

\* **Academic Regulations for admission to the University, Eligibility Criteria, Conduct of Examination, Institution of Faculties, Dean of Faculties etc.**

**Definition:**

1. Act: Act means Act of the Nirma University.
2. Courses: Here the courses means the entire programme at the end of which the Students will get Degree or Diploma or Certificate.

**Admission:** **R – 1**

Every candidate for admission as a student of this University for different courses shall have to pass the qualifying examinations prescribed for the respective courses in the University including such other test of fitness if prescribed for a particular course.

**R – 2**

No student seeking admission to this University shall be admitted to any Course of this university after expiry of one month from the date of commencement of any term / semester / trimester as the case may be.

Provided, however, that if the **Director General** is satisfied that there was sufficient reason for delay on the part of the student seeking admission as aforesaid, he may admit the student to the institution notwithstanding anything contained the expiry of one month, if he has a reason to believe that the student would be able to meet with the academic requirements.

**Enrolment:** **R – 3**

The student who is admitted at the first time to any course run by this University shall also apply after admission for the enrolment certificate in the prescribed form with prescribed fee.

**Eligibility Certificate:** **R – 4**

- (1) No student from other University or a Board of Secondary or Higher Secondary of outside Gujarat or any examining body seeking admission to any course of this University shall be admitted without eligibility certificate.

---

\* Published vide Notification no. NU-442, dated 27.1.2004 (BoG mtg.-6.12.2003, reso.-1(e) & (4))

(2) Such student shall apply in the prescribed form to the Executive Registrar of this University for a certificate of eligibility and shall submit the required documents including migration certificate or transfer certificate from the University or a Board or any examining body he intends to leave and shall at the same time pay the fee prescribed from time to time.

<sup>A</sup> Notwithstanding anything contained above, so far as it relates to the Migration Certificate/ Transfer Certificate, the same will not be required for the students admitted to Executive Diploma Programmes under the Institute of Management.

Provided, however, that-

- (i) the Executive Registrar may issue a provisional certificate of eligibility, if he is satisfied that the applicant is prima-facie eligible for admission to this University. Such certificate shall entitle a student for admission to this University on his own risk and on condition that he obtains a final certificate of eligibility before the closure of the first term / semester in which the student is provisionally admitted to the University;
  - (ii) the issuance of eligibility certificate does not give guarantee for admission to the respective course;
  - (iii) if the **Director General** is satisfied that the student admitted in a course is not in a position to provide provisional eligibility certificate before admission for no fault of his own he may allow the student to attend the classes for the number of days which the **Director General** determines and on production of the provisional eligibility certificate direct that the said eligibility certificate shall have retrospective effect from the date on which the student commenced to attend the course concern so that the days on which such student kept attendance before the issuance of the certificate can be taken into account;
- (3) If the **Director General** is satisfied for the delay on the part of the student to apply for final eligibility certificate was not due to fault of his own, he may condone such delay and grant reasonable extension for which the **Director General** will be the sole judge for the production of final eligibility certificate.

Notwithstanding anything contained above, the students who have passed degree examinations in Engineering from Gujarat University will not be required to submit the Eligibility Certificate

---

<sup>A</sup> Amended by addition vide noti. No. NU-39 dated 17.4.08, BoG mtg.-29.3.08, reso.-4(b)(iv)

for the purpose of admission to Post Graduate Courses of Engineering of this University for a period upto three years from the commencement of academic year 2003-04.

- (4) Forms of Provisional Eligibility Certificate and Final Eligibility Certificate are enclosed herewith as Annexure – A and B.

**B Migration Certificate:**

**R-4A**

On submission by the student, a certificate from the concerned Head of the Institution about the cancellation of his admission, no dues and the details about the punitive actions, if any, in original, along with the application in the prescribed Proforma and with payment of prescribed fees, a Migration Certificate will be issued by the University. (A format is enclosed herewith as Annexure – C).

**Equivalence of Examination:**

**R – 5**

The Academic Council shall have the powers on the recommendations of the Standing Committee of Equivalence of examination to grant recognition to examinations of other universities and examining bodies on the merit of each individual case. The Academic Council shall also have the power to declare any examination of any other university or body as equivalent to a corresponding examination of this university.

**R – 6**

The degrees of all Statutory Universities shall be recognized as equivalent to the degrees of this university for the purposes of admission to higher courses in this university subject to condition, that the duration of the course and the minimum eligibility criteria for admission to the respective course for respective degree programme is similar to that of this university.

**R – 7**

In case any examination which is not listed out in the list of equivalent qualifying examinations which are approved by the Academic Council on the recommendation of the equivalence committee then the dean of the faculty concerned shall satisfy himself about the merit of the case and recommend to the **Director General** for considering the said examination equivalent to our corresponding examination and on approval of the **Director General**, the provisional eligibility certificate shall be issued. Such decision when taken will be reported thereafter to the Academic Council through equivalence committee.

**R – 8**

In all cases in which recognition has been given to the examinations of other universities and bodies as equivalent to the corresponding

---

<sup>B</sup> Added vide Noti. no. NU-743 dated 17.11.2005, BoG mtg. 26.10.2005, reso.-8

examinations of this university, such recognition shall be available only to those universities and bodies which reciprocate with this university in the same manner and applicable only to such students as have attended regular course of studies as laid down for the examinations at a college affiliated to that university or included amongst its constituent colleges or at an institution recognized by the body concern.

**Equivalence  
Committee:**

**R – 9**

The committee on equivalence of examinations shall consist of following:

- # 1. \* Vice President or his nominee
2. Dean of the Faculty concerned – *Chairman*
- # 3. Chief Operating Officer or his nominee
4. Executive Registrar
- <sup>C</sup> 5. Principal, Institute of Diploma Studies
6. The Heads of the Department of the Faculty concerned/  
Programme/ Activities/ Area Chairman for Faculty of  
Management/ Faculty of Pharmacy, as the case may be
7. Dy. Registrar (Examination) – *Member Secretary*

(\* When the Vice President attends such meeting, he will Chair the committee.)

**R – 10**

The functions of the committee shall be as under:

1. To recommend to the Academic Council the examinations of other universities and examining bodies that it considers equivalent to the corresponding examinations of this university.
2. To report to the Academic Council on all matters which are referred to it by the Academic Council.

**R – 11**

The committee shall have power to ask whatever information and documents it thinks necessary to arrive at a recommendation in the matter of equivalence of any examinations of any other university or body. If the relevant information and the documents are not supplied, the committee may recommend to the Academic Council whatever it thinks fit in the matter.

**University  
Term:**

**R – 12**

The Academic year for each of the course shall be divided into terms / semesters / trimesters as may be decided in the scheme of teaching of the Faculty concerned.

---

<sup>#</sup> Included vide Noti.-NU-547 dated 10.3.2004, BoG mtg.-6.12.2003, reso.-9

<sup>C</sup> Included vide Notification no. NU-797 dated 25.11.2005, BoG mtg.-26.10.2005, reso.-7(i) to (iv)

**D** R – 12A

At the beginning of each academic year, the University shall announce its academic calendar giving the schedules for all its activities during the year including the month/s for the award of Degrees which will not be later than 180 days by which the students are expected to qualify and become eligible for such degrees.

**Attendance:** R – 13

The minimum attendance required for the different courses will be prescribed under the scheme of teaching and curriculum for each course/ institution and the students shall attend for these prescribed number of days in the respective course / institutions.

However, the minimum attendance requirement in each course shall not in any case be less than 80% of the scheduled classes / practicals etc.

Notwithstanding anything contained above on account of bonafide illness or any other reason deemed sufficient by the Head of the Institution concern, such Head of the Institution can condone the attendance upto 10% in the course or courses. For beyond 10% in any genuine cases, the decision to condone the attendance will be taken by the **Director General** on merits.

**Conduct of Examinations:** R – 14

Unless and otherwise decided by the **Director General**, for all semester / term end examinations, the candidate has to apply in the prescribed form so notified by the University by the appointed time with prescribed fees to the Deputy Registrar (Examination), through the Heads of the Institutions.

R – 15

Normally, the examination fees once paid shall not be refunded except in the circumstances and to the extent mentioned below:

- (a) Where a candidate expires prior to the examination, the entire fee shall be refunded.
- (b) Where a candidate is suddenly taken ill and prevented for appearing in the examinations and sends an application for refund supported by medical certificate so as to reach the the Deputy Registrar (Examination) within three days after the commencement of the examination, one half of the fees shall be refunded.
- (c) The refund claimed on any other ground shall be placed before the **Director General** who will decide the amount of refund.

---

<sup>D</sup> Amendment by addition vide noti No. NU-165 dated 9.4.09, BG mtg-27.3.09,5(c)

### **R – 16**

When the Academic Council decides to incorporate major changes, the students, if they wish, in the existing courses of studies will be permitted to appear in two more examinations in succeeding years according to old course. Non-appearance in the examination shall be considered as an attempt. However, such of the students who do not opt to appear in the examinations with old course or who do not pass two examinations held shall be permitted to appear subsequently at the examinations under new rules subject to the conditions laid down by the Dean of the Faculty.

### **R – 17**

No student who has passed an examination of this or any Statutory University shall be permitted to appear at the same examination of this University with the same subjects.

### **Malpractice/ Unfair means at Examination**

### **R – 18**

- (1) Before, during or after the sessional or term / semester end examination, if it is found that a candidate is or has been guilty of:
  - i. Misconduct including misbehaviour, committing acts of indiscipline, disobeying instructions of Examination officials, committing breach of any of the rules laid down for the proper conduct of the Examinations etc.
  - OR**
  - ii. Copying or having attempted to copy or using or attempting to use other unfair means at the examination

- shall be liable for punishment.
- (2) In case involving misconduct, the candidate concerned be forthwith expelled with the approval of the Senior Supervisor or an Officer in Charge of the conduct of Examination or by Heads of the Institution concerned from the Examination hall and the matter describing the incident will be reported to the Deputy Registrar (Examinations)
- (3) In cases involving malpractice, the Senior Supervisor or an Officer in Charge of the conduct of examination shall seize the answer books and all incriminating material / evidence from the candidate, and then obtain a written statement, duly signed by the candidate. Senior Supervisor or Officer in Charge will then issue a new answer book and allow the student to continue to write his answers for the remaining period of that examination. The matter shall also be reported to the Deputy Registrar (Examination) with all relevant documents on the same day.

- (4) The candidate reported as then will be allowed to appear in subsequent examinations of that session. However, in case the same candidate is again found guilty of indulging in misconduct or malpractice during any of the subsequent examinations of that session, he will be expelled from all remaining examinations of that session after taking appropriate action for the second act of misconduct / malpractice.
- (5) The cases of impersonification, violence or intimidation involving outsiders shall immediately be reported to the Senior Supervisor or the Officer in Charge and action as per the concern law including filing a police complaint will be taken
- (6) Examiners, who detect or suspect cases of copying or use of unfair means in Examination, shall immediately report such cases to the Deputy Registrar (Examinations)
- (7) The Deputy Registrar (Examinations) will make a full report about each case to the Examination Reforms Committee
- (8) The Examination Reforms Committee to be appointed by the **Director General** will determine its own procedure of inquiry in each case and after necessary investigation and inquiry will submit a detailed report to the Head of the Institutions, along with recommended punishment and the concern Head of the Institution will issue the necessary order of punishment. The order of punishment, which amounts to debarring the student for the period of more than one academic year will be issued with the approval of the **Director General**
- (9) The punishment in each case would depend upon the circumstances of that case. The Examination Reforms Committee may evolve certain general guidelines for specifying punishments for different types of using unfair means / malpractices. As far as possible, the Examination Reforms Committee should follow these guidelines. However in peculiar cases, which cannot be covered under the guidelines can be dealt with judiciously but firmly to preserve the integrity of the system of Examinations.

### **R – 19**

The Head of the Institutions shall have power to exclude any candidate from any examination on being satisfied that he is suffering from an infectious or contagious disease. Whenever any candidate is excluded the fee paid by him to the University shall be refunded to him.

### <sup>E</sup>**R-19A**

The **Director General** may allow the students to appear in the Examination provisionally under the following circumstances:

- (a) In case of any disciplinary action pending against the student,
- (b) In case the student has pending major components of the evaluation of any requirement, which he is supposed to complete before Term End Examination,
- (c) When the student has fallen short of minimum requirement of attendance and he has requested to condone the absence to the competent authority at the end of term and the said request is under consideration.

Provided further that in case the final conclusions on the above items are not arrived at due to some genuine reasons even at the time of declaration of results, then the result of the student concerned may be withheld with the approval of the **Director General**.

### **Date of Examinations:**

#### **R – 20**

Within two weeks from the date of the commencement of each academic term / semester, each faculty shall prepare and publish a schedule of examinations - both sessional and term end for each and every course conducted under it.

### **Declaration of Result:**

#### **R – 21**

The university through each institution / faculty shall strive to declare the result of every semester / term end examinations conducted by it within 15 working days from the date of the completion of the examinations and shall in any case declare the result latest within 30 working days thereof.

Provided, however, that in case the University is unable to follow the schedule of examinations including declaration of result as provided in the section, due to reasons and circumstances beyond its control itself, as soon as possible submit a report to the President incorporating the detailed reasons for making a departure from the published schedule.

Provided, further that so far as the sessional / internal examinations are concerned, the Dean concerned will see that the results of such examinations are declared within 15 working days from the completion of the examination and send the consolidated result to the examination section of the University within one week after the declaration of the result.

---

<sup>E</sup> Added vide Noti. no. NU-24 dated 7.4.2005 BoG mtg. – 5.2.2005, reso. 4(a)



### **R – 22**

No candidate shall be eligible for any of the scholarship, medals or prizes to be awarded who has his deficiency of marks / grade of the Head or Heads of the examinations condoned or graced under the rules laid down in this behalf.

### **R – 23**

Subject to norms prescribed under Academic Regulations by the different Faculties and approved by the Academic Council, failure to pass an examinations will not disqualify the candidate for presenting himself on a subsequent occasion on a new application being forwarded and a fresh fee is paid.

### **R – 24**

At the end of each term / semester, a certificate of Academic Performance of that term / semester will be given to the students concern.

### **R – 25**

In any case where it is found that the result of the examination has been affected by an error, malpractice, fraud, improper conduct or other matter of whatsoever nature, the **Director General** on recommendation of the Examination Committee as constituted under Regulation 28 shall have power to amend such result in such manner as shall be in accordance with true position and to make such declarations as the examination committee shall consider necessary in that behalf provided that no result shall be amended after the expiry of 6 months from the date of publication of such result.

### **R – 26**

In any case where the result of an examination has been ascertained and published and it is found that such result has been affected by any malpractice, fraud or any other improper conduct whereby an examinee has benefited and that such examinee has in the opinion of the examination committee been partly or privy too or connive at such malpractice, fraud or improper conduct, the **Director General** shall have power on the recommendation of the Examination Committee at any time notwithstanding the issue of a certificate or the award of price or scholarship to amend the result of such examinee and to make such declaration as the examinations committee shall consider necessary in this behalf.

### **R – 27**

There shall be an examination committee consisting of the following members who will examine the over all semester end result before

declaration of the same and will make appropriate recommendations to the **Director General** if detecting a glaring abnormal situation in the results, otherwise on the clearance from this committee the results can be declared by the Deputy Registrar (Examinations):

- # 1. \* Vice President or his nominee
2. ^ Dean of the Faculty concerned - *Chairman*
- # 3. Chief Operating Officer or his nominee
4. Executive Registrar
- <sup>F</sup> 5. @ Principal, Institute of Diploma Studies
6. Head of the Department concerned
7. One member of the Academic Council, nominated by the **Director General**
8. Dy. Registrar (Examination) - *Member Secretary*

(<sup>\*</sup> When Vice President attends such meeting, he will Chair the committee.

(<sup>^</sup> For Faculty of Pharmacy, the Principal, Institute of Pharmacy will be the chairperson

(<sup>@</sup> Principal will attend the meeting where results of the Diploma Programmes are to be considered)

### **R – 28**

There shall be formed, every year a committee of the following members for each institutions / faculty for the purpose of drawing up the list of appointments of examiners and paper setters for the semester / term end examinations from the panel of examiner / paper setters approved by the Board of Studies:

- # 1. \* Vice President or his nominee
2. ^ Dean of the Faculty concerned - *Chairman*
- # 3. Chief Operating Officer or his nominee
- <sup>B</sup> 4. @ Principal, Institute of Diploma Studies
5. Chairman of the Board of Studies/ Area/ Activity Committee
6. Two members of the Board of Studies/ Area/ Activity Committee, to be nominated by the Dean concerned
7. Dy. Registrar (Examination) - *Secretary*

Out of the lists prepared by this Committee and on the approval of the Dean of the Faculty concerned, the Deputy Registrar (Examination) will issue order of appointment to such examiners / paper setters.

---

<sup>F</sup> Included vide Notification no. NU-797 dated 25.11.2005, BoG mtg.-26.10.2005, reso.-7(i) to (iv)

<sup>#</sup> Included vide Noti.-NU-547 dated 10.3.2004, BoG mtg.-6.12.2003, reso.-9

<sup>^</sup> Amended vide Notification no. NU-426 dated 20.6.2006

Notwithstanding anything contained above, the **Director General** in case of need, may nominate one or two members in the above Committee, so also he shall have powers to alter, add, delete the names of the examiners / paper setters with recorded reasons.

(\* When Vice President attends such meeting, he will Chair the committee.

^ For Faculty of Pharmacy, the Principal, Institute of Pharmacy will be the chairperson

@ Principal will attend the meeting where the list of appointment relating to the Diploma Programmes are to be considered)

### **R – 29**

Once the appointment of paper setters for the respective / semester / term end examinations are made, they will submit two sets of the manuscripts of the question papers of the respective examinations and out of these sets, the Dean and the Executive Registrar will pick up one and the same will be used for the purpose of these respective examinations.

### **R – 30**

Subject to the norms prescribed in the Academic Regulations of the Faculty concern, in each term / semester end examinations and VIVA project etc., there will be a group of examiners from outside and the internal on 1:1 basis. The result of VIVA or practical examination finalized at the end of the day of examination, shall be submitted to the Deputy Registrar (Examinations) on the same day in sealed cover duly signed by the examiners and when the final grades are to be decided, the Deputy Registrar (Examination) will handover such sealed envelopes to the convener concerned who will with the help of other examiners finalize such grade etc., in the premises of the University itself.

### **R – 31**

Every year in the beginning of the Academic semester in the first meeting of the Board of Studies wherever it exists otherwise in the faculty board, the question papers drawn shall be submitted for the purpose of assessment of quality of the same.

---

# Included vide Noti.-NU-547 dated 10.3.2004, BoG mtg.-6.12.2003, reso.-9

^ Amended vide Notification no. NU-426 dated 20.6.2006

**Verification of Marks:**      **R – 32**

After the declaration of result of the term / semester end examinations as well as the sessional / internal test examinations, if any student has any grievance about the marks / grade obtained, he may apply in the prescribed proforma to the Deputy Registrar (Examination) of the University within a weeks time with the fees prescribed for the verification of marks and the said verification will be completed within 10 working days from the date of the receipt of application and convey the final outcome of the verification to the student concerned. These verifications includes following:

1. Whether all questions attempted by the candidate have been assessed and this assessment is included in the overall performance sheet of the candidate for assigning grade.
2. Whether there is a totaling / calculation mistake in marks / grade.

**G Award of Semester Grade Report and Degree:**      **R – 33**

1. Students passing the Degree / Diploma programme in which they are registered will become entitled to the award of a Degree / Diploma in the respective programme, in the form of a Certificate.
2. Students will also be given a Semester Grade Report at the end of each term and a consolidated Semester Grade Report at the completion of their Degree / Diploma Programme. The Semester Grade Report will show course wise performance of the candidate, Progressive Grade Point Index (PPI) and Cumulative Grade Point Index (CPI) as applicable.

**Fees:**      **R – 34**

The fees to be charged for different certificates / services etc., shall be decided by the **Director General** on the recommendations of the Committee to be constituted by him from time to time.

**H R – 34A**

The **Director General** shall decide the fee structure of the different courses to be taught under the Nirma University on the recommendations of the Committee constituted for the purpose by the President from time to time and shall be reported to the Board of Governors in its next meeting.

---

<sup>G</sup> Replace word 'Transcript' by 'Grade Report' vide Noti. NU-753, 17.11.2005, BoG mtg-26.10.2005, reso-5(a)

<sup>H</sup> Added vide Notification no. NU-82A dated 26.4.2004, BoG mtg.-31.3.2004, reso.-14

**Regulations for Constitution of Faculties, Board of Studies, Meeting of Institutions etc. [as required under Section 8 of the Act]**

**Faculty: R – 35**

The Nirma University shall include the faculties of Technology and Engineering, Management, Pharmacy, Sciences, Arts & Humanities, Doctoral Studies & Research, <sup>1</sup>Law and such other faculties as may be prescribed from time to time.

**R – 36**

The faculties, *other than* the Faculty of Doctoral Studies & Research; shall consist of:

1. Dean of the Faculty concerned – Chairman
2. Head of the Institution concerned
3. All Chairman of the Board of Studies under the Faculty. For Management, Pharmacy and Science, the Chairman/ Convener of the Academic Activities/ Area Committees concerned
4. Upto two members to be nominated by the **Director General** from each Board of Studies
5. Upto two Technocrat/ Academia to be nominated by the **Director General** in the Faculty
6. Two members of the Academic Council to be nominated by the **Director General**

**Note:** In the Faculty of Management, the Dean Academic Programme shall also be a member, if the post filled in.

**R – 37**

The functions of the faculty other than Faculty of Doctoral Studies & Research, subject to the provisions of the Nirma University Act, the faculty shall have following functions:

1. To exercise and recommend General Regulations over the Academic Policy of the Faculty and will be responsible for making recommendation to the Academic Council for the maintenance and improvement of Standards of Instructions, Education and Evaluation within the Faculty
2. To maintain co-ordination between different Board of Studies or Areas within the Faculty particularly in the matters relating to Examinations and Teaching Scheme, Curriculum etc.
3. To consider the recommendations of different Board of Studies / Academic Activities / Area Committees in the matter of syllabus, teaching, examination scheme etc. and give final shape to it for the submission to the Academic Council

---

<sup>1</sup>Added vide Notification no. NU-110 dated 13.4.2007, BoG mtg.-31.3.2007, reso.-5(ii)

4. To consider and report on any matter referred to it by the Academic Council
5. To refer any matter to a Board of Studies / Academic Activities / Area Committees comprised within the faculty for consideration and report

### **R – 38**

Each of the faculty shall include the disciplines / areas / subjects as stated below:

#### **1. Faculty of Technology and Engineering:**

- i. Civil Engineering.
- ii. Electrical
- iii. Mechanical
- iv. Chemical
- v. Instrumentation and Control
- vi. Information Technology
- vii. Computer Engineering
- viii. Electronics and Communication
- ix. Plastic
- x. Bio-Medical
- xi. Physics
- xii. Chemistry
- xiii. Mathematics
- xiv. English
- xv. Any other subject / area to be included by the Academic Council.

#### **2. Faculty of Pharmacy:**

Core Subjects

- i. Pharmaceutics
- ii. Pharmaceutical Chemistry
- iii. Pharmaceutical Analysis
- iv. Pharmacology
- v. Pharmacognosy
- vi. Clinical Pharmacy

Any other subject / area to be included by the Academic Council.

Ancillary or Pre-requisites:

- i. Advanced Mathematics
- ii. Computer and Biostatistics
- iii. Pharmaceutical Economics and Industrial Management

### **3. Faculty of Management:**

- i. Human Resource Management & Organizational Behaviour
- ii. Marketing
- iii. Information Technology and Systems
- iv. Accounting and Finance
- v. International Business
- vi. Operations Management and Logistics
- vii. Entrepreneurship
- viii. Family Business
- ix. Communication Management
- x. Banking
- xi. Insurance
- xii. Investments
- xiii. General Management
- xiv. Sectoral Management
- xv. Any other subject / area to be included by the Academic Council.

### **4. Faculty of Science:**

- i. Physics
- ii. Chemistry
- iii. Biology
- iv. Life sciences, which includes Bio-technology, Micro-biology, Bio-chemistry, Zoology etc.
- v. Mathematics
- vi. Any other discipline / subject / area to be included by the Academic Council
  - <sup>J</sup> a. Forensic Psychology

### **5. Faculty of Arts and Humanities:**

- i. Economics
- ii. English
- iii. Mathematics
- iv. Foreign languages
- v. Any other discipline / subject / area to be included by the Academic Council.

---

<sup>J</sup> Amended by addition vide notification No. NU-13 dated 5.4.08, AC mtg.-14.3.08, reso.-7(c)

## **R – 38A**

1. For the purpose of organizing monitoring and coordinating Doctoral Studies and Research in the university, there shall be **Faculty of Doctoral Studies and Research**. It shall consist of the following members:

- (i) **Director General** – *ex-officio* Chairman
- (ii) Deans of Faculties – *ex-officio*
- (iii) Three persons renowned for their research in specialized fields to be nominated by the **Director General**.
- (iv) Three recognized Ph.D. Teachers belonging to different faculties to be nominated by the **Director General**
- (v) One member of the Academic Council to be nominated by **Director General**

2. The term of office of the members of the Faculty other than ex-officio members shall be three years;

Provided that a person shall cease to be a member of the Council on his ceasing to hold the office by virtue of which he is such a member.

3. The Faculty of Doctoral Studies and Research shall have following functions:

- (i) to maintain standard of Doctoral Studies and research.
- (ii) to advise the Academic Council regarding any trends and any other developments in Doctoral Studies and research in different fields.
- (iii) to make recommendations regarding the admission to, and evaluation of research degrees from time to time.
- (iv) to make recommendations regarding the regulations of Ph.D. degrees;
- (v) to approve the subjects of research and to suggest Panel of names of examiners for research thesis;
- (vi) to make any other recommendation regarding organization coordination and improvement of Doctoral Studies and research in the university as a whole.

Dean, Faculty of Doctoral Studies and Research shall be member Secretary.

## **Board of Studies:**

## **R – 39**

There shall be Board of Studies in each of the discipline / subject or a group of allied disciplines / subject mentioned below.



1. ***Faculty of Technology and Engineering:***

For Degree:

- i. Civil Engineering.
- ii. Electrical
- iii. Mechanical
- iv. Chemical
- v. Instrumentation and Control
- vi. Information Technology/ Computer Eng. (combined)
- vi. Electronics and Communication
- vii. Plastic
- viii. Any other Board to be included by the Academic Council.

For Diploma:

- i. Chemical
- ii. Mechanical
- iii. Electrical
- iv. Information Technology/ Computer Eng. (combined)
- iv. Electronics and Communication
- v. Plastic
- vi. Any other board to be included by the Academic Council.

2. (a) ***Faculty of Management***  
(b) ***Faculty of Pharmacy***

Under the Faculty of Management plus Pharmacy, there shall be different Area's/ Academic Activity Committees and *not* the board of studies. Such committees will recommend their curricula, syllabus etc., to the faculty and the faculty's recommendation will go to the Academic Council.

3. ***Faculty of Science:***

- i. Physics
- ii. Chemistry
- iii. Biology
- iv. Life sciences, which includes Bio-technology, Micro-biology, Biochemistry, Zoology etc.
- iv. Mathematics
- v. Any other board to be included by the Academic Council.

4. ***Faculty of Arts and Humanities:***

- i. Economics
- ii. English
- iii. Mathematics
- iv. Foreign languages
- v. Any other board to be included by the Academic Council.

### **R – 40**

Each **Board** for the *Faculty of Technology and Engineering* shall consist of the following members:

#### For Degree:

1. Head of the Department – Chairman
2. All Professors in the Departments
3. One faculty (teacher) from each major areas within the concerned department to be nominated by the Dean by rotation subject to minimum 3 and maximum 7. These members shall be other than professors
4. Not more than three experts to be nominated by the **Director General**

#### For Diploma:

1. Chairman to be nominated by the **Director General**
2. Head of the Department concerned.
3. Two Faculties (teachers) of the concerned department other than the Head of Department to be nominated by the Dean by rotation.
4. The Chairman of the Board of Studies concerned constituted for Degree programme under the Faculty of Technology and Engineering.
5. Two members to be nominated by the Dean from the concerned Industries.
6. Two experts to be nominated by the **Director General**.

### <sup>K</sup> **R-40A**

There shall be a Joint Board of Studies for the Humanities & Social Science and Science separately for the courses as shown below under the Faculty of Technology & Engineering, both Degree and Diploma Programmes and, for the Faculty of Pharmacy:

#### (a) Joint Board of Studies in Humanities & Social Science

- i. English
- ii. Communication Skills
- iii. Economics
- iv. Other subjects of Institute and Institute Electives, to be covered under this Board as to be decided by the Dean

#### (b) Joint Board of Studies in Science

- i. Chemistry
- ii. Physics
- iii. Mathematics
- iv. Statistics
- v. Any other subjects of Institute and Institute Electives, which can be covered under this Board as to be decided by the Dean

---

<sup>K</sup> Amended by addition vide Notification No. NU-1864-D dated 8.11.07, BoG mtg.-30.10.07, reso.-5(a)

Each Joint Board of Studies, namely - Humanities & Social Science and Science shall consist of following members:

1. Dean, Faculty of Technology - Chairman;
2. Head of Institutions concerned;
3. Head of Departments of Institute of Technology;
4. Head of Department of the Diploma Studies – each from the following groups to be nominated by the **Director General**;
  - a) Departments of Chemical, Plastic and Mechanical – Combined
  - b) Department of IT & Computer – Combined;
  - c) Department of Electrical Engineering & Electronics – Combined
5. One Faculty from each area to be nominated by the Dean;
6. Up-to 3 Experts to be nominated by the **Director General** from different areas covered under the Humanities & Social Science or the Science, as the case may be.

The functions of such Joint Board of Studies shall be the same as defined under the Regulation-41.

#### **R – 41**

The functions of the Board of Studies shall be:

1. To recommend courses of studies, teaching and examinations scheme in their respective subject.
2. Prepare panel of paper setters and examiners for the semester end examination.
3. To advise on all matters relating to their respective subjects referred to them by the faculty or by the council or Academic Council.
4. To recommend books and reading materials for subjects concerned.

Every meeting of the board of studies shall be convened by its Chairman or on the direction of the Dean of the faculty concerned.

#### **R – 42**

Whenever necessary, the joint meetings of the Board of Studies / Academic Activities / Area Committees comprised in a particular faculty for a particular issue may be called by the Dean of the faculty concerned.

#### **Medium of Instructions:**

#### **R – 43**

Unless and otherwise provided, the medium of instructions in all the courses to be conducted under the university shall be English.

**L R – 44**

The Academic Council shall approve the teaching and examination scheme, syllabus and all relevant academic matters related to this including modifications, addition, deletion etc., on the recommendation of the respective faculties.

**Annexure – A**  
[Refer R.4(4)]

**Format**

**NIRMA UNIVERSITY**



No. \_\_\_\_\_

Fee Receipt No. : \_\_\_\_\_

Date : \_\_\_\_\_

**PROVISIONAL ELIGIBILITY CERTIFICATE**

(As required under Regulation No. R-4)

This is to certify that there is no objection if Mr. / Mrs. / Ms. \_\_\_\_\_  
\_\_\_\_\_ is provisionally admitted in \_\_\_\_\_  
\_\_\_\_\_ Institute under this University for the Programme of \_\_\_\_\_  
\_\_\_\_\_ for the year \_\_\_\_\_ on his own risk and cost  
subject to condition that the student will submit the final eligibility  
certificate before the end of the first term / semester.

Date: \_\_\_\_\_

Executive Registrar

- 
- Note: 1. The issuance of eligibility certificate does not guarantee admission.
2. If the student fails to submit final eligibility certificate before the end of the first term / semester, his provisional eligibility certificate becomes automatically cancelled and the fees of any kind if paid shall be forfeited.
3. For getting final eligibility certificate, the student shall submit original migration certificate from the University or board or any examining body from where he is migrated in addition to the original mark sheet and certificate of passing the qualifying examinations based on which the eligibility certificate is to be issued.

**Format**

**NIRMA UNIVERSITY**



**CERTIFICATE OF ELIGIBILITY**

Certified that \_\_\_\_\_  
\_\_\_\_\_ having passed the \_\_\_\_\_ Examination of the \_\_  
\_\_\_\_\_ University / Board / Institution, in the year \_\_\_\_\_ after  
completing the prescribed course of institution at the \_\_\_\_\_  
\_\_\_\_\_ College, \_\_\_\_\_ which is a College  
maintained by or affiliated to that University / Board / Institution, is  
eligible for admission to the \_\_\_\_\_ Class in this University.

Date:

Executive Registrar

---

N.B.: The Xerox copy of this certificate duly certified under the signature of the Head of the Institution concerned should invariably be attached by the institute to the examination form without, which the examination form will not be accepted.

**NIRMA UNIVERSITY**



**Migration Certificate**

No. \_\_\_\_\_

Mr./ Ms. \_\_\_\_\_

(bearing Roll No.: \_\_\_\_\_) who was studying in the  
Institute of \_\_\_\_\_ under this University is hereby informed that this  
University has No Objection to his/ her joining any other university/ institute.

Place: Ahmedabad

Date: \_\_\_\_\_

Executive Registrar