Proof/evidence proving that it is a Multi-disciplinary Institution - Chapter-1-1.2 Courses of Studies

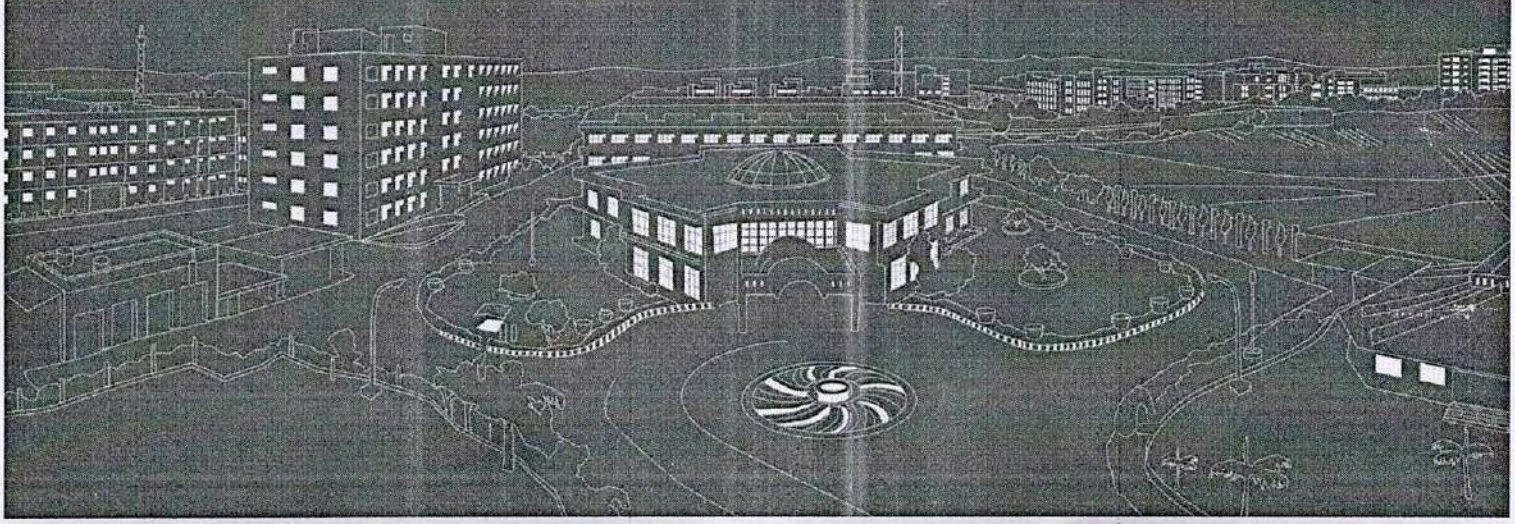
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GLA UNIVERSITY
MATHURA

www.gla.ac.in

THE ORDINANCES

(Inclusive of Amendments Adopted by Executive Council up to its 13th Meeting held on November 25, 2016)



THE ORDINANCE OF THE GLA UNIVERSITY, MATHURA

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ORDINANCES OFTHE GLA UNIVERSITY, MATHURA

PRELIMINARIES

a) These "Ordinances" shall be known as the Ordinances of the GLA University, Mathura, established in 2010, vide Act 21 of UP Government and further incorporation with the Uttar Pradesh Private Universities Act, 2019, UP Act No. 12 of 2019.

b) These Ordinances will include Academic Ordinances, Service Ordinances and Ordinances related to Discipline and Conduct of Students.

c) The Rules under the Academic Ordinances shall be applicable for all the regular Programs offered by the University and any matter relating and incidental thereto.

d) The Rules under the Service Ordinances shall be applicable to all the regular employees of the University.

e) The Rules under the Ordinances related to Discipline and Conduct of Students shall be applicable to all the bonafide students of the University.

f) They shall come into force with immediate effect after their formulation by the Executive Council (EC), approved by the Governing Body.

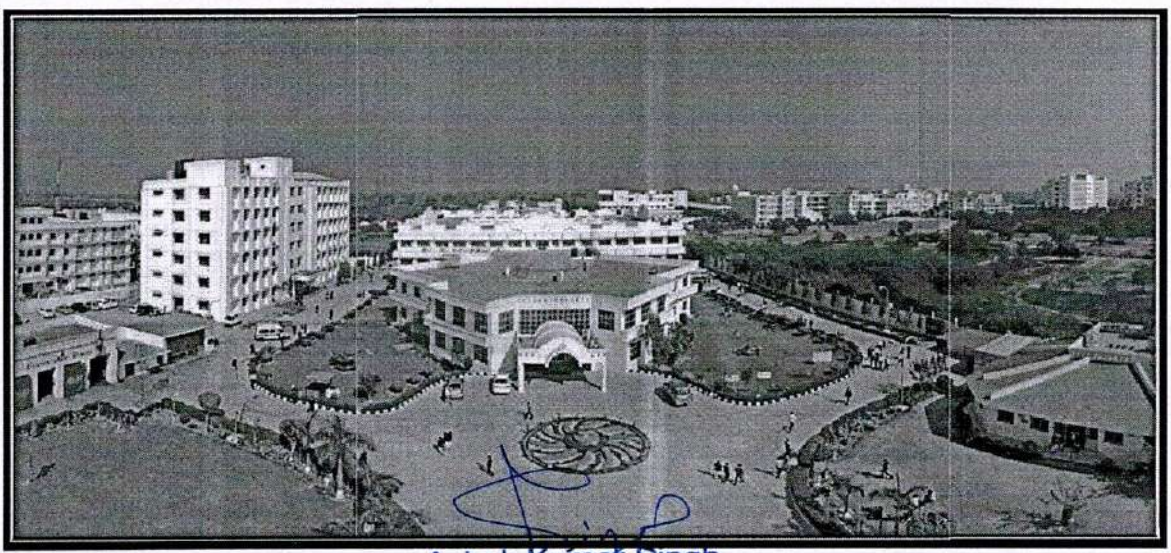
g) Subject to the provisions of the Act and Statutes, the Ordinances shall be made, revised, amended by the EC as deem fit.

h) The provisions of the Rules under these Ordinances will prevail over all Orders, Codes, Manuals, Circulars, Memos, Procedures, Policies, Schemes and such other documents of the University.

i) The provisions of the Rules under these Ordinances will prevail over all Orders, Codes, Manuals, Circulars, Memos, Procedures, Policies, Schemes and such other documents of the University.

j) "Clause"/ "Sub-clause" Means duly numbered Clause/Sub-clause of the Ordinances.

k) "He" includes "She" and "His/Him" includes "Her".



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CHAPTER 1

ACADEMIC ORDINANCES

1.1 Definitions

a) "Academic Advisor" means a faculty member assigned the task to provide Program-specific and Course-specific information to students and to advise them on the selection of suitable courses.

b) "Class" means a specific group of students meeting for specific instructional purposes. It shall also refer to the meeting itself for a lecture, a tutorial or a practical.

c) "Continuing Student" means a student who has registered in one or more courses in a particular program being run at the University.

d) "Program" means an area of study leading to the conferment or award of a degree, diploma, certificate, or any other academic distinction or title of the University.

e) "Program Detail" means Scheme of Courses that constitutes a Program.

f) "Course" means a subject offered as a unit of studies within an Academic Program.

g) "Course Detail" means detailed syllabus of a course and its LTP (Lecture-Tutorial-Practical per week) structure.

h) "LTP" means Lectures, Tutorials and Practical (Laboratory) hours of a course per week in a regular term. LTP of a course means the number of hours engaged per week of each in a course.

i) "Lecture" means a class in which a designated teacher delivers lecture on the theoretical concepts of a particular course to a group of students.

j) "Tutorial" means a class that offers students (generally in smaller groups compared to lectures classes) the opportunity to talk about material being taught, ask questions, and discuss material with their classmates and a designated tutor.

k) "Practical" means classes that require students (generally in smaller groups compared to lecture) to perform certain functions that help them to test and understand what is being taught in the lecture or otherwise.

l) "Pre-requisites" means conditions that must be met before a student can register for a course. Pre-requisites can include other courses or a specific skill level (e.g., a minimum grade in a specific course).

m) "Scheme" means the courses of the Program, their sequencing, their pre-requisites, and their nature whether they are compulsory or optional.

n) "Scheme and Curriculum" means and includes description of nature, duration, pedagogy, syllabus, and such related details for a Program.

o) "MTE" means Mid-Term Examination.

p) "ETE" means End-Term Examination.

q) "Roll Number" means a unique number allotted to a student after completion of all admission formalities in a particular Program. Roll number of a student remains unchanged throughout the duration of his enrolment in a particular program at the University. A student will not be considered as a bonafide student of a Term, if the Roll Number of the students has not been validated.

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r) "Fresher" means a student who registers for the first time at the University in any program.

s) "Disciplinary Probation" refers to the status assigned to a student under punishment for having committed some act(s) of indiscipline, academic or otherwise and once assigned, the student remains on Disciplinary Probation for the period decided by the Proctorial Board.

t) "Suspension" by the University means withdrawal of the right of access to all or some of the premises or facilities of the University from students where action is taken as an interim measure pending further investigation.

u) "Rustication of students" by the University means the withdrawal of the right of access to all premises and facilities of the University for a specified period and/or till the fulfilment of certain conditions.

v) "Expulsion of a student" by the University means his permanent removal from the University rolls with prohibition from future enrolment.

1.2 Courses of Studies

The courses of studies at the GLA University shall be:

a) Four-year Bachelor's Degree Programs in Engineering, Pharmacy and Agriculture.
b) Three-year Bachelor's Degree Programs under lateral entry schemes in Engineering and Pharmacy.
c) Three-year Bachelor's Degree Program in Business Administration, Commerce, Computer Applications, Sciences and Humanities.
d) Two- year Bachelor's in Education.
e) Two-year Master Degree Course in Computer Applications.
f) Two-year Master's Degree Programs in Business Administration, Engineering, Pharmacy, Science and Humanities.
g) Five-year Bachelor's (Honours) Degree Programmes in Law.
h) Five-year Integrated Master's Degree Program in Management.
i) Three-year part-time Master's Degree Programs in Engineering.
j) Three-year part-time Master's Degree Programs in Management.
k) Three-year Diploma in Engineering.
l) Two-year Diploma in Engineering under lateral entry scheme.
m) Two-year Diploma in Pharmacy.
n) One Year Certificate Programme.
o) One-year Postgraduate Diploma.

Also, Full-Time & Part-Time Doctoral Programs in Engineering, Technology, Management, Pharmacy, Applied Sciences, Humanities and Social Sciences, Education and Law Dual Degree Programs.

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*[**Amendment 1.2.1:** Online Programmes namely BBA, B.Com., BCA, MBA, MCA and other disciplines will run as per the approval of the Executive Council following the guidelines of the corresponding Regulatory Bodies.]*

1.3 Eligibility Criteria for Admission

Name of Course	Duration	Eligibility
B. Tech. (Biotechnology*, Civil Engg., Computer Science & Engg., Electrical Engg., Electronics Engg., Mechanical Engg.)	4 Yrs.	Passed 10+2examination with Physics and Mathematics as compulsory subjects along with Chemistry / Computer Science, with marks as mentioned in the admission brochure every year.
* For B. Tech. (Biotechnology), candidate with Biology, instead of Mathematics is also eligible to apply.		
a) B Tech – CS in academic Collaboration with IBM b) B. Tech - CS with DCS c) B. Tech - ME with DCS	4 Yrs.	Passed 10+2examination with Physics and Mathematics as compulsory subjects along with Chemistry/Computer Science, with marks as mentioned in the admission brochure every year.
B Tech (Lateral Entry)	3 Yrs.	Marks obtained in 3 years Diploma recognized by Board of Technical Education/ University in corresponding branch of Engineering or B.Sc. (PCM) and B. Tech. 1st year as mentioned in the admission brochure every year.
B Pharm.	4 Yrs.	Passed 10+2 examination with Physics and Chemistry as compulsory subjects along with Mathematics / Biology, with marks as mentioned in the admission brochure every year.(Candidate must attain the age of 17 years on the last day of the calendar year).
B Pharm. Lateral Entry	3 Yrs.	Passed Diploma in Pharmacy from a PCI approved Institution, with marks as mentioned in the admission brochure every year. (Candidate must attain the age of 18 years on the last day of the calendar year).
D Pharm.	2 Yrs.	Passed 10+2 examination with PCB / PCM with marks as mentioned in the admission brochure every year. (Candidate must have attained the age of 17 years on the last day of the calendar year).
B Sc (Hons.) Bio-Tech	3 Yrs.	Passed 10+2 examination with Physics, Chemistry & Biology/ Mathematics /Biotechnology with marks as mentioned in the admission brochure every year.
a) BSc (Hons.) Chemistry b) B Sc (Hons.) Physics	3 Yrs.	Passed 10+2 examination with Chemistry with marks as mentioned in the admission brochure every year.

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B Sc (Hons.) Agriculture	4 Yrs.	Passed 10+2 examination with Physics, Chemistry& Biology/ Maths/Agriculture or Two years Diploma in Agriculture with marks as mentioned in the admission brochure every year.
a) BCA b) BBA c) BBA-Family Business d) BBA (Hons.) e) B. Com (Hons.) f) B. Com (Hons.) Global Accounting in Association with CIMA g) BA (Hons.) Economics	3 Yrs.	Passed 10+2 examination with marks as mentioned in the admission brochure every year.
B Ed	2 Yrs.	Bachelor's Degree and/or Master's Degree in Sciences/ Social Sciences/ Humanity OR Bachelor's in Engineering or Technology with marks as mentioned in the admission brochure every year.
a) BA LLB (Hons.) b) B COM LLB (Hons.)	5 Yrs.	Passed 10+2 examination with marks as mentioned in the admission brochure every year.
M Tech	2 Yrs.	First Division in B. Tech. in the relevant branch or MCA (for Computer Science). For Energy Systems, First Division in B Tech in EE, EN, EC, ME or M.Sc. Physics.
Employed person can enrol for Part Time M. Tech Programme having same academic qualification and at least 2 years of work experience. Duration of Part Time programme is 3 years.		
M. Pharm.	2 Yrs.	First Division in B. Pharm.
M Sc Bio-Technology	2 Yrs.	Passed B. Sc. (Biotech) or Passed B.Sc. (Life Sciences) with marks as mentioned in the admission brochure every year.
M. Sc Microbiology & Immunology	2 Yrs.	Passed B.Sc. (Biotech) or Passed B.Sc. (Life Sciences) with marks as mentioned in the admission brochure every year.
M Sc Chemistry	2 Yrs.	Passed B.Sc. or Equivalent Degree (with Chemistry) with marks as mentioned in the admission brochure every year.
M Sc Physics	2 Yrs.	Passed B.Sc. or Equivalent Degree (with Physics) with marks as mentioned in the admission brochure every year.
M Sc Mathematics	2 Yrs.	Passed B.Sc. (With Mathematics or Equivalent Degree (with Math Mathematics) with marks as mentioned in the admission brochure every year.
MA English	2 Yrs.	Passed BA or Equivalent degree (with English) with marks as mentioned in the admission brochure every year.
MBA(Integrated)	5 Yrs.	Passed 10+2 examination with marks as mentioned in the admission brochure every year.

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a) MBA b) MBA(Financial Markets & Banking) c) MBA – Logistics and Supply Chain Management in academic collaboration with Safeducate	2 Yrs.	Passed Recognized Bachelor's Degree of Minimum 3 Yrs. duration with marks as mentioned in the admission brochure every year.
Employed person can enrol for Part Time MBA Programme having same academic qualification and at least 2 years of work experience. Duration of Part Time programme is 3 years.		
MBA –Construction Management	2 Yrs.	Passed B. Tech. - CE, ME, EE Architecture with marks as mentioned in the admission brochure every year.
MCA	2 Yrs.	Passed Recognized Bachelor's Degree of minimum 3 Yrs. duration with Mathematics as a compulsory subject at 10+2 level or at graduate level with marks as mentioned in the admission brochure every year.
Diploma in Engineering	3 Yrs.	Passed 10th examination with marks as mentioned in the admission brochure every year.
Post-Graduate Diploma in YOGA	1Yrs.	Passed Recognized Bachelor's Degree of minimum 3Yrs. duration with marks as mentioned in the admission brochure every year.
Post-Graduate Diploma in Fitness Management	1Yrs.	Passed Recognized Bachelor's Degree of minimum 3 Yrs. duration with marks as mentioned in the admission brochure every year.
Short Term Diploma	1 Yr.	Passed B. Tech / Diploma in Mechanical Engineering with marks as mentioned in the admission brochure every year. Passed 10+2 examination with marks as mentioned in the admission brochure every year.
Ph. D	3 Yrs.	Master's Degree in relevant/appropriate discipline/ field/subject with marks as mentioned in the admission brochure every year.

*[**Amendment 1.3.1:** Eligibility criteria for admission in Online programmes namely BBA, B.Com., BCA, MBA, MCA and other disciplines will be followed as per the guide lines of their respective Regulatory Bodies. Admission in Online Programme will be made twice in a year.]*

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1.4 Selection Process

a) Admission of students shall be done on the basis of merit providing equal opportunity to all without any discrimination on the basis of gender, religion, caste or creed. However, the University shall make provisions for reservations in admission of students of the weaker section of the society, student having excelled in sports and persons with disabilities in accordance with the guidelines of the UGC/ Regulatory Bodies or as per the provisions made by the University.

b) Applications for admission to various Programs of studies shall be invited through advertisement in regional & national newspapers, university website and other electronic media.

c) Selection for admission shall be made for a particular Program on the basis of merit to be decided either through competitive examination or marks obtained in qualifying examinations as applicable or both and/or personal interview/ personal interview + group discussion, wherever applicable, to be decided by the University from time to time.

d) Every student selected for admission in first year of a Program shall fill Admission Form along with Form for Hostel Accommodation/Availing Transport Facility arranged by the University. He shall submit all essentially required documents for Admission along with notarized Affidavits/Undertakings from self and parent/legal guardian, as specified.

e) Initially Provisional Admission will be given to all the students till the completion of all the admission formalities and verification of the credentials.

f) Regular Admission will be given only after submission of medical fitness Certificate in the prescribed format available on the university website, deposition of prescribed fees and other admission formalities.

g) If the deficiency is not removed or the required formalities are not completed by the prescribed date as notified in the university website, the Provisional Admission shall stand cancelled.

h) Hostel Accommodation/Transport Facility (if available) will be provided to the admitted students either on provisional or regular basis as the case may be.

1.5 Fee Structure

a) A fee structure shall be established for different Program concomitant with the objectives of the University to provide quality education.

b) The Academic fees chargeable from students for various Programs of studies shall be recommended by the Fee Committee and approved by the Executive Council. The fee revision, if any, shall be notified by the University. Fee once revised shall be applicable to all the newly enrolled students, provided it shall be done only at the beginning of the academic year.

c) The fee structure approved by Executive Council will be published on the University Website and admission brochure every year.

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1.6 Syllabi & Scheme of Examinations

a) The subjects and the course contents for every Program shall be followed as approved by the Executive Council on the recommendations of Academic Council. For each Degree/ Diploma Program, there will be a separate Board of Studies which will prepare the detailed syllabi and schemes of examinations and forward the recommendation to the Academic Council.

b) Details of Curriculum of UG & PG Programs will be published as approved by the University. The University shall follow an annual/ semester/ trimester/ system in the courses as decided/ adopted by the University.

c) The University follows Choice Based Credit System (CBCS) except for the courses where Regulatory Bodies suggest otherwise. The prominent features of Choice Based Credit System are process of continuous evaluation of student's performance and flexibility to allow a student to progress at an optimum pace suited to his ability or convenience to fulfil the requirement of the minimum credits earned for continuation in the Program of study.

*[**Amendment 1.6.1:** The delivery mode and instruction material for all the Online Programmes will be based on Four Quadrant Approach as prescribed by Regulatory Authorities.]*

1.7 Medium of Instruction and Examination

In all the Academic Programs, the medium of instruction and examination shall be English except those in Education where both Hindi and English are allowed.

1.8 Tenures of Courses

The maximum period in which a student will be allowed to complete his degree requirements are as follows:

For Doctoral Programs	-	Six Years
For 5-year Degree Programs	-	Eight Years
For 4-year Degree Programs in Pharmacy	-	Eight Years
For 4-year Degree Programs (except B. Pharm.)	-	Seven Years
For 3-year Degree/Diploma Programs	-	Five Years
For 2-year Degree/Diploma Programs	-	Four Years
For 1-year Degree/Diploma Programs	-	Two Years

1.9 Academic Session, Academic Calendar and Academic Load

Academic Session

In Semester System, the academic session of the University is divided into three parts: two regular semesters termed as Odd and Even Semesters and a Summer Term. The two regular

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Semesters (Odd and Even) are normally of eighteen weeks duration whereas Summer Term is approximately of nine weeks duration.

Where Trimester System is followed, the academic session of the University is divided into four parts, i.e., three trimesters and a summer term. Each trimester will be of twelve weeks' duration and summer term will be approximately of six weeks' duration.

Annual System

One/Two week(s) is/are utilized for mid-term examination. The last week of each Semester/ Trimester/ Summer Term is used for the end-semester/ trimester/end-summer term examinations. The exact dates of start and end of the Semester/ Trimester/ Summer Term will be as notified in Academic Calendar from year to year.

Academic Calendar

The exact dates of all the important events, such as orientation, registration, late registration, commencement of classes, adding and dropping of courses, submission of documents, examinations, submissions of grades, conversion of I-grades, vacation, mid-semester recess, etc., during the Academic Session are specified in the Academic Calendar of the University, approved by the Executive Council on the recommendation of the Academic Council.

Academic Load

Each course carries a weightage in terms of credits depending upon the academic load which, in turn, is determined by the number of contact hours (lectures and tutorials), laboratory hours (if applicable) and additional hours that a student is expected to devote per week. Under CBCS Scheme, the student is expected to register for such number of credits or subjects as specified in CBCS regulations framed and adopted by the University.

A student may, however, be permitted by Dean Academic Affairs as recommended by the HOD of the concerned Department to take an extra course to (i) clear backlogs, or (ii) improve Grade Point Average, if it is required to meet the minimum academic requirements.

The university may allow change of branch in third semester subject to the availability of seats in specific branches, satisfying minimum CPI requirement and pre-requisite fulfilment as decided by the Academic Council from time to time.

If any student is seeking transfer in any year/semester/trimester of any course from some other institute/university, the credits earned by him in the earlier institute/university may be transferred as per the provisions of the regulatory authorities on the approval of the Chairman, Academic Council.

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