

संशोधन

ORDINANCE NO. 7

ADMISSION OF STUDENTS TO A COLLEGE, UNIVERSITY TEACHING DEPARTMENT OR SCHOOL OF STUDIES, TRANSFER OF STUDENTS AND MAINTENANCE OF DISCIPLINE

(Re: Clauses (i), (viii) & (xvii) of section 37)

1. In this ordinance, unless there is anything repugnant in the subject or context:-

by (a) "equivalent examination" means an examination which has been conducted

(i) any recognized Board of Higher Secondary Education, or (ii) any Indian University other than this University incorporated by any law in force for the time being and recognized by the University as equivalent to its corresponding examination or the final examination held under the M.P. Madhyamik Shiksha Adhiniyam 1955 as the case may be.

(b) "qualifying examination" means an examination the passing of which makes a student eligible for admission to a particular year in a course of study leading to a bachelor's or post-graduate degree or diploma conferrable by the University.

(c) Admissions to all courses except Engineering, Medicine, B.Ed., and Ayurveda and other courses where the admission is governed by an external agency shall be governed by the following principles

(i) Admission shall not be a matter of right.

(ii) Eligibility certificate will be issued by the University but it shall not entitle for conferment of admission.

(iii) Admission in all institutions affiliated to the University shall be governed as per instructions issued by the University and the State Government from time to time

2. A student seeking admission to a College, University Teaching Department or School of Studies (hereinafter called an institution) shall, on or before the date prescribed for submission of applications for admission by the Head of the Institution concerned, submit his application on the prescribed form to be obtained from such institution on payment of the prescribed fee.

Admissions in the Teaching Department Colleges will be regulated on merit and according to norms prescribed by the rules of admission. Admission in affiliated Colleges both government and non-government shall be regulated according to the rules of admission made by the State Government from time to time. The Executive Council of the University shall frame rules for admission to the School

of Studies applying general conditions of admission laid down in the admission rules of the State Government.

3 The application for admission shall among other be accompanied by

- (i) the School or College Leaving Certificate signed by the Head of the Institution last attended by the student, (ii) true copy of the statement of marks showing that the applicant has passed the qualifying examination, and in the case of a student who passed the examination as private candidate, a certificate signed by two responsible persons certifying to the good character of the applicant. If an applicant for admission, as aforesaid, has passed the qualifying examination from a Board other than the Board of Secondary Education, Madhya Pradesh, or a University other than this University, he shall submit in addition to the school or college leaving certificate an eligibility or a Migration Certificate from the Secretary or Registrar or Controller of Examinations of such Board or University; in the case may be together with immigration fee of rupees as prescribed by the Executive Council.

Provided that if it does not become possible for the applicant to obtain a migration certificate in time for making the application, he may make the application in time stating that the certificate shall be produced as soon as it is received and for that purpose he may be allowed such time as the University may specify. Provided also that no immigration fee shall be payable by a student migrating from any statutory University in Madhya Pradesh or a statutory Board of Secondary Education or Intermediate Education in Madhya Pradesh.

4 (1) No student shall be admitted to an institution for pursuing a course of study for the initial year of the first degree under any faculty unless he has passed the final examination held under the Madhya Pradesh Madhyamik Shiksha Adhiniyam 1965 (23 of 1965) or an examination declared equivalent to such examination by the University or such other qualifying examination as may be prescribed from time to time

(2) No student enrolled in the University shall be admitted to any subsequent higher class in any institution unless he has passed the examination qualifying him to appear for the examination for which he will be preparing.

Provided that a student who is eligible to appear at a Supplementary or Second Examination may be provisionally admitted to a subsequent higher class but he shall revert to the lower class, if he is not declared successful at such examination.

"Provided further that the Kulpati shall have powers to grant admission in cases of candidates (i) who qualify for admission as a result of revaluation and who seek admission within 15 days from the date of declaration of the result, their attendance to be counted from the date of such admission. (ii) Candidates coming

on transfer from other Universities because of the transfer of their parents/guardians beyond the last date for admission is given above on the clear understanding that their attendance shall be counted from the date of commencement of the session.

(3) No student migrating from any other University shall be admitted to any class in an institution unless he has passed the examination which has been declared by the University as equivalent to the qualifying examination for a student of the University.

(4) Without prejudice to the provision contained in sub-clause (3) above, no student migrating from any other University shall be admitted to any class in an institution without the previous permission of the Executive Council wherever by any general or special direction, such permission is necessary.

(5) An applicant for admission to a course leading to a Bachelor's Degree shall not be so admitted unless he is prepared to appear in all the subjects prescribed for the particular degree examination.

(1) No student who has passed a part of any degree or post-graduate examination from another University shall be admitted to subsequent higher class for such examination in any institution without the approval of the Kulpati in consultation with the Dean of the Faculty in case of degree examination and the Chairman of the concerned Board of Studies in case of post-graduate examination.

(2) No person who is under sentence of rustication or has been disqualified from appearing at the examinations from another University or a Teaching Institution connected with that University shall be admitted to any course of study in any institution maintained by or affiliated to this University during the period of Rustication or Disqualification.

(i) Admission of students to all Institutions except those for Ayurveda, Engineering and Medicine in each academic year shall be completed by the first day of the academic session concerned. Provided that the Head of an institution may, in his discretion, admit a student to the institution till 31st July and for special reasons with permission of the Kulpati by the 14th August.

Provided where 31st July or 14th August is a holiday, the next working day will be the last date in each case. In institutions for Ayurveda, Engineering and Medicine, the corresponding last date of admission shall be 21st August and 31st August. Provided that a student who is eligible for supplementary examination of the University shall be permitted to take provisional admission to the next higher class within the dates prescribed if he/she fails to clear the supplementary examination, his/her provisional admission in the higher class shall stand cancelled.

Admission shall not be granted to any candidate under whatsoever circumstance after the last date of admission as given above except that the Kulpati may permit the candidates whose results are delayed for no fault of theirs within 15 days of the

declaration of their result on the clear understanding that the attendance of all such candidates shall be counted from the date of the commencement of the session.

(ii) A complete list of all students admitted to the institution by 14th August shall be forwarded by the Head of the Institution to the Controller of Examinations of the University by the last Monday in August, College of Engineering, Ayurveda and Medicine shall forward such list by the second Monday in September. Provided that admission list may be submitted by the Colleges/UTDs to the University after one week of the last date as prescribed by other Regulatory Bodies which control admission to various courses of any.

(iii) Admission to various courses shall be governed by the rules framed for the purpose by the University and other regulatory Bodies, which control admission from time to time.

7 (1) A student shall be enrolled as a member of an Institution as soon as he is admitted by the Head of the Institution and has paid the prescribed fees.

(2) A student seeking admission to an Institution after the commencement of the session shall be required to pay tuition fees from July of the year unless he migrates from another institution in the University and paid his fees in the former institution upto the preceding month.

8 The Head of the Institution may permit a student to change his optional subjects for a course or with the approval of the Kulpati, to change the Faculty till 31st August. No change thereafter shall be permitted.

9 No student shall be allowed to migrate from one Institution to another under the jurisdiction of this University without a Transfer Certificate and no transfer from one such institution to another shall in any case be permitted after the date on which the application of a student for admission to the ensuing examination has been forwarded to the University.

10 (1) Subject to the provision contained in para 9 a student, who during an academic session desires to leave the institution of which he has become a member, shall give notice in writing to the Head of the Institution of his intention to leave stating reasons thereof and further stating the name of the institution, if any, which he wishes to join.

If the change is to another Institution in the same city, the Head of the Institution shall consider the reasons given to justify such a change. If they are strong enough to justify such a change, he may pass orders accordingly.

(2) On such orders being passed, the student in question shall-

(i) Make payment of all fees due to the Institution upto the month of the application for the transfer certificate; and

(ii) Refund whenever, if any, scholarship or studentship has been paid to him from the funds of the Institution, if required by the Head of the Institution to do so.

(3) When the student has made all the aforesaid payment, the Head of the Institution shall issue a transfer certificate.

11 A student migrating from one Institution to another under the jurisdiction of the University shall not be required to pay such installments of tuition fees as he has already paid in the Institution from which he is migrating.

12 Every student in the University shall at all times be of good behaviour, show diligence in studies, maintain decorum and dignity, take proper interest in co-curricular activities and observe all rules of discipline of the Institution of which he is a student and of the University.

3 (1) When a student has been found guilty of breach of discipline within or outside the precincts of the University or an Institution or persistent idleness or has been guilty of misconduct, the Head of the Institution at which such student is studying the Kulpati, the Controller of Examinations, the Dean of the student welfare may according to the nature and gravity of the offence:-

(a) suspend such a student from attending classes for not more than a week at a time; or

(b) expel such a student from his institution;

(c) disqualify such a student from appearing at the next ensuing examination; or

(d) rusticate such a student

(2) Before inflicting any punishment as aforesaid, the Head of the Institution shall give the student concerned an opportunity of personal hearing and record the reasons of inflicting the punishment in writing.

The Head of the Institution, concerned shall have power to suspend for such a period as may be necessary a student temporarily from the Institution pending inquiry into his conduct in connection with an alleged offence.

The period, during which a student remains suspended for completion of an examination, shall be reckoned in the calculation of his attendance for appearing at an examination provided he is found ineligible.

A student who has been rusticated shall not be admitted to another Institution under the jurisdiction of this University. Ordinarily, the period of rustication shall

not exceed two year. Other Universities shall be informed of the fact of the rustication.

(6) The rustication of a student from an Institution shall entail the removal of his name from the register of enrolled students

14 (1) There shall be a Proctorial Board whose constitution powers/duties shall be such as may be prescribed by Regulations.

(2) There shall be an Academic Flying Squad consisting of the following members, which shall visit the UTD, School of Studies and Colleges to see if the education standards are maintained.

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| (i) DCDC or Sr. Professor nominated by VC if there is no DCDC | Chairman |
| (ii) Any three Deans of faculties | Member |
| (iii) Principal of a College | Member |
| (iv) Additional Director (HE) | Member |
| (v) Nominee of Vice-Chancellor | Member |

Minimum three members can make surprise visit to any College/UTD/School of Studies. The Academic Flying Squad will be constituted every three years. It may discharge duties to improve standard of education, which may be assigned by the Executive Council from time to time. }

15 There shall be a code of conduct for students as may be prescribed by Regulations. It shall be compulsory for all students to comply with its provisions. In the event of non observance of the code by a student, it shall be the duty of the Principal of the College/Head of University School of Studies/Controller of Examinations of the University to take disciplinary action against him under paragraph 13 above.

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(1) The following shall be eligible to appear at supplementary examination.

- (a) candidates who have failed at any B.A., B.Sc., B.Sc.(Home Science) or B.Com examination in one or more than one subject or group as the case may be.
- (b) candidates for examination other than those enumerated in (a) above who are declared eligible to appear at a supplementary examination in accordance with the provision of the respective examination.

(2) In the case of subject for supplementary examination in which there is also a practical test, a candidate shall be required to appear in the written papers only if he has passed at the main examination in practical and in practical only if he has passed in the written papers. A candidate who has failed both in written papers and practicals shall be examined in both the parts of the subject.

(3) Except when provided otherwise in the Ordinance concerned, a candidate who has been declared eligible for a supplementary examination may appear as a supplementary examination candidate in the two examinations immediately following the examination in which he was declared to be so eligible and thereafter he shall be required to appear in all the papers at the next examination.

3(a) Provided that candidate who becomes entitled to appear in supplementary examination on revaluation and the result of such revaluation is declared after the expiry of prescribed date of supplementary examination, such a candidate shall be permitted to appear at next higher examination as a private candidate, if he is otherwise eligible to so appear, together with the paper in which he has to appear in supplementary examination.

Provided further that result of next higher examination of such a candidate would be declared only when the candidate passes in supplementary examination.

(4) A candidate appearing in the supplementary examination shall be declared to have passed the examination if he secures the minimum pass marks in the subject or group as the case may be except when provided otherwise in the examination Ordinance concerned. The marks obtained by the candidate in the supplementary/Second examination shall be taken in to account in determining the division at the examination.

* Amended by E.C. vide Res. No. 4 dated 10-12-77.

*** Amended by E.C. vide Res. No. 142 dated 23-2-91.

ORDINANCE NO. 7

Admission of Student to a College, University Teaching Department or School of Study, Transfer of Students and Maintenance of Discipline.

(Refer clauses i, vii & xvii of section 37)

In this Ordinance, unless there is anything repugnant in the subject of context -

(a) " equivalent examination " means an examination which has been conducted by -

(i) any recognised Board of Higher Secondary Education, or

(ii) any Indian University other than this University incorporated by any law in force for the time being, and recognised by the University as equivalent to its corresponding examination or the final examination held under the M.P. Madhyamik Shiksha Adhiniyam 1965 as the case may be.

(b) " qualifying examination " means an examination the passing of which makes a student eligible for admission to a particular year in a course of study leading to a Bachelor's or Post-graduate degree or diploma conferable by this University.

A student seeking admission to a College, University Teaching Department or School of Study (hereinafter called an Institution) shall, on or before the date prescribed for submission of applications for admission by the Head of the Institution concerned, submit his application on the prescribed form to be obtained from such Institution on payment of the prescribed fee.

The application for admission shall among others be accompanied by (i) the School or College Leaving Certificate signed by the Head of the Institution last attended by the student, (ii) true copy of the statement of marks showing that the applicant has passed the qualifying examination, and in the case of a student who passed the examination as private candidate, a certificate signed by two responsible persons certifying to the good character of the applicant. If an applicant for admission, as aforesaid, has passed the qualifying examination from a Board other than the Board of Secondary Education, Madhya Pradesh, or a University, other than this University, he shall submit in addition to the School or College Leaving Certificate of such Board of University, as the case may be together with immigration fee of rupees twenty.

Provided that if it does not become possible for the applicant to obtain a migration certificate in time for making the application, he may make the application in time stating that the certificate shall be produced as soon as it is received and for that purpose he may be allowed such time as the University may specify.

Provided also that no immigration fee shall be payable by a student migrating from any statutory University in Madhya Pradesh or a Statutory Board of Secondary Education or Intermediate Education in Madhya Pradesh.

(1) No student shall be admitted to an institution for pursuing a course of study for the initial year of the first Degree under any Faculty unless he has passed the final examination held under the Madhya Pradesh Madhyamik Shiksha Adhiniyam 1964 (23 of 1965), or an examination declared equivalent to such examination by the University or such other qualifying examination as may be prescribed from time to time.

(2) No student enrolled in the University shall be admitted to any subsequent higher class in any institution unless he has passed the examination qualifying him to appear for the examination for which he will be preparing.

Provided that a student who is eligible to appear at supplementary or second examination may be provisionally admitted to a subsequent higher class but he shall revert to the lower class, if he is not declared successful at such examination.

(3) No student migrating from any other University shall be admitted to any class in an institution unless he has passed the examination which has been declared by the University as equivalent to the qualifying examination for a student to the University.

(4) Without prejudice to the provision contained in sub-clause(3) above, no student migrating from any other University shall be admitted to any class in an institution without the previous permission of the Executive Council wherever by any general or special direction, such permission is necessary.

(5) An applicant for admission to a course leading to a Bachelor's Degree shall not be so admitted unless he is prepared to appear in all the subjects prescribed for the University.

(5) (1) No student who has passed a part of any degree or post-graduate examination from another University shall be admitted to subsequent higher class for such

examination in any institution without the approval of the Kulapati in consultation with the Dean of the Faculty in case of degree examination and the Chairman of the concerned Board of Studies in case of post-graduate examination.

- (2) No person who is under sentence of rustication or he has been disqualified from appearing at the examination from another University shall be admitted to any course of study in any Institution maintained by or affiliated to this University during the period of rustication or disqualification.
- (6) (1) Admission of students to all institutions except those for Ayurveda, Engineering and Medicine in case academic year shall be completed by the first day of the academic session concerned.

Provided that the Head of an institution may, in his discretion, admit a student to the institution till 31st July and for special reasons with permission of the Kulapati by the 14th August.

Provided where 31st July or 14th August is a holiday, the next working day will be the last date in each case. In institutions for Ayurveda, Engineering and Medicine the corresponding last date of admission shall be 21st August and 31st August.

Provided that a student who is eligible for second or supplementary examination of the University shall be permitted to take provisional admission to the next higher class within the date prescribed above. If he/she fails to clear the supplementary or pass the second examination the provisional admission in the higher class shall stand as cancelled.

Provided further that the Kulapati shall have power to grant admission in case of genuine hardship beyond the last date for admission as given above on the clear understanding that the attendance of all such student admitted under the provision shall be counted from the date of commencement of the session.

- (ii) A complete list of all students admitted to the institution by 14th August shall be forwarding by the Head of the Institution to the Registrar of the University by the last Monday in August, college of Engineering, Ayurveda, and Medicine shall forward such list by the Second Monday in September.

7. (1) A student shall be enrolled as a member of an institution as soon as he is admitted by the Head of the Institution and has paid the prescribed fees.

* Amended by the E.C. vide Res. No.7(b) dated 8-1-77.

- (2) A student seeking admission to an institution after the commencement of the session shall be required to pay tuition fees from July of the year unless he migrates from another institution in the University and has paid his fees in the former institution upto the preceding month.

The Head of Institution may permit a student to change his optional subjects for a course or with the approval of the Kulapati to change the Faculty till 31st August, no change thereafter shall be permitted.

No student shall be allowed to migrate from one institution to another under the jurisdiction of this University without a Transfer Certificate and no transfer from one such institution to another shall in any case be permitted after the date on which the application of a student for admission to the ensuing examination has been forwarded to the University.

- (1) Subject to the provision contained in para 9 a student, who during an academic session desires to leave the institution of which he has become a member shall give notice in writing to the Head of the Institution of his intention to leave stating reasons there for and further stating the name of the institution, if any, which he wishes to join. If the change is to another institution in the same city, the Head of the Institution shall consider the reasons given to justify such a change. If they are strong enough to justify such a change, he may pass orders accordingly.

- (2) On such orders being passed, the student in question shall :-

(i) make payment of all fees due to the Institution upto the month of the application for the transfer certificate; and

(ii) refund whatever, if any, scholarship or studentship that has been paid to him from the funds of the Institution, if required by the Head of the Institution to do so.

- (3) When the student has made all the aforesaid payments, the Head of the Institution shall issue a transfer certificate.

1. A student migrating from one Institution to another under the jurisdiction of the University shall not be required to pay such instalments of tuition fees as he has already paid in the Institution from which he is migrating.

Every student in the University shall at all times be of good behaviour show diligence in studies, maintain decorum and dignity, take proper interest in cocurricular activities and observe all rules of the discipline of the Institution of which he is a student and of the University.

- (1) When a student has been guilty of breach of discipline within or outside the precincts of the University or an Institution or persistent idleness or has been guilty of misconduct, the Head of the Institution at which such student is studying, may according to the nature and gravity of the offence :-
 - (a) suspend such a student from attending classes for not more than a week at a time ; or
 - (b) expel such a student from his institution; or
 - (c) disqualify such a student from appearing at the next ensuing examination ; or
 - (d) rusticate such a student.
- (2) Before inflicting any punishment as aforesaid, the Head of the Institution shall give the student concerned an opportunity of personal hearing and record the reasons of inflicting the punishment in writing.
- (3) The Head of the Institution concerned shall have power to suspend for such time as may be necessary a student temporarily from the Institution pending inquiry in to his conduct in connection with an alleged offence.
- (4) The period, during which a student remains suspended for completion of an enquiry, shall be reckoned in the calculation of his attendance for appearing at an examination provided he is found innocent.
- (5) A student who has been rusticated shall not be admitted to another Institution within the jurisdiction of this University. Ordinarily, the period of rustication shall not exceed two years. Other University shall be informed of the fact of the rustication.
- (6) The rustication of a student from an Institution shall entail the removal of his name from the register of enrolled students.