

U. P. TECHNICAL UNIVERSITY

Ordinances for

MBA, MBA (Rural) Programmes

**[Approved by Academic Council in its meeting dated 6th Nov. 2004 and by
Executive Council in its meeting dated 9th Nov., 2004]**

1. Admission

- 1.1. Admission to MBA Ist semester will be made as per the rules prescribed by the Academic Council of the U.P. Technical University, Lucknow.
- 1.2. Admission on migration of a candidate from any other University to the University is not permitted. However, a student of the affiliated Institution/College enrolled in any other University may be allowed to migrate in the University provided he/she fails there. He/she will continue his/her study in the same Institution/College where he/she was previously studying.

2. Eligibility for Admission

2.1. For admission through Entrance Examination:

For admission to MBA 1st semester a candidate should have Bachelor's degree of minimum three year duration in any discipline.

2.2. For direct admission made at Institution/College level after Entrance Examination Counselling :

The eligibility criteria for direct admission on seats remaining vacant after the Entrance Examination Counselling shall be such as may be notified by the State Govt./University/ UPMCAT from time to time.

2.3. The Academic Council shall have power to amend or repeal the eligibility criteria laid down at clause 2.1. & 2.2, as per the guidelines of All India Council for Technical Education (A.I.C.T.E.) and/or the direction of the State Govt. from time to time.

3. Attendance

- 3.1 Every student is required to attend all the lectures, tutorials, practicals and other prescribed curricular and co-curricular activities. The attendance can be condoned

upto 25% on medical grounds or for other genuine reasons beyond the control of students.

3.2 A further relaxation of attendance upto 15% for a student can be given by Head of Institution/College provided that he/she has been absent with prior permission of the Head of the institution/college for the reasons acceptable to him.

3.3 No student will be allowed to appear in the end semester examination if he / she does not satisfy the overall average attendance requirements of clause Nos. 3.1, and 3.2.

3.4 The attendance shall be counted from the date of admission in the college.

4. Duration of Course

4.1 Total duration of the MBA Course shall be 2 years, each year comprising two semesters. Each semester shall normally have teaching for the 90 working days or as prescribed by A.I.C.T.E. from time to time.

4.2 A candidate, who has failed twice in first year due to any reason (either due to his/her non-appearance or he/she being not permitted to appear in semester examinations) shall not be allowed to continue his/her studies further subject to clause 9.

4.3 The maximum time allowed for completing the MBA course shall be 4 (four) years, failing which he/she shall not be allowed to continue for his/her MBA Degree.

5. Curriculum :

5.1 The 2 year curriculum has been divided into 4 semesters and shall include lectures, tutorials, practicals, seminars and projects etc. in addition to industrial training and educational tour etc. as defined in the scheme of instructions and examinations and executive instructions issued by University from time o time.

5.2 The curriculum will also include such other curricular, co-curricular and extra-curricular activities as prescribed by the University from time to time.

6. Change of College:

Change of College shall not be permitted.

7. Examination :

- 7.1 The performance of a student in a semester shall be evaluated through continuous assessment and end semester examination. The continuous assessment shall be based on class tests, assignments/tutorials, quizzes/viva-voce and attendance. The marks for continuous assessment (sessional marks) shall be awarded at the end of the semester. The end semester examination shall be conducted by means of written papers, viva-voce, inspection of certified course work in classes, project work, design reports or by means of any combination of these methods.
- 7.2 The distribution of marks for sessional, end semester theory papers, and other examinations, comprehensive viva and project, shall be as per the prescribed scheme of examination.
- 7.3 The maximum marks of a theory subject shall consist of marks allotted for end semester theory paper examination and Sessional work in the scheme of examination.
- 7.4 The minimum pass marks in each theory subject (including sessional marks) shall be 40% but 30% marks are essential in each theory paper in end semester examination. If there is no provision of sessional marks in any theory subjects, the minimum pass marks in that theory subject shall be 30% as required in end semester examination.
- 7.5 The minimum pass marks in a comprehensive viva / project shall be 50%.
- 7.6 A candidate, in order to pass must secure 50% marks in the aggregate of a particular academic year inclusive of both semesters of that academic year subjected to conditions as clause 8.2 (a).

8. Promotion :

- 8.1 A candidate satisfying all the requirements under clause 7 shall be promoted to the next academic year of study.
- 8.2. (a) A candidate shall be eligible for provisional promotion to the next academic year of study provided :
- (i) he/she fails to satisfy the requirements of clause 7.4 and 7.5 in not more than **5 theory/practical/ project subjects** on the basis of combined result of both semester examinations of a particular academic year.

- (ii) he/she fails to satisfy the requirements of clause 7.4 and 7.5 (theory and/or practical/ project subjects) in not more **than 4 theory/practical/project subjects** in addition he/she fails to satisfy requirement of clause 7.6 (aggregate marks) in the combined result of both semester examinations of a particular academic year. In such a case aggregate marks shall be treated as **one theory subject**.
 - (b) If a candidate satisfies the requirement of clauses 7.4 and 7.5 but fails to satisfy the requirement of clause 7.6, he/she shall be eligible for provisional promotion with carry over. He/she may choose upto a maximum of any **five** theory papers of that particular academic year as per his/her choice to pass the examination of that year.
- 8.3 All other candidates shall be declared fail and shall be required to repeat the whole academic year after taking re-admission or to opt for ex-studentship. This facility is, however, subject to the time limits stipulated in clause-4.

9. Carryover System:

- 9.1 (a) A candidate who satisfies the requirements of clause 8.2 (a) will be required to appear in those theory papers / practicals in which he/she failed in subsequent examinations of the same semester.
 - (b) A candidate satisfying clause 8.2 (b) shall be required to exercise his/her choice upto a maximum of **five** theory papers in which he/she desires to appear in the examination to fulfill the requirements of clause 7.6. He/she shall inform the college about his/her choice within 15 days after the start of new session.
- 9.2. The highest marks secured in any subject in various attempts (end semester and carryover examinations) shall be considered..

10. Ex-studentship :

- 10.1 A candidate opting for ex-studentship shall be required to appear in all the theory/practical/viva subjects in the end semester examinations of both semesters of the same academic year. However, the sessional marks shall remain the same as those secured earlier.

10.2 A candidate opting for ex-studentship shall be required to apply to the college by paying only examination fee within 15 days from the start of new session.

11. Re-admission in the Institution/College :

A candidate may be allowed for re-admission provided he/she satisfies one of the following conditions:

11.1 A candidate is declared fail.

11.2 A candidate did not appear in a semester examination and/or he/she was granted permission for not to appear in the examination.

11.3 A candidate has been detained by the institute and has also been permitted to take re-admission.

11.4 A candidate as an ex-student passed the examination of the academic year or qualified for carryover system.

11.5 A candidate promoted with carry over subjects and he/she opted for re-admission.

12. Results :

12.1 The result of a candidate shall be declared on the basis of performance of both semesters of the same academic year. However, a final year student, who is not permitted in any one of the final year semester examinations due to shortage of attendance, will be permitted in that particular semester of the next academic session to study as a regular student and appear at that semester examination.

12.2 Result of the final year shall be declared on the basis of working out Grand Total by adding marks of all the years of study in the following ways:

I Year 100% of aggregate marks

II Year 100% of aggregate marks

13. Award of Division :

13.1 The division shall be awarded on the basis of final year result.

13.2 If a candidate passes all examinations and secures 50% or more marks but less than 60% marks of the Grand total, he/she shall be placed in SECOND DIVISION.

13.3 If a candidate passes all examinations and secures 60% or more marks of the Grand Total, he/she shall be placed in FIRST DIVISION.

13.4 If a candidate passes all examinations in first attempt without grace and secures 75% or more marks, he/she shall be placed in FIRST DIVISION WITH HONOURS and the candidates at first two top positions amongst First Div. with Honours only will be awarded medals viz. Gold and Silver respectively in order of merit.

14. Award of Rank :

On the basis of final year result, the top ten candidates shall be awarded rank according to their merit provided they pass all the examinations in single attempt.

15. Grace Marks :

15.1 A candidate may be awarded grace marks upto a maximum of total 10 marks, in maximum four subjects **but not more than three marks in any subject** including theory papers, practicals, project, seminar, industrial training and/ or aggregate marks in each academic year provided he/she can be declared to have passed the academic year by the award of these marks.

ONLY FOR OLD STUDENTS (STUDENTS ADMITTED BEFORE THE SESSION 2004-05) :

15.1 A candidate may be awarded grace marks upto a maximum of total 10 marks in maximum four subjects including theory papers, practicals, project, seminar industrial training and/ or aggregate marks in each academic year provided he/she can be declared to have passed the academic year by awarding these marks.

15.2 The grace marks shall not be added to the aggregate marks.

16. Scrutiny and Revaluation :

16.1 Scrutiny shall be allowed in only theory papers as per the rule of the University.

16.2 Revaluation of theory/practical papers is not permitted.

17. Unfair means :

Cases of unfair means shall be dealt as per the rules of the University and The U.P. Public Examination (Prevention of Unfair means) Act if any in prevalence.

18. Award of Sessional Marks:

18.1 Sessional marks for theory subjects shall be awarded as per the provisions in the schemes of examinations. The break-up of sessional marks shall be as follows:

(i)	Class Test (two mid-term tests of equal weightage)	60%
(ii)	Teacher Assessment Tutorial/Assignment/ Quizzes Attendance	20% 20%

18.2 Make-up test may be held only for those students who could not appear in any one of mid-term class tests due to genuine reasons for which the prior permission from the Head of Institution/College was taken. Make up test shall ordinarily be held about two weeks before the end semester examination. The syllabus for the make-up test shall be the whole syllabus covered by the subject teacher upto that time.

19. Cancellation of Admission :

The admission of a student at any stage of study shall be cancelled if :

(i) He / She is not found qualified as per AICTE / State Government norms and guidelines or the eligibility criteria prescribed by the University.

or

(ii) He / She is found unable to complete the course within the stipulated time as prescribed in clause 4.2

or

(iii) He / She is found involved in creating indiscipline in the Institution / College or in the University.

20. The Academic Council shall have the power to relax any provision provided in the ordinance in any specific matter/situation subject to the approval of Executive Council of the University & such decision(s) shall be reported to the Chancellor of the University.

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