the University shall be charged. Thereafter, no Registration Return shall be accepted and the sole responsibility for non determination of eligibility of such candidate shall lie on the part of the concerned Department.

#### 13 REGISTRATION FEE

The Registration fee as prescribed by the University shall be paid once only irrespective of the number of times the candidate appears at the examinations of the University either as a regular student or an ex-student of the department of the University.

No further fee for registration shall be charged, unless a student's name is, for any reason other than legitimate migration, struck off from the rolls of a Department in which case he/she shall pay the fee prescribed by the University to have his/her name re-entered in the Register of Students.

#### 14 REGISTER OF STUDENTS

The Controller of Examinations shall maintain a register of all students registered in the University. In this register name of each registered student, his/her

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parentage, permanent address, date of birth based on the certificate of the Matriculation/Higher Secondary (Elective) or any other recognised examination passed by the candidate, the dates of admission or re-admission and/or leaving any college, every pass or failure in a University examination with his/her number, migration, any University scholarship, medal or prize won by or any punishment awarded to the student shall be recorded.

Each entry in the Register of students shall be attested by an authorized officer of the University.

No one shall be admitted to any examination of the University unless he/she has been registered as a student of the University.

## 15 COPY OF ENTRIES IN THE REGISTER OF STUDENTS

Any registered student may, at any time, receive a certified copy/copies of all the entries relating to him/her in the Register of Students on payment of the prescribed fee for each copy.

## 16 INTER-UNIVERSITY MIGRATION

A candidate having remained on the rolls of a University department who has attended the corresponding course of semester system in any other recognized University shall be admitted in Semester-III of the course after having passed Semester-I & II of Master's Degree Programme provided the following conditions are fulfilled :-

- (i) migration is not being sought to evade the admission requirements of the University;
- (ii) the courses of study prescribed/pursued by the candidate in the University from which he/she seeks migration are not materially different from the courses prescribed to be pursued in this University;
- (iii) the candidate would be in a position to satisfy all the statutory requirements prescribed by the University for admission to the course and appearance in the examination.

Provided that such a candidate who has not qualified the Semester examination with the subjects/combination of subjects for which he/she intends to seek admission to the next higher class of this University shall be required to qualify such subjects of the qualifying examination of this University as may be determined by the University.

## 17. ELIGIBILITY

A candidate to be eligible for admission to the Master's Degree Programme (other than M.Phil. and Ph.D.) in the University, must have passed the qualifying Bachelor's Degree Examination of 10+2+3 pattern (Honours or General) in Arts,

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Science, Commerce, Business Administration, Computer Applications or an examination qualifying for a professional degree of not less than 3 years duration or any other examination recognised as equivalent thereto, from a recognised University/institution with atleast 40% of the aggregate marks for General Category and 36% for SC/ST candidates or as specified in Statute 26.

Candidates who have passed degree course of two years duration under 10+2+2 or 10+1+3 pattern and thereafter have passed Bridge Course of one year duration comprising Part-III of B.A./B.Sc./B.Com. Three years (General) course of the University of Jammu or any other recognized University shall also be eligible subject to the aggregate qualifying marks as indicated above. A candidate who have passed M.A./M.Sc./M.Com. examination from the University after having passed B.A./B.Sc./B.Com. examination under the old pattern of 10+2+2 or 10+1+3 shall also be eligible for admission under second preference category to:

- a) a course where the minimum eligibility condition is pass in Three Year degree (General) course after 12 years of Schooling.
- b) a Master Degree Course in an allied subject, if otherwise permissible under Statutes/Regulations of the University.

Notwithstanding anything containing in Statute 17, a candidate appearing in the final year of the qualifying examination immediately preceding the Academic Session and expecting to fulfill the Statutory requirement as per Statute 26 is also eligible to apply for admission.

## 18. SUBMISSION OF APPLICATION FORM

Applications for admission to various programmes of study (except M.Phil. and Ph.D.) in the Teaching Departments of the University shall be admitted as per the dates specified in admission notification.

Admission to the following programmes or any other programme approved by Competent Authority shall be made through a separate process notified by each concerned Department after seeking approval of the Vice-Chancellor:-

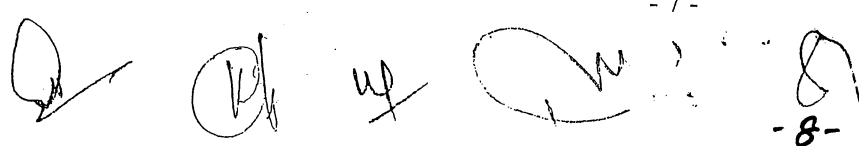
- i) MBA
- ii) MBA (IB)
- iii) MBA(H&T)
- iv) M.Sc. Biotechnology (Except NRI/Self Sponsored seats)
- v) M.Tech. (Computer Science)

## 19. ADMISSION

Admission to a programme of study in a teaching Department of the University shall be made by the Admission Committee of the concerned PG Department of the University with the approval of the Dean of concerned Faculty and the Dean Academic Affairs. The Admission Committees shall consist of the following :-

- i) Head of the concerned Department
- ii) Two or more teachers nominated by the Dean Academic Affairs on the recommendation of the concerned Head of the Department.

Majority of the members shall form the quorum.



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## 20. SEATS : NUMBER AND DISTRIBUTION

The number of seats in a programme of study in the Teaching Departments of the University shall be determined before the commencement of each academic session by the Dean of the Faculty and Head of the Department concerned in consultation with members of the teaching staff of the Department and with the approval of the Dean Academic Affairs and wherever necessary, of the Vice-Chancellor/University Syndicate/University Council. The number of seats so determined shall be communicated by the Head of the Department concerned to the Dean Academic Affairs before commencement of admission process.

## 21. OPEN MERIT SEATS

Sixty-Seven percent (67%) of the number of seats available in a course of study as determined according to Statute 20, shall be filled up on the basis of open merit.

## 22. RESERVED CATEGORY SEATS

(A) After selection of candidates is made on the basis of open merit, the remaining thirty three percent (33%) seats, notwithstanding anything contrary contained in any law, S.R.O. or regulation in force in the State, seats under Achievement Categories shall be filled up in accordance with the criteria given in Statute 27.

(B) Break-up of the Reserved Categories:-

Category (i) Scheduled Caste	8%	
Category (ii) a) Sportsmen	4%	} 6%
b) Persons who have excelled in Cultural & Literary Activities.	2%	
Category (iii) a) Persons who have participated with distinction in NCC Activities.	2%	} 4%
b) Persons who have participated with distinction in National Service Scheme/Bharat Scouts & Guides Activity.	2%	
Category (iv) Defence Service Personnel including Ex-Servicemen and their children who are permanent residents of the State and have had a satisfactory service record.	2%	} 9%
Category (v) Candidates belonging to the areas Adjoining the Actual Line of Control.	2%	
Category (vi) Candidates belonging to Scheduled Tribes (Gujjar, Bakerwals, Gaddies, Baltis)	5%	
Category (vii) Candidates belonging to ST (Resident of the Districts of Leh & Kargil)	2%	
Category (viii) Candidates belonging to Backward Areas other than that of districts Leh & Kargil	2%	
Category (ix) Candidates belonging to Weak and Under-privileged Classes as notified in S.R.O. by the State from time to time.	2%	
Category (x) Candidates with disabilities (Orthopedically handicapped and Visually impaired),	3%	(supernumerary)
Category (xi) Single girl child (one seat in each course) *		supernumerary

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**Note:**

- i) Candidate suffering a degree of disability of 45% and above and visually impaired candidates are eligible for admission under this category. Certificate of an Orthopedically Handicap or Visually impaired shall be considered only if it is issued by the Head of the Department of Orthopedics or that of Ophthalmology of a Government Medical College/District Hospital. The Vice-Chancellor, if he so desires, may seek advice in the matter, of a Committee to be appointed by him on the recommendations of the Dean Academic Affairs.
- ii) Visually impaired and Physically Challenged candidates as defined in the Statutes shall be exempted from payment of all the fee including charges for supervision and amanuensis.
- iii) \*Copy of Ration Card on account of proof for having single girl child and an affidavit duly sworn in before the First Class Magistrate.

**Explanation:**

- i) In case only one seat is available under category (ii) or category (iii) the same shall be filled on the basis of comparative merit of all the candidates under category (ii) (a) and (b), or category (iii) (a) and (b) put together, as the case may be.
  - ii) For determining the number of seats under any reserved category mentioned in Statute 22(A), fraction of less than one-half shall be ignored and fraction of one half and more shall be treated as one. The benefit of fraction shall be given to each category separately even if it means an overall marginal increase in seats in any course of study.
  - iii) In case any of the seats remain vacant in a reserved category for want of eligible candidates, the same will be offered to the candidates of non-reserved i.e. open merit group.
- (C) Unless covered under Statute 22 Explanation (i), only such candidates shall be eligible for consideration under reserved categories (i) to (ix) specified in Statute 22(B) as have not already availed of this concession for admission to any programme of study in a teaching department of the University in any session.
- (D) Selection of candidates against reserved seats specified in Statute 22(B) shall be made on the basis of comparative merit in the respective category which will be determined in accordance with the criteria prescribed for categories (i), (iv), (v), (vi), (vii), (viii) & (ix) and for categories (ii) and (iii) as in Statute 25.
- (E) To be a beneficiary of reservation - (i) the candidate must be a permanent resident of J&K State, except when applying under categories (ii) i.e. Sports/Cultural & Literary activities and (iii) i.e. N.C.C./National Service Scheme/Bharat Scouts and Guides activities, for which he/she must have passed the qualifying examination from the University of Jammu.

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- (F) Reservation and fee in case of Self-Financing Courses shall be governed by the respective regulations issued by the University/State Govt. in this regard.

**Note:-** Affidavits to be submitted at the time of admission by the candidates are given in Annexure III to IV(f).

### 23. LEFT OVER SEATS

Under no circumstances, the seats lying vacant in the Departments on the last prescribed date for completion of admission shall be filled up by the Head of the Department/Admission Committee unless the candidate falls immediately next in merit to the last admitted candidate. If some seats still remain vacant, these will be referred to the Appellate Committee for consideration.

### 24. APPELLATE COMMITTEE

In case a candidate has any specific grievance regarding deviation from Statutes governing admission, he/she may appeal to the Appellate Committee through Head of the concerned Department, on the prescribed form along with the requisite fee by the date notified for the purpose. Such an appeal along with the observation of the Head of the Department, shall be considered by the Appellate Committee whose decision in the matter shall be final and binding, it shall be obligatory for the appellant to appear in person before the Committee if called upon to do so. The Appellate Committee shall consist of the following:-

- i) Vice-Chancellor (Chairman)
- ii) Dean Academic Affairs
- iii) Dean of the Faculty concerned
- iv) Convener of Board of Studies in the subject
- v) Head of the concerned Department

- (A) Should there be any need to augment the resources of the University for maintaining, developing and improving the standards of instruction in any programme of study or for starting a new programme of study in a Teaching Department of the University, the Vice-Chancellor on the recommendation of the Admission Committee of the department concerned and the Dean Academic Affairs, may sanction self-financing seats for each programme of study additionally to meet societal obligations. The number of such seats may not ordinarily exceed 15% of the seats determined for the programmes as per Statute 20. These seats shall be supernumerary and thus, shall not count towards determining the quantum of reservation specified in Statute 22 for the various categories. The Admission Committee shall make admission on the basis of the merit determined as per Statute, subject to fulfillment of eligibility conditions for such supernumerary seats. Permanent Resident of territorial jurisdiction of the University/those having passed the qualifying examination from the University of Jammu shall have priority in admission over the rest against these seats, the admission shall be granted after remittance of fee prescribed from time to time alongwith other fees/charges for the course by the candidate to the University.

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- (B) In addition to the Self-Financing seats, the Department of Environmental Sciences has eight (8) seats in M.Sc. course exclusively meant for the candidates who are sponsored by Govt. Departments/Autonomous Bodies/Industry/recognized NGO's. Such candidates besides fulfilling all the conditions of eligibility prescribed for the course, shall have at least one year of permanent service in the sponsoring organization, except in case of NGO's wherein they must have rendered at least one year of continuous voluntary service after having passed the qualifying degree examination. Admission shall be granted in order of merit, on the production of relevant documents/certificates from the sponsor after remittance of sponsorship amount prescribed from time to time along with other fees/charges for the programme by the candidate to the University. The vacant sponsored seats, if any, may be converted into Self-Financing seats subject to the fulfillment of conditions as prescribed in Statutes.

## 25. ASSESSMENT IN ACHIEVEMENT CATEGORIES

25.1 Credit for achievement in Sports/Cultural and Literary and N.C.C./National Service Scheme/Bharat Scouts & Guides activities, i.e. reserved categories (ii) and (iii) of Statute 22 shall be given to a candidate seeking admission under these reserved categories as per Statute 27, subject to the following conditions:

- i) Credit shall accrue only for those events/activities which the candidate has participated in, during the three (3) year tenure of the qualifying degree when he/she has remained a regular student on the rolls of a College/Institution at the under-graduate level. Extra time spent for the qualifying degree and achievement during that period in the above activities shall not fetch any credit and thus, shall not count in determining comparative merit of the candidates.
- ii) Credit for being active in the field of Sports to a candidate shall be given only for those games/sports which the University recognizes/participates at various levels (given in Annexure).
- iii) A candidate applying for consideration under the reserved categories mentioned above must accumulate an achievement score of atleast 8 points/marks.

The candidate must have represented the University of Jammu in an Inter-University North Zone Sports competition recognized by A.I.U./B.C.C.I.

PROVIDED that if for unavoidable reason(s) the University cancels the participation of its duly selected team for such a competition, the player selected shall be deemed to have represented the University.



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## 25.2 Cultural/Literary Activities:

The candidate must have been awarded atleast a certificate of merit in a competition organized by the University of Jammu such as "Display Your Talent".

- i) Only such candidates shall be considered for admission under the reserved category mentioned at (ii) above i.e. Sports/Cultural & Literary activities, who have not attained the age of 25 years on September 1 of the year in which the admission is being sought as per requirement of the Association of Indian Universities(AIU), New Delhi.
  - ii) The College where a candidate applying under reserved categories Sports/ Cultural and N.C.C./N.S.S./Bharat Scouts and Guides has been a regular student during the 3 year tenure of the qualifying degree, should maintain a record of participation and performance by the candidates in these activities to be signed by Teacher Incharge of the activity and the Principal concerned. One counterfoil of the record shall be retained in the College and the other be sent to Sports/Cultural and N.C.C./N.S.S. wing of the University every quarter of the year so that claims of the candidates if need be, could be verified.
- 25.3 The marks/points for achievement in Sports/Cultural and Literary, and N.C.C./N.S.S./Bharat Scouts & Guides fields shall be calculated by a Committee to be constituted by the Vice- Chancellor in consultation with the Dean Academic Affairs, whose decision in the matter shall be final and binding on the candidates.
- 25.4 Separate marks/points for achievement in each event/activity mentioned in the Schedule given hereinafter, shall be awarded on the basis of relevant certificate(s) submitted by a candidate applying under the reserved categories (ii) (sub categories(a) Sports, (b) Cultural and Literary activities) and (iii) (sub-categories (a) N.C.C., (b) N.S.S./Bharat Scouts and Guides). Achievement in an event/activity participated in more than once, shall also be awarded separately. All these achievements however, MUST pertain only to the three (3) year tenure of the qualifying degree spent as a regular student. Also, each relevant certificate shall be evaluated ONLY for the event/activity for which it has been issued.
- 25.5 The admission under **Assessment in Achievement Categories** shall be made by the Committee consisting of the following :-
- i) One nominee of Dean Academic Affairs who shall act as Chairman/Chairperson of the Committee.
  - ii) Two Heads of Departments/University Professors.
  - iii) Evaluators from each reserved category to be nominated by the Dean Academic Affairs in consultation with NSS Coordinator/Dean Students Welfare/Director Sports/NCC. The Committee shall have the power to co-opt any other member/s to assist it.

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## 26. ELIGIBILITY CRITERIA FOR ADMISSION

Admission to Master's Degree programme under Choice Based Credit System shall be open to a candidate who has passed in the final year of Bachelor's Degree Examination securing requisite percentage of aggregate marks as given in Statute 17 with the following eligibility conditions:-

S.No.	Programme of study	Eligibility Conditions
<b>FACULTY OF SCIENCE</b>		
1.	Chemistry	Bachelor's Degree Examination with Chemistry as one of the subjects.
2.	Geography	Bachelor's Degree Examination with Geography as one of the subjects.
3.	Applied Geology & Tech. Applied Geology	Bachelor's Degree Examination with Geology as one of the elective subjects.
4.	Home Science	Bachelor's Degree Examination with Home Science as one of the subjects.
5.	Physics	Bachelor's Degree Examination with Physics as one of the subjects.
6.	Electronics	Bachelor's Degree Examination with Electronics or Physics as one of the subjects.
7.	Remote Sensing & GIS	Bachelor's Degree Examination with Science/Engineering/ Agriculture/Forestry/B.C.A. and Bachelor's Degree in Arts with Geography as one of the subjects with minimum 50% marks.
<b>FACULTY OF LIFE SCIENCES</b>		
8.	Biotechnology	Bachelor's Degree in Physical, Biological, Agricultural, Veterinary and Fisheries Sciences, Pharmacy, Engineering/Technology, M.B.B.S., B.D.S. with atleast 55% marks.
9.	Microbiology	Bachelor's Degree Examination with Microbiology/ Biotechnology/Agriculture/Veterinary Sciences/Medical Stream/Botany/Chemistry/ Biochemistry/ B.Pharm/MBBS with 55% marks.
10.	Biochemistry	Bachelor's Degree Examination with Microbiology/ Biotechnology/Agriculture/Veterinary Sciences/Medical Stream/Botany/Chemistry/ Biochemistry/ B.Pharm/MBBS with 55% marks.
11.	Botany	Bachelor's Degree Examination with Botany as one of the subjects.
12.	Environmental Science	Bachelor's Degree Examination with Science/Forestry/ Agriculture/Pharmacy/Medicine/Veterinary Sciences/ Engineering/Technology.
13.	Zoology	Bachelor's Degree Examination with Zoology as one of the subjects.
14.	Human Genetics	Bachelor's Degree Examination with Physical Sciences/ Biological Sciences/ Pharmacy, Agriculture/ Veterinary Sciences/Fishery Sciences/ Medicine(M.B.B.S.)/ Physiotherapy or B.D.S. with minimum 55% marks.

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#### FACULTY OF MATHEMATICAL SCIENCES

15.	Computer Applications (MCA)	Bachelor's Degree Examination in any stream with atleast 50% of the aggregate marks (45% for SC/ST candidates).
16.	M.Tech. (Computer Science)	i) B.E./B.Tech. (Computer Science/IT/Electrical Engineering/ ECE) with 60% of the marks or equivalent CGPA. ii) MCA/M.Sc.(Computer Science/IT/Electronics/ Mathematics/ Statistics/Physics) with 60% of the marks or equivalent CGPA. (55% for SC/ST candidates).
17.	Mathematics	Bachelor's Degree Examination with Mathematics as one of the subjects.
18.	Statistics	Bachelor's Degree Examination with Statistics/Mathematics as one of the subjects.

#### FACULTY OF SOCIAL SCIENCES

19.	Economics	Bachelor's Degree Examination with Economics as one of the subjects/B.Com./BBA.
20.	Economics (Public Policy)	Bachelor's Degree Examination with Economics as one of the subjects/B.Com./BBA.
21.	History	Bachelor's Degree Examination in any stream.
22.	Rural Development	Bachelor's Degree Examination in any stream.
23.	Political Science	Bachelor's Degree Examination in any stream.
24.	Psychology	Bachelor's Degree Examination in any stream, 50% seats reserved for the students who have Bachelor's Degree with Psychology as one of the subjects.
25.	Sociology	Bachelor's Degree Examination in any stream.

#### FACULTY OF EDUCATION

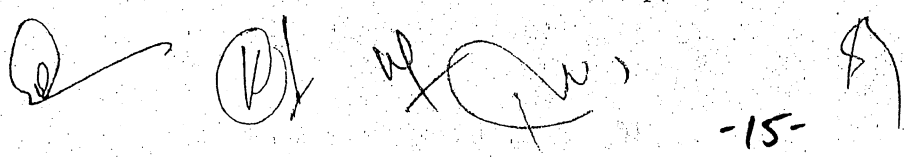
26.	Education	Bachelor's Degree Examination with Education as one of the subjects/additional subject.
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#### FACULTY OF BUSINESS STUDIES

27.	Commerce	Bachelor's Degree Examination in any stream.
28.	Business Administration (MBA)	Bachelor's Degree Examination with atleast 50% of the aggregate number of marks (40% for candidates belonging to the Scheduled Caste/ Scheduled Tribe)
29.	International Business (IB) MBA (IB)	OR A pass in the final examination of the Institute of Chartered Accountants, Cost and works Accountants, Company Secretaries OR A.M.I.E. (Engineering) with atleast 50% of the aggregate number of marks (40% for Scheduled Caste/Scheduled Tribes).
30.	Hospitality & Tourism Management (H&T)	

#### FACULTY OF ARTS

31.	Buddhist Studies	The candidate with: i) Bachelor's Degree in Pali, Prakrit, Chinese and Tibetan. ii) Shastri Degree in Pali, Prakrit, Sanskrit, Chinese or Tibetan of Sampurnanand Sanskrit University, Varanasi, Kameshwar Singh Sanskrit University, Darbhanga, Rashtriya Sanskrit Sansthan New Delhi and Central University of Tibetan Studies, Sarnath.
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		iii) Bachelor's Degree from other than Arts stream with 60% marks shall also be eligible for admission.
32.	Dogri	Bachelor's Degree Examination in any stream.
33.	English	Bachelor's Degree Examination with English as one of the subjects.
34.	Hindi	Bachelor's Degree Examination with Hindi as one of the subjects/additional subject or Honours in Hindi language.
35.	Punjabi	Bachelor's Degree Examination with Punjabi as one of the subjects/additional subject or with Honours (Gyani) in Punjabi.
36.	Sanskrit	Bachelor's Degree Examination with Sanskrit as one of the subjects/additional subject. A candidate with Honours examination in Sanskrit or Master's Degree in Hindi is also eligible.
37.	Urdu	Bachelor's Degree Examination with Urdu, Persian or Arabic as one of the subjects/additional subject or with Honours examination in any of the above said language.

**Note : 1.** Candidates who are not permanent residents of the territorial jurisdiction of the University of Jammu, but has passed B.A./B.Sc/B.Com/BBA/BCA (General or Honours examination) with not less than 60% marks from a University other than the University of Jammu shall also be considered for admission subject to the condition that the number of seats under this category shall not exceed 10% of the total number of seats available in the programme of study.

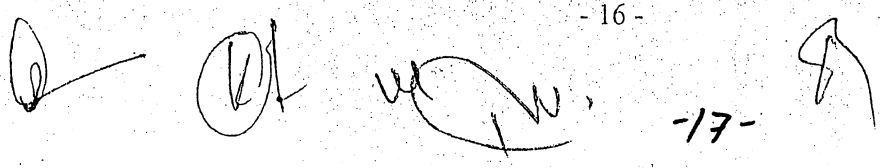
**27. SCHEDULE FOR CALCULATION OF MARKS/POINTS FOR ACHIEVEMENTS MADE BY A CANDIDATE DURING 3-YEARS TENURE OF THE QUALIFYING DEGREE PROGRAMME AS A REGULAR STUDENT, IN SPORTS/CULTURAL AND LITERARY/N.C.C./N.S.S./BHARAT SCOUTS & GUIDES ACTIVITIES.**

S.No.	Event/Activity participated in	Maximum marks/Points per Event/Activity
<b>27.1</b>	<b>Sports</b>	
1.	Represented the country in any Sport/game competition recognized by the Indian Olympic Association and organized by concerned International Federation	8.0
2.	Performance/participation at individual/team level in any sport/game in a Senior National Competition recognized by concerned All India Sports Federation/Association/Board of Cricket Control of India (B.C.C.I.) securing:	7.0
	First Position	7.0
	Second Position	6.5
	Third Position	6.0
	Participation only without securing any position	5.0
3.	Performance/participation at individual/team level in any sport/game in an All India Competition/Federation Cup Competition recognized by concerned All India Sports Federation/Association/Association of Indian Universities(AIU)/BCCI, securing.	6.0

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- |  |  |     |
|--|--|-----|
|  | First Position                                   | 6.0 |
|  | Second Position                                  | 5.5 |
|  | Third Position                                   | 5.0 |
|  | Participation only without Securing any position | 4.0 |
4. Performance/participation at individual/team level at any sport/game in Inter-Zonal competition recognized by AIU/BCCI, securing: 6.0
- |  |  |     |
|--|--|-----|
|  | First Position                                   | 6.0 |
|  | Second Position                                  | 5.5 |
|  | Third Position                                   | 5.0 |
|  | Participation only without Securing any position | 4.0 |
5. Performance/participation at individual/team level in any sport/game in Inter-State North Zone competition recognized by concerned All India Sports Federation/Association/BCCI, securing: 6.0
- |  |  |     |
|--|--|-----|
|  | First Position                                   | 6.0 |
|  | Second Position                                  | 5.5 |
|  | Third Position                                   | 5.0 |
|  | Participation only without Securing any position | 4.0 |
6. Performance/participation at individual/team level in any sport/game in Inter-University North Zone competition recognized by AIU/BCCI securing : 6.0
- |  |  |     |
|--|--|-----|
|  | First Position                                   | 6.0 |
|  | Second Position                                  | 5.5 |
|  | Third Position                                   | 5.0 |
|  | Participation only without Securing any position | 4.0 |
7. Having attended an All India Coaching Camp organized by concerned All India Sports Federation/Association/ AIU/BCCI for selection to represent the country in any sport/game, or having been member of a Combined Universities team/contingent constituted/recognized by AIU for any sport/game. 6.0
8. Performance/participation at individual/team level in any sport/game in Junior National competition recognized by concerned All India Sports Federation/ Association/BCCI/Athletic Federation of India, securing: 3.0
- |  |  |     |
|--|--|-----|
|  | First Position                                   | 3.0 |
|  | Second Position                                  | 2.5 |
|  | Third Position                                   | 2.0 |
|  | Participation only without Securing any position | 1.5 |
9. Performance/participation at individual/team level in any sport/game in Inter- College competition organised by Jammu University, securing: 2.0
- |  |  |     |
|--|--|-----|
|  | First Position                                   | 2.0 |
|  | Second Position                                  | 1.5 |
|  | Third Position                                   | 1.0 |
|  | Participation only without Securing any position | 0.5 |

NOTE: Outstanding Sports persons having played in any Senior National event in any of the games shown in Annexure-I shall also be considered for admission under Sports category.



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## 27.2 Cultural & Literary Activities

1. Having attended Youth Cultural Exchange Programme at International level or having participated & performed in any International Youth Festival. 12
2. Having participated and performed as a member of the State/Jammu University Contingent in any solo/group item in National Competition, organized by the Association of Indian Universities (AIU)/State/Central Govt. Agency, securing: 10
  - First Position 10.0
  - Second Position 9.0
  - Third Position 8.0
  - Fourth Position 7.0
  - Participation only without securing any position 6.0
3. Having participated and performed as a member of the Jammu University contingent in any solo/group item in an Inter-University Zonal Competition, securing: 9.0
  - First Position 9.0
  - Second Position 8.0
  - Third Position 7.0
  - Participation only without securing any position 4.0
4. Having participated and performed as a member of the contingent of an affiliated College/University/Teaching Department in any solo/group item in a competition namely "Display Your Talent" or any other competition organized by the Department of Students Welfare, University of Jammu, securing: 8.0
  - First Position 8.0
  - Second Position 7.0
  - Third Position 6.0
  - Certificate of merit 4.0

Such of the candidates who distinguish themselves individually in a team event shall get awards in addition to the above score in the team event: 3.0

  - a) For overall best performance 3.0
  - b) For Acting Award in One Act Play or Skit 2.5
    - (i) Best Actor/Actress 2.5
    - (ii) 2<sup>nd</sup> Best Actor/Actress 2.0
    - (iii) 3<sup>rd</sup> best Actor/Actress 1.5
    - (iv) Certificate of Merit/Consolation 1.0
5. Having participated and performed as a member of the contingent of an affiliated college/University team in any solo/group item in a competition organised by the J&K Academy of Art, Culture and Language, securing: 7.0
  - First Position 7.0
  - Second Position 6.0
  - Third Position 5.0
6. Having secured recognition as approved Music/Drama Artist of Akashwani (Primary Service)/Doordarshan Kendra as certified/countersigned by the Director Radio Kashmir Jammu/Doordarshan Kendra, Jammu. 4.0

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**Explanation: Cultural and Literary activities shall include:**

**FINE ARTS:** Painting, Sketching, Poster-making, Cartooning, Collage, Clay Modelling, Rangoli, Flower arrangement, installation & Photography.

**MUSIC:** Light Vocal (Solo), Semi-Classical Vocal (Solo), Classical Vocal (Solo), Western Vocal (Solo), Western Group Song, Indian Group Song, Classical Instrumental (Solo) (Percussion & Non-Percussion).

**DANCES:** Classical Dance (Solo), Creative Dance (Solo) and Folk/Group Dance.

**THEATRICALS:** Mime, Skit, Monoacting, Mimicry and One Act Play presentation.

**LITERARY:** Short story and Essay writing, Debate, Elocution, Poetry recitation, Quiz competitions and Youth Parliament.

Participation in the aforesaid activities will fetch credits only if these are organized and/or authenticated by the concerned wing/Authority of the University of Jammu i.e. Office of the Dean Students Welfare. Certification to that effect by any other organization, Body, Society, Club, University Teaching Department, College, Institution, NGO etc. shall not be entertained. Concerned Govt. Departments/ Agencies organizing competitions in such activities and awarding participants therein, shall have to provide the list of prize winners/participants to the office of the Dean Students Welfare of the University within a month from the date of completion of such a competition, failing which no credit shall accrue to a candidate seeking admission under Cultural and Literary Activities through participated therein.

### 27.3 National Cadet Corps (NCC)

1. Having attended NCC Youth Exchange Programme in foreign countries. 9.0
2. Having attended Republic Day(RD) camp at Delhi and adjudged/secured position in an individual/team competition as under: 7.0
  - Best cadet 7.0
  - First Position 6.5
  - Second Position 6.0
  - Third Position 5.5
  - Participation only without securing any position 5.0
  - Participation in Local Republic Day and Independence Day Parade 3.0

**Note:** Cadets attend minimum 10 to 15 days preparatory parades for participation in local Republic Day and Independence Day parade held at all District Levels. The certificates must be issued/authenticated by Divisional Commissioner/DC of the concerned districts.

- 2.1 Thal Sainik(TSC)/Wayu Sainik(YSC)/Nau Sainik (NSC) Camps:

TSC/YSC/NSC: These are All Indian Camps held every year and are for a duration of 12 days. In these camps cadets represent their

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Directorate in Inter-Directorate Competitions. The following All India Inter-Directorate Competitions are held during these camps:

- a) Shooting
- b) Map Reading
- c) Communication
- d) Health & Hygiene
- e) Obstacle Course
- f) Line Area

**Note:** To select and prepare cadets for the above competitions, three camps of 12 days duration each are held at the Group and Directorate level. Hence, a cadet who finally represents the Directorate at Delhi has to attend four camps of 12 days duration each.

The process of selection and nomination is a kin to Republic Day (RD) Camp. Hence TSC/YSC/NSC should be treated at par with RD Camp and points awarded should be equivalent to RD Camps.

- 3. Having been awarded Defence Secretary's/Director General's(DG) Medal/Commendation Card. 6.0
- 4. Having received/been awarded any of the following : 5.0
  - a) Commendation/Appreciation letter from Deputy D.G, NCC, J&K 5.0
  - b) Medal of Duke of Edinburg Award 5.0
  - c) Governor's/Chief Minister's Medal 5.0
  - d) Best cadet cash Award on overall performance from Deputy D.G, NCC, J&K 5.0
  - e) Participation in Slithering/Parasailing/Para-diving 3.0

These are individual events that are not included in the list. A cadet has to undergo 7 to 10 days training prior to undertaking this adventure activity.

- 5. Having passed "C" certificate examination of NCC in: 5.0
  - A-grade 5.0
  - B-grade 4.5
  - C-grade 4.0
- 6. Having attended any of the following All India NCC Camps of not less than 10 days duration and adjudged/secured position therein in an individual/team competition as under: 5.0
  - Best cadet 5.0
  - First Position 4.5
  - Second Position 4.0
  - Third Position 3.5
  - Participation only without securing any position 3.0

**Explanation:** The camps are:

- i) Army Attachment Training Camp;
- ii) National Integration Camp;
- iii) Advanced Mountaineering Camp;
- iv) Trekking Expedition Camp;
- v) Basic and Advanced Leadership Courses Camp;
- vi) Snow Skiing and Water Sports Courses Camp;
- vii) Rock Climbing Camp



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7. Having successfully undergone NCC para-training course at Agra/  
courses conducted at IMA/Women Training Camp at Gwalior: 4.0
  - 7.1 Basic Mountaineering Course 4.0  
This is a 15 day camp held at various mountaineering  
institutes.
  - 7.2 Pre-TSC-I, II and Pre-RDC I to III 4.0  
These camps are of duration of 12 days each. They should be treated at  
par with Annual Training Camp (ATC) which is also of 12 days duration.
  8. Having passed 'B' certificate examination of NCC in: 3.0  
A-grade 3.0  
B-grade 2.5  
C-grade 1.0
  9. Having secured position in an Inter-Collegiate Competition  
Organised by the University through NCC: 2.0  
First Position 2.0  
Second Position 1.5  
Third Position 1.0
  10. Having attended NCC Annual Training Camp(ATC) of not less than  
10 days duration: 2.0
  11. Having donated blood in a camp organized by NCC, subject to a  
maximum of three donations per year to be assessed @ 2  
marks/points per donation; (Certificate of the donation must be  
issued by designated Red Cross Authority/Chief Medical Officer of  
the District/Blood Bank Officer of Medical College and duly  
authenticated by the camp incharge: 2.0

**NOTE:**

1. No provisional certificates shall be entertained for 'B' and  
'C' certificate examination.
2. A candidate has to earn minimum score of eight credits to  
be eligible for consideration of Admission under NCC  
category.
3. No certificate shall be entertained unless issued by the  
concerned authorities/agency with proper seal and  
signature.
4. The highest marks of an event in the same category shall  
be awarded.
5. RD/ID Certificates issued by the Divisional Commissioner/  
Deputy Commissioner shall be considered.
6. For admission under the category of NCC participation  
during the 3 year tenure of B.A./B.Sc./B.Com./BBA/BCA  
(General course 10+2+3) shall be considered.

**27.4 National Service Scheme (NSS)**

1. Having participated in International NSS Youth Exchange  
Programme 9.0

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2. Having been awarded for NSS activities with any of the following : 8.0
- a) Governor's Medal 8.0
  - b) Education Secretary's Commendation card/Medal 6.0
  - c) Certificate of rendering 120 hours of social services 5.0
- Continuously for 2 years (Vice-Chancellor's Commendation Certificates)
- Explanation:** To obtain 120 hours social services certificate as mentioned above, report concerning 120 hours social services rendered in addition to the regular, special and NSS camping activities along with NSS Work Diary certified and verified by concerned NSS Programme Officer, Principal/Chairman, along with documentary evidence shall be submitted to the NSS Coordinator. The Chairman, NSS Advisory Committee/Vice-Chancellor shall issue such a certificate on the basis of the report of NSS, Programme Coordinator. All documents as per directions and norms should be submitted in the month of April.
3. Having participated in Republic Day Camp, New Delhi as follows: 7.0
- a) Having attended and been adjudged as Best NSS Volunteer/Commander in the RD Camp 7.0
  - b) Having only attended the Camp 6.0
  - c) Having attended the Pre-Republic Day Camp organized by Govt. of India 5.0
  - d) Having attended Two days selection workshop for Pre RD Camp organized by the University 3.0
4. Having participated in all India Camp such as National Integration Camp/All India Youth Camp/Youth Festival organized by University/Regional Centre, NSS in collaboration/sponsored by Govt. of India, Ministry of Youth Affairs and Sports: 6.0
- Best Volunteer (Overall) 6.0
  - Participation 5.0
5. Having participated in Inter-College NSS Camp organized by University/College for duration of not less than 7 (seven) days and sponsored by University/State Govt.: 5.0
- Best Volunteer (Overall) 5.0
  - Participation 4.0
6. Having participated in NSS Camp of not less than 10 days duration organized by the College. (Subject to the admission of list of the participants with their full description in the office of NSS, Programme Coordinator). No credit will be given in case of such colleges where the records of the Special Camps have not been submitted in the NSS Office within one month of the organization of such camps. A maximum of three Annual Camps (10 days duration at U.G. level shall be considered for admission under NSS achievement category. 4.0

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7. Having secured in any recognized individual Inter-Collegiate/collaboration with Govt. of India/State Govt./any Govt. Deptt.: 3.0
- |                 |     |
|-----------------|-----|
| First Position  | 3.0 |
| Second Position | 2.5 |
| Third Position  | 2.0 |
8. Having participated in a Two/Three Days Training Workshop on Youth Leadership or on any relevant Social issue organized in the office of the Programme Coordinator NSS in collaboration with State Govt./GOI/NGO's:
- OR
- Having participated in a Two/Three Days Training Workshop Course on Youth Leadership or on any relevant Social issue organized by the college NSS units. Provided that permission for such workshop has been obtained 15 days prior to the commencement from the programme Coordinator, NSS University of Jammu on the recommendations of the Programme Officer of the concerned college. The list of the participants has to be submitted in the office of the Programme Coordinator NSS University of Jammu within ten days of the completion of workshop.: 3.0
9. Having participated as a member of the NSS unit of College in camps/courses of not less than seven (7) days duration organized by Govt./Semi Govt. agencies/NGO's/Social Organisation in coordination/collaboration with NSS Programme Coordinator/Regional Centre. Provided that permission for such participation has been obtained 15 days prior to the commencement of the camp/course from the Programme Coordinator, NSS on the recommendation of the Programme Officer of the concerned unit and the Principal of the concerned college. 3.0
10. Having donated blood through NSS unit of the college subject to a maximum of 3 donations per year, to be assessed @ 2 marks/points per donation, on the production of a certificate to be issued by District Chief Medical Officer/Blood Bank Officer of a Medical College/Red Cross Authority and duly authenticated by Incharge, NSS Unit P.O./Principal. 2.0

**Note:**

1. The certificate issued with effect from 2007-08 session should bear the VEC (Volunteer Enrolment Code) number issued by the office of NSS Programme Coordinator. No certificate without VEC number will be eligible for the admission purpose.
2. A candidate has to earn minimum score of eight credits to be eligible for consideration of Admission under NSS category.
3. The highest marks of an event in same category shall be awarded.
4. Each certificate issued by the NSS units should be authenticated by the office of NSS Programme Coordinator. No certificate without proper authentication shall be considered for admission under NSS category.
5. The Programme Officer/s, NSS of the college and concerned

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has to submit a list of participants of an event duly forwarded by the Principal along with the certificates to be authenticated by the Programme Coordinator, NSS, University of Jammu.

6. No inter-college activity can be organized at the college level without the prior permission of the office of the Programme Coordinator, NSS, University of Jammu.

7. For admission under the category of NSS participation during the 3 year tenure of B.A./B.Sc./B.Com./BBA/BCA (General course 10+2+3) shall be considered.

### 27.5 Bharat Scouts & Guides

The admission under the Bharat Scouts & Guides may be offered to such students, who fulfill the eligibility conditions to be determined on the basis of the list of activities given below:

- |    |   |     |
|----|---|-----|
| 1. | Participated in International Events organized by National HQRS of Bharat Scouts & Guides.  | 9.0 |
| 2. | President Awardee (Scouts & Guides/Rovers & Rangers)  | 8.0 |
| 3. | Vice-President Awardee (Rovers & Rangers)   | 7.0 |
| 4. | Prime Minister Shield Competition Awardee (Scouts & Guides)   | 6.0 |
| 5. | Governor's Rajya Puskar & Certificate of Honour (Scouts & Guides)   | 6.0 |
| 6. | Participated in Jamboree/National Camps organized by National HQRS of Bharat Scouts & Guides (Scouts & Guides/Rovers & Rangers)   | 5.0 |
| 7. | Participated in State Level Special Camps organized by J&K Bharat Scouts & Guides (Scouts & Guides/Rovers & Rangers)  | 4.0 |
| 8. | Having completed Parvesh, Parveen and Nipun stages of Rovers & Rangers of J&K Bharat Scouts & Guides (Rovers & Rangers)   | 3.0 |
| 9. | Having donated blood through Bharat Scouts & Guides to a maximum of 3 donations per year to be assessed @ 2 marks/points per donation on the production of a certificate to be issued by District Chief Medical Officer/Blood Bank Officer of a Medical College/Red Cross Authority and duly authenticated by State Chief Commissioner, J&K Bharat Scouts & Guides. | 2.0 |

### 28. MERIT DETERMINATION

Admission to the PG Departments of the University shall be made on the basis of Entrance Test and overall academic merit of graduation.

Inter-se-merit of the candidates seeking admission to a programme of study in a teaching department, shall be determined by the concerned admission committee and where necessary, in consultation with the Committee constituted to assess achievement in reserved categories of Sports/Cultural & Literary, and N.C.C./National Service Scheme/Bharat Scouts & Guides activities.

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## 29. SELECTION CRITERIA FOR ADMISSION

The criteria for determine merit shall be as follows:

- i) Admission to the PG Departments of the Main Campus of the University of Jammu shall be made on the basis of Entrance Test and Academic Merit of the Qualifying Examination. The weightage shall be accorded to the Entrance Test and Academic Merit of Graduation on 40:60 respectively. The merit shall be accorded weightage of 10% in each semester of the Graduation. The 40 shall be calculated by considering relative positive score of each candidate subject-wise. The relative score of the candidate shall be calculated as per the following formula:-

$$\frac{\text{Marks obtained by the candidate in the Entrance Test}}{\text{Maximum marks obtained in that subject}} \times 40$$

To qualify the Entrance Test, the candidate is required to obtain a minimum relative score of 14 out of 40 for General category candidates and 12 for candidates belonging to SC/ST/ST(Leh and Kargil) category.

- ii) in case of tie between two applicants for admission, the candidates having higher marks at 10+2 level shall be considered. If again there is a tie, marks secured by the candidates at Matriculation level shall be considered. Still in case of equal merit, the candidate older in age shall be considered.

## 30. SELECTION CRITERIA FOR ACHIEVEMENT CATEGORIES

Merit of the candidates applying under reserved categories of Sports/Cultural & Literary and NCC/NSS/Bharat Scouts & Guides activities as specified at Statute 22 shall be determined on the basis of (i) marks/points awarded to such a candidate for these activities, plus (ii) one-fourth (1/4) of percentage of marks calculated by giving a weightage of 40 i.e. marks obtained in the Entrance Test and a weightage of 60 to the percentage of marks obtained in the qualifying examination. The composite score thus calculated, shall form the basis of admission, Provided that the candidate seeking admission unless covered under Statute 27. Statute 22 E(i), has not been admitted to any programme of study in the University in an earlier under the aforesaid reserved categories.

Provided also, that where candidates have obtained equal composite score, the tie shall be resolved by reference to their achievement merit in the respective activity determined as per Statute. Higher achievement merit shall determine priority in admission.

ACHIEVEMENT SCORE +  $\frac{1}{4}$  (Entrance Test Marks + 60% marks obtained in the qualifying examination).

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### 31. ORDER OF ADMISSION

31.1 Subject to fulfillment of eligibility criteria and other conditions prescribed for a course of study, admission in a teaching department of the University shall first be given to a candidate who:

- i) has passed in the qualifying examination from the University of Jammu.
- ii) is a permanent resident of the territorial jurisdiction of the University but has passed in the qualifying examination or an equivalent examination from a University other than the University of Jammu.
- iii) is an employee of the Central or a State Government or a Public Undertaking or any other organization recognized for the purpose by the Syndicate, posted within the territorial jurisdiction of the University or son/daughter/ spouse of such an employee.
- iv) is not permanent resident of the territorial jurisdiction of the University of Jammu, but has passed in B.A./B.Sc./B.Com./BBA/BCA (General or Honours examination) with not less than 60% marks from a University other than the University of Jammu, subject to the condition that the number of seats under this category shall not exceed 10% of the total number of seats available in a programme of study.

31.2 After making admission of students falling under Statute 31 if seats in any course of study remain vacant these shall be open to such other candidates as have passed in the qualifying examination from any recognized University provided they have applied in time and are otherwise eligible.

**Note:** In view of rampant reports of fake certificates and fake Universities, the University reserves the right of screening applicants seeking admission who have obtained their qualifying degrees from Universities other than the University of Jammu and evaluating their competence before considering them for admission in a manner as would be notified by the Office of the Dean Academic Affairs from time to time.

31.3 Unless otherwise provided for in these Statutes, a person after having passed in the B.A./B.Sc./B.Com.(General)/BBA/BCA/ Honours examination or an examination recognized equivalent thereto, seeks admission for the first time to a Post Graduate

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programme or in a department of study of the University shall be given preference over a person who has already undergone any Post Graduate Course in any University.

**Note:** This Statute shall also be applicable to other P.G. Departments where the admission is done through a separate Entrance Test.

**Explanation:**

- i) Such of the candidates who have pursued a Post Graduate programme for not more than first two semesters or one academic year in a teaching department of this or any other University, or have not passed any Post Graduate examination as a private candidate shall be treated at par with students seeking admission to a Post Graduate programme in the University for the first time PROVIDED that admission under such a parity shall be considered only once i.e. in the session immediately following the first admission.
- ii) Persons having pursued one year Diploma Programme in a teaching department of any University or have obtained B.Lib. Sc. or B.Ed. degree shall be treated at par with the students who are seeking admission to a Post Graduate Programme in the University for the first time.

31.4 Notwithstanding anything contained in these Statutes, a student who having fallen short of attendance for reasons beyond his/her control becomes ineligible to appear in the University examination shall be considered for fresh admission in the next consecutive year in the same programme of study in which he/she fell short of lectures in the preceding year alongwith those who apply for admission to a programme of study in the University for the first time. The concession shall be available to a candidate only once PROVIDED that he/she figures in the merit list and also, that conduct of such a candidate during his/her previous stay in the department has been to the entire satisfaction of the Head of the department concerned.

31.5 i) The University may, subject to fulfillment of eligibility conditions consider the admission of one candidate in each programme belonging to Kashmir migrant families, in order of merit, not exceeding one in a particular programme, provided that such a candidate produces documentary evidence of belonging to a family registered as Kashmiri Migrant subject to production of the said Certificate from the Relief Commissioner. Such admission may be authorized by the Dean Academic Affairs against a seat which

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shall be supernumerary in a programme of study in the department.

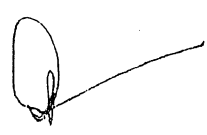


- ii) The University may, subject to fulfillment of eligibility conditions consider the admission of one candidate in each programme belonging to the wards of permanent employees of the University of Jammu (Teaching/Non-Teaching), in order of merit, not exceeding one in a particular programme. Such admission shall be authorized by the Dean Academic Affairs against a seat which shall be supernumerary in a programme of study in the Department.
- iii) The University may, subject to fulfillment of eligibility conditions consider the admission of single girl child in each programme, in order of merit, not exceeding one in a particular programme, provided that such a candidate produces documentary evidence and an affidavit duly sworn in before the First Class Magistrate for being single girl child. Such admission may be authorized by the Dean Academic Affairs against a seat which shall be supernumerary in a programme of study in the department.

31.6. Any person in employment or self employment or engaged in a business or profession, is not eligible for admission to any whole time programme i.e. a programme conducted during the day time, in the University teaching departments. Such a person may, however, be considered for admission, PROVIDED that :

- (i) if in employment, he/she will produce a certificate from his/her employer that the employer has no objection to his/her pursuing a whole time programme in the University and that the employee is on authorized leave for the purpose of study in the University.
- (ii) if self employed or engaged in a business or a profession, he/she will give a written undertaking to devote his/her whole time for studies as a student during the period he/she remains on rolls of the University teaching department and he/she shall not engage in any business or profession or a vocation during this period or engage in any activity which is likely to interfere with his/her studies in the University. Such cases will be examined by the Admission Committee which will make appropriate recommendations to the Dean Academic Affairs.

**Explanation:**

All programmes shall be treated as whole time programmes of study, except if provided otherwise.

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**32. CANCELLATION OF ADMISSION:**

**32.1** Each candidate who is granted admission shall not take up any employment or engage in any business or profession so long as he/she is on the rolls of the University. Any student who takes up an employment or engages in business or profession in violation of the Statutes, his/her name shall be struck off from the rolls of the teaching department of the University.

**32.2** The Admission Committee concerned, with the approval of the Dean Academic Affairs, shall have the authority to refuse or cancel admission of a candidate/student who:

(i) either fails to produce the requisite certificate in original within the time prescribed or provides information in his/her application form which is found incorrect or produces a certificate which is not genuine,

(ii) in the opinion of the Admission Committee, has taken up employment or vocation which is likely to interfere with his/her studies in the University,

(iii) fails to pay the fees and deposits including Hostel fees and deposits within the time prescribed by the Warden of the Hostel concerned.

**32.3** The Head of the Department shall be competent to cancel admission of a student enrolled for a programme of study in the department if the student remains absent without permission of the Head of the Department concerned for a period of 15 days continuously and/or does not attend less than 50% of the total lectures delivered in the Semester concerned, PROVIDED that before cancellation of admission, the concerned Head of the Department will provide an opportunity to such a candidate to explain within 07 days why action be not taken against him/her.

**33. NOTIFICATION AND FEE:**

**33.1** Names of the candidates selected for admission shall be notified from time to time on the Notice Board of the concerned Department. The candidates shall be required to watch such notifications and comply with the instructions given in all respects failing which their selection shall be cancelled and no complaint will be entertained in this regard.

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- 33.2** Admission fee and other charges payable by each student selected for admission to a programme of study shall be such as may be prescribed from time to time.

Provided that if a student having been admitted to a programme in a teaching department and having deposited the required fees is selected subsequently, in the same session, in any other department of the University, shall be allowed transfer of fee deposited by him/her, by the Admission Committee.

### 33.3 Refund of Fee

If a student having been admitted to a programme discontinues, deduction of fee deposited shall be as under:

S.No.	Open/Reserved Categories		Self-Financing Seats	
	Refund	Amount	Refund	Amount
i)	Within the period of admission.	Rs.500/-	Within the period of admission.	5% of total amount of fee deposited.
ii)	After the last date of admission but before the meeting of Appellate Committee.	Rs.1000/-	After the last date of admission but before the meeting of Appellate Committee.	7% of total amount of fee deposited.
iii)	Within five days after the Appellate Committee meeting.	Rs.3000/-	Within five days after the Appellate Committee meeting.	10% of total amount of fee deposited.
	Thereafter no refund claim shall be entertained.			

### 34. CONTINUED ENROLMENT

- 34.1.** A regular student who after having passed all the prescribed courses of I and II or III and IV or V and VI Semester examinations of Master Degree discontinues his/her study for good and sufficient reasons to the satisfaction of the Head of the Department concerned, may be considered for admission to III or V Semester of the course, as the case may be, PROVIDED that not more than one year has elapsed after his/her having passed the II or IV or VI Semester examination in the concerned programme of study. Such a break shall be allowed only once during a programme of study. PROVIDED further that such a student will have to opt courses which are prescribed for the session to which admission is being sought unless it leads to repetition of any course(s) of the Programme of study.

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34.2. If as a result of re-evaluation, a candidate passes in the B.A./B.Sc./B.Com./BBA/BCA Part-III/Semester I to VI examination, he/she shall be considered for admission in a Teaching Department only if seat/s is/are available and the merit of such a candidate is higher than that of the candidate who is at the top of the waiting list of the concerned teaching department.

Provided further that no admission shall be made in the teaching department of the University after 07 days after the meeting of the Appellate Committee.

The attendance of a candidate who is granted admission under the statute shall be counted from the date of his/her admission.

### 35. INTERPRETATION OF STATUTES

There shall be a Committee consisting of the following members to interpret these Statutes whose decision shall be final and binding:-

- i) Dean Academic Affairs (Chairman/Chairperson)
- ii) Deans of Faculties of Arts, Social Sciences, Education, Business Studies, Mathematical Sciences, Law, Science and Life Sciences.
- iii) Registrar
- iv) Asstt./Dy. Registrar, Academic Affairs (Secretary),

Majority of the members shall form the quorum.

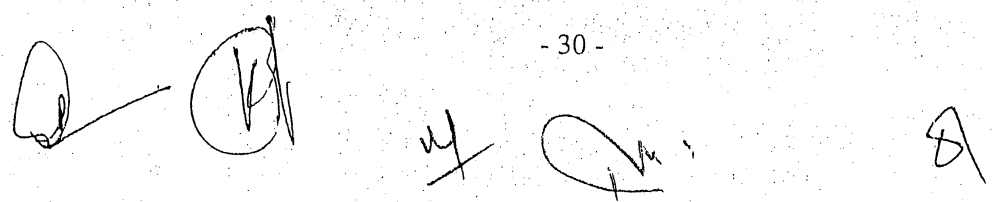
### 36 STUDENT AID FUND

The University has also adopted a scheme called Student-Aid Fund under which Financial Assistance is extended to poor and needy students belonging to low income group families as per regulations.

### 37 FREE EDUCATION FOR SPORTS MEDAL WINNERS/ PARTICIPANTS OF NATIONAL/ INTERNATIONAL EVENTS

#### 37.1 Introduction:

Sports are not only institutional competitive activity but also help in educating the youth regarding their behaviour and their qualities to help in their social and emotional adjustment with the society at large irrespective of culture, religion or beliefs. It is not only a matter of recreational growth and development but also helps in integration of youth with the country's social order.



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To bring laurels to the country and for personal professional development in sports, the youth have to not only spend their time but also their limited resources to excel. It would be imperative that the country on a whole supports their efforts financially on the resources are not a constraint to their education and sports development.

### 37.2 Aims and Objectives of the Scheme

- i) The objective of the scheme is to provide financial assistance to the medal winners/ elite sports persons who are studying in Universities/Colleges leading to all the full time regular courses including PG Diploma and other professional courses.
- ii) To motivate the sports persons to achieve higher levels of performance by assisting them financially in relation to education and sports development.
- iii) the scheme would be applicable to sports persons who are medal winners in national games or participant in recognized international sporting events.

### 37.3 Eligibility :

- i) The Scholarship will be provided to the Medal winners of National games and participants in recognized international sporting events recognized by World University Service International Olympus Committee and Olympic Committee of Asia (OCA) who have taken admission in the University/ College covered under section 2(f) & 12B.
- ii) In the subsequent years this scholarship shall depend on their subsequent sports performance.

### 37.4 Pattern of Assistance

- i) The pattern of assistance will be as per the chart mentioned below depending upon the level of performance of the concerned sports person

S.No.	Items		Financial Assistance				
			Category-I			Category-II	
		Courses	Medals of Olympics, World Championship (more than 20 countries)	Participation at Olympics, World Championship (more than 20 countries), Medal of Common Wealth, Asian, Afro-Asian Games	Participation at World Championship (less than 20 countries), Common Wealth, Asian, Afro-Asian Games, Medal at Asian Championship (including Asian Games)	Participation at Asian Championship, World University Games, Medal at SAF Games	Participation in SAF Games, Medal of National level Competitions

1	Tuition Fee and other funds	Bachelor Degree	Actual				75% of Actual
		PG Diploma					
		PG Degree					
		M.Phil.	Rs.7500/- per month + Actual				Rs.5000/- per month + Actual
		Ph.D.	As per JRF scale (UGC)				Rs.7500/- per month + Actual
		MBA or other professional courses	Rs.7500/- per month + Actual				Rs.5000/- per month + Actual
2	Hostel Facilities (Boarding & Lodging)		Actual				Actual
3	Kit		Rs.15000/ annum	Rs. 15000/ annum	Rs.10000/ annum	Rs. 7500/ annum	Rs. 6000/ annum
	Allowances for special courses at Abroad		As per Govt. of INDIA norms				

ii) The financial assistance depending upon the eligibility will be re-imbursed by the UGC to the University concerned. The University will be responsible for submitting all relevant documents as per the guidelines and the **proforma given in Annexure of the scheme.**

iii) For the loss of the classes of the concerned sports person because of their engagements in sporting authority, the University concerned will make special efforts in terms of completion of syllabus and attendance.

### 37.5 Procedure for Monitoring

- The Universities/Colleges/Institutions will submit a progress report regarding the sports performance in prescribed forms in respect of each student availing this scheme.
- The University/College/Institutions will submit the utilization certificate of each student availing this scheme. The grant for the subsequent years will be released on the receipt of Utilization Certificate for grant of the previous year.
- The student who is awarded the above scheme will not be debarred from accepting any other scholarships from any other sports/funding agency.
- Any student who discontinues the studies without prior approval of the UGC will be asked to refund the amount disbursed as fellowship.
- The Universities/Colleges/Institutions shall submit annual progress report of each student availing the scheme along with the utilization certificate at the end of the session.

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- vi) Some provisions should be made for leave of absence as and when required for the candidate sporting activities as well as the admission process.

### 37.6 Cancellation of Scholarship

UGC may terminate scholarship of any student in case of :

- i) misconduct of the awardees, if any, reported by the University/College/Institution.
- ii) Unsatisfactory progress report i.e. if the candidate frequently fails in his/her examination will not be given further assistance as mentioned above.
- iii) The scholarship may be terminated by the Commission on the recommendations of the University at any time during the tenure and the decision of the Commission will be final and binding.

### 37.7 Documents to be submitted through University/College by the student :

- i) The candidate is required to submit an application in the prescribed form (given in Annexure) for availing of the scholarship.
- ii) A certificate of the participation/medal winner as per the eligibility mentioned above as proof (Attested by Registrar/Principal).

### 37.8 Certificates to be submitted by the Concerned University/College/Institution to the UGC

Every year University/Institution will submit a complete statement of the following:-

- i) Statement giving the names of the students selected for the scholarship along with their receipt of scholarship amount.
- ii) Progress report to be submitted after the completion of first year in terms of sports performance and academics.
- iii) Utilization Certificate for the previous grant released.
- iv) A certificate giving justification for continuance of the scholarship issued by the Director/Head of the Department duly forwarded by the Registrar/ Principal.

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**ANNEXURE**

**APPLICATION TO BE SUBMITTED BY THE CANDIDATE FOR  
AVAILING ASSISTANCE UNDER THE SCHEME OF "FREE  
EDUCATION FOR SPORTS MEDAL WINNERS/PARTICIPATIONS OF  
NATIONAL/INTERNATIONAL EVENTS.**

1. Name of the Candidate
2. Date of Birth
3. The course to which admission  
has been taken
4. The year for which the Scholarship is claimed
5. Name of the University/College/Institution
6. the category of claim
7. Name of the sports event in which won  
the medal/participated (Please tick)
  1. Olympic
  2. Asiad
  3. Commonwealth
  4. National/International/World Championship/Youth Olympic
  5. Other International events
8. Academic year of the admission taken
9. Certificate of the medal winner/participation as proof  
(Attached)

**Signature of the candidate**

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**ANNEXURE**

**FORM FOR SUBMITTING THE PROPOSAL FOR CLAIM FOR RE-IMBURSEMENT OF EXPENDITURE INCURRED BY THE UNIVERSITY/ COLLEGE UNDER THE SCHEME OF FREE EDUCATION FOR SPORTS MEDAL WINNER/PARTICIPANTS OF NATIONAL/INTERNATIONAL EVENTS.**

1. Name of the University/College/Institution with full address
2. Whether the University/College has been listed under scheme 2 (F) and 12(B) of the UGC Act of 1986 (if so the date of such inclusion)
3. No. of students enrolled/admitted under the scheme in the year of submitting the proposal.
4. A brief record of the activities and achievement under taken by the student during the year (sports performance and academics)
5. Categories under which the students have claimed assistance
6. Documents to be submitted by the concerned University/College at the time of submission of the claim.
  - (i) Statement giving the names of the students selected for the scholarship alongwith their receipt of scholarship amount
  - (ii) Progress report to be submitted after the Completion of first year in terms of sports performance and academics.
  - (iii) Utilization certificate for the previous grant Released.

Signature of Head of the Institution with seal

**(University Council Resolution No.73.14 dated 18.10.2012)**



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### 38. INTRODUCTION - CHOICE BASED CREDIT SYSTEM (CBCS)

#### 38.1 Course Work

- i) Course means a semester term course of a particular programme.
- ii) Credit means weightage assigned to a course.
- iii) Grade means a letter grade assigned to a student on a 10 point scale.

#### 38.2 Credits

- i) Lectures/Tutorials: One lecture/tutorial hour per week per semester is assigned one credit.
- ii) Practicals: One and a half laboratory hour per week per semester is assigned one credit.
- iii) Dissertation/ project work/trainings shall be as per the requirements of different programmes as recommended by concerned Board of Studies.

**Note:** Activities like seminars, group discussions etc. shall not exceed ten percent (10%) credit value in teaching-learning process unless otherwise specified by the Board of Studies.

#### 38.3 Credit System

- i) Process of continuous evaluation of a student's performance.
- ii) Flexibility to allow the students to progress at a pace suited to individual ability and convenience, subject to regulations of credit requirements.
- iii) Each course has a certain number of credits assigned to it depending on its lecture, tutorial and lab. contact hours in a week.
- iv) Course Coordinator shall be a member of the faculty who has full responsibility for coordinating the course work of other members of faculty involved in that course, holding tests and awarding grades.
- v) In case of any difficulty student can approach course coordinator for advice and clarification.
- vi) A letter grade with a specified number of grade points is awarded in each course for which a student is registered.
- vii) A student's performance is measured by the number of credits he/she has earned & by weighted grade point average maintained by him/her.
- viii) A minimum number of credits shall have to be acquired in order to qualify for the degree.

### 39. NOMENCLATURE OF POST GRADUATE COURSES

39.1 Nomenclature of courses shall be done in such a way that the course code shall consist of nine characters.

- The first character "P" stands for Post graduate.
- The second character "S" stands for Semester.
- Next two characters will denote the Subject code.

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- Next character will signify the nature of the course.
  - The succeeding character will denote whether the course is Core/Compulsory "C" or Elective Discipline Centric "E" or Open Elective "O" ]
  - The next character will denote the semester number
  - Last two characters will denote the paper number

### 39.2 Illustration of Nomenclature of Courses

PSPHTC101

P	→	Post Graduate
S	→	Semester
PH	→	Physics (Subject Code)
T/Tu/L/D/TR/IV	→	Theory (Nature of Course)/Tutorials/Laboratory/ Project based courses leading to Dissertation/ Training/Independent Study/ Special Topic Lecture Courses
C/E/O	→	Core/Elective Discipline Centric/Open Elective
1	→	Semester Number
01	→	Paper Number

### 40. ROLE & RESPONSIBILITY OF COURSE COORDINATOR

- i) Full responsibility for conducting the course, coordinating work of other faculty members teaching that course, holding tests and awarding grades etc.
- ii) Collecting attendance every month from other faculty members teaching that course and keeping attendance record of students.
- iii) The Course Coordinator shall be responsible for determining the eligibility of a candidate for appearing in the examinations. In case a candidate falls short of attendance then the Course Coordinator shall not allow such candidates to appear in the examination and inform the Programme Coordinator and Controller of Examinations well in time for record.
- iv) Arrange for make-up tests, if any required.
- v) To decide grading procedure, weightage of minor & major tests, assignment and laboratory work etc. in consultation with other faculty members and announce it on first week of semester to students.
- vi) The coordinator shall assign the correction work of the test papers and the invigilation work for the tests, between the teachers, so that the work-load is equitably distributed.

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vii) The course coordinator will hold minor and major tests for giving his/her assessment at the end of the semester.

viii) Master Sheets bearing the performance of students in terms of marks in tests etc, except the Major Test are to be displayed to the students through the 'Notice Board' on a specified date, before start of Major Test.

ix) Two sets of question papers for Minor-I and Minor-II tests shall be set by the Course Coordinator in each semester. These papers should be deposited with the Head of the Department. This action should be taken by the Course Coordinators before the beginning of the semester course work.

x) The evaluated answer scripts shall be shown to the students and corrections (if any) shall be made within seven (07) days after the tests.

xi) The median defined as the mark at which the class is divided into 50% of students above that mark and 50% of students below that mark, should be announced after each test. The median will enable the students to evaluate their own performance in the relative grading system and take required steps to improve it.

xii) The Course Coordinator shall ensure award of the final letter grade and its submission within the prescribed time period. Grades once awarded and submitted shall not be changed.

xiii) The deadline for submitting the final letter grade to the Programme Coordinator shall be fifteen days after the Major Test.

xiv) Any case of UFM/ Misconduct etc shall be framed by the Course Coordinator/ Programme Coordinator and referred to DAC for appropriate action as per UFM regulations.

#### 41. PROGRAMME COORDINATOR

Head of the Department shall be the Programme Coordinator to monitor overall implementation of the programme and shall notify the programmes being offered of odd/even semesters before the beginning of the semester course work. He/She shall coordinate work of Course Coordinator in holding tests, awarding grades, award of final letter grade and its submission to the Controller of Examinations within the prescribed time period and counseling to students for opting elective/open courses etc.

The date sheet for the Major Test shall be notified by the Programme Coordinator two weeks in advance.

Printing of Question papers for Minor Tests/Major Test will be the responsibility of the respective HODs (Programme Coordinator) of the teaching departments as per procedure laid down in the statutes.

Programme Coordinator shall be exclusively responsible for conduct of practicals, projects, dissertation and viva and permission for payment of TA/DA, wherever necessary, shall be sought by Programme Coordinator from Competent Authority.

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42. **ROLE OF CONVENER, BOARD OF STUDIES:**

The Convener, Board of Studies shall get two sets of question papers set for Major Test from the faculty within one month of the commencement of the Semester. At that time, the Convener and the Course Coordinator will ensure the proper setting of the question paper/s and seal them to be opened at the time of examination by the Programme Coordinator. Failure to submit the question paper in time shall be reported to the office of the Dean Academic Affairs by the Convener, Board of Studies within a week for seeking necessary permission to frame the question paper.

43. **COURSE STRUCTURE:**

The curriculum and syllabi of the courses shall be as recommended by the respective Boards of Studies and notified by the University from time to time. The course structure in all the courses shall contain three types of courses as under:-

- a. **Core/Compulsory:** The Core Courses are basic/unique to a programme and are mandatory for a student to study to become eligible to earn a degree in a given programme.
- b. **Elective Discipline Centric:** These courses are related to a programme and provide choice to a candidate to seek specialized knowledge of allied subjects.
- c. **Open Elective:** These courses may be of two types; Generic Elective to be offered by allied disciplines and Open Elective to be offered by unrelated disciplines.

44. **ATTENDANCE:**

- 44.1 Each course (theory, practical etc.) shall be treated as an independent unit for the purpose of attendance. A student shall be required to attend a minimum of 75% of the total instruction hours in a course including tutorials and seminars in each semester. The Head of the Department in consultation with the Course Coordinator concerned may condone shortage of a student in attendance in a semester for special reasons to be recorded in writing upto five (05) lectures of the lectures delivered or practicals conducted in each course separately (except the students falling under Statutes 43.5). A student whose deficiency in lectures/practicals in a course is not condoned by the Head of the Department or is not condonable shall not be eligible to appear in the semester examination in that course.
- 44.2 Candidates selected for admission to the Master's Degree Programme shall have to pursue studies, undertake academic work and appear in the examinations in all the semesters under conditions prescribed by the University.
- 44.3 Instruction in each course shall be in the form of lectures, tutorials, seminars, problem sessions, case studies, group discussions etc. according to needs of each course as may be decided by the Board of Studies

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concerned. In laboratory courses, instruction shall be in the form of practical work. Practicals include laboratory work, fieldwork, project work/dissertation, workshop practice, surveying, extension work and map-work, if any, prescribed in the course concerned.

44.4 A semester examination for the Master's Degree Programme shall be open to the following categories of persons:

(A) A regular student who has been admitted to the Department of the University and has his/her name submitted to the Controller of Examinations by the Head of the Department where he/she has to pursue/pursued the course for the examination and has fulfilled the following conditions to be certified by the Head of the Department concerned:

- i) he/she has been a person of good conduct;
- ii) he/she has attended not less than 75% of the lectures delivered including seminars, tutorials etc., in each course opted by him/her in that semester;
- iii) in the case of a laboratory course/practicals, he/she has attended not less than 75% of the practicals conducted;
- iv) he/she has paid the prescribed fees.

(B) Ex-students i.e. persons who after having undergone a regular course of study and having completed all conditions of eligibility for appearance in a course or courses in a semester examination including minimum attendance requirement and having passed in Minor-I and Minor-II Tests taken together and having either failed to pass the Major Test in that course(s) or been unable to appear in the examination in that course(s) will be eligible to appear as a private candidate in an examination by submitting his/her application on the prescribed form along with prescribed fees to reach the Controller of Examinations within the dates prescribed for this purpose.

44.5 Any student who participates in games, cultural and other co-curricular activities, as defined below, with the prior approval of the Head of the Department concerned, shall for the purpose of condoning deficiency in attendances incurred by him/her on account of such participation, be treated as present on all the working days during the days of his/her absence on such account for a period not exceeding 15 working days in a semester:-

- i) State representation in International/All India Competitions organised by agencies which are recognised by the Board of Sports and Youth Welfare;
- ii) Participation in Inter-University Competitions held under the auspices of a University or any other recognised institution as a member of the University team;
- iii) Participation in Inter-Collegiate Competitions organised by the University as a member of the teams of participating institutions;

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- iv) Participation in the N.C.C., N.S.S. and National Integration Samitis activities as a member of the recognised institutions;
  - v) Participation in the Coaching Camps/Rehearsals prior to participation as a member of State or University team in the National/All India/Inter-University Competitions; and
  - vi) Participation in the Mountaineering/Hiking/ Trekking/Skiing/Rock climbing or other such activities organised under the auspices of the State Government/University as a member of the Institution affiliated/recognised by the University.
- 44.6 Notwithstanding anything contained in these Statutes, the Syndicate shall have the power to exclude any candidate from appearing in any examination if it is satisfied after issuing a show-cause notice to the candidate and holding an inquiry, that such a candidate is not fit to be admitted thereto.
- 44.7 A student who has earned the minimum credits in a course in the manner provided in the Statute shall be exempted from appearing in that course again.
- 44.8 A student who does not fulfill the minimum requirement of attendance in lectures/practicals in a course will not be eligible to sit in the Major Test in that course. Such a student will appear in these courses as a Private Candidate after completion of 4<sup>th</sup> & 6<sup>th</sup> Semester when the examination to such a course/s are conducted by the Department with the students of subsequent batch(es). However, for practical course, such candidates will have to repeat practicals with subsequent batch(es). Such students will have to complete all the requirements to be eligible for the award of the degree in the maximum time span allowed in the programme as provided under statutes.
- 44.9 A student will be eligible to proceed from 1<sup>st</sup> semester to 2<sup>nd</sup> semester, from 2<sup>nd</sup> semester to 3<sup>rd</sup> semester and from 3<sup>rd</sup> semester to 4<sup>th</sup> semester and 5<sup>th</sup> to 6<sup>th</sup> semester if he/she has earned 50% credits in Theory/Practical Courses cumulatively in earlier semesters of the programme and has completed the minimum attendance requirements.
- 44.10 A student who has been on the rolls of a University Department of Study in the 1<sup>st</sup> or 2<sup>nd</sup> or the 3<sup>rd</sup> semester of a Master's Degree Programme and earns eligibility to join the 2<sup>nd</sup> or 3<sup>rd</sup> or the 4<sup>th</sup> semester of the Programme, as the case may be, but fails to join the semester when he/she was due to join it or discontinues his/her studies for any reason whatsoever may be considered for admission to the semester concerned in a subsequent year if he/she submits application to this effect before the commencement of the semester concerned provided a seat and other facilities for the courses offered by the student are available in the Department concerned in the semester he/she wishes to join and the student seeks admission within a period of two years from the date he/she discontinues his/her studies. The final decision regarding admission of such a student shall be taken by the Head of the Department concerned with the approval of the Dean of the concerned Faculty.

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- 44.11 A candidate who completes the minimum attendance requirement but does not appear in the examination in that semester or having appeared, fails in a course or courses in a semester examination may appear in the examination in such course or courses when it is held subsequently by the University in failed courses/substituted courses to fill up the academic deficiencies as determined by the convener, Board of Studies within the maximum period of 04/06 years as the case may be. This provision shall also be applicable to students appearing privately.

**45. COURSE PATTERN**

There shall be minimum 96 credits in the Faculties of Life-Sciences, Science and Mathematical Sciences and at least 72 credits in the Faculties of Education, Business Studies, Social Sciences and Arts. The Faculty-wise course pattern shall be as under:

S.No	FACULTIES	PROGRAMMES	TOTAL CREDIT REQUIRED**	TOTAL CREDITS TO BE EARNED FROM THE PROGRAMME**	TOTAL CREDIT TO BE EARNED OUTSIDE THE PROGRAMME**
1.	ARTS	M.A Buddhist Studies	84	80	4
		M.A Dogri	84	80	4
		M.A English	84	80	4
		M.A Hindi	72	68	4
		M.A Punjabi	84	80	4
		M.A Sanskrit	84	80	4
		M.A Urdu	76	68	8
2.	BUSINESS STUDIES	M.Com	88	80	8
		M.B.A.	128	120	8
		M.B.A. (HM)	120	116	4
		M.B.A. (IB)	136	128	8
3.	EDUCATION	M.A. Education	80	76	4
		M.Ed.	90	86	4
4.	LIFE SCIENCES	M.Sc Biotechnology	96	88	8
		M.Sc Microbiology	96	88	8
		M.Sc Biochemistry	96	88	8
		M.Sc Botany	96	88	8
		M.Sc Environmental Sciences	96	88	8
		M.Sc Zoology	96	88	8
		M.Sc Human Genetics	96	88	8
5.	MATHEMATICAL SCIENCES	M.C.A	161	153	8
		M.Sc Mathematics	108	100	8

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		M.Sc Statistics	96	88	8
6.	SCIENCES	M.Sc Chemistry	96	88	8
		M.Sc Geography	96	88	8
		M.Sc Applied Geology	96	88	8
		M.Sc Home Science	96	88	8
		M.Sc Physics	96	88	8
		M.Sc Electronics	96	88	8
		M.Sc Remote Sensing & GIS	96	88	8
7.	SOCIAL SCIENCES	M.A. Economics	72	64	8
		M.A. History	72	64	8
		M.A. Rural Development	72	68	4
		M.A. Political Science	72	64	8
		M.A. Psychology	84	80	4
		M.A. Sociology	72	64	8

- \* Choice Based Credit System is not applicable to programmes offered in Colleges and Offsite Campuses
- \*\* Credit requirements /Courses structures are subject to modification based on decisions of respective Boards of Studies or academic / administrative feasibility.

#### 46. AVAILABILITY OF OPEN COURSES FOR STUDENTS ENROLLED IN OTHER PROGRAMMES:

The open category courses for students shall be offered in 3<sup>rd</sup> & 4<sup>th</sup> Semester.

SNo	Faculties	Name of Course	Offered by Departments	No of Credits	Open for Students of Semester
1	Arts	Early Buddhism	Buddhist Studies	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Lateral Buddhism	Buddhist Studies	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Natak Sahitya	Dogri	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Communication Skills	English	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Gender Studies	English	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Hindi ka Kaaljaya Sahitya	Hindi	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Punjabi Kissa, Iqangi ate Vartak	Punjabi	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		History of Sanskrit Language	Sanskrit	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		History of Sanskrit Literature	Sanskrit	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Study of Urdu Literature	Urdu	4	3 <sup>rd</sup> / 4 <sup>th</sup>
2	Business Studies	Fundamental of Management	The Business School	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Innovation and Entrepreneurship	The Business School	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Contemporary Areas of Financial Accounting	Commerce	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Financial Policies & Practices	Commerce	4	3 <sup>rd</sup> / 4 <sup>th</sup>

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		Principles of Tourism and Hospitality Management	SHTM	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Culture, Society and Organizational Behaviour	ICccR & HRM	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		International Human Resource Management	ICccR & HRM	4	3 <sup>rd</sup> / 4 <sup>th</sup>
3	Education	Issues and Problems of Education	Education	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Pedagogy and Assessment	Education	4	3 <sup>rd</sup> / 4 <sup>th</sup>
4	Life Sciences	Techniques in Biotechnology	School of Biotechnology	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Essentials in Microbiology and Biochemistry	School of Biotechnology	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Climate Changes: Issues and Policies	Environmental Sciences	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Man and Environment : Issues and Policies	Environmental Sciences	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Entrepreneurship in Botany	Botany	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Plant Propagation	Botany	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Economic Zoology	Zoology	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Biological Anthropology	Zoology	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Human Genetic Disorders & Society	Human Genetics	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Biotechnology and Healthcare	Human Genetics	4	3 <sup>rd</sup> / 4 <sup>th</sup>
5	Mathematical Sciences	Object oriented concepts using C++	MCA	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Problem solving and programming in C	MCA	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Applied Statistical Methods- I	Statistics*	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Applied Statistical Methods- II	Statistics*	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Numerical Methods	Mathematics	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Graph Theory ***	Mathematics	4	3 <sup>rd</sup> / 4 <sup>th</sup>
6	Sciences	Environmental Chemistry	Chemistry	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Instrumentation and Analytical Methods	Chemistry	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Physical Geography	Geography	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Human Geography	Geography	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Mental Health of Adolescents and Adults	Home Science	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Child and Human Rights	Home Science	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Fundamentals of Geology	Geology	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Life through Geological Ages	Geology	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Fundamentals of GIS	Remote Sensing & GIS	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Basics of Remote Sensing	Remote Sensing & GIS	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Material Physics	Physics	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Atomic & Molecular Spectroscopy	Physics	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Electronic Measurement & Instrumentations	Electronics	4	3 <sup>rd</sup> / 4 <sup>th</sup>
7	Social Sciences	History of Nationalism and National Movement in India	History	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		History & Culture of J&K	History	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		An Outline of Indian Economy	Economics	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Polity and Politics in India	Political Science	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Indian & the World	Political Science	4	3 <sup>rd</sup> / 4 <sup>th</sup>
		Marginal Communities in India	Sociology	4	3 <sup>rd</sup> / 4 <sup>th</sup>

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	Introduction to Psychology	Psychology	4	3 <sup>rd</sup> / 4 <sup>th</sup>
	Rural Development: Indian Perspective	Life Long Learning	4	3 <sup>rd</sup> / 4 <sup>th</sup>
	NGO Management and Development	Life Long Learning	4	3 <sup>rd</sup> / 4 <sup>th</sup>

- \* Students of Department falling under the faculty of mathematical sciences can opt for any four credit course (compulsory / elective) of any of the four semester of M.Sc. Statistics
- \*\* Students of Departments under the Faculty of Science, Mathematical Sciences and Life Sciences can opt for any four credit course (compulsory / elective) of any of the four semesters of M.Sc. Physics and M.Sc. Electronics.
- \*\*\* This course is available both to the students of Department of Mathematics as well students from other Departments.
- # List may vary based on the decision of Boards of Studies from time to time and or academic / administrative feasibility.

#### 46.1 Determination of merit/criteria for admission to open choice courses:

The determination of merit for admission to open choice courses in the 3<sup>rd</sup> Semester shall be made on the basis of CGPA of the preceding Semester 1<sup>st</sup>, 2<sup>nd</sup> or 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> as the case may be. In case of tie, admission shall be made on the basis of Under Graduate result and thereafter on the basis of 12<sup>th</sup> class result.

46.2 The intake capacity of a particular department in open choice courses shall be restricted atleast to the sanctioned intake capacity including over and above seats.

#### 47. EXAMINATION:

47.1 There shall be three tests in each semester and the student shall be continuously evaluated during the conduct of each course on the basis of their performance as follows:

THEORY	Syllabus to be covered in the examination	Time allotted for the examination	% Weightage (Marks)
Minor test I (after 30 days)	Upto 25%	1 ½ hours	20
Minor test II (after 60 days)	Upto 50%	1 ½ hours	20
Major test * (after 90 days)	Upto 100%	3 hours	60
*(i) 80% weightage in Major Test shall be given to those units which have not been covered in the two Minor Tests. (ii) Certain questions may be framed in such a way which may require knowledge of more than one unit or one question may have multiple parts either subjective and/or objective from one or more units i.e. certain questions may be from across units.			
Total			100

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PRACTICAL			MCA
Daily evaluation of practical records/internal examination/ Viva voce etc.		50	75
Final Practical performance + viva voce (External Examination)	100% syllabus	50	75
<b>Total</b>		<b>100</b>	<b>150</b>

#### 47.2

- i) The major test shall test both the subjective and objective aptitudes of the student.
- ii) The examination schedule for all the tests shall be notified by the concerned Department for core and elective courses. The examination schedule for open/interdisciplinary courses for Major Test shall be notified by the office of the Dean Academic Affairs..
- iii) No preparatory holidays shall be provided for the minor tests.
- iv) Evaluation of the answer scripts of Major Test shall be internally conducted by the Department and other subject experts where the expertise is not available. Marks obtained by the students in Minor Tests shall be made displayed on the notice board before the Major Test.
- v) The student shall be awarded a letter grade on a 10 point scale on the basis of his/her performance.
- vi) Answer books of Minor tests and Major test shall be shown to the students within a week, and the same shall be returned to the Head of Department. The answer scripts shall be kept for 6 months and then disposed off as per procedure/rules of the University.
- vii) No claims for revision of marks shall be entertained after the students are shown their evaluation scripts.
- viii) At the end of the semester, the faculty member (Course Coordinator) shall assign a grade to each student depending upon the performance of the student in that course in minor tests/major test as the case may be. Award of the final letter grade and its submission to Controller of Examinations within the prescribed time period shall be the responsibility of the Programme Coordinator.
- ix) If a student is absent from Minor tests of the course due to -
  - a. death of first blood relation
  - b. accident/serious illness
  - c. participation in Sports/Cultural activities with permission of the Dean of the Faculty
  - d. any other circumstance deemed to be seen as serious/exceptional by the Dean Academic Affairs on the recommendations of the Head of the Department through Departmental Affairs Committee.

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shall be permitted to take the test (s) within two weeks of the date of test. The test shall be based on the syllabus covered to date.

- x) These candidates who have appeared in Minor Tests and failed to get the minimum required marks i.e. 14 out of 40 will be eligible to re-appear in the Minor Test/s only once.
- xi) Dissertation/Project work/Training Reports as the case may be shall be submitted by the student to the Head of the Department concerned for evaluation not later than one month after the major test. The dissertation shall be accompanied by a declaration by the student duly countersigned by the teacher incharge/guide/supervisor as the case may be that it is his/her own work and has not been submitted previously. The candidate shall also indicate the sources he/she has consulted.
- xii) There shall be a Board of Examiners consisting of Head of the Department, one/two Senior Professors of concerned faculty nominated by the Vice-Chancellor and one or more outside expert(s) to be appointed by the Vice-Chancellor out of the panel to be provided by the Head of the Department who shall evaluate/assess final practical performance/ dissertation of the students.

#### 48. ABSOLUTE GRADING SYSTEM

Marks	Grade	Grade Points	Description of performance
≥ 80	A+	10	Outstanding
≥ 75 and < 80	A	9	Excellent
≥ 68 and < 75	B+	8	Very Good
≥ 60 and < 68	B	7	Good
≥ 50 and < 60	C+	6	Above Average
≥ 40 and < 50	C	5	Below Average
≥ 36 and < 40	D	4	Marginal
> 20 and < 36	E	2	Poor
< 20	F	0	Very Poor

'E' and 'F' grades refer to unsatisfactory performance. The student shall have to repeat all compulsory courses where E/F grade is obtained. The weights of 'E' and 'F' Grades shall not be counted in SGPA or CGPA.

Other grades would include:

I	-	Incomplete
NP	-	Audit Pass
NF	-	Audit Fail
W	-	Withdrawal
X	-	Continued Project
S	-	Satisfactory completion
Z	-	Non completion

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#### 48.1 Description of the grades:

'I'- would refer to 'Incomplete performance'. It may be awarded to a student if he/she has not fulfilled all the requirements of the course due to extraordinary circumstances. An 'I' grade in a course makes a student eligible to repeat the course. 'I' grade does not appear permanently in the grade card. Upon completion of all course requirements, the 'I' grade is converted to the earned grade in the calculation of the SGPA.

NP/NF- Awarded to an audit course (if prescribed), where student may register for, on a pass/fail basis; not considered in calculation of SGPA or CGPA.

W- Refers to withdrawal from a course. Withdrawal of a course is permitted upto two weeks after end of first minor test. In such a case, attendance of the student in the first course shall add to the attendance in the new course.

X- Awarded for incomplete project work, student must register for project in next semester, converted to regular grade on completion of project.

S/Z- 'S' grade denotes satisfactory completion of requirement of some specified courses. 'Z' grade is awarded for non completion of the course requirements and the student will have to register for the course again.

#### 49. EVALUATION INDICES

The performance of a student shall be evaluated in terms of two indices, viz. the Semester Grade Point Average (SGPA) which is the Grade Point Average for a semester and Cumulative Grade Point Average (CGPA) which is the Grade Point for all the completed semester at any point in time. The SGPA shall be calculated on the basis of grades obtained in all courses, except audit courses and courses in which S/Z grade is awarded, registered for in the particular semester.

While undertaking the course work, the following terms shall have to be defined:

'Semester Grade Point Average' (SGPA) means weighted average of grades in a semester =  $(\sum G_i * C_i) / \sum C_i$

'Cumulative Grade Point Average' (CGPA) means total weighted average of grades in all semesters =  $(\sum G_i * C_i) / \sum C_i$ , where  $G_i$  are the grade points in the  $i^{th}$  course, and  $C_i$  are the credits in the  $i^{th}$  course.

SGPA and CGPA shall be calculated up to two decimal places, after rounding off the third decimal to the nearest second place integer decimal, and 0.005 to be increased to 0.01.

$$SGPA = \frac{\sum (\text{Earned credits} \times \text{Grade point}) \text{ for all courses where minimum 'D' grade is obtained}}{\sum (\text{Registered Course credits}) \text{ except audit \& S/Z grade courses}}$$

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The CGPA is calculated on the basis of all pass grades, except audit courses and courses in which S/Z grade is awarded, obtained in all completed semesters.

$$\text{CGPA} = \frac{\sum (\text{Earned Course credits} \times \text{Grade point}) \text{ for all courses where minimum 'D' grade is obtained}}{\sum (\text{Registered course credits}) \text{ except audit \& S/Z grade courses}}$$

#### 50. SGPA or CGPA

- 50.1 A student shall be required to obtain a minimum 4.0 SGPA at the end of every semester and 4.5 CGPA at the end of the programme to be eligible for the award of degree.

Provided that if a student completes required credits for award of degree but has CGPA less than the minimum required for award of degree, then the student shall be permitted to do additional elective courses under any category to improve the CGPA within two successive chances for completion of that programme.

- 50.2 A student getting 'E' or lower grade in any course will be treated as having failed in that course and shall have to obtain atleast 'D' grade in that course within two successive chances in the subsequent year/s when the examination in that course is held.
- 50.3 A student getting 'E' or lower grade in an Open Elective Course will be treated as having failed in that course. In case such student opts to change the Open Elective Course, he/she shall be allowed to do so with the approval of the Board of Control. Such a student will have to attend the changed course with the subsequent batch and appear in the examination whenever held.

➤ The weights of 'E' and F Grades will not be counted in SGPA or CGPA.

#### 51. INCOMPLETE GRADE

- i) This grade (I grade) shall be awarded for incomplete Project/ Dissertation work/ or any other course, other than theory or practical courses.
- ii) This grade will be converted to a regular grade on the completion of the course and its evaluation.

#### 52. WITHDRAWAL FROM A COURSE

- i) A student shall be allowed to withdraw from an elective course within 15 days of the start of the semester, and opt another open course in lieu of it within a time period prescribed for admission of that course & subject to fulfillment of other relevant conditions like intake capacity of the course etc.

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- ii) In such a case, attendance of the student in the first course shall add to the attendance in the new course.

### 53. COURSE EVALUATION

The credit requirement for award of degree shall have to be fulfilled by each candidate. All courses mentioned as a part of course structure of that particular programme shall have to be passed including non credit courses (if any) for the award of degree.

- i) The credit for the courses in which a student has obtained 'D' (minimum passing grade for a course) grade or higher shall be counted as Credits earned by him/her.
- ii) A student shall have to earn a minimum of such number of credits as may be required for the award of a degree in a particular subject.
- iii) A student who has obtained a minimum CGPA of 4.5, and earned a minimum number of credits as specified for the programme, shall be eligible for the award of the respective degree.
- iv) A student, who has earned the minimum credits required for a degree but fails to obtain the minimum specified CGPA for this purpose, shall take additional courses till the minimum CGPA is attained within the maximum time limit for the programme.
- v) No grace marks shall be awarded to pass a course or improve division. If a student offer courses for more that the required minimum credits, the SGPA or CGPA shall be defined on the basis of total number of credits required to be earned and total number of credits earned.

### 54. MAKE-UP EXAMINATION

There shall be Make-up examination for the Major Test after 4<sup>th</sup> and 6<sup>th</sup> Semesters (as the case may be) for those students who due to genuine reasons such as death of first blood relation, accident/serious illness and participation in sports/cultural activities or any other circumstances deemed to be exceptional to be reported by the Head of the Department through Departmental Affairs Committee could not appear in the Major Test. Permission for which shall have to be sought from the Board of Control.

If a candidate has cleared all the courses in previous Semester/s and had failed in one course in final Semester (in 4<sup>th</sup> and 6<sup>th</sup> Semesters, as the case may be), he/she shall be allowed to appear for the Make-Up examination within three months from the date of declaration of result of final Semester with the approval of the Board of Control.

If a candidate has failed in an Open Elective Course, he/she shall be allowed to appear for the Make-Up examination within three months from the date of declaration of result of final Semester with the approval of the Board of Control.

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## 55. CONVERSION FROM CGPA TO PERCENTAGE

- The equivalence between important percentages in absolute marks system and CGPA shall be as under:

Percentage	40	45	50	55	60	70	75
CGPA	4.50	5.06	5.62	6.18	6.75	7.87	8.43

- A CGPA of 6.75 shall be considered equivalent to 60% marks. The conversion of SGPA or CGPA to Percent score will be carried out by multiplication of respective SGPA or CGPA by a factor of 8.9.

## 56. NORMALIZATION OF MARKS

- In courses involving more than one instructor, it is usually necessary to normalize the marks, before awarding the final letter grades.
- Normalization procedure is usually as follows:-

The points or marks of the students are divided into two categories:

- Common test marks such as those awarded in minor or major tests.
- Non-common test marks such as those awarded to individual groups by tutors and laboratory instructors.

The non-common test marks are multiplied by the normalization factor N as defined below and normalized to obtain the final marks:

$$N = \frac{T_e}{T_g} \times \frac{C_g}{C_e}$$

Where  $T_e$  is the average of the entire class in the non-common tests such as tutorials,  $T_g$  is the average of a given group in non-common tests,  $C_g$  is the average of a given group in all the common tests such as the minor and the major tests, and  $C_e$  is the average of the entire class in the common tests.

## 57. FINAL LETTER GRADES

- Evaluation is generally Norm referenced, mandatory minimum %age of marks have been set down for award of O and D grade only.
- For remaining letter grades faculty needs to use their own judgments.
- There should be natural gaps between letter grades.

## 58. MODERATION/NORMALIZATION OF RESULT

The results shall be moderated/normalized, if necessary by a Committee consisting of the following:

- Dean Academic Affairs (Chairman/Chairperson)
- Dean of the Faculty Concerned
- Head of the concerned Department

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The awards shall be displayed for a period of two days marked as 'student consultation period', before finalization of the result. The student consultation period shall enable to answer/address any query/grievance raised by a student regarding the grades allotted to him/her including correcting any factual errors that might occur e.g in totaling.

**59. ISSUANCE OF TRANSCRIPT**

A transcript shall be issued to a student in respect of his/her performance in each semester after evaluation of semester examination is done. The transcript shall indicate the grade obtained in each course.

59.1 The transcripts shall be issued by the office of the Controller of Examinations and shall be issued as per the proforma and shall bear signature of both Programme Coordinator and to be countersigned by Controller of Examinations.

59.2 The consolidated Grade Sheet shall be issued on the completion of the programme and shall reflect only the final grades in each course of all the Semesters as per the details submitted by the respective Departments to the Controller of Examinations. The consolidated Grade Sheet shall bear signatures of the Controller of Examination and the Programme Coordinator.

**60. AWARD OF DEGREE**

After a candidate has passed in all courses of study offered by him/her in the 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> & 6<sup>th</sup> Semesters as the case may be and has earned at least the minimum credits, required in four/six Semester examinations in accordance with the Statutes, his/her result shall be assessed and declared successful in the Master's Degree Programme in the Faculty concerned. The candidate shall be awarded a degree.

**61. EXAMINATION FEE**

Each student shall have to pay the examination fee as prescribed by the University from time to time for the Minor Tests/Major Test. Last date for receipt of forms and fee in the University offices shall be notified by the University from time to time.

**62. ENTITLEMENT FOR AWARD OF SCHOLARSHIP/PRIZE/MEDAL**

A candidate who does not pass Post-Graduate Programme within the prescribed period of two/three academic years consisting of four/six semesters in **FIRST ATTEMPT** in all the semesters shall not be entitled to scholarship or a prize or a medal.

**63. AUTHORITY TO INTERPRET STATUTES**

The Vice Chancellor shall interpret and remove any difficulty arising in the application and implementation of these Statues and shall decide forms and procedures for the same.

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Annexure-I

LIST OF GAMES/SPORTS WHICH THE UNIVERSITY  
RECOGNISES/ PARTICIPATES IN AT VARIOUS LEVELS

S.No.	Games (Men Section)	S.No.	Games (Women Section)
1.	Wrestling	1.	Wrestling
2.	Cross Country	2.	Cross Country
3.	Swimming	3.	Swimming
4.	Judo	4.	Judo
5.	Kho-Kho	5.	Kho-Kho
6.	Football	6.	Football
7.	Kabaddi	7.	Kabaddi
8.	Table-Tennis	8.	Table-Tennis
9.	Handball	9.	Handball
10.	Cricket	10.	Cricket
11.	Boxing	11.	Boxing
12.	Volleyball	12.	Volleyball
13.	Basketball	13.	Basketball
14.	Weight Lifting	14.	Weight Lifting
15.	Hockey	15.	Hockey
16.	Tennis	16.	Tennis
17.	Yoga	17.	Yoga
18.	Chess	18.	Chess
19.	Badminton	19.	Badminton
20.	Athletics	20.	Athletics
21.	Cycling	21.	Cycling
22.	Power Lifting & Weight Lifting	22.	Power Lifting & Weight Lifting
23.	Rowing	23.	Rowing
24.	Squash Racket	24.	Squash Racket
25.	Ball Badminton	25.	Ball Badminton
26.	Soft Ball	26.	Soft Ball
27.	Shooting	27.	Shooting
28.	Canceing & Kayaking	28.	Canceing & Kayaking
29.	Archery	29.	Archery
30.	Kurfball	30.	Kurfball
31.	Yatching	31.	Yatching
32.	Gymnastics	32.	Gymnastics
33.	Fencing	33.	Fencing
34.	Baseball	34.	Baseball
35.	Netball	35.	Netball
36.	Taekwondo	36.	Taekwondo
(ARISTIC)		(ARISTIC)	
a)	Floor Exercises	a)	Floor Exercises
b)	Horizontal Bar	b)	Uneven Bars
c)	Parallel Bar	c)	Beam Balance
d)	Roman Rings	d)	Vaulting Horse
e)	Vaulting Horse	RYTHMIC	
f)	Pomelled Horse	a)	Ball
		b)	Club
		c)	Hoop
		d)	Ribbon
		e)	Rope

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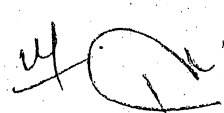

Annexure-II

**Affidavit\***  
(For Candidate with GAP)

- (a) I ..... Son/Daughter of ..... Resident of ..... hereby solemnly declare that I have passed/appeared in the final year of my qualifying examination, in the year ..... from the University of ..... I further declare that I have neither been admitted in any course/programme of study of the University/any other University nor have passed any post graduate examination as a private candidate, after passing my graduation examination in the previous year, except as provided in explanation (i) of Statute 15 of the Statutes governing admissions to the University of Jammu. The above statement made by me is true to the best of my knowledge and belief and in the event of this having been proved otherwise, my admission shall stand automatically cancelled besides any other action that may be taken against me under law for my civil or criminal liability.
- (b) I further hereby solemnly declare that I was not involved in any criminal/antisocial activities prior to submission of this application form.

DEPONENT

\*For candidates applying for admission after a lapse of time following graduation.

  
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Annexure-III

Affidavit

(For Candidate Seeking Admission under Reserved Category)

(a) I ..... Son/Daughter of ..... Resident of ..... hereby solemnly declare that I am seeking admission in the course/programme of study namely ..... in the Department of ..... University of Jammu on the basis of ..... Reserved Category. I further declare that Reserved Category Certificate submitted by me is genuine and in the event of this having been proved otherwise, my admission shall stand automatically cancelled, besides any other action may be taken against me under law for my civil or criminal liability.

(b) I further hereby solemnly declare that I was not involved in any criminal/antisocial activities prior to the submission of application form.

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Annexure-IV (a)

FORM OF CERTIFICATE TO BE PRODUCED BY A CANDIDATE  
BELONGING TO SCHEDULED CASTE IN SUPPORT OF HIS/HER  
CLAIM

This is to certify that Mr./Ms./Mrs. ....  
Son/Daughter of ..... of Village/Town  
..... District/Division ..... of the State  
..... belongs to the ..... Caste which is recognized  
as Scheduled Caste under the constitution (Jammu & Kashmir) Scheduled Caste Order,  
1956.

SIGNATURE .....

DESIGNATION .....

(with seal of the Officer)

(Competent authority for issuing of Certificate is  
Revenue Officer not below the rank of Tehsildar)

Date .....

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## Annexure-IV (b)

**FORM OF CERTIFICATE TO BE PRODUCED BY A CANDIDATE  
BELONGING TO SCHEDULED TRIBES IN SUPPORT OF HIS/HER  
CLAIM**

This is to certify that Mr./Ms./Mrs. ....  
Son/Daughter of ..... of Village/Town  
..... District/Division ..... of the State  
..... belongs to the ..... Tribes which is specified  
as a Scheduled Tribes under the constitution (Jammu & Kashmir) Scheduled Tribes  
Order, 1989 as amended from time to time.

SIGNATURE .....

DESIGNATION .....

(with seal of the Officer)

(Competent authority for issuing of Certificate is  
Revenue Officer not below the rank of Tehsildar)

Date .....





## Annexure-IV (c)

**CERTIFICATE OF BEING MEMBER OF THE SOCIALLY AND EDUCATIONALLY BACKWARD CLASS**

This is to certify that Mr./Ms./Mrs. ....  
 Son/Daughter of ..... of Village/Town  
 ..... District/Division ..... of the State  
 ..... belongs to the ..... is a member of the  
 Socially and Educationally Backward Class, falling under the category:

- i) Resident of Backward Areas.
- ii) Resident of area adjoining Line of Actual Control.
- iii) Weak and Under privileged class (Social Caste)

This is also certified that the said Mr./Ms./Mrs. .... (on behalf of  
 applicant) submitted his application for grant of this certificate to this Office on  
 ..... and the certificate has been delivered to him under my hand and  
 seal today on the .....

SIGNATURE .....

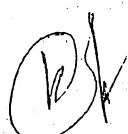
DESIGNATION .....

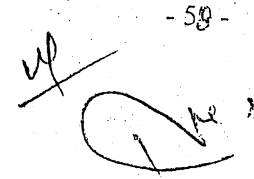
Name in Block Letters .....

Authorised Officer  
 (with seal)

\*(Competent authority for issuing of Certificate is  
 Revenue Officer not below the rank of Tehsildar)

\*No certificate other than the competent authority shall be entertained/considered.



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## Annexure-IV (d)

## CERTIFICATE TO BEING CHILD OF DEFENCE PERSONNEL

This is to certify that Mr./Ms./Mrs. ....  
Son/Daughter of ..... of Village/Town  
..... District/Division ..... of the State  
..... serving or had served as member of Army/Navy/Air Force.

Authorised Officer  
(with seal)

\*(Competent authority for issuing of Certificate is  
Authorized Officer of Zila Sainik Board/Commanding  
Officer of the Unit where serving or served)

\*No certificate other than the competent authority shall be entertained/considered.

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## Annexure-IV (e)

## CERTIFICATE TO BEING AN EX-SERVICEMAN

This is to certify that Mr./Ms./Mrs. ....  
Son/Daughter of ..... of Village/Town  
..... District/Division ..... of the State  
..... is an ex-servicemen of the ..... Force  
and has been honorably discharged from the services of the said Force on  
.....

Signature of the Authorised Officer  
(with seal)

\*(Competent authority for issuing of Certificate is  
Authorized Officer of Zila Sainik Board/Commanding  
Officer of the Unit where serving or served)

\*No certificate other than the competent authority shall be entertained/considered.

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Annexure-VI(f)


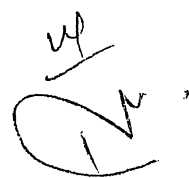
**Affidavit**  
(duly sworn in before the First Class Magistrate)

(For Candidate Seeking Admission under Single Girl Child Category)

I ..... Daughter of .....  
..... Resident of .....  
hereby solemnly declare that I am seeking admission in the course/programme of study  
namely ..... in the Department of .....  
..... University of Jammu on the basis of being Single Girl Child  
of my parents.

I further declare that the Certificate submitted by me is genuine and in the event of this  
having been proved otherwise, my admission shall stand automatically cancelled,  
besides any other action may be taken against me under law for my civil or criminal  
liability.

DEPONENT



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Annexure-V

**Affidavit**  
(For All Candidates)

I ..... Son/Daughter of  
..... Resident of ..... hereby  
solemnly declare that –

- a) I have passed/appeared in the final year of my last qualifying examination from .....
- b) I have gone through the contents of the Admission Brochure published by the University of Jammu and read the Statutes thoroughly I shall abide by the instructions mentioned therein.
- c) I have personally filled in the Admission Form.
- d) I shall attend the Department concerned as per the schedule to be notified separately by the University of Jammu.
- e) If I fail to attend the Department concerned as per the scheduled date, I shall automatically lose the right of admission to the course/courses for which I have applied.
- f) I have not been debarred/disqualified by the University of Jammu or any other University.
- g) I have applied for admission in open category/reserved category/self-financing seat category (mentioned whichever are applicable)
  1. ....
  2. ....
  3. ....

I declare that the certificates submitted by me are genuine and the above statements made by me are true to the best of my knowledge and belief. In the event of this being proved otherwise my admission shall stand automatically cancelled besides, I shall be responsible for any other action that may be taken against me under law.

- h) I shall not indulge in Ragging. In case of any violation, I shall be liable to any action under law including cancellation of my admission.

WITNESSES

DEPONENT

1.

2.

(Signature)

(Signature)

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(Signature)