



MOHANLAL SUKHADIA UNIVERSITY, UDAIPUR

मोहनलाल सुखाड़िया विश्वविद्यालय, उदयपुर

GENERAL GUIDELINE

Instructions for guidance of Under Graduate and Post Graduate Regular and Non-Collegiate (Private) students appearing in University Examinations to be held in the year - 2013

1. CANDIDATE APPEARING IN DUE PAPERS/UNCOVERED PAPERS SHOULD DEPOSIT FULL EXAMINATION FEE FOR THESE PAPERS SEPARATELY ALONG WITH PAPER(S) OF THE HIGHER CLASS.
2. Only those candidates who are bonafide residents of Udaipur, Dungarpur, Banswara, Chittorgarh, Sirohi, Rajsamand and Pratapgarh districts of Rajasthan state are permitted to appear at examination of the University, as non collegiate candidates.
3. **No Foreigner student will be permitted to appear at any examination of the University either as Non-Collegiate Or As Ex- Student.**
4. **All U.G. & P.G. Non-Collegiate candidate will be allowed to offer such subjects and papers for an examination as offered by the college for its regular students. They will not be allowed to offer those subject(s) Paper(s) for the examination,** in which practicals are involved i.e. Psychology, Geography, Music, Drawing & Painting, Home Science, RD Extension, Forest Resources & Their Utilization and Statistics etc. A candidate offering uncovered due paper will have to offer papers equivalent to uncovered due papers.
5. A Candidate will not be permitted to appear for more than three continuous attempts to pass an examination of the university failing which the candidate will be required to clear all papers again, e.g. if a candidate is unable to clear II/III/P.G. examination in three attempts he/she will be reverted back to U.G. I year/P.G. Previous and has to clear all papers of U.G. I Yr. /P.G.(Previous) again. This includes the year of first appearance the absence from appearing at any examination during the aforesaid period of three years shall be treated as failure in such cases.



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6. A candidate is not permitted to appear at two Degree/Diploma/Certificate examination of the University in one and the same academic year.
7. A failure appearing at the examination in subsequent year shall be required to appear in accordance with the existing scheme and syllabus in force.
8. In case of failure, re-appearing and qualifying the examination later, candidate will be awarded the degree of that year.
9. Suppression of any material fact in the examination/Enrolment form will be viewed seriously and may lead cancellation of examination and result if contrary facts are noticed later on.

10. Examination Fee:

The following fee is prescribed for various examinations of 2013.

(A) The requisite fee payable by a candidate shall be deposited in ICICI bank through bank challan. The application form with fee, sent directly to the University office shall not be entertained under any circumstances.

(B) Third Year candidate declared eligible for supplementary on re-evaluation after the supplementary examination will be permitted to appear in the due papers of the class only at the subsequent main examination on payment of full examination fee of that class.

(C) Late Fee will be charged as notified from time to time by University.

(D) A candidate reappearing in those papers in which he/she got failed shall be required to pay full examination fee of due papers of each class separately.

11. A candidate shall not be allowed to withdraw the application form and ask for refund of the examination fee after the same is received in University



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Office, except when the form is rejected by the University and in this case the Exam fee only will be refunded as per rules.

12.Enrollment:

- (i) A candidate who is not enrolled in this University or appearing at the examination for the first time shall fill in the enrolment form and submit original migration and transfer certificate documents with attested copies. A candidate who is already enrolled must mention his enrolment number in the specific column on application form and OMR Sheet.
- (ii) In case the candidate is migrating from University / Board located outside of Rajasthan/different universities of Rajasthan, and other state University ,he/she shall also submit eligibility form.
- (iii) A candidate who is not enrolled in the University he will not be allowed to appear at any examination. A candidate not enrolled should, therefore submit enrolment application form duly filled with migration certificate in original and attested copy of mark sheets etc. of the Board/University form which he/she appeared in the Senior Higher Secondary/Degree Examination. A candidate, who has passed Sr. Hr. Secondary Examination from the Board of Secondary Education, Rajasthan, Ajmer is not required to submit migration certificate. However, such a student is advised to submit transfer certificate (T.C.) in original.
- (iv) A non-collegiate candidate should not very carefully that if he/she fails to get enrolled on account of nonsubmission of enrolment application fee and/or migration certificate and/or other documents in support of passing the qualifying examination along with the application form up to the date of submission of application form, he/she will not be permitted to appear at University Examination of 2013.



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- (v) The original documents other than migration and T.C. will be returned to the candidate concerned after verification of the attested copies with originals by the college concerned. Only attested copies of the required documents be sent to the university along with examination application form and/or enrolment form.

13. ELIGIBILITY CONDITIONS & RULES

- (i) A candidate after passing the First year TDC (Old Scheme) or Intermediate Examination or 10+2 Examination conducted by a Secondary Board in India and recognized by the Association of Indian University or P.D.C. or an equivalent examination from any other University/Board recognized by the University for the purpose shall be permitted to appear at the First year T.D.C. (New Scheme) and will be examined as per current syllabus for T.D.C. (New Scheme) 10+2+3.
- (ii) A candidate who is appearing at T.D.C. First Year (New Scheme) examination should submit the original with one attested copy of the mark sheet of First year T.D.C. (Old Scheme) or 10+2 Examination/Equivalent examination along with the application form if he has not passed the above examination from MohanLal Sukhadia University, Udaipur. **Original copies will be returned to the candidates by centre Superintendent/Principals/ Dean of the college after verification and attested copies are only sent to the University.**

14. RULES FOR FAILURE OF T.D.C. II YEAR III YEAR OLD SCHEME (10+1+3 & 10+2+2)

- (i) A failure of the II year TDC & III year TDC of old scheme will not be allowed to appear in the examination because the University will not conduct any of the above examination in old scheme.



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- (ii) Candidates who had passed Second year and have failed in TDC III year of old scheme will be permitted appear at the 1st year TDC examination of 10+2+3 new scheme.
- (iii) A candidate passing Third year TDC Examination of 10+1+3/ or 10+2+2 old scheme will be permitted to appear at the III year Examination of 10+2+3 new scheme as “Additional Course” for fulfillment of requirement of 15 year course of the study. The candidates will offer only those subjects, which they had offered at 10+1+3/ 10+2+2 examination except for the Faculty of Commerce in which, all subjects are compulsory, students shall be awarded “Pass class on clearing the examination.

15. RULES FOR T.D.C. NEW SCHEME (10+2+3) (Two Year Degree)

- (i) A candidate after passing the First years of undergraduate examination of University under new scheme (10+2+3) in the state of Rajasthan on transfer basis parents seeking admissions to the Second year TDC class (New Scheme) may be admitted to the said class.
- (ii) After passing First year Examination, a candidate may be allowed to change faculty at the time of admission to the second year TDC (10+2+3) of the three year degree course in the following manner:
 - (a) From the Faculty of Science to the Faculty of Commerce or the faculty of Social Sciences & Humanities.
 - (b) From the Faculty of Commerce or the faculty of Social Sciences & Humanities.
- (iii) A candidate after passing in the First year TDC Examination of the University may be permitted to change one of the optional subjects



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in the second year class on the condition that he/she shall also appear and pass in the paper(s) prescribed for the First year examination of the University in the new subjects offered by him/her along with the subsequent Second year main examination.

In case a candidate passes at the Second year examination but fails in the new subjects of First year, he/she shall not be allowed admission to the final year examination till he/she does not pass in the paper(s) of First year main Examination in which he/she has failed. Such a candidate shall be permitted to appear at Final year examination only after passing the First and Second year Examination completely.

- (iv) The division of a candidate referred to vide clause (i) & (ii) above shall be worked out on the basis of the marks obtained by him in the subject prescribed for the Second year and Final year Examination only and a mention shall be made in his degree that the candidate obtained the degree after two years study of the course in the University. The division of the candidate vide clause (iii) shall be worked out on the basis of the aggregate marks obtained by him in the subjects prescribed for the Second year and Final year Examinations combined.
- (v) A candidate whose result of re-evaluation is declared after the Supplementary Examination of 2013 is over and if he is declared supplementary, such a student will be permitted to clear his supplementary papers only at the ensuing 2013 main examination as per Examination rules.



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- (vi) Students who have applied for re-evaluation in any paper of the examination held in 2012 and their results are yet to be declared are advised not to wait for result of re-evaluation and submit their examination application forms on the basis of existing result on or before the prescribed dates. However, if the result is changed on reevaluation they should submit their applications through College concerned for changing of their candidature accordingly within 10 days from the declaration of re-valuation result.

16. PROVISIONS FOR COMPARTMENTAL SUPPLEMENTARY EXAMINATION TO BE HELD IN 2013

- (i) There will be no compartmental supplementary Examination for the students appearing in First year T.D.C. and Second year to be held in 2013, Such candidates who are failed in only one subject, they shall be given compartment in that subject and have to appear in all papers (Only for Science & Arts) of the subject at the main examination of 2014. Similarly the students of Second year failing in one subject only in the examination of 2013 shall be allowed to appear in the main examination of 2014, if failing, as a last chance along with the Supplementary Examination to be held for the Third year students in the year 2013. Further, there will be no Supplementary Examination in additional subject.
- (ii) Such compartment candidates still failing after three attempts shall be reverted to First year class of the concerned Three year Degree course.
- (iii) Compartment candidates failing in all paper of the subject (Only for Science and Arts) concerned shall have to re-appear in all



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papers, except for the practical examination, wherever, passed. The candidates failing in only a practical examination of the subject shall re-appear in the practical examination only.

- (iv) In the Compartment scheme, candidates will be awarded actual marks obtained by them in the Compartment subject/paper and if passed, their marks will be counted for working out result and division at the Final year Examination of the Three year Degree Course.
- (v) The Scheme of Examination and the award of Division shall be same as per the existing Schemes in the Examination of 2012-13.
- (vi) Candidates clearing the Final year Examination of the Three-Year Degree Course in Compartmental Supplementary Examination or thereafter in the Main Examination as Compartment Subject shall be awarded the Degree of Compartmental Supplementary Examination.

17.FOR UNDER GRADUATE STUDENTS OF ARTS, SCIENCE & COMMERCE (REGULAR)/ EX - STUDENT AND NON-COLLEGIATE) EXAM - 2012-13

COMPULSORY SUBJECTS : General Hindi & Environmental Studies (For 1st Year).

QUALIFYING SUBJECTS : Elementary Computer Applications (For 2nd Year).

COMPULSORY SUBJECTS : General English (For 2nd Year).

OPTIONAL SUBJECTS : Only three subjects can be opted from the following groups.

(For I Yr TDC Arts only) and one subject will be opted among one group of the subjects.

GROUP

: (1) ECONOMICS/SANSKRIT LITERATURE/SINDHI

(2) RAJASTHANI LITERATURE/PHILOSOPHY



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(3) POLITICAL SCIENCE / URDU LIT. / POPULATION STUDIES

(4) PRAKRIT LIT. / HISTORY

(5) PUBLIC ADMINISTRATIONS / HINDI LITERATURE

(6) ENGLISH LITERATURE / MATHEMATICS / SOCIOLOGY.

18. SELECTION OF SUBJECT AND PAPERS FOR EXAMINATION

All the candidates appearing in under graduate / post graduate examination as Non-collegiate shall be strictly required to offer only those subjects/papers which are being taught to the regular students in the college from where the examination form is forwarded.

19. ADDITIONAL SUBJECTS EXAMINATION

(i) Only one prescribed examination application form is to be filled up for additional subjects examination.

(ii) This provision does not exist for the candidates of Science (except Mathematics) & Commerce Faculty and for the candidates graduating from other Universities.

(iii) A student having practical as one of the subjects has to submit a certificate from the college mentioning that he/she had completed Practical course in the subjects before 15 days of the commencement of examinations.

(iv) The examination is to be passed in one attempt from existing scheme. No supplementary will be awarded in this examination.

(v) Candidate will write "ADDITIONAL SUBJECT" on the examination form by red ink. against his/her Class.



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20. ADDITIONAL COURSES

A candidate who had passed the graduate examination under 10+1+3 or 10+2+2 old scheme after the year 1989 is permitted to appear in III year TDC Examination of 10+2+3 scheme as an ADDITIONAL COURSE examination for the fulfillment of the requirement of 10+2+3 new scheme for 15 years duration of the study. The scheme will be as under :

1. A student who had passed Third year examination from the Mohanlal Sukhadia University under old scheme (10+1+3/10+2+2) is eligible to appear in this examination. The Students who have passed graduation examination from other university are not eligible for additional course or additional subject.
2. A student can offer only those subjects, which he had offered in IIIrd Year (10+1+3 or 10+2+2) old scheme examination .
3. A candidate of Science Faculty is not eligible to appear as Non-Collegiate. He will have to remain as a regular student.
4. A candidate who had passed Third year examination from old scheme in the 1990,1991 and 1992 in the Faculties of Arts & Commerce is eligible to appear as Non-Collegiate candidate. The subjects of Arts Students will be the same as were opted by him in the III year TDC old scheme. If the subjects opted by him are having provision for practical examination then he



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will have to submit a certificate from the concerned college to the University mentioning for practical course completed before 15 days of the commencement of examination. The permission will not be given to those who will fail to produce this certificate.

5. If passed, he will be awarded “pass” in this examination.
6. The maximum and minimum marks will be as per existing Third Year TDC examinations Scheme.
7. The syllabus of the course for non-collegiate candidates will be same which is taught in different colleges during the session 2011-2012 of the Third year TDC Regular students.
8. The question papers will also be of the III year TDC class.
9. Such, a student will be eligible for P.G. (Previous) class only after passing "ADDITIONAL COURSE" EXAMINATION.

21. GENERAL REGULATION FOR POST-GRADUATE EXAMINATION 2012 (NON-COLLEGIATE CANDIDATES)

- (i) At each of the Previous and Final Examinations in a subject, candidate must obtain for a “pass”, at least 36% of the aggregate marks in all the papers prescribed at the examination, provided that



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if a candidate fails to secure 36% in each individual papers of theory at any of the examinations he/she shall be declared to have failed at the examination notwithstanding his having obtained the minimum percentage of marks required in the aggregate for the examination. Division will be awarded at the end of the Final Examination on the Combined marks obtained at the Previous and Final Examination taken as under:

First Division : 60 percent or above of the aggregate marks
Second Division: 48 percent or above of the aggregate marks
Third Division : 36 percent or above of the aggregate marks
No Division will be awarded at the Previous examination.

- (ii) There shall at least be 9 or 10 theory papers in Post-graduate Examination; 4 or 5 in Previous and 4 or 5 in Final examination, unless and otherwise prescribed.
- (iii) Each paper will be of three hours duration and shall carry 100 marks.
- (iv) In case a candidate stages walkout/boycott from the examination paper (s), the same will not be re-conducted and the candidate participating in such a walkout/boycott will be treated as ABSENT in those papers.
- (v) A candidate will be required to pass theory paper and practical papers separately atleast 36% marks in Post-graduate Previous Examination would be promoted to the final year Post-graduate class.
 - (a) Where the number of papers prescribed at the Previous examination is an odd number it shall be increased by one for the purpose of reckoning 50% of the papers.
 - (b) Where a candidate fails in the paper (s) for want of securing requisite minimum percentage marks in the



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aggregate, he/she shall be exempted from re-appearing in such paper(s) in which he/she secured at least 36% marks and who has passed 50% papers theory & practical papers separately. Here, for passing in each paper 36% marks are required.

- (c) Where a candidate secures the requisite minimum percentage in the aggregate of all papers but fails for want of the requisite minimum percentage of marks prescribed for each individual paper, he/she shall be exempted from re-appearing in such paper(s) in which he/she has secured at least 36% marks. Here for passing in each paper 36% marks are required.
- (d) For clearing failing papers full examination fee shall be charged separately for each class.
- (e) Where a candidate secures the requisite percentage in the aggregate marks he/she shall be exempted from re-appearing in such paper (s) in which he/she secured at least 36% marks provided he/she is passing in at least 50% Theory and Practical papers separately. Here for passing in each papers 36% marks are required.
- (f) Where a candidate secures the requisite minimum percentage of marks in the aggregate of all papers but fails for want of requisite minimum percentage of marks prescribed for each individual papers he/she shall be exempted from re-appearing in such papers. Here for passing in each paper 36% marks will be required.

22. IMPROVEMENT IN POST GRADUATE EXAMINATION

- (i) A student, who has passed the Previous examination of Post graduate class in the last examination can improve upon all the papers prescribed for previous examination without taking admission in Final year or in maximum two papers of the Previous year examination along with Final year examination. Improvement



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is allowed in theory papers only of the previous year class in the subsequent year.

- (ii) A candidate who has obtained his Master's degree of the University in Second or Third division may be permitted if he/she so desires to improve his/her division. He/she can improve in any one or two or full papers of the Final year with current syllabus at the subsequent Final year examination for which he/she shall have to pay the prescribed examination fee.
- (iii) When one wants to improve any one or two or all papers of final year or in any paper of the Previous year along with Final year, his previous result in such papers in which he/she is allowed to improve in next subsequent examination, will be cancelled as precondition for which he/she will have to give an undertaking in prescribed form in writing on a Non-judicial stamp paper of Rs. 10/- to the effect that his/her earlier result/marks be treated as cancelled and can doing so, he/she will surrender to the university his/her original mark-sheet and degree etc.
 - (a) Marks obtained at the next examination after improvement will be taken into account whether the marks secured are higher or lower.
 - (b) A candidate improving paper(s) of Final year examination shall also be required to submit to the University along with his/her application form the original Master's degree of the University (if awarded to him/her) along with the original and duplicate mark-sheet (if any) both for the Previous and Final year examination. If the degree is already in the custody of Controller of Examinations or has not been issued to the candidate, he/she shall mention this fact in his/her application form and shall authorise the Controller of Examinations in writing for the cancellation of the same whatever be his/her result. (Format of under taking is printed on last page).



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- (c) The application form of such candidate for admission to the examination shall be forwarded and countersigned by the same office who had forwarded it at his/her last appearance at the examination provided that a candidate who had taken his/her degree last time as non-collegiate candidate shall submit his/her application form through concerned Dean/Principal of the college along with examination and other fees as above.
- (d) Only one chance at the subsequent examination shall be given to a candidate for improvement of his / her performance under the above scheme.
- (e) A candidate who wishes to withdraw the submitted application for improvement has to submit an application through the Dean/Principal before one month of commencement of examination. Thereafter, the fee will not be refunded in any case. Further, no such application would be considered after that time in above cases.

23. EXAMINATION MEDIUM

A Candidate can opt English or Hindi medium (Except Language papers) for answering paper at the examination. In M.A./M.Sc. in Mathematics at which only English medium is permitted. Candidates are not allowed to use another medium for answering question papers. Any candidate using a medium other than English or Hindi for answering question paper would make his/her examination in that paper liable to cancellation.

24. EXAMINATION DATES

- (i) The dates of University examination of 2013 will be announced well before the commencement of the Examination. The candidates are advised to note down the examination Time Table from the



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Centre/College concerned from where the candidate had got the application forwarded.

- (ii) In exceptional circumstances the Examination centre and Examination dates are liable to be changed. Candidates are advised to be vigilant to note down the changed programmes notified on the notice boards of the Examination Centre and appear at the examination accordingly.

25. SUBMISSION OF DISSERTATIONS FOR ALL CLASSES (EXCLUDING M.Phil.):

The rules for submission of dissertations are mentioned as under:-

- (i) "Dissertation shall be type-written and shall be submitted in triplicate, so as to reach the Controller of Examination at last two weeks before the commencement of Examination."
- (ii) In case it is not submitted in prescribed time, late fee will be charged, as under, while submitting the dissertation in the University office.
- (a) Rs. 125/- within one month after completion of the Examination.
- (b) Rs. 100/- more in addition to Rs. 125/- after the expiry of one month time from the completion of the Examination.
- (c) Rs. 100/- more in addition to the provision contained in (a) & (b) upto two months from the completion of the Examination, but not later than 75 days, otherwise the result of the candidate will be declared at the next ensuing Examination."



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स्नातक तथा स्नातकोत्तर छात्र-छात्राओं के लिये परीक्षा आवेदन पत्र भरने हेतु विशेष निर्देश ।
इनके अतिरिक्त अंग्रेजी में विस्तृत निर्देशों को भी ध्यान से पढ़ने के बाद आवेदन करें –

(ऑनलाइन आवेदन पत्र गलत भरे जाने पर विश्वविद्यालय जिम्मेदार नहीं होगा)

1. ऑनलाइन आवेदन पत्र में कोई असत्य विवरण देने या झूठे प्रलेख संलग्न करने या मूल अंकतालिका व प्रलेख में हेराफेरी इत्यादि को अनुचित साधनों (UM) की श्रेणी में समझा जायेगा तथा अभ्यर्थी की वर्तमान परीक्षा रद्द कर एक से तीन वर्ष तक की परीक्षा में बैठने से वंचित किया जा सकता है।
2. प्रथम बार जो छात्र विश्वविद्यालय की परीक्षा में सम्मिलित होंगे उन्हें एनरोलमेंट आवेदन पत्र भरना आवश्यक है। स्वयंपाठी छात्र शुल्क के साथ ही अपना एनरोलमेंट आवेदन पत्र परीक्षा आवेदन के साथ-साथ भरें तथा मूल टी.सी./माइग्रेशन व अन्य वांछित दस्तावेज संलग्न करें।
3. पात्रता परीक्षा सुखाड़िया विश्वविद्यालय एवं माध्यमिक शिक्षा बोर्ड, अजमेर से उत्तीर्ण करने वाले छात्रों को योग्यता प्रमाण पत्र भरने की आवश्यकता नहीं है।
4. पिछली परीक्षाओं के मूल प्रमाण-पत्र/अंकतालिकाएं महाविद्यालय स्तर पर ही जांची जायेगी व संबंधित विद्यार्थी को उसी स्तर पर लौटा दी जायेगी। सभी दस्तावेजों की सत्यापित प्रतिलिपि आवेदन-पत्र के साथ संलग्न करें।
5. सभी छात्रों का परीक्षा शुल्क चालान के माध्यम से ICICI बैंक में जमा होगा। आवेदन-पत्र की प्रति (प्रिंट आउट) महाविद्यालय में ही जमा करावें।
6. स्वयंपाठी परीक्षा के लिए उदयपुर, राजसमंद, सिरोही, डूंगरपुर, बांसवाडा व चित्तौड़गढ़ प्रतापगढ़ जिलों में बौनाफाइड निवासी को ही अनुमति है।
7. प्रथम वर्ष कला में छात्र एक समूह से केवल एक विषय का ही चयन करें।



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8. ऐसे विषय जैसे विज्ञान संकाय (गणित को छोड़कर) कला संकाय में मनोविज्ञान, भूगोल, संगीत, चित्रकला, आर.डी. एक्स्टेंशन, एफआर.यू. व सांख्यिकी आदि जिनमें प्रायोगिक परीक्षा होती है उनमें स्वयंपाठी छात्र नहीं बैठ सकेंगे।
9. किसी भी कक्षा में लगातार तीन अवसरों में अनुत्तीर्ण होने वाले छात्र को पुनः उसी कक्षा की परीक्षा में बैठने की अनुमति नहीं दी जायेगी। अनुपस्थित अवसर की गणना भी अनुत्तीर्ण में होगी।
10. श्रेणी सुधार के आवेदक अपने आवेदन-पत्र के ऊपर बड़े लाल अक्षरों में ‘‘श्रेणी सुधार हेतू’’ लिखें मात्र 2012 की परीक्षा के ही छात्र श्रेणी सुधार हेतू आवेदन कर सकते हैं। श्रेणी सुधार प्रश्न पत्रों की परीक्षा प्रचलित पाठ्यक्रम सत्र 2012-2013 के अनुसार होगी।
11. श्रेणी सुधार हेतू वांछित अंडर टेकिंग जों कि अग्रेजी के निर्देशों के अन्तिम पृष्ठ पर दी गई है, जिसे भरकर 10/- रु. के नोन ज्यूडिशियल स्टाम्प पर नोटरी से प्रमाणित करवाकर आवेदन पत्र के साथ संलग्न करें तथा मूल अंकतालिका भी संलग्न करें। स्नातकोत्तर पूर्वाह्न/उत्तराह्न, के छात्र एक/दो/सभी प्रश्न पत्रों में श्रेणी सुधार करने पर मूल अंक तालिका संलग्न करें। स्नातक में एक या दो विषयों का श्रेणी सुधार न होकर कक्षा के सभी प्रश्न पत्रों का श्रेणी सुधार परीक्षा आवेदन पत्र मान्य होगा। स्नातक स्तर श्रेणी सुधार में यदि छात्र परीक्षा 2012 की प्रायोगिक परीक्षा में उत्तीर्ण है तो उस प्रायोगिक परीक्षा के प्राप्त अंको को केरी फारवर्ड किया जाएगा, छात्र पुनः प्रायोगिक विषय की परीक्षा के लिए आवेदन न करें।
12. प्रत्येक छात्र को एक ही परीक्षा आवेदन-पत्र भरना है, जो छात्र वर्तमान परीक्षा के साथ पिछली परीक्षा के बकाया विषय में भी बैठना चाहते हैं, तो उसे वर्तमान परीक्षा शुल्क के साथ-साथ बकाया विषय का परीक्षा शुल्क भी लिया जावेगा।
13. पुनर्मूल्यांकन के फलस्वरूप परीक्षा परिणाम परिवर्तित होने के पश्चात माहविद्यालय के माध्यम से पुनर्मूल्यांकन अंकतालिका की सत्यापित प्रतिलिपि के साथ अगली योग्य परीक्षा के लिए पूर्व में भरे आवेदन-पत्र के परिवर्तन हेतू विश्वविद्यालय का पुनर्मूल्यांकन परिणाम तिथि से 10 दिन के अन्दर प्रार्थना पत्र प्रस्तुत करें ताकि आवेदन-पत्र उचित कक्षा में परिवर्तित किया जा सकें तथा शेष शुल्क भी जमा कराना होगा।



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14. एक विद्यार्थी को एक सत्र में दो डिग्री/डिप्लोमा/प्रमाण-पत्र परीक्षा में सम्मिलित होने की अनुमति नहीं दी जायेगी।
15. स्नातक पाठ्यक्रम के वे अनुत्तीर्ण छात्र जिनके लिए प्रायोगिक परीक्षा निर्धारित है, प्रायोगिक प्रश्न पत्र में अनुत्तीर्ण है तो आवेदन पत्र/ओ.एम.आर. में स्पष्ट लिखें कि प्रायोगिक परीक्षा देनी है। प्रायोगिक परीक्षा में उत्तीर्ण होने पर ओ.एम.आर. में पिछले प्राप्तांक अवश्य लिखें।
16. स्नातकोत्तर पाठ्य क्रम में अनुत्तीर्ण छात्रों के प्रायोगिक विषय के अंक परीक्षा 2012 सम्मिलित नहीं होंगे चाहे उन्होंने प्रायोगिक प्रश्न पत्र उत्तीर्ण कर रखे हैं इसलिये उन्हें 2012 की प्रायोगिक परीक्षा में पुनः सम्मिलित होना है।
17. अध्ययन में अन्तराल होने पर 10/- के नॉन ज्यूडिशियल स्टाम्प पर अन्तराल वर्षों में किये जाने वाले कार्यों का शपथ पत्र नोटरी से सत्यापित कर संलग्न करें।
18. स्नातकोत्तर परीक्षा हेतु 1989 के बाद से स्नातक उपाधि 10+2+3 आवश्यक है।
19. संकाय परिवर्तन की स्थिति में द्वितीय वर्ष के लिये आवेदन तब ही करें जब प्रथम वर्ष के सभी ऐच्छिक विषय उत्तीर्ण कर लिये हों। संकाय परिवर्तन वाणिज्य संकाय से कला संकाय में एवं विज्ञान संकाय से कला व वाणिज्य संकाय में हो सकता है।
20. प्रथम वर्ष के सभी ऐच्छिक विषय उत्तीर्ण करने पर ही छात्र द्वितीय वर्ष में एक विषय परिवर्तन कर सकता है परिवर्तन में प्रायोगिक विषय नहीं लिया जा सकता एवं परिवर्तन विषय समूह के अनुसार ही होना चाहिए।
21. पूर्व में पुरानी पद्धति के 10+1+3 अथवा 10+2+2 के अनुत्तीर्ण छात्र पुनः परीक्षा हेतु प्रथम वर्ष के लिए आवेदन करें।
22. एडीशनल कोर्स या एडीशनल सबजेक्ट के प्रश्न-पत्र प्रचलित पाठ्य क्रम के अनुसार ही होंगे।



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23. स्नातक प्रथम, द्वितीय, तृतीय वर्ष, स्नातकोत्तर पूर्वाह्न, उत्तरार्द्ध, सभी संकाय एवं सभी डिप्लोमा सर्टिफिकेट के अनुत्तीर्ण या बकाया प्रश्न पत्र या श्रेणी सुधार की परीक्षा वर्तमान पाठ्यक्रम सत्र 2012-2013 के अनुसार होगी, अतः ऐसे विद्यार्थी सत्र 2012-2013 में लागू सिलेबस को देखकर आवेदन करें।
24. ऐसे छात्र जो द्वितीय वर्ष में उत्तीर्ण हैं लेकिन प्रथम वर्ष का ऐच्छिक विषय बकाया है तो ऐसे छात्र प्रथम वर्ष के बकाया प्रश्न पत्रों के लिए प्रथम वर्ष के आवेदन पत्र भरे। द्वितीय वर्ष व प्रथम वर्ष का बकाया प्रश्न पत्र होने पर द्वितीय वर्ष का आवेदन पत्र भरे।
25. अनुचित साधनों के प्रयोग से जिन छात्रों परीक्षा रद्द की गई है उन्हें पुनः प्रायोगिक परीक्षा में सम्मिलित होना है।
26. बी.एड. पाठ्यक्रम में पूर्व छात्रों के प्रायोगिक परीक्षा एवं आन्तरिक मूल्यांकन के अंक अशेषित किये जायेंगे।
27. बी.एड. के अनिवार्य प्रश्न पत्र कम्प्यूटर लिटरेचर एवं एजुकेशन एप्लीकेशन उत्तीर्ण होना अनिवार्य है अनुत्तीर्ण होने पर पूर्व छात्र के रूप में पुनः देनी होगी।
28. बी.एड. पाठ्यक्रम में ऐच्छिक प्रश्न पत्रों में से किसी एक भी प्रश्न पत्र में अनुत्तीर्ण होने पर छात्र को सभी सैद्धान्तिक परीक्षा पुनः देनी होगी।