



क्रमांक 591 / अका. / अध्यादेश / 2020

बिलासपुर, दिनांक 27 JAN 2021

कार्यालयीय ज्ञाप

विद्यापरिषद की स्थायी समिति की बैठक दिनांक 23-11-2020 के विषय क्रं0-1 के बिन्दु क्रं0-02 में विश्वविद्यालय शिक्षण विभाग में संचालित कोर्स MCA एवं M.Sc.Biotechnology पाठ्यक्रम के संशोधित/प्रस्तावित अध्यादेश का अनुमोदन किया गया है।

MCA पाठ्यक्रम को शासित करने वाले अध्यादेश का क्रमांक-73 होगा एवं M.Sc.Biotechnology पाठ्यक्रम को शासित करने वाले अध्यादेश का क्रमांक-74 होगा।

उपरोक्त अनुमोदित अध्यादेश इस कार्यालयीय ज्ञाप के साथ संलग्न कर सर्व-सूचनार्थ एतद द्वारा जारी किया जाता है।

आदेशानुसार

कुलसचिव (कार्यवाहक)

प्रतिलिपि :-

- 1- कुलपति/कुलसचिव जी के सचिव/निज सहायक को मान0कुलपति/कुलपति जी के सूचनार्थ।
- 2- अधिष्ठाता,समस्त विद्यापीठ, गुरु घासीदास वि0वि0बिलासपुर की ओर सूचनार्थ।
- 3- विभागाध्यक्ष, संगणक विज्ञान विभाग,गु0घा0वि0वि0बिलासपुर की ओर आवश्यक कार्यवाही हेतु प्रेषित।
- 4- विभागाध्यक्ष, जैव प्रौद्योगिकी विभाग,गु0घा0वि0वि0बिलासपुर की ओर आवश्यक कार्यवाही हेतु प्रेषित।
- 5- परीक्षा नियंत्रक, गुरु घासीदास विश्वविद्यालय,बिलासपुर की ओर सूचनार्थ प्रेषित।
- 6- उप-कुलसचिव, परीक्षा एवं प्रभारी गोपनीय विभागों की ओर सूचनार्थ प्रेषित।
- 7- समन्वयक,आई.टी.सेल, गुरु घासीदास विश्वविद्यालय,बिलासपुर की ओर वेबपटल पर जारी किये जाने की आवश्यक कार्यवाही हेतु।
- 8- कार्यालय प्रति।

सहा-कुलसचिव (अका.)

Draft ORDINANCE No. 25
(Ordinance prepared as per the provisions given in Statute 25(1) (b) of The Central
Universities Act 2009)

Governing the Postgraduate Degree Program on successful completion
of two years (four semesters).

for

M.Sc. Biotechnology
Under Choice Based Credit System (CBCS)

1. TITLE AND COMMENCEMENT:

1.1. The Ordinance shall be called as Ordinance for two years (four semesters) M.Sc. Biotechnology Postgraduate (PG) Degree program.

1.2. This ordinance will come into force from the Academic Session 2020-21 after the date of notification issued by the university which ever is earlier and shall replace the existing ordinance.

2. DEFINITION & KEY WORDS:

2.1. "Vishwavidyalaya" or "University" means Guru Ghasidas Vishwavidyalaya (A Central University established by the Central Universities Act, 2009 No. 25 of 2009) located at Koni, Bilaspur, Chhattisgarh;

2.2. "Student" means one who has been admitted in the two years PG program of this University through All India Combined Entrance Examination conducted by DBT approved agency or Vishwavidyalaya Entrance Test (VET) or by any other procedure notified by the regulatory bodies of Government of India and University from time to time

2.3. "Academic Year" means two consecutive (one odd and one even) semesters

2.4. "Choice Based Credit System (CBCS)" means a program that provides choice for students to select from the prescribed courses (Core papers in the discipline, Ability Enhancement Compulsory Courses (AECC), Generic Elective Courses (GE), Extra Curricular Activity courses (ECA), Skill Enhancement Courses (SEC), Discipline Specific Elective courses (DSE), MOOC's course as per the guidelines issued by UGC/regulatory bodies where ever applicable and as approved by the appropriate bodies of the University.

2.5. "Course" means "papers & field/laboratory training" through different modes of delivery and is a component of a program as detailed out in the respective program structure

2.6. "Credit Point" means the product of grade point and number of credits for a course

2.7. "Credit" means a unit by which the course work is measured. It determines the number of hours of teaching/instructions required per week. One credit is equivalent to one hour of teaching (lecture, seminar or tutorial) per week or two hours of practical work field work/project etc. per week. The number of credits for each course shall be defined in the respective examination scheme;

2.8. "Cumulative Grade Point Average (CGPA)" means a measure of overall cumulative performance of a student in all semesters. The CGPA is the ratio of total credit points secured

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by a student in various courses in all semesters and sum of the total credits of all courses in all semesters. It is expressed up to two decimal places:

2.9. "**Grade Point**" means a numerical weight allotted to each letter grade on a 10 point scale or as prescribed by the UGC/University from time to time;

2.10. "**Letter Grade**" means an index of the performance of students in a course. Grades are denoted by letters O, A+, A, B+, B, C, P, F and Ab;

2.11. "**Semester Grade Point Average (SGPA)**" means a measure of performance of a student in a semester. It is the ratio of total credit points secured by a student in various courses registered in a semester and the total credits of all courses during the semester. It shall be expressed up to two decimal places;

2.12 "**Semester**" means an academic session spread over 15-18 weeks of teaching work with minimum 90 teaching days. The odd semester may normally be scheduled from July to December and even semester from January to June;

2.13. "**Grade Card**" means a certificate based on the grades earned. Grade certificate shall be issued to all registered students after every semester. The grade certificate will contain the course details (code, title, grade point, credits, credit point, letter grade) along with SGPA of the semester and CGPA earned till that semester. The final semester grade certificate shall also reflect the cumulative total of marks obtained by the student in all semesters out of maximum marks allocated for which the grades of the program were evaluated. However, the final result will be based on the grades/CGPA

2.14 "**Transcript**" means a certificate issued to all enrolled students in a program after successful completion of the program. It contains the SGPA of all semesters and the CGPA.

2.15 "**Ex-students**" means

(i) A regular student (except first semester students) who has failed to pass $n/2$ or $(n-1/2)$ courses or unable to appear for the Examination of the University (except due to shortage of attendance) in any of its courses of study, may be allowed to appear at the same Examination in next session after depositing the prescribed semester fee as an Ex-Student.

(ii) An ex-student may only appear in the examination and will not be eligible for privileges of a regular student, further, the internal marks of ex-students from previous attempt will be carried forwarded.

(ii) An ex-student will forfeit his right as an ex-student as soon as he/she takes an admission to a regular program of study.

3. DURATION:

3.1. The duration of M.Sc. Biotechnology degree shall be of 04 Semesters (Two academic years). The maximum duration for completing the program shall be of four consecutive academic years $(N+2)$, where N is the actual duration of the program.

If a student is unable to clear all the semesters of the program within the maximum duration (as specified above), he/she will automatically exit from the program.

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3.2. The maximum total duration shall include the period of absence, withdrawn and different kinds of leave permissible to a student but it shall exclude the period of rustication/suspension/or any other penalty period imposed by the University.

3.3. The student after successful completion of the four semesters of the program shall be awarded degree of M.Sc. Biotechnology for which he/she was enrolled.

4. NUMBER OF SEATS

Number of seats in program will be as approved and notified by the Academic Council of the University and as advertised for admission to the program

5. ADMISSION PROCEDURE AND ELIGIBILITY

5.1. The Admission of the students for DBT sponsored seats of program will be made through All India Combined Entrance Examination conducted by DBT, Ministry of Science and Technology approved agency only.

5.2. Admission to the University PG program shall be made through the National level Vishwavidyalaya Entrance Test (VET) conducted by the Vishwavidyalaya or any other procedure as notified by the university from time to time. The minimum qualification and eligibility for admission to the M.Sc in Biotechnology will be as notified by the university from time to time.

5.3. Rules for reservation and relaxation in minimum eligibility for admission for OBC/SC/ST/PWD (Person with Disability)/EWS and Kashmiri migrant candidates, as specified by the Government of India/UGC and notified by the university shall be followed.

5.4. Foreign nationals either residing in India or abroad or Indian nationals residing abroad may be admitted to the program according to the policy guidelines laid down by the Government of India/ University from time to time as per the number of seats available for this category. These seats will be supernumerary and shall be advertised separately in addition to the seats approved for the M.Sc Biotechnology program.

6. ENROLMENT IN THE UNIVERSITY

Every student admitted to the program shall be enrolled before appearing in the first semester examination through the procedure prescribed by the competent authority of the University from time to time.

7. TYPES OF COURSES

7.1. Core Course:

A course, which is to be studied compulsorily by a candidate as a core requirement is termed as a Core Course.

7.2. Elective Course:

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.

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7.3. The number and credits of the courses will be as notified by university from time to time.

8. ATTENDANCE AND ELIGIBILITY TO APPEAR IN THE EXAMINATION

A student must have a minimum attendance of 75% of the total number of classes held during the semester including lectures, practicals, field training/ Attachments / tutorials etc., for appearing in the end semester examination. However, Students having attendance more than or equal to 60% and less than 75% shall apply for condonation to the respective Dean of school through the Head of Department. The Dean of School may condone a foresaid shortage in attendance after due consideration of one or more of the following reasons:

- (a) Participation in NCC, NSS camps, duly supported by a certificate from the commanding Officer;
- (b) Participation in university Team(s)/Games or Inter-state or Inter-University tournament(s) duly supported by a certificate from appropriate authority of the university;
- (c) Participation in educational excursion conducted on working days certified by the Dean of the School or Head of the department. These excursions shall not include those organized for the class as a whole;
- (d) Participation in any of co-curricular activities organized and duly certified by the competent authority;
- (e) Prolonged illness duly certified by the Registered Medical Practitioner;
- (f) Any other cogent reason up to the satisfaction of the Head of Department/ Dean of the School.

The application must be supported by such documents as considered to be fit for granting such condonation.

9. MEDIUM OF INSTRUCTION

The medium of instructions in general shall be English only.

10. EXAMINATION AND EVALUATION

10.1. The academic performance of a candidate shall be evaluated in respect of the courses of study prescribed for each semester. The evaluation of students admitted in any of these Programs shall be based on:

- (a) End Semester Examinations, and (b) Continuous Internal Assessment.

10.2. Out of the total marks, 70% shall be allotted for the end semester examinations and 30% shall be allotted to continuous internal assessments during the semester. The scheme of internal assessment shall be as notified from time to time by the university in the academic calendar.

10.3. The end semester examinations will be held on such dates as may be notified by the appropriate authority of the University.

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10.4. The minimum percentage of marks to pass the courses in each semester shall be 40% in each paper (course).

10.5. The Program shall have a specified number of credits in each semester. The number of credits along with grade points that the student has satisfactorily cleared shall measure the performance of the student. Satisfactory progress of a student is subject to his/ her maintaining a minimum Cumulative Grade Point Average (CGPA), as well as minimum grades in different courses of the program as given in table which a student, if obtains is, eligible for the award of degree.

10.6. Maximum Duration to Complete the Program

Every student who has been admitted for a program shall complete the full quota of the credits stipulated for the program in not more than (N+2) years, where N is the actual duration of the program.

Calculation of Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

i. 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.

$$SGPA (S_i) = \frac{\sum(C_i \times G_i)}{\sum C_i}$$

where, C_i is the number of credits of the i^{th} course and G_i is the grade point scored by the student in the i^{th} course.

ii. 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 program, i.e.

$$CGPA = \frac{\sum(C_i \times S_i)}{\sum C_i}$$

where, S_i is the SGPA of the i^{th} semester and C_i is the total number of credits in that semester.

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

Grading system: The grading system, as detailed here under in Table shall be applicable for each course:

Range of % of marks	Grade points	Letter Grade	GRADE
>90 - ≤100	10	O	Outstanding
>80 - ≤90	9	A+	Excellent
>70 - ≤80	8	A	Very Good
>60 - ≤70	7	B+	Good
>50 - ≤60	6	B	Above Average
>40 - ≤50	5	C	Average
= 40	4	P	Pass
0 - <40	0	F	Fail
Absent	0	Ab	Fail

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Description

- (i) Letter grades O, A+, A, B+, B, C, and P in a course mean that the student has passed that course.
- (ii) The grade F denote FAIL; if a student fails in the course due to poor performance or non-appearance/incomplete appearance in the examination of the course. A student has to appear at subsequent examination(s), if provided under the ordinances in all such courses, until a passing grade is obtained. Ab denotes absence or non-appearance of the student in the examination.
- (iii) one (01) grace mark will be given only once to improve the grade in overall result at the time of award of degree and "G" will be mentioned against the CGPA.

PROMOTION RULES AND EXAMINATION

(A) First Semester Course & Examination:

The candidates who have taken admission in the 1st Semester of a 2-year M.Sc. program in asession can be put in the following two categories on the basis of their attendance in the Semester:

- I. (i) Those who have put in the required minimum percentage of attendance for appearing in the 1st Semester Examination and filled up the examination form in time for appearing at the 1st Semester Examination.
- (ii) Those who did not put in the required minimum percentage of attendance for appearing at the 1st Semester Examination or did not fill up examination form in time for appearing at the 1st Semester Examination.

Candidates under Category I (i) are eligible for appearing at the examination of 1st Semester. while candidates under Category I (ii) shall be not allowed to appear at the examination of the Semester. However. category I (ii) candidates are allowed to reappear at the Postgraduate Entrance Test of subsequent year(s) for seeking admission a fresh. This implies that no readmission is permissible to those who do not put in the required percentage of attendance for taking the examination or did not submit the examination form in time.

- II. After appearing at the Examination of 1st Semester the candidates can be put in the following categories in the context of declaration of the results of the 1st Semester Examination:
 - (i). Passed, i.e., those who have passed in examinations of all courses of the Semester.
 - (ii). Promoted, i.e., those who have not passed in examinations of all the courses of the Semester, but have passed $n/2$ or $(n-1/2)$ courses prescribed for the semester, where n is the total number of courses in the semester
 - (iii). Detained, i.e., those who are not promoted as per the above provisions will be detained. Such students have to rejoin the course of study in regular mode in the same

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semester in next session subject to not crossing maximum duration of the program as defined in the ordinance

- (iv). Minimum passing grade – Grade 'P' for each course.

Promotion to 2nd Semester:

All students who have put in the minimum percentage of attendance (as per university rules) in 1st Semester and filled up the examination form in time and cleared the number of courses as prescribed in Promotion Rules, sections II (ii) shall be promoted to the 2nd Semester.

(B) Second Semester Course & Examination:

As in the 1st Semester, and in all subsequent Semesters, all the candidates who have put in the minimum percentage of attendance for appearing at the Examination and have filled in the examination form in time for appearing at the End Semester Examination shall be allowed to appear at the respective examinations. However, students who have not put in the minimum percentage of attendance or did not fill up the Examination form in time in Semester shall be allowed to take re-admission in that Semester on the subsequent session only (except in the First Semester where re-admission is not permitted).

(C) Declaration of results after 2nd Semester (based on the results of 1st and 2nd Semester Examinations):

After declaration of results of the 1st & 2nd Semesters, a candidate can be put in the following categories:

- (i) Passed: A candidate who has passed in examinations of all the courses of the 1st & 2nd semesters.
- (ii) Promoted: A student, who has not passed in all the courses of either 1st or 2nd semester or both, shall be promoted to the 3rd semester if he/she has obtained at least 4.0 CGPA and passed $n/2$ or $(n-1/2)$ courses prescribed for the semester, where n is the total number of courses in the semester. All such students shall have the option to clear the courses, in which they had failed, in the subsequent available examination(s) of the concerned semester as ex-students.
- (iii) Failed: A candidate who has failed in one or more courses or failed to appear at any of the examinations of 1st & 2nd semesters taken together, and has obtained less than 4.0 CGPA shall be treated as failed or those who have not passed in examinations of 1st & 2nd Semesters all the courses or $n/2$ or $(n-1/2)$ courses prescribed for the semester.

(D) Promotion to the Third Semester:

- (i) A candidate who comes under the category 'Passed or Promoted' is eligible to be promoted to the third Semester, if otherwise eligible.
- (ii) Failed candidates shall not be promoted to the 3rd Semester. However, they shall be promoted to the third semester when they become eligible to come under the category of either 'Passed' or 'Promoted' as explained above after passing the failed courses in the subsequent available examination(s) as ex-students.

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(E) Promotion to the Fourth Semester:

All passed or promoted students who have put in the minimum percentage of attendance in 3rd Semester and filled in the examination form in time shall be promoted to the 4th Semester.

Failed candidates shall not be promoted to the 4th Semester. However, they shall be promoted to the 4th semester when they become eligible to come under the category of 'passed' or 'promoted' as explained above after passing the failed courses of 1st, 2nd and 3rd semesters in the subsequent available examination(s) as ex- students.

(F) Declaration of Results after Fourth Semester (Based on the results of the Ist, IInd, IIIrd and IVth Semester Examination):

After declaration of results of 4th Semesters, a candidate can be put in the following two categories:

(i) Passed: A candidate who has passed in all the courses of 1st, 2nd, 3rd & 4th Semesters and obtained at least CGPA of 4.0.

(ii) Failed: All those students who have not "Passed" shall be categorized as "Failed".

Such failed students may clear their failed courses in subsequent examinations as ex-students. Students failing in courses of 3rd & 4th Semesters may appear in the subsequent main examination(s).

A student who has failed in a course shall get two more chances to clear this course subject to the maximum duration for passing the course. Further, each candidate shall have to clear all the courses within the maximum period of 4 years (N + 2) from the date of his/her latest admission.

(G) Maximum duration for passing the two years PG Program:

The maximum duration for passing the 2-years PG program shall be 4 years, which shall be counted from the year of latest admission in the 1st semester of the PG program. No student shall be allowed to take further admission in the program after the expiry of four years.

(H) Deposition of Fees:

All students eligible for promotion to 3rd semester shall deposit the requisite fee for semesters within the time prescribed by the University.

11. DECLARATION OF DIVISION:

A student who has passed in all the courses of each I, II, III and IV Semesters and obtained at least CGPA of 4.00 shall be declared as 'Passed'. The division will be awarded after successful completion of fourth semester according to the following criteria:

(i) First Division with distinction: CGPA \geq 7.50

(ii) First Division: CGPA \geq 6.00, but $<$ 7.50

(iii) Second Division: CGPA \geq 4.00, but $<$ 6.00

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Based on the above Letter grades, grade points and SGPA and CGPA, the Vishwavidyalaya shall issue the transcript for each semester and a consolidated transcript indicating the performance in all semesters.

13. CONVERSION TO PERCENTAGE:

The conversion formula for converting CGPA to the corresponding Percentage (P) of Marks will be as follows:

$$P = 10 \times \text{CGPA}$$

14. RANKING

Only such candidates who complete successfully all courses in the program in single attempt shall be considered for declaration of ranks, medals etc. declared and notified by the university, if any.

15. READMISSION:

15.1 Those students who have not passed minimum $n/2$ courses if n is even and $(n-1)/2$ courses if n is odd, where n stands for the total numbers of courses in the semester, shall be permitted to take readmission and have to rejoin the course of study in regular mode in the same semester in the next session subject to not crossing maximum duration of the program.

15.2 Those students who have been disallowed to appear in the End- Semester Examination due to shortage of attendance ($< 75\%$) in Odd or in Even Semesters shall be permitted to take re-admission in the following academic year in the appropriate semester subject to not crossing maximum duration of the program.

16. INTERPRETATION OF REGULATION

In any matter of interpretation of the provisions of this ordinance, the matter shall be referred to the Vice-Chancellor who is the Chairperson of Academic Council. His/her decision shall be final.

17. POWER TO REMOVE DIFFICULTIES

If any question arises related to the matters not covered in these provisions, the relevant provisions made in appropriate Act/Statute/Ordinance/Regulations/Rules/Notifications issued by the university shall prevail.

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