

Ordinances of the University

(Second Revision 2022)

Implemented from Academic Year 2022-23



Bhagwan Mahavir University

**VIP Road, VESU
Surat (Gujarat)-395007**

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Chapter-1
Ordinance of Bhagwan Mahavir University
(Second Revision 2022)
Implemented from Academic Year 2022-23

1) Short Title, Scope and Commencement

- a) The “*Ordinance*” shall mean The Ordinances of Bhagwan Mahavir University, Surat (Gujarat).
- b) The Ordinance is subject to the provisions of the Gujarat Private Universities Act, 08 of 2009 as amended from time to time.
- c) They shall come into force with effect from the date of approval of the Governing Body.
- d) The Ordinances shall be applicable to all the programmes offered by the constituent Colleges, Departments and Centres of Bhagwan Mahavir University, Surat.
- e) The Ph.D. programme shall be governed by the Doctor of Philosophy (Ph.D.) Ordinances approved by the Governing Body.
- f) Nothing in these Ordinances shall be deemed to debar the University to amend these Ordinances subsequently.
- g) Unless provided otherwise, the Ordinances, Regulations, Orders, Memos, Codes, Procedures, Policies, Schemes etc, on the subjects covered under these Ordinances, shall cease to operate from the date of enactment of these Ordinances.
- h) Any abbreviation or shortened form of a word shall represent and mean exactly that word as defined in the Act, the Statutes, these Ordinances, Manuals and such other documents of the University, as may be framed from time to time.

2) Definitions

- a) **Act** means the “Gujarat Private Universities Act, 08 of 2009” and subsequent amendments.
- b) **A Regular Course of Study**, means the courses of study running in the University as full time or campus-based study.
- c) **Academic Council** means Academic Council of the University.
- d) **Academic Counsellor** means a teaching member assigned the task of providing the course- specific and programme-specific information to a group of students and to advise them on the choice of suitable courses.
- e) **Academic Year** means a period of twelve months devoted to complete the requirements specified in the scheme and curriculum of the concerned course(s) and apportioned into two independent semesters like Even Semester (Jan-June) and Odd Semester (Jul-Dec),

for purpose of delivery of course work, evaluation and monitoring of the progress of students.

- f) **Admission Committee** means Admission committee duly constituted by President/Provost/Deputy Provost of the University for conducting admission process and as provided in Admission Policy.
- g) **Admission Policy** means Admission Policy & Selection Procedure as notified in ordinance/statute of the University.
- h) **Applicant** means a candidate seeking admission to the University.
- i) **Branch of Courses of Study** means the area of the specialization of the study of any of the programs of respective Colleges.
- j) **Class** means specific group of students meeting for specific instructional purposes. And it may mean the whole series of scheduled meetings or just one session. and a Class may be a lecture, a tutorial or a practical class.
- k) **College** means an institution created for monitoring, supervising and guiding, teaching and research activities in broadly related fields of studies.
- l) **Controller of Examination** means the person who has been put in charge to conduct the examination(s).
- m) **Course Detail** means detailed scheme of a course.
- n) **Course** means a prescribed set of instructions in a subject offered as a unit to studies within an academic programme.
- o) **Department** means the department of studies of a College conducting teaching and research in a specific field of specialization.
- p) **Diploma/Undergraduate Programs** means the Diploma/Bachelor's Degree programs in the respective branch/department of the respective College.
- q) **Duration of Program** means the whole tenure of the particular program (grace period of the program is not included in the tenure).
- r) **Employee** means any person duly appointed through appointment letter etc. by the University, and includes a teacher and/or any other member of the staff of the University.
- s) **Enrolment Number** means a unique number allotted to a student on his admission in the University. Enrolment number remains unchanged throughout the duration of student's stay at the University. A student will not be considered as a bonafide student of a Semester if he has not been registered for the said semester.
- t) **Entrance Test** means an entrance test conducted by the University for a Particular programme/course/Practical” means classes that require students (generally in smaller groups compared to lecture) to perform certain functions that help them to test and

understand what is being taught in the lecture or otherwise.

- u) **ESE** means End-Semester Examination.
- v) **Examination Pattern** means the system of the examination being followed by the University.
- w) **Expulsion** means permanent removal from the University rolls with prohibition on future enrolment.
- x) **External Examiner** means the examiner from other University/Institution
- y) **Fee** means collection made by the University from the students by whatever name it may be called, which is not refundable.
- z) **Governing Body and Board of Management** means Governing Body and Board of Management of the University constituted as per the Act.
- aa) **Government** means the Government of Gujarat.
- bb) **Hostel** means a place of residence for the students, maintained by the University. This facility is optional and students are also allowed to stay outside.
- cc) **Internal Examiner** means the examiner from a teaching department of the University.
- dd) **Invigilator** means the teacher or person who has been assigned duty in the particular examination hall.
- ee) **LTP** means hours of Lecture, Tutorial and Practical of a course per week in a regular semester.
- ff) **Doctoral Programs** means the /Doctorate/Research Programs in the respective branches/departments of the respective College.
- gg) **Post Graduate Programs mean the Master's Degree Programs in the respective branch/department of the respective College.**
- hh) **President, Provost and Deputy Provost** means respectively the President, Provost and Deputy Provost of the University.
- ii) **Programme(s)** means prescribed area(s) or course(s) of study and/or any other component(s) leading to the conferment or award of degree, diploma, certificate or any other academic distinction.
- jj) **Registrar, Finance Officer, Dean of Academic Affairs** means respectively the Registrar, the Finance Officer, the Dean of Academic Affairs of the University.
- kk) **Schedule of Examination-** means a table giving details about the time, day and date of the commencement of each paper which is a part of a scheme of examinations and shall also include the details about the practical examinations.
- ll) **Scheme and Curriculum** means and includes nature, duration, pedagogy, syllabi, eligibility and other such related details (by whatever name it may be called) for the

concerned courses(s) of the University.

- mm) ***Sponsoring Body*** means Bhagwan Mahavir Education Foundation (a not for profit Trust) registered under Public Trust Registration Number: E/5108/ Surat, Dated: 24 January 2002.
- nn) ***Statutes and Ordinances*** mean the Statutes and Ordinances of the BMU made under the Act.
- oo) ***Supervisor*** means a member of academic staff of the University approved to guide/supervise the research work of PhD student/Scholar.
- pp) ***University Disciplinary Committee*** means the standing or adhoc committee of teaching/staff of the University, constituted by the Provost for maintenance of good order & discipline and code of conduct amongst students, investigating any breach of same and awarding punishment as per rules or recommending the same to the Provost and further recommending remedial measures to avoid recurrence of same.
- qq) ***University*** means BMU established under Gujarat Private Universities Act No 19 of 2019.
- rr) ***He, His, Him & Himself*** where ever they figure in the ordinances shall imply 'he'/'she', 'his'/'her', 'him'/'her' and 'himself'/'herself' respectively. Definitions specified in the University Act and the Statutes shall apply ipso facto unless provided otherwise.

Chapter-2

Ordinances Pertaining to the Admission of Students to the University and their Enrolment as Such

Admission of students shall be made on all-India basis and 50% on the base of ACPC and remaining at University level as and where required.

Admissions of students shall be made on merit, either through common entrance tests/competitive examinations conducted by National bodies, like JEE, GATE, CAT, GMAT, NET, GRE, NMAT, CSAT, CMAT, ATMA, etc. or any other as may be decided by the management or individually by the University and /or interviews for students having scholarships/fellowships like CSIR etc., the details of which shall be published in advance in the brochure of the University. The written test where held by the University, may be 'objective'/'descriptive' in nature and of a very high standard. The specific details about the written test and applicability of Interview for admission to each program/course of study will be decided by the management and published in the prospectus.

The Provost shall be the final authority for admission of all the students, including those pursuing research, into various courses of study in accordance with the rules framed in this regard from time to time by the University.

1. Eligibility for admission of students

- a) No student shall be eligible for admission to a course of study, a degree or diploma unless he possesses such qualifications as may be prescribed by the University for the said course of study, from time to time.
- b) Admission and enrolment of students in the University shall be regulated in the manner as below:
 - i. The procedure of admission shall be approved by the Management from time to time and shall be published in the prospectus.
 - ii. The University will publish an admission advertisement in national /local newspapers and / or other media and also upload a detailed admission notification on the University website. The admission notification shall clearly specify the admission/enrolment criteria for each programs prescribed by the University.
 - iii. Save otherwise provided, all the admissions shall be made by the Registrar/an Admission Committee constituted for the said purpose, as per the eligibility conditions prescribed for the courses offered by the University.

- iv. The candidates seeking admission to a course of study in the University must fulfil the laid down eligibility criteria in terms of educational qualification, age restrictions or any other conditions as may be prescribed for it, and published in the prospectus from time to time.
- v. The maximum number of seats in each course shall be determined by the Governing Body from time to time.
- vi. No candidate shall be entitled to claim admission as a matter of right.
- vii. At the time of admission, every student shall be required to sign a declaration to the effect that he submits himself to the disciplinary jurisdiction and rules of the University.
- viii. Admission to any course of the University can be cancelled, at any time, if any material information furnished by the student is found to be false/incorrect.
- ix. The admission criterion recommended by Admission Committee and approved by the Academic Council shall be followed for admission in all the programmes of studies.
- x. The criterion, if any, prescribed by respective Regulatory Bodies/Statutory Councils shall be followed in admissions to council based programmes.
- xi. The registration of the provisionally admitted and continuing students shall be done by the College(s) on dates notified in Academic calendar each year.
- xii. The procedures for the offer of admissions, deposition of admission and other fees and enrolment shall be in accordance with the Regulations framed.
- xiii. In tune with emerging requirements, new Colleges/programmes may be added/ closed as per the Act from time to time.

2. Admission Review Committee

- a) The case of a candidate seeking admission to a regular course other than research and part-time courses in languages, who has given up his studies for three or more academic years after passing an eligibility degree/ diploma/certificate examinations may be considered for admission by the Admission Review Committee.
- b) The decision of the Admission Review Committee shall be final and binding.
- c) The Admission Review Committee shall consist of the following members:
 - i. Provost – Chairman
 - ii. Dy. Provost
 - iii. Director Admissions- Coordinator
 - iv. Director/Dean/ Senior Faculty of the College concerned
 - v. Administrative officer

3. Enrolment/Registration of Students

- a) No person shall be admitted to any examination of the University, unless he has been duly enrolled/ registered as a student of the University.
- b) If a student takes a Migration Certificate to join another University, his enrolment to the University shall lapse until such time as he may subsequently return with a Migration Certificate from that University, to take admission in another program of this University. Fresh enrolment in such cases shall be necessary.
- c) The Registrar/Controller of Examination shall maintain a record of all enrolled students studying in the various Colleges/Centres of the University or carrying on research work in the University.
- d) The student shall be given unique and permanent enrolment number and issued with an identity card bearing enrolment number, and same must be quoted by the student in all communications with the University and in subsequent applications for admission to an examination of the University.

4. Securing Admission

Students whose names appear in the first or second merit cum admission list displayed by the University must deposit their first semester fee in full on or before the last date

specified for the purpose to secure their admission. Semester fee will not be accepted in part or in instalments. In the event a student fails to deposit his fee on or before the date specified, the offer of admission will stand automatically withdrawn and the student will have no claim whatsoever on the seat. However the Provost may exercise his discretion regarding mode of fee payment in special cases.

5. Processing Fee

A processing fee as decided and approved by the University from time to time must be submitted with the duly completed application form. The processing fee shall not be refunded under any circumstances whatsoever.

6. General Conditions

- a) In case, a candidate has completed his qualifying examination from overseas boards/Universities, he shall necessarily have to obtain and submit along with his/her application, a certificate of equivalence from the AIU (Association of Indian Universities).
- b) In case, the Admission Committee of the University is not satisfied with the character or antecedents of an applicant(s), in the overall interest of maintaining the academic standards and discipline in the University, the University retains the exclusive right not to admit him to the University.
- c) A student, who furnishes the particulars, and if they are found to be false, or suppresses the material information, he shall not be considered for admission and if he has already been admitted on the basis of such information, besides legal Action at his cost, his admission shall stand automatically cancelled and the entire fee of any description whatsoever paid by him shall stand fully forfeited.
- d) Unless clearly specified that they are ineligible, the candidates appearing for compartment in qualifying examination(s) may also apply for admission. However, it is made clear that they must comply with the minimum eligibility criteria at least one day prior to the date of display of the admission list, failing which they shall not be considered for admission. Proof of clearing the compartment examination(s) shall be submitted by the student(s).

7. Refund/Cancellation

All requests for cancellation/withdrawal of admission must be made in writing to the Registrar well in time before the last date of admission along with the original fee receipt quoting the programme in which admission was granted. Requests made verbally or by fax/email or without the original fee receipt shall not be entertained.

In case, a student withdraws his admission before the last date of withdrawal, the fee deposited by him shall be refunded after deducting the processing fee.

The refund shall be made in the name of the student by crossed account payee cheque

only and shall be given in person or shall be mailed by registered post to the student within one month from the last date of admission or earlier.

As per the Hon'ble Supreme Court and/or the competent authority, no admissions can be made by the University to fill a vacancy that may arise after the last date of admission. Therefore, in case of withdrawal after the last date of admission, it will be classified a mid-course withdrawal, as the seat so vacated will continue to remain unfilled for the balance years of the degree and as such no fee will be refunded.

8. Procedure of Withdrawal

Students may withdraw their admission by the date of registrations as specified by the University or before the same. In compliance with instructions of MHRD/UGC, the University will refund his deposited amount after deducting processing fee, as prescribed from time to time. In case the student registers for the program on the specified dates or later and then withdraws, the refund shall be made after deducting pro-rata monthly charges, provided the seat is filled up, otherwise, the student shall forfeit the entire amount. Further, in case a candidate withdraws after the date of closure of the admission process as specified in the prospectus/admission offer letter, the entire amount deposited by the candidate, except the caution money/security deposit shall be forfeited, in compliance to MHRD/UGC guidelines.

9. Amendments

The Ordinance pertaining to Admission Policy & Selection Procedure, as above, may be reviewed and amended from time to time subject to the approval of the Academic Council.

Chapter-3

Ordinances Pertaining to the Courses of Study to be Laid Down for Degrees, Diplomas and Certificates of the University

1. Programmes of Studies

- a) The University on the recommendation of the Academic council and with the approval of the Governing Body, shall offer under-graduate and post-graduate programmes in areas of Engineering & Technology, Computer Application, Pharmaceutical Sciences, Architecture, Design, Planning, Fashion and Design, Commerce, Management Studies, Education, Nursing, Healthcare, Hotel Management, Travel & Tourism, Legal Studies (Law), Sciences, Bio and Medical Sciences, Liberal Arts & Humanities, Journalism & Mass communication, International Studies, Paramedical Sciences and in other streams as decided from time to time.
- b) This ordinance pertains to various programs of study offered by the University, with information about the name of the School/Department/ Centre offering the program, duration of the program, and the minimum eligibility requirements for admission.
- c) The University may also run Diploma and Certificate courses of shorter durations.
- d) The University shall also offer Doctoral degree programmes in chosen areas of higher learning.
- e) The nomenclature of various degrees shall be in consonance with the Regulations as received from the University Grants Commission (UGC) from time to time and adopted by the Governing Body.
- f) The structure and duration of the Academic programmes shall be as approved by the University Authorities.
- g) The University may make provisions for admission through lateral entry in these select programmes as decided from time to time.
- h) The University may also run courses through distance learning, correspondence and in online modes. The guidelines of UGC shall be followed.
- i) The administrative structure of a College shall be as decided by the Governing Body. The Governing Body shall also lay guidelines for smooth running and effective management of academic programmes, the co-operation and co-ordination amongst the Colleges and the linkages with other Academic and Research organisation as well as the Industry.

- j) In addition to the Programs of Study listed, the Governing Body may exercise powers to introduce, modify or discontinue a program on recommendations of the Academic Council. The procedure for starting a new program, temporarily suspending an existing program or phasing out a program shall be such as may be laid down in the regulations and approved by the governing Body.
- k) Minimum Entry Qualification* for admission to the programs shall be such as may be laid down in the regulations or specified by the Academic Council. The Degrees/Diplomas/Certificates as referred in the minimum eligibility conditions for admission shall be from those universities/institutions/boards which have been recognized by the University.
- l) The Governing Body as and when deemed necessary, may appoint committee(s) for periodic review of a programme, a department or a College.

2. Medium of Instruction and Examination

The medium of instruction and examination at all stages of education in all courses in the University shall be English or as mentioned in Scheme of Study.

Chapter-4

Ordinances pertaining to the Colleges and Courses to be run and the Minimum Qualifications required for Admission

The UGC rules and regulation framed in this behalf shall be followed by the University. Fees shall be decided keeping in the view the regulations and the limits framed by the IFRC.

1-Colleges established in the University

Sr. No .	College Code	Name of Colleges
1.	01	Mahavir Swami College of Engineering & Technology
2.	02	Bhagwan Mahavir College of Computer Application
3.	03	Mahavir Swami College of Polytechnic
4.	04	Bhagwan Mahavir College of Pharmacy
5.	05	Bhagwan Mahavir College of Management
6.	06	Bhagwan Mahavir College of Commerce & Management Studies
7.	07	Bhagwan Arihant Institute of Technology
8.	08	Bhagwan Mahavir Centre for Advance Research
9.	09	Bhagwan Mahavir School of Nursing
10.	10	Bhagwan Mahavir College of Liberal Arts & Humanities
11.	11	Bhagwan Mahavir College of Para Medical Sciences & Healthcare
12.	12	Bhagwan Mahavir College of Basic & Applied Sciences
13.	13	Bhagwan Mahavir College of Architecture
14.	14	Bhagwan Mahavir College of Design and Planning*
15.	15	Bhagwan Mahavir College of Hotel Management
16.	16	Shikshan Bharti College of Education
17.	17	Bhagwan Mahavir College of Education
18.	18	Bhagwan Mahavir PTC
19.	19	Lala Gangaram Jain memorial College of PTC
20.	20	Sharirik Shikshan Mahavidyalaya
21.	21	Bhagwan Mahavir College of Physical Education
22.	22	Bhagwan Mahavir College of CPED
23.	23	Bhagwan Mahavir College of Fashion and Design
24.	24	Bhagwan Mahavir College of Legal Education
25.	25	Bhagwan Mahavir Centre for Skill Development
26.	26	Bhagwan Mahavir Centre for International Studies
27.	27	Bhagwan Mahavir Polytechnic
28.	28	Bhagwan Mahavir College of Engineering and Technology
29.	29	Bhagwan Mahavir College of Nursing
30.	30	Bhagwan Mahavir Finishing School

2-Courses to be run in the University

College Code-01 Mahavir Swami College of Engineering & Technology				
Program and Duration	Course	Intake	Fees	Minimum Entry Qualification*
Bachelor of Technology (B. Tech.) 4 years Bachelor of Technology (Lateral Entry) 3 Years	Electrical Engineering	60	74000	Passed 10+2 examinations with Physics and Mathematics as compulsory subjects along with one of the Chemistry/ Biotechnology/ Biology/ Technical Vocational subject. Obtained at least 45% marks (40% in case of candidates belonging to reserved category) in the above subjects taken together. (Lateral Entry) Passed Diploma examination with at least 45%marks (40% in case of candidates belonging to reserved category) in appropriate branch of Engineering and Technology. OR Passed B.Sc. Degree from a recognized University as defined by UGC, with at least 45% marks (40%in case of candidates belonging to reserved category) and passed 10+2 examination with Mathematics as a subject. OR Provided that the students belonging to B.Sc. Stream, shall clear the subjects Engineering Graphics/Engineering Drawing and Engineering Mechanics of the First Year Engineering Programme along with the Second year subjects. OR Provided that the students belonging to B.Sc. Stream shall be considered only after filling the supernumerary seats in this
	Computer Engineering	60	74000	

				category with students belonging to the Diploma stream.
Master of Technology (M. Tech.) (2 Years)	Electrical Engineering	18	80000	Passed Bachelor's Degree or equivalent in the relevant field. Obtained at least 50% marks (45% in case of candidates belonging to reserved category)
College Code-02 Bhagwan Mahavir College of Computer Application				
Program and Duration	Course	Intake	Fees	Minimum Entry Qualification
Bachelor of Computer Application 3 years	BCA	1020	35000	Candidate must have Passed (10+2) examination or its equivalent with English and one out of these subjects, (i) Mathematics (ii) Business Mathematics (iii) Statistics (iv) Economics (v) Book keeping (vi) Accountancy (vii) Computer (viii) Elements of Accountancy (ix) Biology is eligible for admission in BCA program. (LATERAL ENTRY) Passed Diploma examination in relevant branch.
	BCA (Evening)	720	35000	
	BCA (AR & VR)	60	130000	
	BCA (Game Development)	60	130000	
Bachelor of Science 3 years	B.Sc. Data Science	30	45000	Candidate must have Passed (10+2) examination or its equivalent with English and one out of these subjects, (i) Maths (ii) Business Maths (iii) Statistics (iv) Economics (v) Book keeping (vi) Accountancy (vii) Computer (viii) Elements of Accountancy (ix) Biology. is eligible for admission.
	B.Sc. Cyber Security	60	45000	
	B.Sc.-IT (Infra Structure Management Services)	300	45000	
Master of Science 5 years Integrated	M.Sc. (I.T)	120	45000	Candidate must have Passed (10+2) examination or its equivalent with English and one out of these subjects, (i) Mathematics (ii)
	M.Sc. (I.T) (Evening)	60	[BSC-IT] 60000 [MSC-IT]	

				Business Mathematics (iii) Statistics (iv) Economics (v) Book keeping (vi) Accountancy (vii) Computer (viii) Elements of Accountancy (ix) Biology. Exit option available after 3 years with B. Sc. IT degree awarded.
Master of Science (M.Sc.) 2years	MSc-IT	30	60000	The student who passed (BCA, B.Sc. Comp. Sci., B. Tech /BE CS, IT, EC) with minimum 50% marks and 45% in case of candidates belonging to reserved category.
	MSc Data Science	30	60000	
	MSc Cyber Security	30	60000	
	M Sc. (Information and Communication Technology) (ICT)	30	60000	
	M.Sc. Informatics	30	60000	
PG Diploma 1Year	AI & ML	30	45000	The student who passed BE/ B.Tech./ B.Sc./ M.Sc. (It / Computer science/ Electronics), BCA, MCA, Degree holder with DOEACC A,B level or equivalent of any of these having good computer programming skill).
	Data Science	30	45000	
	PGDCA (General)	30	18000	The student who passed Graduation in any stream.
College Code-03 Mahavir Swami College of Polytechnic				
Program and Duration	Course	Intake	Fees	Minimum Entry Qualification*
Diploma in Engineering 3 years Diploma in Engineering- (Lateral Entry) 2 Years M -- Morning Shift E -- Evening Shift	Computer Engineering	240	47000/-	Passed 10 th Std./SSC examination. Obtained at least 35% marks in the qualifying examination (Lateral Entry) 10 th + (2 years ITI) with appropriate Trade in that order shall be eligible for admission to Second Year Diploma Course(s) of appropriate Programme.
	Chemical Engineering	60	47000/-	
	Aeronautical Engineering	60	47000/-	
	Automation & Robotics Engineering	60	47000/-	

College Code-04
Bhagwan Mahavir College of Pharmacy

Program and Duration	Course	Intake	Fees	Minimum Entry Qualification*
Diploma in Pharmacy (D. Pharm.) 2 years	D. Pharm.	60	30000	(10+2) from recognized Board with Physics and Chemistry as compulsory subjects along with one of the Mathematics/ Biology (Botany and Zoology)
Bachelor of Pharmacy (B. Pharm.) 4 Year	B. Pharm.	60	82000	Passed 10+2 examination with Physics and Chemistry as compulsory subjects along with one of the Mathematics / Biotechnology / Biology. Obtained at least 45% marks (40% in case of candidate belonging to reserved category) in the above subjects taken together. (Lateral Entry) Passed Diploma examination in a Programme with at least 45% marks (40% in case of candidates belonging to reserved category) in appropriate Programme.
Master of Pharmacy (M. Pharm.) 2 Year	Pharmaceutics	15	142000	Passed Bachelor in Pharmacy. Obtained at least 55% marks (50% in case of candidates belonging to reserved category)
	Pharmaceutical Quality Assurance	12	142000	
	Regulatory Affairs	15	142000	

College Code-05
Bhagwan Mahavir College of Management

Program and Duration	Course	Intake	Fees	Minimum Entry Qualification*
Master of Business and Admin.2 years	MBA	240	76000	Bachelor's Degree, with 50% marks (45% in case of candidates belonging to reserved category)
Master of Computer Application 2 years	MCA	240	74000	Passed BCA/ Bachelor Degree in Computer Science Engineering or equivalent Degree. OR Passed B.Sc./ B.Com./ B.A. with

				Mathematics at 10+2 level or at Graduation Level (with additional bridge Courses as per the norms of the concerned University). Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying Examination.
Integrated Master of Computer Application 5 years	Integrated MCA	60	For first three years 35000 For last two years 60000	(10+2)/ 12th Std. from recognized Board with Physics and Mathematics/Statistics/Accountancy as compulsory subjects along with one of the Chemistry/ Biotechnology/ Biology/Technical Vocational subject with minimum of 45% marks in General Category (40% marks in case of Reserved Category), Students who have qualified 12th standard exams prior to current academic year are also eligible
Integrated Master of Business Administration 5 Years M -- Morning Shift E -- Evening Shift	Integrated MBA	60	For first three years 35000 For last two years 60000	10+2 with minimum of 45% marks in General Category (40% marks in case of Reserved Category), computed on the basis of grand total or cumulative grade point average as shown in the mark sheet of the Board./ Candidates having diploma (10th + 3 year diploma) with 12th Equivalent certificate issued by Competent Authority (State Education Board) having minimum 45% (40% in Reserved Category) marks are eligible to apply for the admission in 5 Years Integrated MBA
College Code-06 Bhagwan Mahavir College of Commerce & Management Studies				
Course and duration	Branch	Intake	Fees	Minimum Entry Qualification*
Bachelor of Commerce 3 years	B. Com. (English)	120	35000	The candidate shall have passed HSC examination with any stream from Gujarat Board or any other recognized Examination Board.
	B. Com. (Evening) (English)	30	35000	

	B.Com. (Gujarati)	120	35000	
	B.Com. (Professional)	120	50000	
Bachelor of Management Studies 3 Years	BMS	60	50000	Candidate must have passed Standard 12th (H.S.C) (With any stream) Examination through Gujarat Higher Secondary Education Board (G.H.S.E.B.) or any other equivalent Board with English Subject.
Bachelor of Business Administration 3 years	BBA	540	35000	Candidate must have passed Standard 12 th (H.S.C) (With any stream) Examination through Gujarat Higher Secondary Education Board (G.H.S.E.B.) or any other equivalent Board with English Subject.
	BBA (Evening)	30	35000	
	BBA (Professional)	120	50000	
BRS 3 Years	Bachelors in Rural Studies	30	50000	Passed Standard 12 th (H.S.C) (With any stream) from any equivalent Board with English Subject.
PGDEM 1 Years	Post Graduate Diploma in Event Management	60	72000	Any graduate from a recognized University / Institute
PGDCBM 1 Year	Post Graduate Diploma Cooperative Business Management	30	50000	Any graduate from a recognized University / Institute
Master of Commerce 2 years	M.Com. English	30	40000	Candidates with a valid B.Com or B.Com (Hons.) degree, obtained from a recognized university or Institute are eligible. They must also ensure that they have secured a minimum aggregate score of 40% in the qualifying exam.
	M.Com. Gujarati	30	40000	
College Code-07 Bhagwan Arihant Institute of Technology				
Program and Duration	Course	Intake	Fees	Minimum Entry Qualification*
Bachelor of Technology (B. Tech.)	Aeronautical Engineering	60	67000	Passed 10+2 examination with Physics and Mathematics as compulsory subjects along with one
	Chemical	60	67000	

4 years Bachelor of Technology (Lateral Entry) 3 Years	Engineering			of the Chemistry / Biotechnology / Biology / Technical Vocational subject. Obtained at least 45% marks (40% in case of candidate belonging to reserved category) in the above subjects taken together. (Lateral Entry) Passed Diploma examination with at least 45% marks (40% in case of candidates belonging to reserved category) in appropriate branch of Engineering and Technology.
	Computer Engineering	120	67000	
	Nano Technology Engineering	60	67000	
	Robotics & Automation Engineering	60	67000	
	Information Technology	120	67000	
	Environmental Engineering	30	67000	
	Pharmaceutical Engineering	30	67000	OR Passed B.Sc. Degree from a recognized University as defined by UGC, with at least 45% marks (40% in case of candidates belonging to reserved category) and passed 10+2 examination with Mathematics as a subject. OR Provided that the students belonging to B.Sc. Stream, shall clear the subjects Engineering Graphics/Engineering Drawing and Engineering Mechanics of the First Year Engineering Programme along with the Second year subjects. OR Provided that the students belonging to B.Sc. Stream shall be considered only after filling the Supernumerary seats in this category with students belonging to the Diploma stream.
Master of Technology (M. Tech.) (2 Years)	Aeronautical Engineering	18	80000	Passed Bachelor's Degree or equivalent in the relevant field. Obtained at least 50% marks (45% in
	Chemical Engineering	18	80000	

	Computer Engineering	18	80000	case of candidates belonging to reserved category
	Nano-Technology Engineering	18	80000	
	Robotics & Automation Engineering	18	80000	

College Code-08
Bhagwan Mahavir Centre for Advance Research

A Doctor of Philosophy (Ph.D.) is a research-based doctorate program that offers core specialization in a certain domain. A Ph.D. can be obtained in most academic areas and provides specific education in a discipline. An eligible academic authority supervises the research undertaken during the program. It is a degree awarded for research, which exhibits the competence of an individual to conduct independent research, contributing to the knowledge of the subject.

Availability of Subjects and intake, Minimum Eligibility Criteria*, Minimum Entry Level Qualification*, for Master of Philosophy (M. Phil.) and Doctor of Philosophy (Ph.D.) Programs will be notified on the website before the start of the admission process.

Doctor of Philosophy (Ph.D.) Tution Fees- -80000 per year

Mechanical Engineering	Physical Education
Civil Engineering	Yoga & Naturopathy
Electronics & Communication Engineering	Clinical Research
Electrical Engineering	Tourism and Hospitality Management
Computer Science & Engineering	Legal Studies
Artificial Intelligence	Biotechnology
Data science and Engineering	Microbiology
Computer Applications	Zoology
Aeronautical Engineering	Botany
Chemical Engineering	Physics
Robotics & Automation Engineering	Mathematics
Nano Technology	Chemistry
Printing and Packaging	Bio-Informatics
Pharmaceutical Sciences	Fine Arts

Architecture & Planning			English	
Management			Social Studies	
Commerce			Mass communication	
Education			Prakrit & Jain Studies	
Environmental Science			Library and Information Science	
Psychology			Economics	
Planning				
College Code-09				
Bhagwan Mahavir School of Nursing				
Program and Duration	Course	Intake	Fees	Minimum Entry Qualification*
Diploma in General Nursing and Midwifery 3 years	GNM (From Nursing Council)	40	82000	(10+2) from recognized Board
College Code-10				
Bhagwan Mahavir College of Liberal Arts & Humanities				
Program and Duration	Course	Intake	Fees	Minimum Entry Qualification*
Bachelor of Arts (B.A.) 3 years	Economics	60	30000	(10+2) with 35% marks from recognized Board
	History	60	30000	
	Political Science	60	30000	
	Public Administration	60	30000	
	English	60	30000	
	Psychology	60	30000	
	Sociology	60	30000	
	Journalism	60	30000	
	Hindi	60	30000	
	Gujarati	60	30000	
	Sanskrit	60	30000	
	Yoga	60	30000	
Bachelor of Labour Welfare 3 years	B.L.W.	60	35000	
Bachelor of Social Work 3 years	B.S.W.	60	35000	

Master of Arts (M.A.) 2 years	Economics	30	40000	Graduate in relevant field from a recognized University
	History	30	40000	
	Political Science	30	40000	
	Public Administration	30	40000	
	English	30	40000	
	Psychology	30	40000	
	Sociology	30	40000	
	Journalism	30	40000	
	Hindi	30	40000	
	Gujarati	30	40000	
	Sanskrit	30	40000	
	Prakrit & Jain Studies	30	20000	
	YOGA	30	40000	
	Hindu Studies	30	40000	
Masters of Library Science M. Lib. 2 Year	Library and Information Sciences	30	40000	Graduate in relevant field from a recognized University
Master of Labour Welfare 2 years	M.L.W.	30	80000	
Master of Social Work 2 years	M.S.W.	30	80000	
College Code-11**				
Bhagwan Mahavir College of Para Medical Sciences & Healthcare				
Program and Duration	Course	Intake	Fees	Minimum Entry Qualification*
Diploma Courses 3 Years	Radiotherapy	60	45000	10+2 in PCB from recognized Board
	Radiography & Imaging Technology	60	45000	
	OT & Anesthesia Technology	60	45000	
	Optometry	60	45000	
Diploma 2 Years	Panchkarma	60	45000	10+2 from a recognized board

B. Sc. 3 Years	Radiography & Imaging Technology	60	45000	10+2 in PCB from recognized Board
	Radiotherapy	60	45000	
Bachelor of Physiotherapy 4 years and 6 months compulsory internship	Physiotherapy (BPT)	60	75000	10+2, with Physics, Chemistry and Biology with a minimum of 50% marks taken together in Physics, Chemistry and Biology (45% marks in case of SC/ST category). Another important aspect is that the students should be at least 17 years of age.
Bachelor of Naturopathy & Yoga Science 4 years and 6 months compulsory internship	Naturopathy and Yoga Sciences	60	75000	10+2, with Physics, Chemistry and Biology with a minimum of 50% marks taken together in Physics, Chemistry and Biology (45% marks in case of SC/ST category). Another important aspect is that the students should be at least 17 years of age.
Bachelor of Science (B.Sc.) 3 Years	Clinical Research	60	75000	(10+2) with Biology or Life Sciences as one of the subjects with minimum 50% marks (45% for SC/ST/OBC candidates).
Master of Physiotherapy 2Years	Physiotherapy (MPT)	18	80000	Bachelor Degree in any health science discipline from a recognized University with minimum 50% marks in aggregate
M.Sc. 2Years	Clinical Research	18	80000	Candidate must be a Graduate in Life Sciences/Microbiology/Biotechnology/Pharmacy/Medicine/Nursing/Physiotherapy/Dentistry/Homeopathy/Ayurvedic and Veterinary Science with min 50% from the recognized institute/University.
Master (MNYS) 2 Year	Naturopathy and yoga Sciences	18	80000	Graduate degree in relevant subject or equivalent with at least 50% mark aggregate from a recognized University.
C. M. L. T. 1 Year	Certificate in Medical Laboratory Technology	60	40000	10th Std.
D.M.R.T. 1 Year	Diploma in Medical Radiology Technology	60	40000	12th Std.

C. M. R. T. 1 Year	Certificate in Medical Radiology Technology	60	40000	10th Std.
D. O. T. T. 1 Year	Diploma in Operation Theatre Technology	60	40000	12th Std.
D. A. N 1 Year	Diploma Assistant Nursing	60	40000	12th Std
C. A. N. 1 Year	Certificate in Assistant Nursing	60	40000	10th Std.
D.D.T 1 Year	Diploma in Dialysis Technician	60	40000	12th Std
D. N. C. A. 1 Year	Diploma in Nursing Care Assistant	60	40000	10th Std.
C.X.R. & E.C.G.	Certificate in X-ray and Electrocardiogram	60	40000	10th Std.
Certificate Courses 6 Months	Diabetic Educator	60	18000	An “up skilling certification” course for the professionals with experience in the patient care such as Graduates in Public Health, Nutrition, Nursing, Pharmacology, Occupational and Physiotherapy etc. Educational requirement: Graduation in Public Health, Nutrition, Nursing, Pharmacology, Occupational and Physiotherapy etc.
Certificate Courses 6 Months	General Duty Assistant	60	18000	Educational requirement - The candidate must have completed 10+2 with Science. Age limit – 18 to 30 years. (Relaxation of age for SC/ST candidates as per the Govt of India Rules.)
Certificate Courses 6 Months	Diploma in Health Promotion Education	60	18000	• Graduate in Psychology / Economics / Anthropology / Statistics / Sociology / Education / Communication / Social work/Dietetics with three years of

				<p>experience in community work in the field of Health/ Education/ Welfare etc.</p> <ul style="list-style-type: none"> • A Graduate in Nursing or any other paramedical fields. • The graduation degree should be from a UGC recognised University
Certificate Course	Certificate in Acupressure and Hailing Sciences	100	7000	10 th Std.
** Under Process				
<p style="text-align: center;">College Code-12 Bhagwan Mahavir College of Basic & Applied Sciences</p>				
Program and Duration	Course	Intake	Fees	Minimum Entry Qualification*
Bachelor of Science (B.Sc.) (3years) For UG- Batches of 60 Students	Mathematics	60	45000	10+2 from recognized Board with A and AB group.
	Physics	60	45000	10+2 from recognized Board with A and AB group.
	Chemistry	60	45000	10+2 from recognized Board with A, B and AB group.
	Microbiology	60	45000	10+2 from recognized Board with B and AB group.
	Biotechnology	60	45000	10+2 from recognized Board with B and AB group
	Zoology	60	45000	10+2 from recognized Board with B and AB group
	Botany	60	45000	10+2 from recognized Board with B and AB group
	Environmental Science	60	45000	10+2 from recognized Board with A, B and AB group
	Bio-informatics	60	45000	10+2 from recognized Board with A, B and AB group
	MLT (Medical Laboratory Technology)	240	45000	10+2 from recognized Board with B and AB group / DMLT from recognized university after 10+2.
Integrated Bachelor of Science (B. Sc.) 4 years	MLT (Medical Laboratory Technology)	240	80000	10+2 from recognized Board.

	M.Sc. Applied Statistics	30	65000	Bachelor degree in relevant subject from a recognized University.
Post Graduate Diploma (1 Year)	PGDMLT	120	65000	Bachelor's degree in Science with subjects of Microbiology, Botany, Zoology, Medical Technology, Biosciences, Biochemistry, Life sciences(Biosciences), Biotechnology and Chemistry (should have Biology at F. Y. B.Sc. level / H.Sc. with B or AB group) as the principal subjects. The candidate also eligible if he/she had qualified B. Pharm., B.Physio., M.B.B.S, BDS, BAMS, BHMS, B.Sc. Nursing, B.Sc. Optometry.
Diploma in Medical Laboratory Technology	Diploma MLT	240	80000	10 + 2 from recognized board
College Code-13 Bhagwan Mahavir College of Architecture				
Program and Duration	Course	Intake	Fees	Minimum Entry Qualification*
Diploma in Architecture 3 years	Architectural Assistantship	30	43000	Passed 10 th Std./SSC examination or Equivalent Obtained at least 35% marks in the qualifying examination
Bachelor of Architecture 5 years	B. Arch	80	83000	(1) Passed an examination at the end of the 10+2 scheme of examination with Physics, Chemistry & Mathematics subjects or passed 10+3 Diploma Examination with Mathematics as compulsory subject. (2) The candidate needs to qualify an aptitude test in architecture conducted either by NTA (i.e. JEE) or "NATA" conducted by the Council of Architecture. As per Gazette of India, Part III, Section 4 amended on 23.03.2021.
Bachelor of Planning 4years	B. Plan	40	66000	Passed 10+2 examination with Physics and Mathematics as compulsory subjects along with one of the Chemistry/ Engineering Drawing/ Computer Science Obtained at least 45% marks (40% marks in case of candidates belonging to reserved category) marks in the above subjects taken together.

Bachelor of Fashion Design 3years	Bachelor of Fashion Design	300	65000	10+2 qualification having a Passing marks from any stream in any category. 10+3 Diploma Examination having Passing marks.
Bachelor of Interior Design 3 years	B. I. D.	40	50000	10+2 qualification having a minimum aggregate score of 40% from any stream in any category. 10+3 Diploma Examination having obtained at least 40% aggregate marks.
Bachelor of Fine Arts 3years	Bachelor of Fine Arts (Applied Arts)	40	45000	10+2 qualification having a Passing marks from any stream in any category. 10+3 Diploma Examination having Passing marks.
	Bachelor of Fine Arts (Painting)	40	45000	
	Bachelor of Fine Arts (Sculpture)	40	45000	
Masters in Planning 2 Years	M. Plan.	30	70000	Passed B.Arch. or B.E.-Civil or B.Tech. Civil or B.Plan. or M.A./M.Sc. with Geography or M.A. with Sociology/Social Science or M.A. with Economics having or equivalent degree Obtained at least 50 % marks (45% in case of candidates belonging to reserved category) in the qualifying examination.

College Code-15

Bhagwan Mahavir College of Hotel Management

Program and Duration	Course	Intake	Fees	Minimum Entry Qualification*
Under Graduate 3 year	Hotel Management & Catering Technology	60	61000	Should have passed 10+2 examination. Obtained at least 45% marks (40% in case of candidate belonging to reserved category) at the qualifying Examination
Under Graduate 3 Years	Hotel Management HM	60	61000	Should have passed 10+2 examination. Obtained at least 45% marks (40% in case of candidate belonging to reserved category) at the qualifying Examination
Under Graduate 3 year	Hospitality & Tourism Administration HTA	60	61000	Should have passed 10+2 examination. Obtained at least 45% marks (40% in case of candidate belonging to reserved category) at the qualifying Examination

College Code-16 Shikshan Bharti College of Education				
Program and Duration	Course	Intake	Fees	Minimum Entry Qualification*
Education 2 Years	B.Ed.	200	39000	Graduation from a recognized University with 50%. (45% for SC, ST candidates)
College Code-17 Bhagwan Mahavir College of Education				
Program and Duration	Course	Intake	Fees	Minimum Entry Qualification*
Education 2 Years	M. Ed.	50	65000	Bachelors of Education (B.Ed.) from a recognized institution with 50%.
College Code-18** Bhagwan Mahavir PTC				
Program and Duration	Course	Intake	Fees	Minimum Entry Qualification*
Primary Teachers Certificate (PTC) 1 Years	PTC	200	25000	10+2 from a recognized board
College Code-19** Lala Gangaram Jain Memorial College of PTC				
Program and Duration	Course	Intake	Fees	Minimum Entry Qualification*
Primary Teachers Certificate (PTC) 1 Years	PTC	50	320000	10+2 from a recognized board
** Under Process				
College Code-20 Sharirik Shikshan Mahavidyalaya				
Program and Duration	Course	Intake	Fees	Minimum Entry Qualification*
Bachelor of Physical Education 2 Year	B.P. Ed.	100 (Batch of 50)	35000	Any Bachelors from a recognized institution with 45%.

College Code-21				
Bhagwan Mahavir College of Physical Education				
Program and Duration	Course	Intake	Fees	Minimum Entry Qualification*
Postgraduate program 2 Year	M.P. Ed.	30	45000	B.P. Ed from a recognized institution with 50%.
College Code-22**				
Bhagwan Mahavir College of CPED				
Program and Duration	Course	Intake	Fees	Minimum Entry Qualification*
Certificate In Physical Education 2 Years	C.P. Ed.	50	25000	10+2 from a recognized board
** Under Process				
College Code-23				
Bhagwan Mahavir College of Fashion and Design				
Program and Duration	Course	Intake	Fees	Minimum Entry Qualification*
Bachelor of Design (B. Des.) 3 years	Fashion and Merchandising	120	65000	10+2 from a recognized board
	Fashion Design	120	65000	
	Textile Design	120	65000	
College Code-24				
Bhagwan Mahavir College of Legal Education**				
Program and Duration	Course	Intake	Fees	Minimum Entry Qualification*
Bachelor of Law 3 Years	LLB	60	40000	Bachelor Degree from recognized university
Integrated 5 Years	BBA + LLB	60	40000	10+2 from a recognized board

College Code-25**Bhagwan Mahavir Centre for Skill Development**

Bhagwan Mahavir University Surat will start Centre of Skill Development with the Vision that “The structured skill development model will contribute to improve the performance of the people and organizations which will result in the increase in employability skills, facilitate the entrepreneur culture, Develop and facilitate skilling and re-skilling solutions, Develop R&D centre supporting industrial innovation, exchange national and international best practices, Provide the skilling framework that keeps people aligned to current and future skill requirements of the market, Provide skills that enable people to become job ready and pursue their career aspirations through various career opportunities.”

BMU also started Bachelor of Vocation (B.VOC.) Programme as per UGC Guide lines. The certification levels will lead to Diploma/Advanced Diploma/B. Voc. Degree in one or more vocational areas and will be offered under the aegis of the Bhagwan Mahavir University.

Sr. No	Name of Sector	Name of Course	Minimum Qualification	Course Duration	Fees
Certificate Course					
1.	Any Other (Automotive)	Welding and Quality Technician	ITI in Relevant Trade	6 Months	20,000
2.	Power	Attendant Sub-Station (66/11, 33/11 kV) -Power Distribution	ITI in Electrician trade	6 Months	20,000
3.	Power	Junior Engineer- Power Distribution	Diploma in Electrical Trade	6 Months	20,000
4.	Power	Solar PV Installer	10th pass + ITI / Diploma (Electrical, Electronics, Civil, Mechanical, Fitter, Instrumentation, Welder)	6 Months	20,000
5.	IT/ITes	Block chain	Diploma in Computer/ IT Engineering	6 Months	20,000
6.	IT/ITes	Certificate In Java	ITI in Relevant Trade	6 Months	20,000
7.	Any Other (Automotive)	Computer Aided Software Design	Diploma in Mechanical/Automobile Engineer	6 Months	20,000
8.	Any Other (Automotive)	Welding Assistant	Class 8	6 Months	20,000
9.	Any Other (Automotive)	Welding Technician	10th pass	6 Months	20,000
10.	Construction	Computer Aided Software Design- Civil Engineering	Diploma in Civil Engineer	6 Months	20,000
11.	Any Other (Automotive)	Automotive Repair Welder	10th pass	6 Months	20,000

12.	Any Other (Automotive)	Machining and Quality Technician	10th pass	6 Months	20,000
13.	Chemical and Petrochemicals	Attendant Operator (Chemical Plant)	10th pass	6 Months	20,000
14.	IT/ITes	Data Entry Operator	10th pass	6 Months	20,000
15.	IT/ITes	Biometric Data Entry Operator	10th pass	6 Months	20,000
16.	Healthcare	Nursing Assistant	10th pass	6 Months	20,000
17.	Electronics	Mobile Phone Hardware Repair Technician	ITI in Relavant Trade	6 Months	20,000
18.	Any Other	Pre- Primary Teachers Training Montessori	10th pass	6 Months	20,000
19.	Electronics	Solar Panel Installation Technician	10th pass	6 Months	20,000
20.	Construction	Architectural Drafting and Basic 3D Design	ITI in Relevant Trade	6 Months	20,000
21.	Capital Goods	CNC Operator	10th pass	6 Months	20,000
22.	Construction	Surveyor	ITI/Diploma in civil / land surveying	6 Months	20,000
Diploma					
23.	Any Other	Fire Technology and Industrial Safety Management	10+2 Any Branch	1 Year	45,000
24.	Healthcare	Health Sanitary Inspector	10+2 Any Branch	1 Year	45,000
25.	Any Other	Pre- Primary Teachers Training Montessori	10+2 Any Branch	1 Year	45,000
26.	Any Other	Early Childhood Educator	10+2 Any Branch	1 Year	45,000
27.	Construction	Architectural Assistant	10+2 Any Branch	1 Year	45,000
28.	Construction	Surveyor	10+2 Any Branch	1 Year	45,000
29.	Capital Goods	Industrial Automation And Robotics	10+2 Science	1 Year	45,000
Advance Diploma					
30.	Capital Goods	Industrial Automation And Robotics	10+2 Science(Diploma Lateral Entry)	2 Years	55,000
31.	Healthcare	Health Sanitary Inspector	10+2 Any Branch (Diploma Lateral Entry)	2 Years	55,000
B.VOC					
32.	Power	Electronics Manufacturing services	10+2 (Science) / Diploma in Electrical Engineering	3 Years	70,000
33.	IT/ITes	Software Development	10+2 (Science) / Diploma in Computer/IT Engineering	3 Years	70,000
34.	Healthcare	Patient Care Management	10+2 Any Branch	3 Years	70,000
35.	Healthcare	Healthcare Management	10+2 Any Branch	3 Years	70,000

36.	Any Other	Fire Technology and Industrial Safety Management	10+2 (Science)/Diploma Fire safety Lateral Entry	3 Years	70,000
37.	Construction	Interior Design	10+2 Any Branch	3 Years	70,000
38.	Retails	Retail Management & IT	10+2 Any Branch	3 Years	70,000
39.	Retails	Retail Department Manager	10+2 Any Branch	3 Years	70,000
40.	Retails	Retail Sales Associate	10+2 Any Branch	3 Years	70,000
41.	Capital Goods	Industrial Automation And Robotics	10+2 (Science)/Diploma in Mechanical/Automobile/ Industrial Engineering/Robotics	3 Years	70,000
M.VOC					
42.	Healthcare	Patient Care Management	10+2 Any Branch (B.Voc Lateral Entry)	5 Years	80,000
43.	Healthcare	Healthcare Management	10+2 Any Branch (B.Voc Lateral Entry)	5 Years	80,000
44.	Capital Goods	Industrial Automation And Robotics	10+2 Science (B.Voc Lateral Entry)	5 Years	80,000
Certificate Courses					
Name of Course		Eligibility		Fees (Rs.)	
Jewelry Design		Any working Professional		20000	
Textile Design		Any working Professional		20000	
Geometric Modelling and Design, Auto CAD, Solid Works, Ansys, Catia		Any working Professional		20000	
Solar Energy Design		Any working Professional		20000	
PLC Programming		Any working Professional		20000	
Learn Robotics with Arduino, Build robotic projects		Any working Professional		20000	
Core JAVA		Basic knowledge of computer		20000	
Network administration		Basic knowledge of computer		20000	
Advanced development using PHP		Basic knowledge of computer		20000	
ASP.NET with C#		knowledge of any programming language		20000	
Mobile App development using Android		knowledge of OOPs Concept		20000	
Pharmaceutical Marketing		Commerce graduates, BSc., MSc., B. Pharm		20000	
Nutraceuticals		12 th Science		20000	
Herbal Extracts		Graduates of Life science		20000	
(Certificate Courses) Diploma in		passed 10+2 exam with mathematics		20000	

android programming		
(Certificate Courses) Diploma in retail Management	Passed 10+2 exam in any stream or any diploma holder student	20000
Certificate course in Entrepreneurship Development	Any Graduate from any UGC recognized University	20000
Certificate/Diploma in Medical Sterilization and Hospital Logistics	10+2 Biology/GNM	20000
Certificate/Diploma in Infection Control Nursing	10+2 Biology/GNM	20000
Certificate/Diploma in Hygiene and Sanitation	10+2 Biology/GNM	20000
Certificate/Diploma in Ward Management	10+2 Biology/GNM	20000
Interior Decoration and Designing	10+2 system or its equivalent	20000
Introduction to Hotel Industry	Any one	20000
Introduction to catering - types of Catering	Any one	20000
Restaurant - types of restaurants, staff organization of various restaurants	Any one	20000
Restaurant service, arrangements of sideboards, loading / carrying of trays	Any one	20000
Personality development	10 + 2 pass	20000
Environmental education	10 pass	20000
Guidance and counselling	10 + 2 pass	20000
Value education	10 + 2 pass	20000
School management	B.Ed./M.Ed.	20000
Yoga Science	8 pass	20000
Child care Development	10 + 2 pass	20000
Food Nutrition	10 + 2 pass	20000
Certificate in Physical Education C.P.Ed	10+2 from a recognized board	20000
Vastu Shastra	10+2 from a recognized board	20000
Interior Design	10+2 from a recognized board	60000
Real Estate Valuation	10+2 from a recognized board	15000

College Code-26

Bhagwan Mahavir Center for International Studies

Bhagwan Mahavir University will offer the certificate, UG, PG, partnership and professional pathways. Tomorrow's leaders need to cross conventional boundaries of fields and nations. They need to be a dreamer, explorer, and inspirer and seek to be ready for challenge. To communicate effectively at intellectual and emotional levels, BMU is also emphasizes on learning of different foreign languages.

College Code-27
Bhagwan Mahavir Polytechnic

Program and Duration	Course	Intake	Fees	Minimum Entry Qualification*
Diploma in Engineering 3 years	Information Technology	240	43000	Passed 10 th Std. /SSC examination. Obtained at least 35% marks in the qualifying examination (Lateral Entry) 10 th + (2 years ITI) with appropriate Trade in that order shall be eligible for admission to Second Year Diploma Course(s) of appropriate Programme.
	Automobile Engineering	120	43000	
Diploma in Engineering- (Lateral Entry) 2 Years	Electronics & Communication Engineering	60	43000	
	Civil Engineering	120	43000	
M -- Morning Shift E -- Evening Shift	Computer Engineering	240	43000	
	Electrical Engineering	120	43000	
	Mechanical Engineering	240	43000	

College Code-28
Bhagwan Mahavir College of Engineering and Technology

Program and Duration	Course	Intake	Fees	Minimum Entry Qualification*
Bachelor of Technology (B. Tech.) 4 years	Mechanical Engineering	240	76000	Passed 10+2 examinations with Physics and Mathematics as compulsory subjects along with one of the Chemistry/Biotechnology/Biology/Technical Vocational subject. Obtained at least 45% marks (40% in case of candidates belonging to reserved category) in the above subjects taken together. (Lateral Entry) Passed Diploma examination with at least 45%marks (40% in case of candidates belonging to reserved category) in appropriate branch of Engineering and Technology. OR Passed B.Sc. Degree from a recognized University as defined by UGC, with at least 45% marks
	Civil Engineering	240	76000	
	Automobile Engineering	60	76000	
Bachelor of Technology (Lateral Entry) 3 Years	Computer Engineering	120	76000	
	Electronic Engineering	30	76000	
M -- Morning Shift E -- Evening Shift	Electronics and Communication Engineering	30	76000	

				<p>(40% in case of candidates belonging to reserved category) and passed 10+2 examination with Mathematics as a subject.</p> <p>OR</p> <p>Provided that the students belonging to B.Sc. Stream, shall clear the subjects Engineering Graphics/ Engineering Drawing and Engineering Mechanics of the First Year Engineering Programme along with the Second year subjects.</p> <p>OR</p> <p>Provided that the students belonging to B.Sc. Stream shall be considered only after filling the supernumerary seats in this category with students belonging to the Diploma stream.</p>
Master of Technology (M. Tech.) (2 Years)	Civil Engineering Specialization in-- <ul style="list-style-type: none"> • Water Resources Management. • Construction Project Management • Structural Engineering • Town and Country Planning • Transportation Engineering 	18 (each)	80000	Passed Bachelor's Degree or equivalent in the relevant field. Obtained at least 50% marks (45% in case of candidates belonging to reserved category)
	• Real Estate Valuation	18	80000	
	• Plant and Machinery Valuation	18	80000	
	Automobile Engineering	18	80000	

Master of Technology (M. Tech.) (2 Years)	Electronic Engineering	18	80000	Passed Bachelor's Degree or equivalent in the relevant field. Obtained at least 50% marks (45% in case of candidates belonging to reserved category)
	Electronics & Communication Engineering	18	80000	
	Computer Engineering	18	80000	
	Artificial Intelligence	18	80000	
	Internet of Things (IoT)	18	80000	
	Quantum Computing	18	80000	
	Cyber Security	18	80000	
	Data Science and Engineering	18	80000	
	Mechanical Engineering	18	80000	
	CAD-CAM	18	80000	
	Printing and Packaging Technology	18	80000	
College Code-29 Bhagwan Mahavir College of Nursing				
Program and Duration	Course	Intake	Fees	Minimum Entry Qualification*
Bachelor of Science in Nursing 4 Years	B.Sc. Nursing	60	70000	The minimum age for admission shall be 17 years on 31st December of the year in which admission is sought.10+2 class passed with science (PCB) and English core/English elective with aggregate of 45% marks from recognized board under AISSCF/CBSE/ICSE/SSCF/HSCF or other equivalent board. Student shall be medically fit. Students appearing in 10+2 examination in science conducted by National Institute of Open School with 45% marks.
Post Basic B Sc Nursing 2Year s	P. B. B.Sc. Nursing	40	90000	Candidates who want to apply for the Post Basic B.Sc. Nursing Programme have to pass General Nursing and Midwifery Course (GNM) course& should have State Nursing Council Registration.

College Code-30		
Bhagwan Mahavir Finishing School(Certificate Courses)		
1.	Techno-Management- Technical Skill	
	a.	Web Development
	b.	Data Analyst
	c.	Mobile Computing
	d.	Design And Game Development
	e.	IOT
	f.	Automobile Engineering
	g.	Block Chain Management
	h.	PLC Programmining
	i.	Robotics
2.	Soft Skill Management	
	a.	Personal Grooming
	b.	Personality Development
	c.	Presentation Skill
	d.	Interviewing Skill
	e.	Change Management and Leadership
	f.	Fitness & Nutrition
	g.	Bridal Makeup & Hair Styling
3.	Research Skill Management	
	a.	Research Paper Writing
	b.	Information System in Education
	c.	ICT in Research and Content Writing
	d.	Skill Courses Pedagogy
4.	Education Skill Management	
5.	Health Skill Management	

Minimum Entry Qualification*

Minimum Entry level Qualification, % of marks, % marks in case of reserve category and other eligibility criteria are as per the UGC/ Professional Councils /State Government Norms. Admission reservation policy for the candidates of reserve categories are as per the Government Norms and Guideline.

**** : Institute/ Courses are Under process for Approval of concerned Council/ Regulatory body.**

Chapter-5

Ordinances pertaining to the conditions for award of Fellowships, Scholarships, Stipends, Medals and Prizes

In order to encourage meritorious and deserving students to pursue Courses/Programmes of studies and research in the University without great financial strain, the University shall strive to provide for adequate number of Scholarships, Fellowships, Studentships and Free-ships, for financial help, and also provide for award of Medals and Prizes.

1. Research Fellowship/Assistantship

The award of Research Fellowship/Assistantship shall generally be made subject to the following conditions

- i. The Governing Body on recommendation of the Academic Council will decide the amount of fellowship from time to time.
- ii. The Fellowship shall be awarded to research fellows engaged in certain research project sanctioned by a funding agency to carry out research work in the University. The research Assistantship may also be awarded to students enrolled for Ph.D. programs in the respective disciplines in the University.
- iii. The maximum duration of which Research Assistantship shall be as per Government Norms on satisfactory academic performance and satisfactory performance in the discharge of responsibilities assigned under the scheme.
- iv. The fellow/scholar shall not join any other course of study or appear in any examination after commencing work under the fellowship/ scholarship.
- v. If at any time it should appear to the University that the progress or conduct of the fellow/scholar has not been satisfactory, the fellowship/scholarship may be suspended or withdrawn.
- vi. The fellow/scholar shall be required to pay the fee prescribed by the University.

2. Scholarship and Awards

- a) The policy on the awards of Research Assistantship/ Scholarship/ Stipend/ Medals/ Prizes shall be laid down by the Executive Council and should form part of University prospectus. Subject to the general conditions applicable to all such awards, the value, duration and conditions of the award shall be such as are laid down by the Governing Body. It may be reviewed from time to time including introduction of new awards /rates of fellowship or deletion of existing awards etc.
- b) All awards of Research Assistantship, Scholarships and such other assistance shall be made/ continued on the proposal to be made by the Registrar as per the policy and rules and approved by the Provost.
- c) There shall be instituted Scholarships in every subject to be awarded to the students of the University subject to availability of funds.

- d) There shall also be a scheme of merit Scholarship, subject to availability of funds, where the rank holders in every subject will be awarded Scholarship the quantum of which shall be decided by the University from time to time.
- e) All types of Scholarships shall be administered at the University level by a Committee to be constituted by the Provost.
- f) There shall be a scheme to award medals/prizes to the meritorious students of the University for their best performance in various University Examinations.
- g) Detailed guidelines shall be framed from time to time by the Board of Management governing the administration of Scholarships, Free-ships, Fellowships, Medals and other such endowments created in the University.

A committee will be constituted by the Provost to examine the cases of proposed gold medal winners. A brief report will be presented by the Committee with comments on their behaviour, disciplines, percentage of each Term, completion of courses and other requirements for the degree, etc. to the Provost for approval, prior to announcing the award of medals. No student shall however, be eligible for the award of medal in case of ever indulging in an act of indiscipline, failed in any subject or detained.

Chapter-6

Ordinances pertaining to Medium of instruction, examinations, evaluation and grading system for Programme(s) of study Implemented from Academic year 2021-22

1. Preamble:

- a) This Ordinance shall be applicable for all examinations conducted/ Evaluation of Academic Performance at BMU. At the beginning of each Academic Session the University shall prepare and publish semester wise/annual, as the case may be, Schedule of examinations for each and every course conducted by it.
- b) This Ordinance applies to all the Certificate, Diploma, UG, PG Programme(s) and Ph.D. Programmes running in the University Colleges.
- c) Examinations & Evaluation of students shall be done through continuous Assessment and Evaluation System.
- d) Application form for admission to various courses offered by the University shall be as prescribed by the 'Academic Council' of the University from time to time. All courses of study leading to award of respective Degrees/Diplomas shall be conducted by the Institute /Departments/Centres established by the University.
- e) All Programmes of Study of the University offered will be Semester/ Yearly system as per the recommendation of the Board of studies-BOS and shall observe the guidelines issued by UGC or concerned statutory/ Regulatory bodies time to time.

2. Medium of Instruction & Examinations:

- a) The medium of instruction in respect of all Programmes of Study offered by the Institutes/ Department and Centre of Study shall be English/Hindi/ Gujarati, except in cases of Programme(s) of Study/ Research Degree Programme(s) in Language(s)/ Literature. Question Papers of all examinations of the University shall be set in English/Hindi/Gujarati language and answered in English/Hindi/Gujarati language as per the requirement, except in case of examinations in language(s)/literature, where the question papers may be set and answered in the respective languages either in totality or in part, depending upon the requirements of the course.

3. Programme Structure:

Certificate/Diploma/ UG and PG Level Programmes:

- a) The Programme structure for Certificate/Diploma/ UG and PG Level Programmes of Study shall be in accordance with the guidelines issued by the UGC and/or concerned statutory bodies time to time.
- b) The Programme structure for Certificate/Diploma/ UG and PG Level Programmes of Study shall be as per CBCS. The CBCS provides an opportunity for the students to choose courses from the prescribed courses comprising core, elective and skill based courses. The courses can be evaluated following the grading system, which is considered to be better than the conventional marking system. Therefore, it is necessary to introduce uniform

grading system. This will benefit the students to move across institutions both within India and across countries.

- c) **Semester:** Each semester will consist of 15-18 weeks of academic work equivalent to 90 actual teaching days. The odd semester may be scheduled from July to December and even semester from January to June.
- d) **Transcript or Grade Card or Certificate:** Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The grade certificate will display the course details (code, title, number of credits, grade secured) along with SGPA of that semester and CGPA earned till that semester.
- e) The students shall be given ample opportunity to choose the courses across the Department(s)/Centre(s) as per the guidelines of the University. The courses shall be designed at par with global practices in terms of effective number of teaching days and teaching- learning inputs.
- f) **Core Course (CC)** A course, which should compulsorily be studied by a candidate as a core requirement is termed as a Core Course. The courses designed for papers under this category aim to cover the basics that a student is expected to imbibe in that particular discipline.
- g) **Elective Course (EC)** Generally a course which can be chosen from a pool of courses and which may be very specific or specialized or advanced or supportive to the discipline/subject of study or which provides an extended scope or which enables an exposure to some other discipline/subject/domain or nurtures the candidate's proficiency/skill is called an Elective Course.
- h) **Discipline Specific Elective (DSE) Course:-** Elective courses offered under the main discipline/subject of study is referred to as Discipline Specific Elective. The list provided under this category are suggestive in nature and department/ Institute has complete freedom to suggest their own papers under this category based on their expertise, specialization, requirements, scope and need. The University/Institute may also offer discipline related Elective courses of interdisciplinary nature (to be offered by main discipline/subject of study).
- i) **Dissertation/Project:** An elective course designed to acquire special/advanced knowledge, such as supplement study/support study to a project work, and a candidate studies such a course with an advisory support by a teacher/faculty member is called dissertation/project.
- j) **Generic Elective (GE) Course:-** An elective course chosen from an unrelated discipline/subject, with an intention to seek exposure beyond discipline/s of choice is called a Generic Elective. The purpose of this category of papers is to offer the students the option to explore disciplines of interest beyond the choices they make in Core and Discipline Specific Elective papers. The list provided under this category are suggestive in nature and each College/ Department has complete freedom to suggest their own papers under this category based on their expertise, specialization, requirements, scope and need. A core course offered in a discipline/subject may be treated as an elective by other

discipline/subject and vice versa and such electives may also be referred to as Generic Elective.

- k) **Ability Enhancement Courses (AEC):** Environmental Science, Indian Constitution, English Communication and other subjects as per the guidelines issued by UGC and concerned statutory bodies time to time and observe as non-Credit Subjects.
- l) **Skill Enhancement Courses (SEC):-** These courses may be chosen from a pool of courses designed to provide value-based and/or skill-based knowledge and should contain both theory and lab/hands-on/training/field work. The main purpose of these courses is to provide students life-skills in hands-on mode so as to increase their employability. The list provided under this category are suggestive in nature and each University has complete freedom to suggest their own papers under this category based on their expertise, specialization, requirements, scope and need.
- m) **Practical/tutorials:-** The list of practical provided is suggestive in nature and each college/ Department has the freedom to add/subtract/edit practical from the list depending on their faculty and infrastructure available.

4. Academic Course Registration:

- a) A student admitted to a Programme of Study of the University, shall be required to fill the “Course Registration Form” immediately on commencement of each semester in which she/he has to fill the details of course(s) of study chosen by her/him within the stipulated time of 15 days and on payment of the prescribed fee as notified by the Department/University.
- b) Each Director/Dean of the College shall nominate Academic Counsellors from amongst the teachers of the department to provide necessary information on the courses and to advise the students on registration.
- c) Every student shall register her/ himself for the courses that he wishes to pursue
- d) The Dean/Director/Principal of the College shall issue the list of courses to be offered during the semester well before the registration dates specified in the Academic Calendar.
- e) Registration for each semester has to be done on dates notified in Academic Calendar.
- f) Registration for each semester has to be done after clearance of all dues of the department/ University.
- g) A student who fails to sign the registration roll will be deemed as an unregistered student, and will not be allowed to attend classes and take examination even if he has paid the fees.

5. Late Registration

- a) The maximum time permitted for late registration on payment of prescribed fee shall be two weeks from the date of conclusion of registration.
- b) Late registration may be allowed by the Provost only on valid reasons and on the recommendation from the Dean/Director/Principal of the College may allow late registration by another 2 weeks maximum on payment of prescribed late fees.
- c) Late Registration may be allowed for a student who is on disciplinary probation, only with the approval of the Provost.

6. Evaluation of Academic Performance

- a) All Programmes of Study of the University offered under Semester System/yearly system shall be observed the guidelines issued by UGC or concerned statutory bodies time to time.
- b) For **Internal Evaluation (Mid-Term Exam and+ Continuous Evaluation+ Class Attendance) and External Evaluation (End-Term Examinations)** are normally form two compulsory components of performance evaluation in the Certificate/Diploma/UG/ PG Course.
- c) Each course/ paper has a certain number of credits, which reflects its weightage as per the recommendation/ approval of respective Board of Studies.
- d) The course scheme for each programme will clearly indicate the credits assigned to each course/paper.
 - i. 1 Credit = 1 Theory period of one hour duration
 - ii. 1 Credit = 1 Tutorial period of one hour duration
 - iii. 1 Credit = 1 Practical period of two hour duration

OR as per concerned Council/ Regulatory body Guideline

- e) Every candidate shall be examined in the course (s)/ paper (s) as laid down in the syllabus approved by the Academic Council from time to time. The credits for each paper and the contact hours per week will be specified in the course / paper scheme.
- f) Each paper will have Maximum 100% and weightage is in the ratio of 40% **Internal Evaluation** (Mid-Term Exam + Continuous Evaluation+ Attendance) and 60% **External Evaluation** (End-Term Examinations) irrespective of the credits assigned to it. The marks obtained by a student out of 100% will be treated as Normalized Marks. These Normalized Marks (marks obtained) will be multiplied by the Credits to get grade point for each paper/ course.

OR as per concerned Council/ Regulatory body Guideline

- g) **Internal Evaluation (total 40% weightage)** OR as per concerned Council/ Regulatory body Guideline.(Continuous Evaluation + Mid-Term Examination+ Attendance)
- h) **Continuous Evaluation:**
 - i. The Continuous Evaluation shall be included (Quizzes, Project assignments, Class presentations, Oral examination, hands- on projects/ exercises, Class participation, seminar, workshop, group discussions etc)
 - ii. Minimum 75 % Attendance is Mandatory.
- i) **Mid-Term Examination:**
 - i. The Mid-Term examination will be conducted by the Institute/ Department.
 - ii. The duration of mid-term examination shall decided by the department/institute.
 - iii. One Mid-Term examination shall be conducted or if two Mid-Term examinations shall be conducted in the semester and weightage shall be given either best of two or average of two Mid-Term examinations or as per the concern Board of Studies.

- iv. There will be re-mid examination as compensatory examination on account of absence from mid-term examination on medical ground.

j) **External Evaluation (End-Term Examinations) (total 60% weightage)**

- i. The End-Term examination will be conducted by University Examination Department.
- ii. The duration of end-term examination shall be 2½ to 3 hours or as per course curriculum with the guidelines issued by the UGC and concerned statutory bodies time to time and as per recommendations of the respective Board of Studies (BoS).
- iii. The weightage of End-Term examination shall be 60%.OR as per concerned Council/ Regulatory body Guideline.
- iv. There will not be any compensatory end-term examination on account of absence from end-term examinations on any ground.

k) **Evaluation in Laboratory work:**

- i. The weightage of **Internal-Evaluation for Laboratory Work** shall be 40%.
 - Day-to-day Laboratory Work shall be 15 %.
 - Attendance shall be 5 %.
 - Submission of Laboratory Work assignments/ Practical file/Vivo-Voce shall be 20%.
- ii. The weightage of External-Evaluation for Laboratory Work shall be 60%.
 - Lab Experiments performance 30%
 - Viva- Voce 20%
 - Certified Record 10%
- iii. OR as per concerned Council/ Regulatory body Guideline.

7. **Minimum Passing Marks**

- a) Minimum passing marks for all the Programmes of Study of the University shall be applicable as per the Ordinance or as per the guidelines issued by UGC/ State Government or concerned statutory bodies time to time.
- b) **Minimum passing marks at Certificate/ Diploma/ PG Diploma/ UG Level.**
 - i. Minimum pass Marks required in **External Evaluation (End-Term Examinations)** (theory papers and Laboratory/ practical papers) shall be 40%
 - ii. Minimum pass Marks required in the **Internal Evaluation (Mid-Term Exam and+ Continuous Evaluation+ Class Attendance)** shall be 40%
 - iii. Minimum 75 % Attendance is Mandatory.
- c) **Minimum passing marks at PG Level**
(in Technical Courses- M. Tech, M. Arch, MCA, MBA, M. Pharma. Etc)
 - i. Minimum Marks required in **External Evaluation (End-Term Examinations)** (theory

papers and Laboratory/ practical papers) for passing the examinations shall be 50%

- ii. Minimum Marks required in the **Internal Evaluation (Mid-Term Exam and+ Continuous Evaluation+ Class Attendance)** for passing the examinations shall be 50%.
- iii. Minimum 75 % Attendance is Mandatory.

OR as per concerned Council/ Regulatory body Guideline

d) Minimum passing marks at PG Level

(Other than Technical Courses- M. Tech., M. Arch, MCA, MBA, M. Pharma etc.)

- i. Minimum Marks required in **External Evaluation (End-Term Examinations)** (theory papers and Laboratory/ practical papers) for passing the examinations shall be 40%
- ii. Minimum Marks required in the **Internal Evaluation (Mid-Term Exam and+ Continuous Evaluation+ Class Attendance)** for passing the examinations shall be 40%.
- iii. Minimum 75 % Attendance is Mandatory.

OR as per concerned Council/ Regulatory body Guideline

e) Minimum passing marks at Ph. D. Level (for All Courses)

Minimum pass Marks required in Course work theory/practical papers in **External Evaluation (End-Term Examinations), Internal Evaluation (Mid-Term Exam and+ Continuous Evaluation+ Class Attendance)** (if conducted any) and in Presentation shall be 55%.

The End-term examination for the odd semesters shall ordinarily be held in the month of November-December and for the even semesters in the month of May-June, on such dates as may be scheduled by the Examination section of the University in consultation with Dean/Director/Principal of the concerned College.

A course successfully completed cannot be repeated.

8. Rule for computing the Grade

- a) All Programmes of Study of the University offered under Semester System/yearly system shall be observed the guidelines issued by UGC/ state government or concerned statutory bodies time to time.
- b) Rule for computing the grade shall be applicable as per the ordinance or as per the guidelines issued by UGC or concerned statutory bodies time to time.
- c) Each programme shall have prescribed number of credits assigned to it, depending upon the academic load of the course determined by the weekly contact hours. The credits assigned shall be provided in course details.
- d) The credits assigned to a course reflect its weightage in determination of the Grade point. The courses not assigned a credit, shall be treated to as non-credit courses.
- e) For non-credit courses 'Satisfactory' or 'Unsatisfactory' shall be indicated instead of the letter grade and this will not be counted for the computation of SGPA/CGPA.

- f) In addition to the Internal Evaluation (Mid-Term Exam and Continuous Evaluation) and External Evaluation (End-Term Examinations), if applicable, at the end of Semester/ Term. The letter grading scheme, Semester Grade Point Average (SGPA)/Cumulative Grade Point Average (CGPA) based evaluation, course credit and grading scheme may be prescribed by the Academic Council with the approval of the Board of Management.
- g) After adding the internal marks and external marks, the marks will be converted to a letter grade as per the following

For non-credit courses 'Satisfactory' or 'Unsatisfactory' shall be indicated instead of the letter grade and this will not be counted for the computation of SGPA/CGPA

Certificate/Diploma/ PG Diploma/ UG Programme/ PG Programmes Non-Technical Courses			PG Programme (Technical Courses) M. Tech, M. Arch, MCA, MBA, M. Pharma etc / Ph.D.		
Normalized Mark range	Letter Grade	Grade Points	Normalized Mark range	Letter Grade	Grade Points
90 to 100	O (Outstanding)	10	90 to 100	O (Outstanding)	10
80 to 89	A+ (Excellent)	9	80 to 89	A+ (Excellent)	9
70 to 79	A (Very Good)	8	70 to 79	A (Very Good)	8
60 to 69	B+ (Good)	7	60 to 69	B+ (Good)	7
50 to 59	B (Above Average)	6	55 to 59	B Above Average	6
45 to 49	C (Average)	5	50 to 54	P (Pass)	5
40 to 44	P (Pass)	4	Less than 50	F (Fail)	00
Less than 40	F (Fail)	00	-	Ab (Absent)	0
-	Ab (Absent)	0	-	-	-

Note: A student is required to complete successfully all the courses of the curriculum prescribed for the programme and attain a minimum level of academic performance.

9. Computation of SGPA and CGPA

- a) Semester Grade Point Average (SGPA): which shall indicate the performance of a student in particular semester;

b) Cumulative Grade Point Average (CGPA): This shall indicate the performance of student in Programme of Study; and with the CGPA being the real indicators of a student's performance.

c) **The SGPA is** the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e.

$$\text{SGPA (Si)} = \Sigma(\text{Ci} \times \text{Gi}) / \Sigma \text{Ci}$$

where Ci is the number of credits of the ith course and Gi is the grade point scored by the student in the ith course.

d) **The CGPA is** also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e.

$$\text{CGPA} = \Sigma(\text{Ci} \times \text{Si}) / \Sigma \text{Ci}$$

where Si is the SGPA of the ith semester and Ci is the total number of credits in that semester.

e) The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.

f) **Percentage (%) Conversion Factor for Converting CGPA into Marks Equivalent**

We can calculate percentage (%) from CGPA. CGPA is mentioned in mark sheet. Students have to enter CGPA and percentage will be calculated by using following formula. Same formula is used to calculate percentage from CGPA. Student may be required to find percentage to fill up the forms for scholarship and Education loan etc.

Formula for converting the CGPA into Percentage shall be:

$$\text{Percentage (\%) Marks} = ((\text{CGPA}) - 0.5) * 10$$

10. Equivalent Class

a) A student shall be deemed to have completed the requirements of a programme and declared eligible for award of a Degree or Diploma, only if he has completed all the requirements specified in the University Examination Rules and/or the Programme and Curriculum details.

b) Divisions as defined below shall be awarded:

CGPA		Division
≥ 8	If CGPA is 8 or more	First Class with Distinction
≥ 6.5 to < 8	If CGPA is 6.5 or more and less than 8	First Class
≥ 5.5 to < 6.5	If CGPA is 5.5 or more and less than 6.5	Second Class
< 5.5	If CGPA is less than 5.5	Pass Class

Note: For securing a Degree and Diploma in First Class with Distinction, a student must pass all the courses both theory and practical in the first attempt only.

c) Following points need to be kept in mind while assigning grades

- i. The Course Coordinator will ensure that Grades awarded in a course largely fit the Normal Distribution,
- ii. The student will be required to clear the subject(s) in which he/she has got 'F-' grades, as back paper(s) in corresponding semester(s).
- iii. For the student of final semester/year who obtains 'F' grade in any of the subjects, a special examination may be conducted after the completion of the Semester/Year.
- iv. If a student less attendance/ not appeared in the for Internal Evaluation (Mid-Term Exam and Continuous Evaluation) and External Evaluation (End-Term Examinations) for theory or practical examinations, his/her result will be declared 'incomplete/ fail'.
- v. The student whose result is 'incomplete' due to shortage of attendance/ not appeared in the examination will appear in the examination as back paper(s) in corresponding semester(s).

11. Maximum duration for the completion of a degree or a diploma programme

- a) Normally, a student is expected to complete the Programme of Study within the minimum period as laid down below and in conformity with the University Grant Commission Regulations on the award of Degree and also in line with the notification, issued from time to time.
- b) There shall be no condition of passing papers for promotion to higher semester/ year in any academic programme. The candidates will have to complete the degree within the maximum period allowed under the Ordinance.
- c) Normal and maximum duration for all the programmes offered by the University teaching departments/ institutions.

Normal duration (In Years)	Maximum duration (In Years)
Two Year Course	Four Years
Three Year Course	Five Years
Four Year Course	Seven Years
Four & Half Year Course	Seven & half Years
Five Year Course	Eight Years

12. Mercy Chance

- a) Grant of Mercy chance is allowed to those students who got re-appear and could not pass the examination within maximum duration of programme on the recommendation of the

committee constituted by Academic Council for the purpose and for those students who want improvement of “Division”/ “Score” after maximum duration of programme. Such candidates will have to pay a fee of Rs. 5000/- per paper subject to a maximum of Rs. 20,000/-.

13. Grace Marks passing in each course/ head of passing (Theory/ Practical/ External / Semester End Exam)

- a) A candidate shall be eligible for grace marks provided: He / She have appeared in all the papers prescribed for the Examination.
- b) 1% grace marks will be calculated on the basis of Maximum Marks of the examination. The grace marks shall be given in the papers/subjects in which a candidate has appeared in that examination provided he/she passes the examination by adding such grace marks not more than 03 subjects in a semester in first attempt only.
- c) Grace marks to be awarded to a student only in the End-Term Examinations. No grace marks to be awarded in Internal Evaluation.
- d) Provided further that this gracing is concurrent with the rules and guidelines of professional statutory bodies.

14. Use of unfair means

- a) The Unfair means cases reported in the External Examinations (End-Term Examinations (Major Tests) shall be referred to Controller of Examinations of the University and these would be decided by the Standing Committee on Unfair means Cases.
- b) The Controller of Examinations will decide if the case is to be put up to the Unfair Means Committee (UFM) for deciding Unfair Means or dealt with it in some other manner.
- c) Provost shall constitute the Unfair Means Committee (UFM) for deciding Unfair Means.
- d) The UFM Committee may impose one or more of the following penalties against the guilty student:
 - i. Cancellation of enrolment
 - ii. Disqualification for one or more semesters
 - iii. Rustication for one or more semesters
 - iv. Expulsion from the University
 - v. Any other action as deemed fit by the disciplinary authority

15. Attendance requirements

- a) **Aggregate attendance**
A student is expected to attend all the classes consisting of lectures, tutorials, labs and workshop sessions. A student may be debarred from appearing in the Examinations in one or more courses for shortage of attendance. **Minimum 75% attendance is mandatory.**
- b) **Condoning the attendance**
The Dean/Director/Principal shall have the power to condone shortage of attendance

maximum up to 10 % on verification of the facts.

16. Appointment of Examiners

- a) The Board of Studies shall recommend the names of suitable persons for inclusion in the panels for appointments by the Controller of Examinations with the approval of the Provost as Examiners and Moderators for evaluation and moderation of answer books of the University Examinations. The ratio of appointment of moderators shall ordinarily be one moderator for five examiners.
- b) For the theory courses, each Board of Studies will recommend a panel of at least two paper setters (one Internal and one External minimum) subject wise. External paper setter may be increased by the BOS as and when required.
- c) Chairman of the subject shall submit two papers per subject in due course of time to the Exam Section in separate two sealed covers.
- d) The Board of Studies for a subject shall recommend for each of the examination, alternate names for appointment as Paper setters and a list of requisite number of examiners with some additional names.
- e) The appointed examiners/moderators shall communicate their acceptance or rejection to the Controller of Examinations. If no communication is made it will be presumed that they have accepted the said appointments.
- f) If circumstances warrant the Controller of Examinations in consultation with the Chairman of Board of Studies, shall take emergent decision or action to regulate evaluation & moderation and inform the same to Provost at the earliest.
- g) Practical and viva-voce examination, if applicable in course structure, will be conducted by a team of two examiners (one Internal and one External). Examiners shall be recommended by Board of Studies and appointed by Controller of Examinations.
- h) The examiners and moderators shall be entitled for TA & DA and remuneration for evaluation/moderation of answer books, as prescribed under Central Assessment Scheme and the changes made therein from time to time by the University.

17. General Guidelines for Assessment and Evaluation:

- a) The overall framework of the Assessment and Evaluation System, including the broad guidelines regarding the content, format, duration and timings of different components of evaluation shall be as decided by the Board of Studies (BoS).
- b) Question papers for the Mid-Semester Examination shall be based on at least 50% of the course content prescribed for the Semester (for example; 3 units out of 5 units in a course has to be covered for setting question papers).
- c) The question papers for the End-Semester Examination shall be based on the total course content prescribed for the Semester.
- d) Question papers for the Mid-Semester Examinations and End-Semester Examinations shall be set such as to encompass total course content for concerned examination covered with limited internal & global choices such as to make it imperative for the student to study the prescribed course content in full and deter them from selective study.
- e) In case of examination and/or evaluation involving Viva-Voce, practical etc. in a course

offered by a Department/Centre, the evaluation shall be done by a panel comprising the concerned faculty member(s) and an external expert from cognate or allied Department of the University or from other University to be appointed by the Provost from the list of External Examiners as approved by the BoS, School Board and Academic Council. The Provost is empowered to nominate External Examiners beyond the list if contingent situations may warrant.

- f) Project Work/Project Report/Dissertation/Field Work Report/Training Report etc., shall be evaluated by an external evaluator appointed by the Head of the Department/Centre.
- g) Provided that in case of Viva-Voce based on the Project Work/Project Report/Dissertation/ Field Work Report/Training Report etc., evaluation shall be done by a committee comprising of the concerned faculty member(s), Head of the Department/Centre and the external evaluator appointed by Provost. Different external evaluator(s) may be invited for each of the specializations involved, if any in this regard.

18. Declaration of Result:

- a) The results for each semester shall be declared on the date specified in Academic Calendar.

The result of a student may be withheld if he:

- has not paid all the University dues,
 - has a case of misconduct or use of unfair means pending against him, or
 - any other reason as may be decided by the University.
- b) The office of the Controller of Examinations (CoE) shall declare the result within one month of completion of End-Semester Examinations.
 - c) In any case where it is found by the office of Controller of Examinations (CoE) that the result of an Examination has been affected by an error, malpractice, fraud, improper conduct or other matter of whatsoever nature, it shall report the matter to the Provost, which shall have the power to amend such result duly approved by Academic Council in such a manner as shall be in accordance with the factual position and to make such declaration as it may consider necessary in that behalf

19. Promotion & Progression

- a) A student is required to complete successfully all the courses of the curriculum prescribed for the programme and attain a minimum level of academic performance, by way of obtaining a minimum CGPA of 5.0 in Ph.D. (all courses), 5.0 in PG Programmes (in technical Courses), 4.0 in PG Programmes (other than in technical Courses) and 4.0 in Certificate/ Diploma/ PG Diploma/ UG programmes, until otherwise decided by the Academic Council.
- b) A candidate shall be required to secure a minimum of 40% Marks in a course to successfully complete that course, failing which she/he shall be deemed to have failed in the course and shall be awarded the "F" (Fail) Grade.
- c) "F" (Fail) Grade shall also be awarded in the case when the student fails to appear in End-Semester Examination of a course in spite of having been eligible to appear in End-

Semester Examination on the basis of acquiring minimum aggregate attendance.

- d) If a student secures “F” (Fail) Grade in a Project Work/Project Report/ Dissertation /Field Work Report/Training Report etc., he/she shall be required to resubmit the revised Project Work/Project Report/Dissertation/Field Work Report/Training Report etc. as required by the evaluator(s).
- e) Provided further that a student shall be permitted to re-submit the Project Work/Project Report/Dissertation/Field Work Report/Training Report etc. for a maximum of three times (including the first submission).
- f) A student who has successfully completed a course shall not be permitted to repeat the course to improve his/her grade.
- g) In case of extraordinary exigency, the Provost on the recommendation of Deans’ Committee may allow to conduct the special End-Semester Examinations.

20. Specific Provisions for the Conduct of Entrance Examination for Admission

- a) The University shall conduct Common Entrance Examination for admission in the Under Graduate, Post Graduate and Research Degree Programme(s) of Study respectively.
- b) The Paper Setter(s) for the Common Entrance Examination shall be appointed by the Provost on the recommendation of COE. The overall administration, conduct, supervision and control of the Common Entrance Examination shall be the responsibility of the Controller of Examinations (CoE)
- c) Not with standing anything contained in this Ordinance, the examination of all such candidates who are found using unfair means in the Common Entrance Examination shall be cancelled and consequently his/her answer script will not be considered for evaluation and preparation of merit list.

21. Transfer of programme

A first year student subject to availability of seats and fulfilling the minimum qualification may be allowed to change his programme on the recommendation of the committee appointed by Provost.

22. Interpretation

- a) Any question relating to a typographical error, spelling mistake, clarification or interpretation related to any of the provision of these Ordinances shall be referred to the Chairman Governing Body whose decision shall be final and binding.
- b) Not with standing anything stated in the rules framed herein, any unforeseen issues not covered by these Ordinances, or a differences of opinion in interpretation and in respect of all the matters, whether expressly provided herein or not, the Provost may take such measures as may be necessary for removal of discrepancies and to issue clarifications wherever necessary and expedient to do so.

23. International Exchange Programme: Credit requirement

Under the International Exchange programme the students who take up studies in foreign University/Institute for the same specified period will have to do equivalent credit courses as in University for that period. The courses to be taken up by the students will be decided by university authorities in consultation with its counterpart in foreign University /Institute and the students will be required to do these courses, compulsorily.

Normal conversion criteria as applicable will be used for converting the credits from foreign University to BMU. In case, due to any reason, the numbers of courses taken up at foreign University/Institute are less than the credits to be done at BMU for the specified period, the student will have to take up project /guided courses at BMU. After return, to make up for the difference, Under the supervision of faculty member as decided by the Dean of the concerned Institute.

Marks /Grades obtained by a student in foreign University/Institute will not be considered for CGPA calculation at BMU. However, the student will have to clear /pass all the courses taken up in the foreign University/Institute as per the norms of foreign university/Institute.

24. Examination Fee and Other Charges:

Subject to any modification by the competent authority of the University, the Examination Fee and other charges shall be applicable as per the Ordinance of the University in this regard and the same shall be also published in the Prospectus.

25. Removal of Students from the Course(s)/Programme(s) of Study:

The Dean of the concerned School/Proctor/Warden (as the case may be) may refer the case to the Provost for the removal of a student from a Course/Programme of Study on the basis of-

Unsatisfactory performance in

- academics, attendance and/or misconduct recorded in writing;
- Misconduct in Campus Premises;
- Involvement in Ragging;
- Misconduct in Hostel Premises;
- Indulgent in any Criminal Activity.

26. Guidelines of Institute Transfer

Guidelines for Transfer (Migration) from BMU to any other University

Any student enrolled at any BMU institution/college seeking transfer (migration) to any other University will have to follow the prescribed process as per UGC/ State Government/ BMU guidelines.

Guidelines for Transfer (Migration) from any other University to BMU

- a) Students can apply for institute transfer in 4th Semester (in 3 year programme), in 4th and 6th semester (in 4 year programme), and in 4th, 6th and 8th semester (in five year programme).
- b) Student studying in last semester of a program will not be allowed to apply.
- c) Students who have taken admission on Tuition Fees Waiver (TFW) seats or penalized under UFM Rules should not apply for institute transfer, since such applications will not be considered for transfer and no intimation will be sent to such applicants.
- d) The academic record-keeping of the transferred student shall be the responsibility of the receiving institute.
- e) Transfer will not be given to those students who have already taken transfer before.
- f) A student can apply for transfer (Migration) from any other University to BMU when the Applications are opened for accepting applications for institute transfer.
- g) The transfer (Migration) from any other University to BMU shall be granted to those

eligible students who have applied for transfer within due date only. Any application submitted without applying will be summarily rejected.

- h) The transfer (Migration) from any other University to BMU will be announced by means of a Circular on the BMU website before the commencement of the next semester.
- i) The University Transfer shall be offered to all the programs except the Master of Engineering (M.E) and Master of Pharmacy (M. Pharm.) programmes.
- j) Requests for change of branches/disciplines will be considered after completion of first year. Such applications, if received, will be considered subject to the availability of vacancy in the desired branches/disciplines.
- k) For transfer from any other University to any BMU constituent college, the applicant must have cleared/passed all the subjects in all semesters at the parent/original University (i.e. if the applicant has any backlog and/or detention in any subject and/or semester at his/her parent Institution/University, s/he will not be eligible for getting transfer). Such applications, if received, will be summarily rejected without any intimation.
- l) The syllabus of all the subjects of all the previous semesters of both the Universities shall be evaluated for equivalence. If the syllabus is found to be equivalent at acceptable level then only the application will be further processed. If syllabus evaluated is not as per equivalency criteria then s/he has to appear in the examination at BMU for the remaining subjects which were not studied by the student in those semesters.
- m) The transfer of any student from any University to any of BMU constituent College will as per the norms stated by the respective statutory councils (E.g.: Pharmacy Council of India (PCI), Council of Architecture (COA), etc.). Hence, the transfer process will strictly follow the respective Statutory Council's Norms prevailing from time to time. E.g.: Any Bachelor of Pharmacy (B. Pharm.) Student of any Institution/University shall be granted the transfer only in the BMU affiliated institutes/colleges having the approval of Pharmacy Council of India (PCI). Also the B. Pharm. Students, studying in the Institution/University having no approval of PCI, will not be eligible to get transfer in BMU affiliated Institute/College. Such applications, if received, will be summarily rejected without any intimation.

27. Reassessment Rules

a) General

- i. These rules may be known as the Bhagwan Mahavir University Reassessment Rules
- ii. Reassessment will be permitted only for the theory/External Examinations.
- iii. No re-evaluation is allowed for examination in practical/ Viva-Voce/ Training Report/ Project Report etc. or any other paper wherein there is a joint evaluation by two examiners.

b) Application form

- i. A candidate of constituent college may apply for re-evaluation of answer-books(s) in theory papers only on the prescribed form in an examination taken by him/her within 10 days of the date of declaration of the result.
- ii. The Provost in exceptional cases, may permit, with a late fee of Rs.1000/- in case of a candidate who submits the reassessment form after stipulated period but not later than 15 days of declaration of the result or the dispatch of DMC.
- iii. No Reassessment form will be accepted thereafter under any circumstances

- iv. University will not be responsible for postal delay in receipt of the form from the candidate.
- v. The Reassessment fee is Rs. 250/- per answer book.
- vi. Students can apply for reassessment up to maximum two subjects only.
- vii. Reassessment is permitted only in university theory exam.
- viii. No reassessment will be done for Internal, Viva, practical, CEP (Mid Sem. Exam).
- ix. He/she shall abide by the revised result even if it is adverse.
- x. A student can apply for reassessment of his own answer books only.
- xi. For reassessment no fee shall be returned irrespective of whether the marks are changed or not.

c) **Award of Reassessment Marks/ Score**

If the difference between the first evaluator and the second evaluator is less than or equal to 10% of the maximum marks.	The first evaluator marks will be considered provided further considering revaluated marks if the result status change from fail to pass then the revaluated marks shall be consider even if the percentage variation is less than 10%
If the difference between the first evaluator and the second evaluator is more than 10% but less than or equal to 20% of the maximum marks.	The mean of first and second evaluator marks will be considered.
If the difference between the first evaluator and the second evaluator is more than 20% of the maximum marks.	The answer book will be marked by the third evaluator and mean of two nearest marks will be considered.

d) **Re-evaluated Result**

The final result of re-evaluation favourable or not will be binding upon the candidate and subject to above provisions it will supersede, suo moto, the original score/result.

e) **Re-Appeal/ Supplementary Examination Exam**

- i. In case the re-evaluation, result has not been declared and the next supplementary/ re-appear examinations are to be held then the student shall appear in the next supplementary/ re-appear examinations.
- ii. Candidates should apply for such re-appear examination without waiting for the re-evaluation result.
- iii. On a written request his/her re-appear examination result will be kept pending till finalization of his/her re-evaluation result and he/she will be given the benefit of the best score out of there-appear/supplementary exam and the re-evaluated score.
- iv. In case of re-appear/ fail candidates if the answer-books is lost/ spoiled/ damaged or not available for re- evaluation, he/she may be given a chance to appear in that paper in the next re-appears examination without paying any examination fee.

OR

The candidate may be given the option for refund of the re-evaluation fee in full.

- v. In case of already pass candidate he/she may be given a chance for improvement in that paper or he/she may be given the option for refund of Re-Evaluation Fee in full.

- vi. In case of any clarification/ ambiguity the power to interpret the rules vests with the Provost and in case of any dispute the decision of the Provost will be final and binding.

28. Examination Discipline Committee

- The Examination Discipline Committee shall consist of the following members:
- Dean Students Welfare - Chairman
- Dean Academics Affairs
- Four faculty members (including two women) to be nominated by the Provost
- The Controller of Examinations, who shall be the Member-Secretary

All disputes are subject to the jurisdiction at Surat

Chapter-7

Ordinances pertaining to fees to be charged for the various courses Examinations, Degrees or Diplomas of the University

The upper limits of fees structure shall be fixed as much as affordable to the students or not higher than the upper fees fixed by “Fees Regulatory committee for the self finance college”

1. Fee Structure

- a) The University shall, from time to time prepare its fee structure
- b) The University shall charge fees from the diploma, undergraduate, postgraduate, research and certificate courses.
- c) The fee structure shall be concomitant with the objective of providing quality education to the University students.
- d) The tuition, examination and any other fee chargeable from the students shall be as recommended by the Fee Committee and approved by the Governing Body. The fee revision shall be duly notified.
- e) The revised fee shall be applicable to all the students admitted in that Academic year and onwards.
- f) The procedure for the deposition of fees, delay fine, entry/ deletion of the names from the rolls of the academic programs of the University in case of defaults, and such other matter, may be implemented by the University.
- g) The University may prescribe a different fee structure for each course, for Resident Indian Students and for children/wards of NRI/PIO/Foreign Students.
- h) The fee shall be payable under the different heads prescribed by the University, which are subject to change from time to time as per prevailing rules and regulations as applicable at that time for different courses. One or more components of the following may be the fees charged by the University, and more components may be added as may be recommended by the Finance Committee and approved by the Governing Body:
 - i. Registration fees.
 - ii. Admission fees.
 - iii. Tuition fees.
 - iv. Development Fee.
 - v. Hostel Charges to include Boarding, Lodging and Laundry.
 - vi. Additional Summer/winter vacation Charges will be applicable, for those who

are required to stay in Hostel during vacation with the permission of University.

- vii. Enrolment Fees
- viii. Sports fees.
- ix. Examination fee.
- x. Library Fee.
- xi. Transportation Fees (if availing the facility).
- xii. Fees for the Degrees/Diplomas/certificates if awarded and in absentia.
- xiii. Fees for grade card, Transcripts, and other academic certificates including duplicates/attested copies ,etc.
- xiv. Caution Money/Security deposit. The same is refundable after adjustment of relevant dues, if any, within four years of their leaving the University. If no claim for a refund is received within the period, the Caution Money shall be credited into the University Fund. The Provost may, for sufficient reasons, investigate and entertain claims for refund of Caution Money after the expiry of this period

2. Mode of Payment

- a) Fees shall be paid by only on line Fees payment portal of the University/Bank Transfer/Internet Banking or any other method approved by the Board of Management, made in favour of “Bhagwan Mahavir University”, payable at Surat.
- b) Fee paid by a student is not refundable under any circumstances in part or whole after commencement of the academic session.
- c) Student must obtain a receipt for every payment made to the University. Fees shall only be paid at the Accounts Office of the University, or by using the method prescribed by the University for Bank Transfer/Internet Banking or any other method approved by the Board of Management.
- d) Fees cannot be paid in part or in instalments, unless specified by the University.
- e) Delayed payments will attract late fee charges and/or interest charges as may be prescribed.

Chapter-8

Ordinances pertaining to the conditions of residence of the students of the University

The University shall provide boarding and lodging facilities to the students, both boys and girls, in hostels to the extent possible, at a reasonable cost. The matters relating to allotment of hostel rooms, maintenance of discipline amongst hostel inmates, resolution of their day to day problems and welfare of hostel residents shall be looked after by Hostel Administration Committee (HAC). The Hostel rules framed by (HAC) shall be implemented with the approval of the Governing Body.

Chapter-9

Ordinances pertaining to the provisions regarding disciplinary action against the students

Any violation of the code of conduct or breach of any rule or regulation of the University by a student shall constitute an act of indiscipline and shall make him liable for disciplinary action which will be taken by the duly constituted disciplinary committee.

1. Acts of Indiscipline

The following shall constitute acts of indiscipline and the students indulging in any of them shall be liable to disciplinary action against them:

- i. Indulging in vandalism/violence and damaging University and/or public property or property of any other person.
- ii. Demonstrations, inciting protests, distributing hand bills etc.
- iii. Quarrelling, fighting and passing derogatory remarks in the University premises against its fellow students/teachers/employees/canteen and mess workers etc.
- iv. Indulging in ragging directly or indirectly, which is strictly prohibited as per Supreme Court Ruling.
- v. Possession and use of firearms, weapons and potentially dangerous instruments, etc.
- vi. Consumption, carrying and sale of drugs/alcohol/intoxicants/tobacco etc.
- vii. Any type of harassment whether physical, verbal, mental, sexual or electronic.
- viii. Any other act which the disciplinary committee may determine to be undesirable.

2. Procedure for punishment

When a student is found indulging in any breach of discipline, misconduct, unruly behaviour, provocation, instigation, Ragging in any form, harassment (mental and physical), to fellow student, teaching and staff then the matter shall be reported to the Discipline for appropriate action.

3. The various steps for disciplinary action shall be as under

- a) **Complaint received:** All disciplinary cases requiring redressal need to be initiated or reported by any complainant (Teaching/Staff/Students) to the Chairman Disciplinary Committee in writing. Depending on the gravity of the offence, if the Chairman Disciplinary Committee is convinced that prime facie evidence exists against the defaulter, the Chairman Disciplinary Committee Can suspends the student pending

investigation.

- b) Investigation: After having the matter investigated a warning will be issued to the defaulter and the written apology shall be filed in the student record held with the Warden/Administration Department. The Chairman Disciplinary Committee may close a case with a written apology by the defaulter and his parents. If any investigation is required, the Chairman Disciplinary Committee may ask one or more members of the Disciplinary Committee for any further inquiry into the matter. The Chairman Disciplinary Committee will issue a Show Cause Notice, based on the facts of the case within 24 hours of the complaint/inquiry.
- c) **Show cause notice:** The Show Cause Notice will be issued to the defaulter, giving brief details of the incident. The reply by the defaulter will be submitted to the Chairman Disciplinary Committee by hand within 24 hours. If the Chairman Disciplinary Committee is not satisfied with the reply, he will issue a letter to the defaulter, to appear before the Disciplinary Committee, (if necessary, along with his parents) on a specified date/time. A copy of this letter will be sent to all the members of Disciplinary Committee for their attending the meeting.

4. Disciplinary committee meeting

- a) Presence of a minimum of three members is mandatory for Disciplinary Committee meeting to be held.
- b) Disciplinary Committee will generally meet on the date/time specified by the Chairman as and when required. The Committee shall decide the punishment within two days and issue the punishment letter when found guilty. The award of punishment will also be put up on the discipline notice board.
- c) Copies of punishment award shall also be sent to the Provost, Dean of Academics Affairs.
- d) Department concerned, Registrar, Deputy Registrar, and Training and Placement Officer as required.

5. Punishments

One or more of the following punishments can be awarded by the Chairman Disciplinary Committee:

- a) Written warning, recorded in dossier of student
- b) Deduction from General Proficiency marks
- c) Withdrawal of any academic or other University Activity, privilege, benefit, right or facility
- d) Payment of compensation to make good any damage or defacement to University or any other property or assets caused by the student

- e) Suspension for minimum 7 days or as decided by Chairman Disciplinary Committee
- f) Reflect the Act of indiscipline in the Character Certificate
- g) Debar from all or certain number of Campus Placements
- h) Debar from one Sessional Examination
- i) Rustication for one semester or more
- j) Expulsion

In case, a student remains suspended for conduct of an inquiry, such a period shall be reckoned in the calculation of his attendance provided he is found innocent.

In cases where an offence involves action by Police, the matter will be referred to the Registrar who will ensure that a Police case is filed and an FIR obtained. Such cases will be fully dealt by Police and the individual will remain suspended till completion of investigation of the case but without benefit of attendance. Police cases will invariably include ragging of any kind.

6. Anti-Ragging Measures

The University shall have a zero tolerance policy towards Ragging and shall lay down strict guidelines on the same as per policies of the UGC in vogue and in compliance to directions of Hon'ble Supreme Court.

7. Policy to prevent Sexual Harassment

The University shall be committed to treating every employee and student with dignity and respect. It shall seek to create a work environment that is free from sexual harassment of any kind, whether verbal, physical or visual. A policy shall be created by the University to provide guidelines for prompt redressal of complaints related to sexual harassment which should be in full compliance with "The Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal)" Act, 2013 (the "Act"). All references/complaints pertaining to any matter will be handled within the ambit of the said Act and the Rules framed there under. The policy so defined should be communicated to all employees and students and they be made aware of the complaint and redressal mechanism for same.

8. Zero Tolerance Policy

- a) Ragging, its abetment, eve-teasing and/or any kind of mental or physical harassment, either directly or indirectly, of any student(s) by whatsoever name called which may hurt the sensibilities or self-esteem of a student(s), inside or outside the University and/or its hostel(s)/mess, cafeteria is strictly prohibited.
- b) Disciplinary Action will be taken in such cases as per the decision taken by Anti Ragging committee for this purpose.
- c) At the time of admission, every student shall be required to sign a declaration on oath that he shall submit to the disciplinary jurisdiction of the Provost and

Director/Dean of the College where he has been admitted.

- d) Ragging in any form is strictly prohibited within the University premises, on public transport or at any other place, public or private. Anybody found involved in an act of ragging shall be dealt with strongly including registration of criminal case with the police.
- e) Any individual or collective actor practice of ragging shall be treated as an act of gross Indiscipline and shall be dealt with under the provisions of this Ordinance or the provisions of law enacted from time to time.
- f) Ragging, for the purposes of this ordinance, shall ordinarily mean any act, conduct or practice by which the dominant power or status of senior students is brought to bear upon the students who are in any way considered junior or inferior by the former and includes individual or collective acts or practices consisting of.
 - i. Physical assault or threat to use physical force.
 - ii. Violation of the status, dignity and honour of students, in particular women students and those belonging to a scheduled caste, scheduled tribe or other weaker sections of the society.
 - iii. Expose students to ridicule or contempt or commit an act which may lower their self esteem.
 - iv. Verbal abuse, mental or physical torture, aggression, corporal punishment, harassment, trauma, indecent gesture and obscene behaviour.

The Director/Dean of the College or the Dean Students Welfare shall, without fail, take immediate action on the receipt of a complaint or information of ragging or its likelihood in their respective domains.

Chapter-10

Ordinances pertaining to the manner of co-operation and collaboration with other Universities and Institutions of Higher Education, Learned Bodies or Association

Co-Operation And Collaboration With Other Universities

- a) The University may subject to the provisions of Act and rules defined by UGC, enter into MOUs with other Universities including National/foreign Universities in such a manner and for such purposes as the University may decide or determine from time to time.
- b) The MOUs must have clauses and conditions to safe guard the legal aspects of the University and include issues like, areas of cooperation and collaboration, arrangement for transfer of credits, maintenance of standards, consequences of termination of agreement etc.
- c) Generally, but not limited to scope defined below, following may be agreed upon
 - i. Promote Collaboration and partnership between the Universities/Institutes in the field of higher education
 - ii. Exchange of Faculties and Researchers
 - iii. Twinning/Articulation of syllabi/Exchange of students at Bachelors, Master level and higher levels under credit transfer arrangement
 - iv. Exchange/Sharing of course and instruction materials
 - v. Invite teaching/Research scholars of each other's academic community to participate in conferences and colloquia
 - vi. Cooperation in mutual fields of academic interest for purpose of developing specific education and training opportunities and Programs
 - vii. Joint cooperative research projects
 - viii. Developing e-courses for interactive and integrated learning system.
 - ix. Joint Research projects funded by national and international agencies and others
 - x. Joint arrangement for Holding Conferences ,Seminars and Workshops, Training and Internship Programmes, Refresher and continuing education Courses, Expert Talks, Any other activity of mutual benefit.

The guideline, if any, lay down by UGC, shall be followed scrupulously.

Chapter-11

Ordinances pertaining to rules and regulations for the degree of Doctor of Philosophy(Ph.D.)

Preamble

- The Degree of Doctor of Philosophy (Ph.D.) is the Research Degree of the University.
- The Ph.D. Programme shall be conducted through the subject concerned of the College of the University.
- The BMU Ph.D. Programme conforms to the minimum standards and procedures set by the University Grants Commission (UGC) (Minimum standards and procedures for award of Ph.D. Degree), Regulations 2009.
- The Ph.D. degree is awarded to a candidate, who, as per these regulations, has submitted a thesis on the basis of original research work done by him in any particular discipline or more than one discipline (interdisciplinary), which makes a contribution to the advancement of knowledge or to innovative methods of application of existing knowledge.
- The Ph.D. degree shall be awarded by the University under the Bhagwan Mahavir Centre for Advance Research.
- The Regulations framed are subject to modifications from time to time as decided by the Academic Council of the University.
- The provisions of these regulations shall be applicable to any other/new College/department/disciplines that may be introduced from time to time.
- Necessary approval required for running Ph.D. courses shall be obtained by the University.

1. Committee constituted for the Ph.D. programme

2. Research Board

There shall be a single Research Board which will meet at least once in a Semester for the entire University, constituted by Provost or his nominee as Chairman and all the Director/Dean of the concerned Colleges as members, One member nominated by Board of Management, two external members nominated by Provost.

3. The functions of Research Board will be as follows for Ph.D. programme

- a) To make suitable recommendations on matters relating to Ph.D. programme.
- b) To ensure that all norms and Regulations pertaining to Ph.D. programme are strictly followed.
- c) To make periodic review of regulations, rules and instructions pertaining to Ph.D. programme and any modification thereof.
- d) To consider the cases of malpractice in examinations and plagiarism.

4. Doctoral Progress Committee (DPC) for Ph.D. programme.

There shall be a Doctoral Progress Committee (DPC) which is a working committee of Research Board for each College to select the candidates and monitor the conduct of all the College for the Ph.D. programme. The Doctoral Progress Committee will function closely with Research Board for smooth running of Ph. D. Programme of the University.

5. The functions of Doctoral Progress Committee (DPC).

- a) To review the research proposal and finalize the topic of research.
- b) To guide the research scholar to develop the study design and methodology of research and identify the course(s) that he may have to do.
- c) To periodically review and assist in the progress of the research work of the research scholar.
- d) A research scholar shall appear before the DPC once in six months to make a presentation of the progress of his work for evaluation and further guidance. The six monthly progress reports shall be submitted to the Research Board.
- e) In case the progress of the research scholar is unsatisfactory, the DPC shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures for two consecutive reporting periods, the DPC may recommend for cancellation of the registration of the research scholar.

6. Categories of Admission

Applicants shall be admitted to the Ph.D. Programme under one of the following categories:

- a) Full-time Ph.D. students with or without fellowship.
- b) Ph.D. students who are teaching members/staff of the University.
- c) Ph.D. students under the external registration programme recognized by the University and sponsored by and employed in the Organization/Industry/University/other institutions, who will normally carry out their research in the Organization/Industry/University/ other institutions of their employment.
- d) Ph.D. students from partner universities/institutions with which BMU has MOUs or collaborative arrangements.
- e) Ph.D. students pursuing part-time Ph.D.

Further, scholars who may be working elsewhere and willing to meet the Ph.D. program progression requirements like residential requirement/course work as laid down by the University may be enrolled as a part time students/scholars (in the College in which may offer part time programs) subject to production of a “No Objection Certificate” from their organization and after satisfying DPC that facilities for carrying research work in their organization exist. Such scholars shall not be awarded any assistantship by the University.

7. Eligibility* for Admission

Subject to the conditions stipulated in these Regulations, the following persons are eligible to seek admission to the Ph.D. programme. (As per UGC Norma)

- a) Candidates for admission to the Ph.D. programme shall have a Master's degree or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent Grade.
- b) A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC non-creamy layer)/differently abled and other categories of candidates as per the Govt. notification adopted by the University.
- c) The minimum qualifications for admission for in-service candidates will be the same as that for regular candidates. However in-service candidates shall have to produce a No-Objection Certificate (NOC) from his employer.
- d) The qualifying degree should be recognized by the UGC/Association of Indian Universities/Central Council of Indian Medicine/Central Council of Homoeopathy/Indian Nursing Council/Council of Architecture/Pharmacy Council of India/All India Council for Technical Education or any other approved and recognized Scientific Bodies of the Government of India and approved by the Academic Council/Board of Management of the University for Provisional Registration for the PhD Degree.

8. Duration of the Programme: (As per UGC Norma)

- a) Ph.D. programme shall be for a minimum duration of three years, including course work and a maximum of six years respectively from the date of registration of the student.
- b) Extension beyond the above limits will be recommended by Research Board and approved by the Provost in extraordinary circumstances.
- c) The women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of two years for Ph.D. in the maximum duration. In addition, the women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of Ph.D. for up to 240 days.

9. Admission Procedure

- a) Admission shall be made through an Entrance Test and Interview.
- b) The Ph.D. Programme begins twice each year - in the winter semester (1st July) and the summer semester (1st January).
- c) The candidate desiring to seek admission to Ph.D. programme at BMU shall apply online/offline application through the BMU website/office on a prescribed application form by a due date announced by BMU.
- d) A short note on the professional background and experience of the applicant, if any.
- e) A "Brief Proposal" and "Purpose" explaining the area of research and why the applicant wishes to pursue the Ph.D. Programme, in around 1500 words.

- f) An applicant is required to pay the fee determined by the University.
- g) The qualifying marks in entrance test shall be at least 50%.
- h) The syllabus of the Entrance Test shall consist of 40% of Research Methodology and Research & Publication Ethics (RPE) and 60% shall be subject specific.
- i) Candidates, who have qualified UGC/SLET/NET/GATE/GPAT/CSIR (JRF/SRF) /teaching fellowship programme in the relevant discipline or are UGC/CSIR/RGNF/DST Inspire, NBHM Fellows, etc., shall be exempted from the entrance examination.
- j) However, the candidates exempted from entrance examination are required to give presentation on the proposed research topic and appear for the Personal Interview in front of Research Proposal Committee.
- k) Admissions to the Ph.D. Programme must be approved by the Research Board.

10. Registration as Ph.D. Candidate

- a) After submission and verification of all eligibility documents and payment of the prescribed fee by the due date, the provisional admission would be confirmed by Research Board.
- b) The registration of a candidate shall be confirmed only after completing the coursework as conveyed by the Research Board.

11. Ph.D. Course Work

- a) The credit assigned to the Ph.D. course work shall be maximum of 14 credits. All candidates admitted to the Ph.D. programmes shall be required to complete the course work prescribed by the College during the initial one semester.
- b) The course work shall be treated as prerequisite for Ph.D. preparation. A minimum of four credits shall be assigned to one or more courses on Research Methodology which could cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, field work, etc. Other courses shall be advanced level courses preparing the students for Ph.D. degree.
- c) All courses prescribed for Ph.D. course work shall be in conformity with the credit hour instructional requirement and shall specify content, instructional and assessment methods. They shall be duly approved by the authorized academic bodies.
- d) The Course Work will be divided into three broad sections as under:

Section	Title	Total Credits
I	Research Methodology	4
II	Research & Publication Ethics (RPE)	2
III	Core Paper	4
IV	Seminar	4
	Total	14

12. Passing Criteria:

- a) Evaluation will be done by Doctoral Progress Committee (DPC) by grading system and approved by Research Board.
- b) Grades in the course work, including research methodology courses shall be finalized after a combined assessment by the Research Board and the final grades shall be communicated to the College
- c) Minimum 55 % Marks are required in the course work in order to be eligible to continue in the programme and submit the dissertation/thesis.
- d) In exceptional cases, where a Research Scholar fails to fulfil attendance requirement or fails in the end semester examination, he shall apply for an extension for completion of the Course Work in the prescribed format to the research Board. Such candidates will be required to pay additional examination fee as per the rules of the University.
- e) A minimum of 75% attendance is required during each term in course work.
- f) Flexibility in timings for completion of course work may be allowed with the permission of the Research Board.

13. Students Exemption from Ph.D. Course Work

- a) Candidates who have passed M.Phil. Degree/equivalent degree.
- b) Candidates who have passed Ph.D. Course Work from a recognized University during last two years subject to the submission of the following documents:
 - Completion certificate of the Course Work attended
 - Transcripts
 - No objection certificate from the University from which the scholar is seeking a transfer to this University.

14. Allocation of Research Supervisor:

Eligibility criteria to be a Research Supervisor, Co- Supervisor, Number of /Ph.D. scholars permissible per Supervisor, etc.

- a) Any regular Professor of the University and any regular Associate/Assistant Professor of the University with a Ph.D. degree and at least two research publications in refereed journals may be recognized as Research Supervisor. Provided that in areas/disciplines where there is no or only a limited number of refereed journals, the Institution may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.
- b) Only a full time regular teacher of BMU can act as a supervisor.
- c) However, Co-Supervisor can be allowed in inter-disciplinary areas from other departments of the same institute or from other related institutions with the approval of the Research Board.
- d) The supervisor has to be approved by the Research Board.
- e) In special circumstances a person from other academic institute, research laboratory, or industry holding a Ph.D. degree can also be recognized as

Research Supervisor by Research Board.

- f) The allocation of Research Supervisor for a selected research scholar shall be decided by the Research Board depending on the number of scholars per Research Supervisor.
- g) A Research Supervisor who is a Professor, at any given point of time, cannot guide more than three M.Phil. and Eight Ph.D. scholars. An Associate Professor as Research Supervisor can guide up to a maximum of two M.Phil. and six Ph.D. scholars and an Assistant Professor as Research Supervisor can guide up to a maximum of one M.Phil. and four Ph.D. scholars.
- h) In extraordinary circumstances any change in supervisor or allocation of a second supervisor may be approved by the Provost on the recommendation of the Research Board.
- i) No relative of a candidate such as wife, husband, son, daughter, sister, brother or such other person who are deemed to be close relations shall be appointed as Research Supervisor for that candidate.
- j) In cases where the Research Supervisor has less than two years to retire, a Co-Research Supervisor shall be mandatory.
- k) In case of relocation of an Ph.D. woman scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the University to which the scholar intends to relocate provided all the other conditions in these regulations are followed in letter and spirit and the research work does not pertain to the project secured by the parent institution/supervisor from any funding agency. The scholar will however give due credit to the parent guide and the institution for the part of research already done.

15. Research Proposal Plan

- a) On completion of course work, a scholar shall prepare a detailed “Research Proposal” on the research area of which his interest within 6 months from the date of completion of course work.
- b) The objective and rationale of the proposal is to enable the scholar to define the Ph.D. Research problem based on a survey and critical analysis of the literature.
- c) The research scholar shall present the proposed work in an open seminar and defend it before the Research Board.
- d) In case Research Board does not find the Proposal suitable, it will communicate the scholar accordingly.
- e) The Research Board may allow the candidate to resubmit a revised proposal within a specified time within three months from the date of seminar. Failing which a candidate will not be registered for Ph.D. programme, however in special circumstances the candidate may request for some more time which the Research Board may consider.

16. Progress of the Research Work

- a) At the end of every semester, the progress of a scholar will be assessed by the DPC (Doctoral Progress Committee). The candidate shall make a presentation

before the DPC for feedback and comments.

- b) The DPC shall send the Assessment Report to the scholar with its recommendations on continuation.
- c) If DPC is not satisfied with the work of the candidate, he will inform the Research Board for appropriate advice to the scholar. The Research Board will issue a show cause notice to the scholar and consider the explanation and may take up the matter to the Dean of Academic Affairs. The matter shall be considered by the Dean of Academic Affairs after the approval of Provost whether the candidate should be allowed to continue his research work.
- d) All correspondence will be carried out by the scholar through the supervisor(s).

17. Submission of Synopsis

- a) On completion of the research work, the scholar will submit the synopsis of his Research work to Research Board through his supervisor.
- b) The assessment shall be carried out by the Research Board through a pre-Ph.D. seminar scheduled and notified at least 15 days in advance.
- c) The Research Board will give feedback and comments which the candidate will incorporate.
- d) In case not satisfied, the Research Board may also ask the scholar to do further work, if so required, and resubmit a revised synopsis within a specified time.

18. Submission of Thesis

- a) The thesis shall be written in the specific format and it should be substantiated by facts, and fresh approach towards interpretation of facts and theories or significant contribution to knowledge of design or development, or a combination of them. It should bear evidence of the candidate's capacity for analysis and judgment and also his ability to carry out independent investigation, design or development.
- b) The scholar will declare that the research work is a bonafide nature of work and that the thesis does not contain work which has been previously submitted for the award of any degree/diploma and the extent of collaboration, if any.
- c) Ph.D. scholars must publish at least one (1) research paper in refereed journal and make two paper presentations in conferences/seminars before the submission of the dissertation/thesis for adjudication, and produce evidence for the same in the form of presentation certificates and/or reprints.
- d) The scholar shall submit Four (4) printed or typed copies of his thesis in English language regional Language to the Research Board through his supervisor and a CD of the thesis in PDF format shall also be submitted by the scholar.

19. Appointment of Examiners

- a) From the panel of maximum ten examiners (five examiner within the state and five outside the state/country) and minimum seven (four examiner within the state and three outside the state/country) submitted by the Supervisor, on the Recommendation of Research Board, Provost will appoint two external

examiners out of which at least one will be from outside the state/country and other will be nearby area.

- b) The appointment of these examiners shall be strictly confidential.
- c) In case, an appointed external examiner declines to act as examiner, the Provost may appoint another external examiner in line with.
- d) The public viva-voce of the research scholar to defend the dissertation/thesis shall be conducted only if the evaluation report(s) of the external examiner(s) on the dissertation/thesis is/are satisfactory and include a specific recommendation for conducting the viva-voce examination.

20. Award of Ph.D. Degree

- a) The Research Board shall give final recommendations for the award of a PhD degree on the basis of performance in the viva voce examination and the examiners' reports.
- b) Along with the notification, the University shall issue a provisional certificate certifying that the degree has been awarded in accordance with the provisions of UGC Minimum Standards and Procedure for award of Ph.D. Degree, Regulation 2009 and subsequent amendments.

Notwithstanding anything contained in these Regulations, all Research Scholars shall be governed by the Code of Conduct and general rules and procedures framed by the BMU, and in force from time to time.

Chapter-12

Ordinances pertaining to rules and regulation for Library

Rules and Regulation for Library

- a) Students must follow the Library rules for borrowing/using/returning books. They must show their Identity Cards when asked for. The books must be returned on or before the due date of return of the book.
- b) Library books should be used with great care. Tearing or folding or cutting of Library books or making any mark on them is not permitted and shall lead to disciplinary action. Any defect noticed at the time of borrowing books must be brought to the notice of the Library staff immediately, otherwise the borrower may be required to replace the book by a new copy or pay double the cost of the book.
- c) In open access Library of the University, replacement or misplacement of books on the shelves by the readers is not desirable. Readers should leave the book on the table after use.
- d) Library cards are non-transferable and they should be kept securely otherwise the borrower shall be held responsible for the books issued against cards.
- e) Before leaving the Library, a student should make sure of getting the books properly issued at the counter against the card.
- f) Personal property or books other than those belonging to the Library must be deposited at the entrance gate.
- g) The loss of Library books or borrowers card must be immediately brought to the notice of the Librarian in writing.
- h) Polite and courteous behaviour inside the Library is expected from all the users and silence must be observed inside the reading rooms.

Chapter-13

Ordinances pertaining to the Teachers of the University

- **Teachers of the University shall be of the following categories**

- a) Appointed teachers of the University
- b) Recognized teachers of the University
- c) Persons of Academic eminence conferred with the title of Professor Emeritus
- d) Professor of Practice

- a) **Appointed Teachers of the University**

- a) Teachers appointed as a Professors, Associate Professors, Assistant Professors or otherwise as teachers of the University prescribed in the University HR Manual.
- b) Persons appointed by the University as Honorary, Distinguished or Adjunct Professors.

- b) **Recognized Teachers of the University**

- a) The guest / visiting teaching members or subject area experts, recognised by the University for guiding research and/or delivering expert/special lectures.
- b) The qualification of a recognized teacher shall be the same as that of appointed teachers of the University.
- c) The period of recognition as a teacher of the University may be as decided at the time of recognition subject to a maximum of three years.

- c) **Professor Emeritus**

On a proposal received from the Faculty Board of a College and on recommendation of the Academic Council as approved by the Governing Body, the President may confer on a person of academic eminence, the title of Professor Emeritus.

- d) **Professor of Practice**

Under the guidelines of UGC and on recommendation of the Academic Council as approved by the Governing Body, those who have proven expertise in their specific profession or role with at least 15 years of service/experience, preferably at a senior level, will be eligible for Professor of Practice.

Chapter-14

Conditions for award of Degrees, Diplomas, Certificates and any other distinctions & means relating to granting and obtaining the same and Convocation

1. Conditions for Award of Degrees, Diplomas, Certificates

- a) The students who have been enrolled in various certificate, diploma or degree programmes at the University, on successful completion and passing of prescribed examinations for that particular programme, shall become entitled for the award of the corresponding certificate, diploma or degree for that programme.
- b) A student would have been deemed to have successfully completed and passed the prescribed examinations provided he has.
 - i. Completed the minimum credit requirements prescribed for that programme as provided in the regulation on Course Credit Regulations and Grading Systems“ for that programme and as approved by the Academic Council from time to time.
 - ii. Has secured the minimum CGPA for passing as provided in the Credit Regulations for that programme.
 - iii. Has successfully completed and passed all the non-credit courses as specified in the prescribed Scheme of Studies.
 - iv. Has completed all the requirements within the stipulated time prescribed for that programme.
 - v. No fee/or any other arrears are pending on him and no disciplinary action involving moral turpitude is pending.
- c) The names of the successful students along with their final result shall be placed before the Academic Council for the award of degrees, diplomas and certificates, as the case may be, of these students. On the approval by the Academic Council, provisional certificates, diplomas or degrees shall be issued to the respective students by the Controller of Examination.
- d) The certificates, diplomas and degrees shall be signed by the Controller of Examination and Provost and bear the seal of University.
- e) The approval accorded by the Academic Council for the award of the Certificates, Diplomas, Degrees or any other distinctions/awards shall be placed before the Governing Body for its ratification. After ratification by the Governing Body, the degrees, diplomas and certificates shall be awarded to the passing out students at the University Convocation as decided by the University from time to time.
- f) However, a student may be awarded his certificate/diploma/degree in absentia due to valid reasons explained by the student in his application for the purpose accompanied by a fee as

prescribed by the University from time to time.

2. Procedure for Convocation

- a) Convocation for the purpose of conferring degrees and making awards shall ordinarily be held every year at the time specified by the University and shall be called Annual Convocation. A special convocation may also be held at such time as may be found necessary and convenient.
- b) The actual date of the convocation in each case shall be fixed by the Provost with the approval of the President.
- c) Not less than four weeks' notice for the Convocations shall be given to the recipients of the degrees, by the Registrar. This period may however be reduced to ten days in the case of special convocation or in any other case where such a course is considered expedient by the President.
- d) The degrees/diplomas/certificates shall be awarded after the students complete the respective programs and fulfil the conditions for the award as laid down in the rules of respective programs.
- e) The University shall make the provisions and rules for award of medals to the students for each year at the time of the Convocation.
- f) The Registrar shall send a program of the convocation and the procedure to be observed during the convocation along with a brief to the Governing Body, Board of Management, Academic Council, President, Provost, Director/Deans and COE.
- g) The student desiring to receive degree in person must apply to the Registrar, seven clear days before the day fixed for the convocation, in a prescribed form, together with the fee as may be prescribed by the University intimating their intention to be present at the convocation, provided that the Provost may in special cases permit the receipt of late applications up-to 4 days before the date of convocation, if such applications are accompanied by a late fee as fixed by the University.
- h) Such students who are unable to present themselves in person at the convocation, may apply for receiving their degrees in absentia in the prescribed form, one month after the date of convocation along with a fee as prescribed by the University.
- i) Every Degree shall bear the signature of the Controller of Examinations and provost. The date on the degree will be the same as the date of convocation. If Degree required in between after declaration of result and convocation, then the date will be the issue date of degree.
- j) Dignitaries such as the Chief Guest, members of the Governing Body, Board of Management, Academic Council, President, Provost, Registrar, Director/Deans and COE shall wear such academic costumes as is approved by the Governing Body.

- k) All students at the convocation shall wear the costume as may be prescribed by the University appropriate to their respective degrees. No student shall be admitted to the convocation, who is not in proper academic costume. The decision of the Governing Body in this regard shall be final.
- l) Degrees will be distributed to the students attending the convocation at the place, time and day specified by notification before or after the convocation as decided by the University. A rehearsal may be arranged on or before the day of the Convocation, at which students for Degrees/Diplomas must be present. Students not present at the rehearsal run the risk of not being admitted to the Convocation.

3. The Academic Procession

The Academic Procession shall comprise the members of the Governing Body, Board of Management, Academic Council, President, Provost, Registrar, Director/Deans, COE, and other officers of the University. They shall assemble at the place notified at the appointed hour there may be invocation of “any supreme power” to bless the passing-out students and the beginning of their careers, while the Academic Procession is moving towards dais in following order.

4. Academic Costumes

The specifications of colour, material, weaving, dying etc. of the Academic costumes worn in convocation shall be as decided by the Academic Council.

5. Instructions for the Candidates

- a) Candidates must appear in the prescribed academic Costume.
- b) A rehearsal shall be arranged on or before the date of the Convocation at which the candidates getting degrees must be present. Candidates not present at the rehearsal without permission run the risk of not being admitted at the Convocation.
- c) Candidates who are unable to attend the Convocation must inform the Registrar well in advance. Such candidates will be admitted to the degree in absentia
- d) The candidates who fail to attend the Convocation or wish to have their degrees awarded in absentia shall pay the prescribed fee to the University by means of a Demand Draft drawn in favour of the Registrar, Bhagwan Mahavir University, and Surat Gujarat before they are admitted to the degree. Their degree certificates will be mailed by Registered Insured post after the convocation.

6. Presentation of the Candidates

On the Academic Procession entering the Hall, the candidates and the audience shall stand and remain standing until the members of the procession have taken their seats.

The Registrar will seek the consent of the President to declare the Convocation open in the following manner:

Hon'ble President, May I with your permission declare the convocation open,

The President: "I permit".

Registrar: "With the permission of Hon'ble President, I declare the convocation open." The proceedings of the Convocation shall then begin with the recitation of "Sanstha geet of the University".

The Provost shall present the Annual report of the University.

The President: "Let the candidates be presented."

The Registrar will call upon the Director/Deans of Colleges to present the candidates for the award of degrees in the following manner:

The Director/Dean of College will direct the recipients of the Degree of concerned programme to rise from their seats, and will address as under:

"Sir, I present to you students of the programme of the College of whose names are set out in the list, and who have been examined and found qualified for the award of Degree to which I pray that they may be admitted."

The President, thereupon shall award the Degrees to the students and shall say –

"By virtue of the authority vested in me as President of the , Bhagwan Mahavir University, I admit you all to the Degree and I charge you that ever in your life, thought, action and conversation, you prove yourselves worthy of the same."

The concerned students will acknowledge by a bow and sit down.

The Registrar will request the Chief Guest to present the medals and awards to the students.

The Dean Students Welfare will announce the names of recipients. The medals and other distinctions then shall be presented by the Chief Guest of the Convocation.

The Chief Guest shall deliver his convocation address.

President's Address.

The Deputy Provost will present a vote of thanks.

The Registrar shall seek the permission of President to declare the Convocation closed in the following manner

Hon'ble President, May I with your permission declares the convocation closed,

The President: "I permit".

The Registrar shall declare the Convocation closed in the following manner. "I declare the convocation closed."

The Registrar shall request the august gathering to rise from their seats for the National Anthem.

The National Anthem

The Academic Procession will leave in the reverse order as it entered. The audience shall remain standing till the procession has left the Convocation Hall.