

ACADEMIC REGULATIONS FOR THE FIVE YEAR LAW COURSE
LEADING TO THE AWARD OF THE B.A. B.I. (Hons.) DEGREE

CHAPTER 1: PRELIMINARY

1. DEFINITIONS:

1. In these regulations, and in all rules and regulations executing these regulations, unless the context otherwise requires:
 - (a) **Credit points** are those points as specified in Chapter III which students are required to acquire to fulfill the minimum requirement for the award of a degree or to be promoted to the next academic year. Each credit point is equivalent to 16 hours of teaching for mandatory and elective courses, and shall be equivalently fixed for designated activities and seminar courses.
 - (b) **Credit / Non Credit basis** is a system by which students are enabled to acquire knowledge and experience in a particular field ; the knowledge or experience so acquired is shown as credit or non credit on the student's transcript depending upon the grade obtained by the student.
 - (c) **Elective Courses** are those courses which students elect to study to fulfill their credit requirements for the degree and would include:
 - i) courses which are transacted through classes and evaluated through mid and end semester examination;
 - ii) courses which are transacted through classes and evaluated through research papers;
 - iii) courses which are transacted through classes and evaluated through simultaneous or take-home examinations;
 - (d) **Extra credits** are those credits acquired by a student which are above the minimum number required to obtain the degree. These can be obtained through elective or seminar courses and can be obtained through courses and or designated activities;
 - (e) **Designated Activities** are those curricular activities such as teaching assistance and research assistance and co-curricular activities such as mootng; debating; law review editing which are by notification declared to be an integral component of holistic legal education. These also include Academic Tutors and Research Assistantships.
 - (f) **Mandatory Courses** are courses which students have to necessarily pursue in order to obtain their degree; in all five years of law school.
 - (g) **Notification** are those circulars which are issued to implement the regulations or any part of it from the office of the Vice Chancellor

- (h) **Seminar Courses** are those courses which are transacted through thematic class discussion on course readings; self-study and evaluated through research paper.
- (i) The **Cumulative Grade Point Average (CGPA)** is the figure obtained (on an 8 point scale) by dividing the sum of the products of Grade Values and course credits in each course by the total number of credits in all courses studied at the point when the CGPA is demanded.
- (j) **In-class Examinations** are examinations, whether open-book or not, which are subject to external supervision at a specified period of time. These may be of two types:
 - (a) **Open Book Examinations** are examinations where students are permitted to bring in materials *other* than the bare text of the law (to be decided by the instructor), and use this to answer the examination.
 - (b) **Closed Book** exams: Where students may be allowed to bring the bare act or legislation, but no other documents.
- (k) **Take Home Examinations** are examinations administered for a fixed period of time when students are permitted to attempt the examination without external supervision. In these situations, students may use whatever materials have been permitted by the faculty concerned in order to attempt the examination.
- (l) **Auditing a course** means that a student will be allowed to sit in on course lectures, and shall therefore participate in the course, but shall not be evaluated on the subject. This will appear in the transcripts as a course for which no credit was sought, and no evaluation procedure employed.

2. DURATION OF THE COURSE AND SEMESTER SYSTEM:

2.1 The duration of the course shall be Five (5) academic years.

2.2 Each Academic Year shall be divided into two semesters. Both semesters shall be of approximately four months duration.

2.3 The academic semesters shall be announced in advance each year and shall ordinarily be between June-October, and January to April, with a six week internship period in November and December.

3 MEDIUM OF INSTRUCTION

The medium of instruction and examinations for all courses shall be **English**.

4 SCHEME OF STUDY OF THE COURSE:

- 4.1 To be eligible for award of the B.A. L.L.B. degree, a student must have completed a total of 200 credits, with an average GPA of 3.00/8/00.
- 4.2 These credit requirements shall be completed through a set of mandatory, elective, and seminar courses as well as through the Designated Activities that have been permitted by the University. These shall be evaluated in accordance with the procedures laid down under Chapter II (“Evaluation Procedures”) of these regulations.
- 4.3 When the computation of CGPA is being undertaken in order to determine the class rank; or award of gold medal, prize or scholarship then such CGPA shall be determined after calculating the credit points obtained by the student from the pursuit of mandatory; elective and seminar courses; In the event of a student having taken more than 20 credits in a particular semester, the “best of 20 credit” rule will be used.

Provided that: In order to replace one course with another, students must take courses that are a complete equivalent for the course they seek to replace. Therefore, a three credit course can either be replaced by a three-credit course, three one-credit courses, or two two-credit and one one-credit courses.

- 4.4 All students will be required to complete all the mandatory courses in order to be able to graduate, except for those who have gone for exchange during a semester when these courses are offered.

Provided that: Students on exchange during any of these semesters may, if they so wish, take up any of these mandatory courses as elective subjects and be evaluated for them when these courses are next offered. However, these students will not be eligible for the Gold Medal (if any) in those subjects

4.5 Clinic Courses

A student is mandated to complete at least sixteen (16) credits through clinical programmes, both compulsory and elective. In addition to lectures, these courses shall involve a significant amount of hands-on experience.

5. ATTENDANCE OF STUDENTS:

- 5.1 Students are required to maintain an attendance record of **75% of the total credit-hour requirements of mandatory, elective, and seminar courses** in order to be eligible to write the end-semester examination in a subject. In courses where tutorial are on offer, the credit requirement shall be fulfilled by counting both hours and tutorials.
- 5.2 This attendance shall be calculated based on the number of credits in the course in the following manner:
- a) In the event of a course-instructor taking more than the requisite number of class-hours (see Rule 4.1 along with the definition of 'Credit-hour'), the students' attendance shall be calculated based on the number of classes that were required to be taken in the course.
 - b) In the event of a course-instructor taking *less* that the requisite number of class-hours that were required to be taken, the number of classes students are permitted to *absent* themselves from shall be 25% of the number of credit-hours already allocated for the course.
 - (c) With regard to seminar courses, the total number of classes conducted shall serve as the basis for computation of the attendance percentage.

5.3 **In the event that a student submits to the Examination Department a medical certificate demonstrating manifestly his or her unfitness to attend class due to serious illness or injury, these attendance norms may be relaxed, subject to an undertaking given to the vice-chancellor. In order to avail themselves of this relaxation, however, students must submit a medical certificate within seven (7) days of resuming classes. Any certificate submitted at the end of term shall not be taken into account.**

In no case, however, will any student be permitted to sit for an end-semester examination in any subject where he or she has an attendance percentage below 67.

5.4 **Absence during Examinations:** Notwithstanding anything contained in these regulations, no student is allowed to absent himself or herself for an examination without written permission from the Examination Committee. Such permission shall be accorded after obtaining approval of the Vice Chancellor, if such permission is being sought due to a medical emergency or any activity in which the student is representing the University.

6. REVIEW AND AMENDMENT TO ACADEMIC REGULATIONS

- 6.1 The Regulations should be subject to review by separate audit teams of faculty and students every five years. If upon such audit it is found that any part of the regulations should be modified then a recommendation to that effect may be submitted to the Vice Chancellor;

- 6.2** Upon the receipt of the recommendation, the Vice Chancellor may examine the same and initiate such other suitable procedures of study and scrutiny including where appropriate consultation with students and faculty;
- 6.3** If subsequent to such examination the Vice Chancellor has reason to believe that there is justification to amend the regulations then the required procedure for obtaining the amendment of the regulations from the Academic and Executive Council of the University may be initiated.

CHAPTER II: CREDIT REGULATIONS:

Credit Requirement for Each Semester

Every student is required to complete at least twenty (20) credits per semester. However, students are eligible to take extra credits provided these do not clash with their pre-existing credit requirements.

1. MANDATORY COURSES

- 1.1** The first three years of the graduate degree program shall be composed of mandatory courses. From the fourth year onwards students would be offered elective and seminar courses;
- 1.2** Elective Courses shall be ordinarily be open to students in the 4th and 5th year only. However, students in the second and third year may take extra credit courses or courses on credit/non credit basis provided they fulfill the minimum knowledge requirement of the course and the schedule of the course does not clash with the schedule of their mandatory courses. No accommodation shall be made in the schedule of classes for second or third year students;
- 1.3** Seminar courses shall be at first offered to fourth and fifth year students; however if there are slots available in a course then those slots may also be opened to second and third year students provided they fulfill the minimum knowledge requirement of the course .and the schedule of the course does not clash with the schedule of their mandatory courses. No accommodation shall be made in the schedule of classes for second or third year students

2. ELECTIVE AND SEMINAR COURSES:

- 2.1** All fourth and fifth year students shall so elect their courses that they fulfill the minimum credit requirement for the semester by opting for courses from each of the three streams: mandatory; elective and seminar courses. Provided that if sufficient number of seminar courses are not on offer, then students may fulfill this requirement by only opting for mandatory and elective courses.
- 2.2** Ordinarily there will be no cap on an elective course; however such a cap may be placed if a visiting faculty taking the course makes such a request;

- 2.3** A seminar course will have no more than 20 students. The admission requirement for each seminar course shall be so created by the instructing faculty that preference is accorded to the student with a demonstrated interest and or competence in the field of study; if no such requirement has been specified, then the allocation of the course shall be settled by CGPA or draw of lots as the case may be depending upon the preference of the instructing teacher;
- 2.4** There is no ceiling on the number of additional courses that students can opt for in a semester; however no accommodation shall be made in the schedule of classes for students taking such an option;
- 2.5** Every student opting for an elective course shall be allowed a window period which is proportionate to the length of the course within which the student can alter his or her option; and such period shall be specified in the course outline.
- 2.6** Students shall be permitted to audit a course provided that the faculty member offering the course has no objection to such auditing;
- 2.7** A student who has failed the examinations for an elective or seminar course in the 4th year can be promoted to the final year provided that the shortfall is no more than 8 credits;
- 2.8** Any student who earns more than the minimum credits in a semester can utilize no more than 4 credits per semester in any subsequent semester to fulfill the minimum credit requirement of the subsequent semester;
- 2.9** A student who has failed an elective offered by in house faculty would obtain the benefit of a repeat exam; and if he or she fails to clear the repeat exam then he or she can either reregister for the course and take the exam as a reregistered student or fulfill the credit requirement by opting for a fresh elective of equivalent credit. If he or she elects to re-register for the course, the procedure will be analogous to that for the mandatory courses.
- 2.10** A student who fails a course offered by a visiting faculty can, if the faculty has not agreed to a resubmission or repeat exam, fulfill the credit requirement for the course by appearing for another course of equivalent or more credit;
- 2.11** A final semester student who fails an elective course by visiting faculty may fulfill the credit requirement by submitting a research paper of the requisite value. Such paper shall then be evaluated by a faculty member nominated to do the same by the vice chancellor
- 2.12** No student will be awarded the BA LL.B (Hons.) degree unless he or she has accumulated the minimum number of credits required for the award of such degree.

3. ACCUMULATION OF EXTRA CREDITS THROUGH OTHER MEANS:

- 3.1** Students can earn additional credits by pursuing more than the required number of course credits. All the additional courses shall be placed on the student's transcript and the CGPA of the student shall be calculated on this enhanced number of credits.
- 3.2** Credits can also be earned by pursuing designated activities at a level of competence that shall be specified in the notification recognizing an activity as a designated activity.
- 3.3** Illustratively, the following activities have been notified as means of earning extra credits for students:
- i. Academic Tutors in charge of tutorials for mandatory subjects.
 - ii. Moot Mentorship

(a) Academic Tutors

- (1) A student may, in his final year of law school, earn extra credits through becoming an academic tutor for a mandatory subject taught in the first three years of law school.
- (2) No more than two students may be academic tutors in a subject in a given semester.

Provided that this number may be enhanced to three in writing and legal research courses where enhanced individual attention is required.

- (3) As part of their tutorial duties, tutors will be required to take classes for the subject they have been assigned, assist in project consultations, and provide support to the faculty member concerned. Once assigned a subject, the tutor will not be allowed to relinquish his responsibility for the subject for the semester.

Provided that, in exceptional circumstances, a tutor can be required to relinquish the subject. Such a decision can only be taken at the direction of or in consultation with the required faculty member. In such a situation, the concerned student shall receive no credits for the same, and shall have to make up the consequent short-fall in the next semester (in case of odd semesters) or in the same semester (in case of even semesters).

- (4) **Credits:** Ordinarily, an academic tutor will be graded out of a total of three (3) credits.

- (5) **Evaluation Procedure:** The Academic Tutor will be evaluated on the basis of a tutorial report submitted by him/her at the end of the semester and through class evaluations done by faculty members. Student feedback shall also be relevant in this evaluation.

(b) Moot Mentorship

- (1) Students in the fourth and fifth year of University who have participated in national or international moot court competitions will also be eligible to gain three (3) credits by participating in the moot mentorship programme.
- (2) The Moot Membership programme would be run as part of the Mooting Clinic that is on offer to students in the first year of the University.
- (3) **Duties:** Moot Mentors would be required to aid in capacity building for the aforementioned students. As part of this programme, they would be required to help students learn mooting skills and memorial drafting and conduct research and citation workshops.
- (4) At an average, each mentor will spend 16 (sixteen) hours of formal interaction with students in the clinic.
- (5) **Evaluation Procedure:** Moot mentors shall, at the end of the session, be required to submit a Mentoring Report which will contain details of classes taken and sessions conducted by them. This shall be submitted to supervising faculty.

(c) Credit/ Non Credit Courses

Courses shall also be offered to students on credit/noncredit basis. The pursuit of these courses shall be shown on the transcript.

4. WITHDRAWAL FROM COURSES:

- 4.1** If a student who has taken a course for additional credits either withdraws from the course subsequent to window period but before the examination; or appears in the examination for that course but fails to clear it then:
- (a) Such withdrawal or failure shall only be noted in the records of the University and not entered on the transcript

Provided the student undertakes no more than one withdrawal and fails to clear no more than one such elective during the entire course of the degree program.

(b) However if the student makes more than one such withdrawal or fails in more than one such additional course then the same shall be recorded as W and F respectively on the transcript of the student

4.2 If a student withdraws from a course after window period but before the examination for the same, with the result the student drops below the minimum credits required for the semester, then:

- (a) if the shortfall happens in the odd semester, it can be made up in the even semester; and
- (b) if the shortfall happens in the even semester, it can be carried over to the next academic year provided that the shortfall is no more than 4 credits; As a general rule, however credit shortfalls cannot be carried forward from one semester to the other.

4.2 Notwithstanding anything contained above, in order for a student to, however calculate his or her CGPA according to the 'best of 180/200 credits' system delineated above, it is necessary that students replace a subject with an extra number of equivalent credits. Therefore, for instance, a student can only replace a three-credit subject with *three* credits, whether collected singly or jointly, and so on.

5. CREDITS COUNSELLING:

5.1 In order to assist students to make informed choices in the election of courses in accordance with the credits regulations of the University, faculty and other informed members of the University shall by notification be designated as Academic Counsellors;

5.2 Students would be encouraged to consult with these counsellors before locking their choices

5.3 Students shall be familiarized with the credits regulations in the orientation program of the University

CHAPTER III: EVALUATION PROCEDURES

1. GRADING MECHANISM:

- 1.1** The performance of all students in all courses shall be evaluated on an eight point scale. The following will be the grade values for the course:

Percentage of Marks	Grade	Grade point Value
80 and above	O (Outstanding)	8
75-80	D (Distinction)	7.5
70-74	A++	7
65-69	A+	6
60-64	A	5
55-59	B+	4
50-54	B	3
Below 50	F	0

- 1.2** In case a student obtains fractional marks, the fraction will be rounded off to the nearest whole number.
- 1.3** In order to be successful in a course, a student shall be required to obtain at least 50% marks in it—i.e.- a grade equal to or higher than B.

2. PROMOTION SCHEME

- 2.1** No candidate shall be promoted to the next higher class unless he or she has secured a minimum of 32 (thirty two) credits in a particular year.
- 2.2** Thus, the promotion scheme is as follows:
- 1. For promotion to II year, students are required to complete a total of 32 credits in first year.**
 - 2. For promotion to III year, students are required to complete all 40 credits of first year mandatory courses, and 32 credits in the second year.**
 - 3. For promotion to IV year, students are required to have completed 80 credits in the first and second year mandatory courses, and at least 32 credits in the mandatory subjects of third year.**
 - 4. For promotion to V year, students are required to have completed 120 credits in their First, Second and Third years (including all the mandatory subjects), and 32 credits in their fourth year.**

3.SCHEME OF EVALUATION:

3.1 Mandatory and Elective Evaluation:

For mandatory and most elective courses, the following is the scheme of evaluation that will be ordinarily followed.

- 3.1.1** Twenty Five (25) marks shall be assigned for the mid-semester examination to be held at the conclusion of approximately eight weeks of instruction.
- 3.1.2** Twenty Five (25) marks shall be assigned for Project work. This project work may take various forms as decided by the course instructor, and the task to be assigned shall be decided on the basis of students bidding for these different assignments. Five (5) marks shall be assigned for an oral presentation made before the teacher and students. Twenty (20) marks shall be reserved for the written submission.
- 3.1.3** Fifty (50) marks shall be assigned for a comprehensive end-semester examination conducted at the end of the semester. Such an examination could be an in-class or take-home examination.

Provided that any faculty member may modify this evaluation pattern after justifying the same in the faculty meeting with the approval of the Vice Chancellor.

- 3.1.4** For seminar courses, students shall be primarily evaluated on the basis of a seminar paper along with presentations. The concerned faculty may, however, also use class participation, reaction papers, or oral presentations on the course material as a means of evaluation.

b. PROJECT EVALUATION

- 3.2.1.** The project component shall amount to 25% of the evaluation of all mandatory subjects, and may be incorporated in elective courses, at the discretion of the faculty member offering the course. Twenty (20) marks shall be allocated to a written submission, and Five (5) marks shall be allotted to oral presentations.
- 3.2.2.** For a student to pass the project submission, it is imperative that he or she secures over **ten (10)** marks in the written submission. Failure to do so will be equivalent to a failure in the course.
- 3.2.3.** Project submissions shall be accepted in a staggered manner, commencing approximately at the end of the first six weeks from commencement of the semester.
- 3.2.4 Penalties:** The University shall set a deadline for submission of each component of the project evaluation, and shall also provide a window period of **seven days** to allow for late submissions.

The penalty for late submissions shall be 0.5 marks for the first day, and **1 mark** for each succeeding day upto a maximum of six days.

Provided that: Any submission after the eighth day may be evaluated, but the student shall receive an automatic ® on his or her transcript for the course.

3.2.5 A student who has been unable to secure 10 marks in the written project he or she has submitted shall be required to resubmit his or her project within seven (7) days of the commencement of the subsequent semester.

3.2.6 Extra-Curricular Activity Consideration: Students who have represented the University in Moot Court Competitions or Essay Competitions may be allowed, in the semester that they have represented the University, to submit the same for evaluation in place of one project in a mandatory course for the semester, subject to an application made to the Academic Committee and countersigned by the subject teacher.

The oral submissions shall be evaluated in place of the presentations.

(c) SEMINAR EVALUATION:

3.2.7. The evaluation of seminar courses shall ordinarily be through the submission of a research paper (75 marks) and a oral presentation made to the course instructor and students (25) marks.

Provided that a course instructor may alter the ordinary scheme of evaluation upon explaining and defending the same in a faculty meeting. Alternative mechanisms could, illustratively, include marks allotted for class participation, response pieces, and discussion groups.

Further provided that, in case a student does not meet the attendance criteria given in Rule 4, he or she will not be eligible to submit the research paper, and shall receive an **F** grade. A re-submission will be considered, but an ® shall be marked on the transcript.

4. EXAMINATION PROCEDURE

4.1. Administration of Examinations:

4.1.1. The examination scheme is entirely internal.

4.1.2 All mandatory, and most elective subjects, shall be examined as per Rule 3.1

4.1.3 In the event of two or more instructors jointly administering an examination, the setting and evaluation of the question paper shall be done jointly.

4.1.4 **Clinic Courses:** The concerned faculty members shall devise the evaluation procedure for the clinic courses.

4.1.5 In order to be eligible to sit for the end-semester examinations, repeat end-semester examinations, and improvement examinations, students are required to present a Hall-Ticket which the University provides them with. Loss of the Hall Ticket would entail a fee of **Rs. 50.**

4.2 Moderation Procedures:

- 4.2.1 The Vice-Chancellor shall require the creation of a Moderation Committee at the beginning of every academic year. This Moderation Committee shall consist of 3 members, including the head of the Academic Committee.
- 4.2.2 The Moderation Committee shall moderate the question-paper of both the mid-semester examination and the end-semester examination at a point not later than one week (7 days) before the scheduled date of the examination, in consultation with the teacher concerned.
- 4.2.3 Subsequent to the correction of the mid-semester examination, the project assignments, and the end-semester examination but before the preparation of the final result, the results shall be moderated by a moderation committee in the presence of and through discussion with the subject instructor(s) concerned.
- 4.2.4 The Moderation Committee may, at its discretion and through discussion with the subject instructor(s) concern, award 'grace' marks to students who have obtained a score of less than 50% in order to enable them to pass an examination.

Provided that in no circumstances shall a student be granted more than five (5) grace marks in a semester to be distributed in all subjects for that semester.

4.3 Repeat Examinations

- 4.3.1 Candidates who fail to obtain the minimum passing grade during an examination, or have otherwise not been able to write the examination shall have one more chance to complete the course through the administration of a Repeat Examination to be held before or soon after the beginning of the next semester.
- 4.3.2 Candidates are eligible to sit for this examination through a application submitted to the Academic Committee along with payment of a fee of Rs.500, which may, in exceptional circumstances, be waived on application to the Vice-Chancellor. Students who have not been allowed to sit an examination on account of a violation of the University's Attendance Policy shall not, however, be eligible for this examination.
- 4.3.3 The repeat examination will have a value equivalent to the end-semester examination (Usually, 50 marks), Apart from the end-semester examination, the original project and mid-semester marks shall be taken into account in calculating the final grade.

4.4 Re-Registration:

- 4.4.1 Students who fail to obtain the passing grade after the repeat examination shall be required to reregister for the subject in the semester when it is next offered on making a written application and through the payment of a fee of Rs.2000/-. This may, in exceptional circumstances, be waived by the Vice-Chancellor.

4.5 Repeat Mid-Semester Examination:

- 4.5.1. Students who have been either been exempted from appearing in a mid-semester examination. or have re-registered for any course after being unable to clear the end-semester examination in the previous academic year have the option of taking a repeat mid-semester examination in the course as well. In case of students who have re-registered, the marks for this examination will count in place of the mid-semester examination result secured earlier.
- 4.5.2 In order to be eligible for this examination, a student shall be required to submit a written application to the Examination Committee, along with a fee of Rs. 500/-. Such application must be made at least fourteen (14) days before the repeat mid-semesters commence.

Provided That: In case a student is unable, on account of illness or any other emergency, to write the mid-semester examination without being able to provide such notice, this period may be waived.

- 4.5.3 In the event of either case mentioned in Rule 4.3.1 or Rule 4.3.3, the grade secured subsequently shall carry an ®, denoting a repeat examination.

Provided that: Rule 4.3.3.or 4.3.1.shall not apply in case of students who have been absent from the Examination due to participation for a moot court, serious illness, or clashing examinations. In that case, no ® shall appear on the transcript, but a student shall not be permitted to write another repeat mid-semester examination.

4.6 Improvement Examinations

- 4.6.1 Any student wishing to improve his or her grade in any course (having originally secured more than 50% marks in the subject) may, through the submission of an application not less than one week before the administration on an examination and after the payment of a fee of Rs.1000, write the repeat examination in that subject, at the beginning of the next semester.
- 4.6.2 The grade so secured shall be considered to be determinative. The transcript shall denote the same through the recording of the letter I.

4.7 Bar on Promotion in Certain Circumstances:

As a general rule, no student shall be allowed to be promoted to a higher class when he or she has not been able to clear any course in a mandatory subject for which he or she has already had to re-register.

4.8 Additional Examination:

- (i) In the event that a student has not cleared more than two courses in a semester, even subsequent to the repeat and re-registration examinations, and is therefore in danger of not being promoted, he or she may be allowed to sit for an additional examination, if a reasoned recommendation stating why detention is not desirable made by Examination Committee is accepted by the Vice Chancellor.

- (ii) A fee of Rs.1000/- (Rupees One Thousand only) shall be paid for such additional examination.
- (iii) Before such examination, it shall be mandatory for such a student to sit for a specified number of remedial classes taught by the concerned faculty or assigned individual student mentor.
- (iv) The grade so secured in this examination shall be determinative. This shall reflect on the student's transcript.

Provided that if a student is unable to clear this examination, he or she will be detained as per the rules.

5. RE-EVALUATION

- 5.1** A student who wishes his or her end-semester performance to be re-evaluated may do so through the submission of a request in writing, along with the prescribed fee of Rs.2000 within one week of the new semester. Provided that a delay in submitting a re-evaluation request may be condoned by the Vice-Chancellor. Provided further that the Vice Chancellor may in deserving cases, permit waiver of reduction in the prescribed fees.
- 5.2** The Vice-Chancellor, on receiving such a request, shall constitute a Committee consisting of three senior instructors in the university, to re-evaluate the examination answer sheet. The result should ordinarily be announced no more than seven (7) days after the constitution of the Committee.
- 5.3** A change in the original score shall be made only when, upon re-evaluation, the change is greater than five (5) marks. The fee shall be refunded in case of such an increase.

6. GOLD MEDALS

- 6.1** Gold Medals instituted shall be awarded to students as per the criteria specified in their founding documents; as a general rule, students scoring the highest marks in the concerned subjects shall be eligible for the same.
- 6.2** Provided that students who obtain these scores through a repeat or re-registration examination shall not be eligible for the gold medal in that subject.
- 6.3** No student who has written a repeat examination (unless under the proviso to Rule 4.3.4), or has re-registered for a course, shall be eligible for any gold medals awarded for over-all excellence.

TABLE OF THE VARIOUS FEES AND PROCEDURES SPECIFIED THE REGULATIONS

S.No	Issue	Fine Amount	Additional Procedures
1.	Repeat End-Semester Examination	Rs. 500/-	To the Examination Branch (via Accounts Department), on or by the first day of commencement of the examination.
2.	Repeat Mid-Semester Examination	Rs. 500/-	To the Examination Branch (via Accounts Department) 2 weeks before the examination (unless exceptional circumstances prevail)
3.	Improvement Examination	Rs.1000/-	To the Examination Branch (via Accounts Department) 2 weeks before the examination (unless exceptional circumstances prevail)
4.	Re-Evaluation Procedures	Rs. 2000/-	To the Examination Branch (via Accounts Department) within one week of the University re-opening in the following semester. Note: This could possibly be refunded.
5.	Loss of Hall Ticket	Rs. 50/-	Within fifteen minutes of the commencement of the examination for which the hall-ticket is demanded.
.6.	Medical Leave	N.A.	Within one week of re-joining the university.