



# देवी अहिल्या विश्वविद्यालय, इन्दौर

विश्वविद्यालय भवन  
इन्दौर - 452 001

क्रमांक : प्रशा.तेईस(2)/2018/416

दिनांक : 11.9 JUL 2018

## अधिसूचना

सर्व-संबंधितों के सूचनार्थ एतद्द्वारा अधिसूचित किया जाता है कि समन्वय समिति की 94 वीं बैठक दिनांक 10.5.2018 में अनुशंसित कार्य विवरण के विषय क्रमांक 11 में लिये गये निर्णय अनुसार वार्षिक पाठ्यक्रम के अध्यादेश में पुनर्मूल्यांकन संबंधी प्रावधान जोड़ते हुए प्रस्ताव मान्य किया गया है। जिसे कार्यपरिषद की बैठक दिनांक 25.6.2018 को विषय क्रमांक 3 में अंगीकृत किया गया है, जो संलग्न है।

भवदीय,

*Account*  
कुलसचिव

क्रमांक : प्रशा.तेईस(2)/2018/416

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प्रतिलिपि :-

1. विभागाध्यक्ष समस्त अध्ययनशाला, देवी अहिल्या विश्वविद्यालय, इन्दौर।
2. समस्त अधिकारीगण, देवी अहिल्या विश्वविद्यालय, इन्दौर।
3. कुलपतिजी के सचिव
4. कुलसचिवजी के निज सहायक।  
देवी अहिल्या विश्वविद्यालय, इन्दौर की ओर सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।
5. विभागाध्यक्ष, आई.ई.टी. सेन्टर को इस निवेदन के साथ की कृपया संलग्न अध्यादेश विश्वविद्यालय की वेबसाईट पर उपलब्ध कराने की व्यवस्था करें।
6. निदेशक, महाविद्यालय विकास परिषद्।
7. उप कुलसचिव (शैक्षणिक)
8. उप कुलसचिव (परीक्षा)  
की ओर सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।

उपकुलसचिव(प्रशा.)

*Account*

**ORDINANCE NO.- 17**  
**COURSES AT UNDER GRADUATE LEVEL**  
**(ANNUAL SYSTEM OF EXAMINATION\*)**

*(Approved by the Co-ordination committee in it's 94<sup>th</sup> Meeting dt. 10/05/2018)*

1. The provisions of this Ordinance shall be applicable from the date of notification of Annual system\* by the state government, with the prior approval of the Chancellor.
2. The three year degree courses (e.g. - B.A., B.Sc., B.Com., B.A.(H), B.Sc.(H), B.Com.(H), B.A.(Management), B.B.A., B.C.A., B.Sc.(Home Sc.) and any other course/courses notified for this purpose by the University / State Govt. to be run under Annual Pattern of examination, except those for which the University has separate ordinances, shall be run under Annual system.
3. The ordinance shall be applicable to all such courses being run in the university teaching departments (UTDs) and affiliated colleges under the jurisdiction of the University.
4. The Annual system shall also be applicable to private students.
5. The duration of these courses of study shall extend over three academic years.
6. Normally, the medium of instruction shall be Hindi / English or as decided by the University / State Govt. from time to time,
7. The intake for each of these courses shall be decided by the University / State Govt. from time to time, as the case may be.

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*\*As notified by the State Government, vide Notification (N. 968/96/सीसी/17/अडतीस dt. 12/7/17) and later approved by the Co-ordination committee in it's 93<sup>rd</sup> Meeting dt. 25/10/2017*

8. Every candidate seeking admission to these courses shall be required to have passed 10+2 examination (Higher Secondary) of M.P. Board/ CBSE/Any other equivalent body recognized by the University for this purpose.  
**Provided that** , for the purpose of admission in Honours courses the min. marks required shall be 60 % or as notified by the University / State Government from time to time .
9. Admissions in these courses will be made by any mode and **procedure, as decided by the state government** for colleges and in case of the UTDs as decided by the university, from time to time.
10. Admission rules and Guidelines, as framed by the state Govt./University shall be applicable for admissions from time to time .
11. The under graduate courses in Annual System shall consist of :-
  - a. Such Subjects/Papers, Job internship, Lab works, Practicals, etc. as may be prescribed by the University/ State Government from time to time.
  - b. Such Syllabus and the Scheme of examination as may be prescribed by the State Government or University ,as the case may be, from time to time.
12. Each student shall have to appear separately in the examination of theory/practical and continuous comprehensive examination (CCE)/internal assessment (IA), if he/she is eligible and has not otherwise been prevented by the University from appearing in the examination. The CCE /IA will be held in the manner prescribed from time to time by the University/State Govt.
13. For passing the examination, the candidate shall be required to **secure minimum marks (As prescribed in the relevant scheme)** in

the University examination separately in Theory, Practicals (if any) and CCE/IA in each of the prescribed subject.

14. There shall be supplementary examination for the eligible candidates. Theory, Practical and CCE/IA shall be treated as separate subjects for this purpose

(i) If a candidate fails in one subject, and clears all the remaining subjects of that examination, he/she will be allowed to appear in the supplementary examination for two consecutive chances only.

Provided that if a candidate fails in more than one subject in any examination, he/she shall be declared FAIL and allowed to appear in the next examination of the same class.

**Provided also**, that if a candidate is unable to clear the supplementary examination in the chances prescribed in sub para

(i) he/she shall be declared fail and shall have to appear in all the papers of the said examination again.

(ii) The candidate shall be awarded degree only in the year when he/she clears all the papers.

(iii) In all the above cases, the candidates shall be required to appear in the examination as per the syllabus and scheme applicable at the time of examination.

(iv) Any changes notified any time by the state Govt. in the criteria of eligibility of supplementary examination, shall overrule the above provisions.

15. No candidate shall be allowed to appear in the Examination unless he/she has :

i. Attended at least 75% of lecture/practical delivered separately. (For Regular candidates only)

ii. Paid all the fees due.

- iii. Obtained 'NO DUES' certificate from the concerned Department /College.
- iv. Submitted the job internship certificate/ Project report, as notified by the Head/Principal.
- v. Received implant training as prescribed by the Head/Principal as per course curriculum.

16. The Division (In the final result) shall be awarded on the basis of Total Marks obtained in the Theory, Practical and CCE /IA of all the classes of the course concerned as the case may be taken together.

60% or above	-	First Division
45% or above but less than 60%	-	Second Division

Min. Passing Marks or above but less than 45% Third Division

17. Regarding the duration of completion of the course, the provisions given in the letter (No. 1868/198/CC/17/38, Dated 09.10.2017) of the Deptt. of Higher Education { Later approved in the 93<sup>rd</sup> meeting of the co-ordination committee dt.25/10/17 } will be applicable.

**These provisions read as under-**

विषय-स्नातक व स्नातकोत्तर के सामान्य पाठ्यक्रमों में क्रमशः 5 व 3 वर्ष की अवधि की बाध्यता समाप्त करने विषयक।

उपरोक्त विषयान्तर्गत मा. कुलाधिपति महोदय से अनुसंधान के रूप में प्राप्त अनुमोदन अनुसार -।

1. स्नातकोत्तर पाठ्यक्रम के समाप्त होने पर स्नातकोत्तर परीक्षा 5 व 3 वर्ष तक होगी।
2. यदि 5 व 3 में विद्यार्थी किसी भी कारणवश उक्त अवधि में पाठ्यक्रम पूर्ण नहीं कर पाता है, तो कुलपति महोदय की अनुमति से विधिद्वारा द्वारा निर्धारित शुल्क जमा कर उसे विद्यार्थी को 1 वर्ष का एक्सटेंशन दिया जाएगा जिसमें उसका अपना पाठ्यक्रम पूर्ण करना अनिवार्य होगा।
3. यदि कोई विद्यार्थी पाठ्यक्रम की अधिकतम अवधि (स्नातक 05 एवं स्नातकोत्तर 04 वर्ष) एवं 1 वर्ष एक्सटेंशन का उपयोग करने के बाद भी पाठ्यक्रम को पूर्ण नहीं कर पाता है तो उसको शेष पाठ्यक्रम स्वाध्यायी छात्र के रूप में पंजीकृत होकर उत्तीर्ण करना होगा। ऐसे विद्यार्थियों पर पाठ्यक्रम की न्यूनतम अवधि एवं उपस्थिति का कठम बाध्यकारी नहीं होगा।
4. इस व्यवस्थागत विद्यार्थी का हमारे द्वारा पूर्व में प्रस्ताव किया था पर प्रश्न है कि उसे 'क्रेडिट का लाभ मिलेगा' यद्यपि उसका परीक्षा परिणाम प्रवीणता सूची के लिए मान्य नहीं होगा।
5. इस प्रकार निर्धारित अवधि के उपरान्त स्वाध्यायी रूप में परीक्षा में भाग लेने वाले विद्यार्थियों को जिस वर्ष परीक्षा में भाग लेना है उसी वर्ष का पाठ्यक्रम (यदि पूर्व पाठ्यक्रम में संशोधन आदि हुआ है तो) एवं उसी वर्ष के अद्यतन अन्य सभी पाठ्यक्रम एवं अकादमिक प्रावधानों का पालन करते हुए उसी के अनुसार परीक्षा दी जानी होगी। विधिद्वारा पूर्व के मापदंडों में इस प्रकार के स्वाध्यायी विद्यार्थियों के लिए, पुश्तक से कोई प्रायधान करने के लिए बाध्य नहीं होगा।
6. उपरोक्त विद्यम कठम सामान्य पाठ्यक्रमों पर लागू होगी तथा विभिन्न विद्याभक्त संस्थाओं द्वारा संचालित पाठ्यक्रमों पर लागू नहीं होगी।

18. If an examinee is failing or missing a division, he/she shall be entitled for Grace marks as per the following provisions-
- (i) **Kulpati Grace (KG)** may condone the deficiency of ONE mark only in case the examinee is failing or missing a division by ONE mark. Where the deficiency is so condoned, ONE mark shall no where be added.
  - (ii) **General grace (G)** of maximum Three marks shall be given to an examinee to pass the examination, if he/she fails in not more than two subjects by not more than three marks, but secures the minimum aggregate marks required. However, these grace marks shall no where be added.
- Provided that, the benefit of the provisions of sub para (i) and (ii) will not be given to an examinee simultaneously.
19. REVALUATION, SCRUTINY (Retotaling) AND REVIEW OF ANSWER-BOOKS shall be done as per the rules specified in the Appendix -I (Enclosed) of this ordinance.
20. All other matters and matters not provided in this ordinance, shall be governed by the provisions of the general ordinances of the University or notification/order issued by the state govt./University, from time to time.
21. In case of any dispute/ambiguity, the decision of the Vice Chancellor shall be final.

=====END=====

Appendix-I(Refer Clause N.-19)

**REVALUATION, SCRUTINY AND VIEW OF ANSWER-BOOKS**

1. Notwithstanding any thing contained in Ordinance No. 5 and 6 relating to the conduct of the examinations and Examinations in General, the following shall be the rules and regulations regarding the revaluation of Answer-books and regarding the scrutiny (Retotalling etc.) and review of Answer-Books.

2. A candidate whose result of main examination has been declared, may apply to the Registrar for the revaluation of any of his answer books ( only theory Examination), in the form (prescribed by the University) within 15 days after the date of declaration of the main results with the fee prescribed .

Provided that no candidate shall be allowed to have more than two answer books revalued. Provided also that no revaluation shall be allowed in case of scripts of practicals, field work, seminar, sessional work, CCE/IA, tests and thesis/dissertation/project report submitted at the examination and also for the supplementary examination. Provided also that when the result of the candidate is withheld for non-compliance of certain conditions on his part (e.g. non-submission of Migration Certificate or Original documents, case of unfair means etc.,) the time limit for accepting his form would not be extended on this account, i.e. it would be within 15 days after the date of declaration of the result.

3. The fee for revaluation shall be Rs. 500/- per answerbook which is not refundable.

Provided that if the revaluation has not been done due to unavoidable circumstances, full amount (Except processing charges )of fees paid for revaluation will be refunded for each answerbook.

4. The Scrutiny/Retotalling of marks shall be done before the answer-books are sent for revaluation without the candidate applying for it and if any change is found necessary action to revise the marks will be taken accordingly and revaluation will be undertaken if the candidate still desires to get his answer-books revalued.

5. Where a candidate applies for revaluation the answer book in which revaluation is sought will be sent for valuation to two examiners (other than the one who initially valued it) atleast one of them shall be from a place outside the jurisdiction of the university. If necessary Five answer books valued by the same examiner and a copy of the memorandum of instructions for the guidance of examiners (if prepared by the paper setter) may be sent to each of the two examiners to enable them to evaluate the answerbook concerned in the light of the standard set by the examiner and the memorandum of instructions.

6. If the marks awarded in the paper by any of the two examiners varies from the marks given by the original examiner by more than 10% of the maximum marks in the paper, the average of the marks awarded by two of the examiners, the original examiner and the two revaluers and nearest to each other will be taken to represent the correct

valuation. This average of marks will be awarded to the candidate for the revision of his result.

**Provided that** subject to the condition that at least one of the variations from the original marks is more than 10% of the maximum marks in the paper, if two differences in marks allotted by the three examiners are equal, the two marks to the best advantage of the candidate shall be taken into account for arriving at the correct valuation. **Provided further** that if the average of the marks thus arrived at is lesser than the original marks, or at least one of the variations from the original marks is less than 10% of the maximum marks in the paper, the original marks will not be changed and the result shall remain unchanged.

7. The result of revaluation shall be communicated to the candidate, even if there is no change in the marks.

8. If at least one of the variations from the original marks is more than 20% but not more than 30% of the maximum marks in the paper, the answerbooks shall be sent to the Fourth examiner (other than the Original examiner and the two previous revaluers) for valuation. The marks awarded by this fourth examiner will be given to the candidate as a result of revaluation for the revision of his/her result. **Provided** that if these marks thus arrived at is lesser than the original marks, the original marks will not be reduced and the result shall remain unchanged.

9. If it is found during the process of revaluation, that the variation of marks awarded by the original examiner and by other two external examiners is very large (more than 30%), giving rise to the suspicion that either the original examiner or other examiners have not valued the answer-books properly and fairly, the Vice-Chancellor may get such cases scrutinised thoroughly, and may take such necessary action, which is necessary to arrive at correct valuation of such answer-books.

#### 10. Scrutiny(Retoteling) of answerbooks

(A) Any candidate, who has appeared at any examination conducted by the University, may apply to the Registrar for the scrutiny of his marks in the written paper in any subject and rechecking of his results.

(B) Such application must be made in the form prescribed by the University so as to reach the Registrar within 15 days of the date after the declaration of the result. **Provided** that when the result of the candidate is withheld for non compliance of certain conditions on his part (e.g. non-submission of Migration certificate or Original documents, case of unfair means etc.,) the time limit for accepting his form would not be extended on this account, i.e. it would be within 15 days after the date of declaration of the result. (C) Such application must be accompanied with a fee of rs. 200/- for each answerbook to be scrutinized. This fee shall be Non- Refundable.

**Provided** that if the Scrutiny/Retoteling has not been done due to unavoidable circumstances, the full amount (Except processing charges) for Scrutiny/Retoteling will be refunded for each answer book.



(D). If as a result of the scrutiny it is found that the examinee should be declared as having passed or placed in a higher division or has secured more marks or on the contrary has secured lessor marks than what have been awarded earlier, his result shall be revised and notified accordingly and the candidate shall be supplied with therevised mark-sheet

11. Viewing of Answer books

(A) Where a Examinee want to see his/her answer books for viewing, he/she shall apply to the Registrar, within 7 days from the declaration of the main result.

(B) Such application must be accompanied with a fee of Rs. 300 /- for each answer book to be Seen. This fee shall be Non- Refundable

Provided that if the viewing has not been done due to unavoidable circumstances, the full amount (Except processing charges) will be refunded for each answer book.

(C) If after viewing of the Answer book, it is felt that the level of valuation is not upto the satisfaction of the candidate, he / she shall have to apply for revaluation separately. The fee paid for viewing shall not be refunded / adjusted against the fee of revaluation.

(D) The university shall decide the case as per the guidelines issued from Executive Council from time to time.

12. The result of the Revaluation/Scrutiny /Viewing shall be communicated to the candidate, even if there is no change in the marks.

13. Each of the examiners of Revaluation/Scrutiny/Viewing shall receive remuneration as per the rates fixed by the University from time to time.

14. An undertaking must be obtained from the applicant that he has gone through the Rules of Revaluation/Scrutiny /Viewing

15. A Photostat copy of the mark sheet should be attached by the candidate along with the application for revaluation.

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