



अटल बिहारी वाजपेयी विश्वविद्यालय, बिलासपुर (छ.ग.)

गांधी चौक के पास, बिलासपुर, जिला-बिलासपुर (छ.ग.) 495001

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क्रमांक / 4555 / स्था.प्रशा. / 2020

बिलासपुर, दिनांक 22.7.2020

—:: अधिसूचना ::—

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विश्वविद्यालय की विद्यापरिषद् की 16वीं आपात बैठक दिनांक 06/06/2020 एवं विश्वविद्यालय की कार्यपरिषद् की बैठक दिनांक 23/06/2020 में लिये गये निर्णय के अनुसार विश्वविद्यालय शिक्षण विभाग में संचालित प्रमाण पत्र पाठ्यक्रम हेतु पूर्व में निर्मित दिशा-निर्देश को संलग्न विनियम क्रमांक- 14 के रूप में अधिसूचित किया जाता है।

आदेशानुसार,

22/7/2020

कुलसचिव

बिलासपुर, दिनांक 22.7.2020

पृ. क्रमांक / 4556 / स्था.प्रशा. / 2020

प्रतिलिपि:-

01. कुलपति के निज सहायक को माननीय कुलपति महोदय के सादर सूचनार्थ।
02. विभागाध्यक्ष समस्त, विश्वविद्यालय शिक्षण विभाग, अटल बिहारी वाजपेयी विश्वविद्यालय, बिलासपुर को सूचनार्थ एवं आवश्यक कार्यवाही हेतु।
03. परीक्षा नियंत्रक, अटल बिहारी वाजपेयी विश्वविद्यालय, बिलासपुर को सूचनार्थ एवं आवश्यक कार्यवाही हेतु।
04. वित्ताधिकारी, अटल बिहारी वाजपेयी विश्वविद्यालय, बिलासपुर को सूचनार्थ।
05. विश्वविद्यालय के वेब-पटल में अपलोड करने हेतु।
06. कार्यालयीन प्रति।

सहायक कुलसचिव (अकादमी)

Regulation No. 14
For
The Admission, Evaluation and Award of Certificate programs
(Under the Dual Degree Program)

1. Preamble

- 1.1 The regulation shall be called as regulation for certificate program offered by various departments under dual degree program as per UGC guidelines.
- 1.2 This regulation shall come into force from the Academic Session commencing after the date of notification issued by the university.
- 1.3 Certificate program shall be started by any department with maximum of 8 credits and maximum 6 months duration.
- 1.4 This certificate program shall be opened for any students of this university (Either enrolled or not enrolled) or any students of any other university or for working professionals.
- 1.5 The time of the certificate program shall be either in morning or evening so that main program in which student has taken admission will not affect.
- 1.6 Program shall be run by the department concern and shall be the joint responsibility of all the faculty members of the department. In any circumstances special guest faculty/Adhoc faculty will not be provided to run this program. However expert lectures either in person or online can be conducted from time to time.
- 1.7 The nomenclature of the certificate program shall be as prescribed by National Skill Quality framework (NSQF), any statutory body or any university like IGNOU.
- 1.8 The university shall develop a mechanism to enroll students under dual degree program.
- 1.9 The program will run either in morning or evening time so that main program in which student has enrolled will not be hurdled

2. DEFINITIONS:

- 2.1 "*Vishwavidyalaya*" or "*University*" means Atal bihari Vajpayee university.
 - 2.2 "*Student*" means one who has been admitted in the certificate program of this University.
 - 2.3 "*Course*" means "papers" through different modes of delivery and is a component of a program as detailed out in the respective program structure.
 - 2.4 "*Credit*" means a unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture, seminar or tutorial) per week or two hours of practical work/field work/project etc. per week. The number of credits for each course shall be defined in the respective examination scheme.
 - 2.5 "*Dual degree*" shall mean students studying in UG/PG or any other program can simultaneously take admission in this program as per UGC guidelines.
 - 2.6 *Program* shall mean name of the certificate program.
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3. ADMISSION PROCEDURE AND ELLIGIBILITY:

- 3.1 Each department shall constitute an admission committee well in advance duly approved by vice chancellor as per the rules of the university. Entire process of admission shall be the responsibility of duly constituted admission committee of the department concern.
- 3.2 Reservation and relaxation in minimum eligibility for admission for OBC/SC/ST/DA shall be as per C.G. govt. rule.
- 3.3 Admission in the certificate program shall be normally on the merit basis of qualifying examination and shall be taken in the month of July as well as January of each academic year.
- 3.4 The eligibility and duration of the certificate programs shall be as follow:

S. No.	Name of the program	Duration	Eligibility
1	Certificate Program	03months to 6 months	10 th /12 th /Graduation with pass division
2	Post Graduate Certificate Program	6 months	Graduation with pass division
3	Advance Certificate Program	6 months	Graduation with pass division

4. NUMBER OF SEATS

Number of seats in each program shall be as approved and notified by the Academic Council of the University.

5. ENROLMENT IN THE UNIVERSITY

Since program will run under dual degree program. So enrollment shall not be required for those who have already enrolled in any of the program of the university or its affiliated college. For other students admitted to the program shall be enrolled before appearing in the semester examination through the procedure prescribed by the university from time to time. Further student already admitted to any other program of the university shall produce evidence of admission and enrollment and the same shall be provided to examination section.

6. COURSE STRUCTURE

- 6.1 The scheme of the program shall be as follows:

S. No.	Paper	Min Credit	Max Credit	Marks
1	Subject specific Theory	02	04	100
2	Subject Specific practical	02	04	100
	Total	04	08	200

- 6.2 Course contents shall be decided and approved by the committee consisting all the faculty members of the department/Board of studies (BoS).
- 6.3 Each paper shall have 75% marks as external examination and 25% marks as internal examination.
- 6.4 Three Internal examination each of 15 marks shall be conducted and average of best two will be considered as marks of internal examination.
- 6.5 Remaining 10 marks shall be given on the basis of presentation/field work etc. both in theory as well as in practical subjects.

7. ATTENDANCE AND ELIGIBILITY TO APPEAR IN EXAMINATION:

A student must have a minimum attendance of 75% of the total number of classes held during the semester including lectures, practical / tutorials etc., for appearing in the end semester examination. However, Students having attendance more than or equal to 60% and less than 75% shall apply for condonation to the respective Head. The condonation shall be provided by the Vice chancellor after due consideration of reasons prescribed by the university/C.G. state.

8. MEDIUM OF INSTRUCTION

The medium of instructions and examination shall be both English and Hindi.

9. EXAMINATION, EVALUATION RESULTS PREPARATION

9.1 The end semester examinations will be held as per the academic calendar in such a way so that main examination of the students will not be affected.

9.2 The minimum percentage of marks to pass the program shall be 40% in each paper (course) including both internal as well as external examination.

9.3 A student who has passed in all the courses of end Semester Exam and obtained at least 40 percent overall marks (Including both internal and external exams) shall be declared as 'Passed'. The division shall be awarded after successful completion of end semester Examination according to the following criteria:

(i) First Division with distinction: Percentage $\geq 75\%$

(ii) First Division: Percentage $\geq 60\%$, but $< 75\%$

(iii) Second Division: Percentage $\geq 40\%$, but $< 60\%$

9.4 Students obtaining less than 40% marks shall be declared Fail.

9.5 Students admitted but not appeared in examination shall be out from this program. He/she has to take new admission.

9.6 A student appeared (Either partially or fully) and not able to clear either in one paper or in both the papers shall be eligible to reappear in forthcoming examination as Ex-student.

9.7 The total duration of the certificate program shall be one year.

9.8 Student will get only one chance as Ex-student to clear the certificate program.

9.9 There shall not be provision of revaluation.

10. TRANSCRIPT:

10.1 Following should be specified in the transcript

“ The Program is a certificate program offered by university under dual degree program”

10.2 Transcript should contain particulars of the students like roll number, enrollment number, fathers name etc. , internal and external marks obtained along with division as specified in section 9.3.

11. INTERPRETATION:

In any matter of interpretation of the provisions of this regulation, the matter shall be referred to Vice-Chancellor who is the chairman of Academic Council. His/her decision shall be final. Also if any question arises related to the matters not covered in these provisions, the relevant provisions made in appropriate Act/Statute/Ordinance/Regulations/Rules/Notifications issued by the university shall prevail.