

## **ORDINANCE NO. 98**

[Ordinance prepared as per the provisions given in Statute 28(1) (b) of  
The Central Universities Act, 2009]

Governing the Certificate Programme on

**TRIBAL DEVELOPMENT AND LAW [Under Self-Finance Scheme]**

**Under Choice Based Credit System**

### **1. TITLE AND COMMENCEMENT**

1.1. The Ordinance shall be called as Ordinance for Certificate Courses (One semester) in ‘Tribal Development and Law’, (in short, TDL).

1.2. This ordinance will come into force from the Academic Session 2023-2024.

### **2. CERTIFICATE ON TRIBAL DEVELOPMENT AND LAW (TDL)**

The University may provide “Certificate on Tribal Development and Law” to such candidates who, having been admitted for TDL Certificate Programme, have received regular instructions in the prescribed courses of study, passed relevant examinations and have fulfilled such other conditions as may be laid down by the appropriate authority from time to time.

### **3. PROGRAMME EDUCATIONAL OBJECTIVES**

The Certificate Programme on Tribal Development and Law will have the objectives:

1. To train the aspirants to understand the needs of the tribal community and the issues and challenges, they are usually exposed to, in the way to their development.
2. To develop adequate skills in them to prepare and implement development plan & projects for tribal communities
3. To prepare them as competent change agent in the field of tribal development.
4. To enable the learner to voluntarily work for tribal development.
5. To prepare a group of professionals who, having trained in tribal issues and problems in different perspectives, will pursue for solutions offered by law and legal means.

### **4. PROGRAMME OUTCOMES**

After completion of the Programme, the learner will be able to:

1. Enhance the knowledge base regarding the status of Tribal people in India and specifically in Chhattisgarh.
2. To stand for and spread the awareness of right of tribal people.
3. Know the legal provisions relating to the tribal development, their protection and promotion.

4. Get employment in tribal development department, in NGOs or in other institution engaged in tribal welfare activities.
5. To voluntarily work for tribal development.

#### **5. DURATION OF STUDIES**

The minimum duration to complete this Certificate Programme shall be Six Months and Maximum up to Two Years. The student shall be permitted to complete the programme requirements within a maximum of two years from the date of admission to the programme.

#### **6. NUMBER OF SEATS**

Number of intakes in the Certificate Programme will be 20. However, the Academic Council of the University will have right to increase or decrease the number of intakes in this Certificate Programme.

#### **7. FEES**

The students pursuing the Certificate Programme shall have to pay fee as may be prescribed by the University from time to time.

#### **8. ADMISSION**

- 8.1. The admission to Certificate Programme will be made strictly on merit on the basis of entrance test or by any other method conducted by the Vishwavidyalaya for this purpose or any other procedure as notified by the university from time to time.
- 8.2. Aspirants seeking admission in the Certificate Programme must have passed basic eligibility criteria i.e., graduation in any stream or its equivalent from a recognized University. Further, candidate appeared in the qualifying examination and awaiting the result may also apply. But the admission shall be confirmed only after the declaration of the result and passing the examination and fulfilling the admission eligibility criteria. In addition, the University shall follow all the guidelines as given by the UGC admissions from time to time.
- 8.3. Reservation for OBC/SC/ST/EWS/PWD (Person with Disability) and Kashmiri migrant candidates, shall be as per the policy laid down by Government of India and the University from time to time.
- 8.4. Reservations and admissions to NRI/Foreign Students/ Persons of Indian Origin (PIO) Children of Indian Workers in the Gulf Countries and Management/ Institute

Preference Quota shall as per the policy laid down by Government of India and the University from time to time.

#### **9. PROGRAM STRUCTURE & COURSE CONTENTS:**

The study of the Certificate Programme on TDL shall comprise of courses of study the structure and contents of which shall be approved or modified by Board of studies of Department from time to time. The program shall be based on **Choice Based Credit System**.

#### **10. MEDIUM OF INSTRUCTION**

Medium of instruction shall be Hindi and/or English, the question paper will be set in both Hindi and English.

#### **11. ATTENDANCE AND ELIGIBILITY TO APPEAR IN THE 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 semester examination. However, Students having attendance more than or equal to 65% and less than 75% may apply for condonation to the Dean of school through the Head of Department. The Dean of School may condone aforesaid shortage in attendance after due consideration of one or more of the following reasons:

- (a) Participation in NCC/NSS Camps, duly supported by a certificate from the Commanding Officer;
- (b) Participation in University Team(s)/Games or Inter-state or Inter-University tournament(s) duly supported by a certificate from appropriate authority of the University;
- (c) Participation in educational excursion conducted on working days certified by the Dean or Head of the department. These excursions shall not include those organized for the class as a whole;
- (d) Participation in any of co-curricular activities organized by the Institute/Department/School, duly certified by competent authority;
- (e) Prolonged illness duly certified by the Registered Medical Practitioner;
- (f) Any other cogent reason up to the satisfaction of the Head of Department/ Dean.

The application must be supported by such documents as considered to be fit for granting such condonation.

## 12. EXAMINATION AND EVALUATION:

### 12.1. General:

- 12.1.1. The academic performance of a candidate shall be evaluated in respect of the courses of study prescribed for each semester through: (a) Evaluation of Semester Examinations, (b) Continuous Internal Assessment, and (d) Assessment of Dissertation.
- 12.1.2. There shall be a Semester Examination conducted by University at the end of the Semester. A student shall be required to pass in all the prescribed courses within a maximum period of two years from the date of admission.
- 12.1.3. The medium of examination for Certificate Programme shall be either English or Hindi. Students will be free to opt in the semester examination any medium which would find them suitable, provided they would not opt both mediums.
- 12.1.4. Students shall be examined in three theory papers and one Dissertation work as prescribed in the syllabus. Each theory paper will carry one hundred marks. Out of 100 marks, 70% shall be allotted for the semester examinations and 30% marks shall be allotted to two continuous internal assessments of equal weightage.
- 12.1.5. Each student is required to submit a Field Based Dissertation and also to undergo for presentation/viva voce to defend his dissertation work.
- 12.1.6. To pass the Certificate Programme, a student must obtain 40% marks or above in each individual course.
- 12.1.7. Minimum passing grade of each course will be 'P'.
- 12.1.8. For award of Certificate Programme on TDL each candidate shall have to secure 4.0 CGPA.
- 12.1.9. No candidate shall be allowed to take the University Examination unless he/she has submitted examination form, paid all the fees due, obtained 'No Dues' certificates from the Library and Department, submitted the Project report, Dissertation, etc. which has become due.

## **12.2. Examination:**

### **12.2.1. Semester Examination of Theory Paper**

- 12.2.1. The examination for theory papers will be taken at the end of semester, and will be held on such dates as may be notified by the appropriate authority of the University.
- 12.2.2. Candidates shall be examined according to the Scheme of Examination and Syllabus as approved by the Academic Council from time to time.
- 12.2.3. Examination of theory paper shall be conducted by means of written papers, each carrying 70 marks and of three-hour duration.
- 12.2.4. In each paper 30 marks shall be reserved for award on the basis of Continuous Internal Assessment.
- 12.2.5. Evaluation of theory paper shall be entirely internal. The Teacher-in-Charge of the concerned course paper may be required to frame the question paper and evaluate the answer script. If a course paper is offered by more than one teacher, the setting of question paper and evaluation may be done jointly. In case, the teacher in charge of the concerned course paper is not available, the Head of Department may assign the task of evaluation of answer script to any teacher who is available.

### **12.2.2. Internal Assessment of Theory Paper**

The continuous internal assessment of 30 marks in each theory paper will comprise of:

- (1) Assessment of Written Exam for 15 marks.

#### **Note: -**

There will be one compulsory internal written exam during the semester. The performance of students will be assessed by the teacher offering the course on the basis of response of students. If a student fails to give internal exam because of some

emergencies/unforeseen situation, the Dean of School may permit the student to appear in the special internal exam on the satisfaction of the reason mentioned by student for not appearing in the regular internal exam.

- (2) Assessment of Written Project Work and Oral Defence: 10 marks for written Project Work and 5 marks for oral defence of written project.

**12.2.3. Assessment of Dissertation:**

- 12.2.3.1. The student will be required to submit the dissertation at least 10 days before the last working day of the semester as announced by the university. They will be required to submit three copies (excluding his/her own copy) of the dissertation with three copies of summary to the Head of Department only after the supervisor concerned certifies that it is worthy of consideration in partial fulfilment of Certificate programme.
- 12.2.3.2. The viva-voce of the dissertation will be conducted by a board consisting of the following members: (i) The concerned supervisor as an internal examiner, (ii) external examiner and the (iii) Head of the Department as the Chairperson. Such examination will be conducted only in the presence of an external examiner. In the absence of the supervisor, the Head of the Department shall act as internal examiner, but in the absence of both, the Dean/Vice-Chancellor may appoint any one whosoever he/she deems fit.
- 12.2.3.3. The purpose of the viva voce of Dissertation Work is to ensure that, among other things, student can defend his dissertation work verbally. If on the day of viva voce examination any student remain absents or does not perform in the said exam, his/her performance will be evaluated NIL by deeming that he/she was present in viva voce but could not defend his Dissertation work.

- 12.2.3.4. A candidate has to secure minimum 40 marks in order to pass in the examination of his/her performance in Dissertation work.
- 12.2.3.5. A student who has—
- (i) failed to submit the dissertation, or
  - (ii) has failed in the examination of his/her performance in dissertation work, or
  - (iii) has failed to appear in viva voce examination, or
- will be required to resubmit the dissertation work and undergo for viva voce in the subsequent available examination.
- 12.2.3.6. The School of Law will have rights to regulate on matter of Dissertation and Viva voce which has not been mentioned above or which needs clarifications, removal of doubts, etc.

### **12.3. Review of Answer Script**

- 12.3.1. Review of answer script means and include:
- (i) Consideration on the error apparent on face of record in answer script;
  - (ii) Re-consideration in details of all or part of answer written by student in the answer script,
- but it does not mean re-evaluation of the answer script.
- 12.3.2. After evaluation of answer script of semester examination of theory paper, students may see the answer-scripts by consulting the concerned teacher within 3 working days or such number of days as will be notified by the department.
- 12.3.3. If any student is not satisfied with the clarification to the queries given by the teacher-in-charge to a student regarding evaluation of the answer script of semester examination, he/she may apply for review of the concerned answer script through an application.
- 12.3.4. Application for Review of answer script will be accepted only in context of semester examination of theory paper. As such, application for review will not be accepted in context of internal assessment and evaluation of Dissertation.

- 12.3.5. Application for Review of the answer sheet will be accepted within five days after the evaluated answer script become available for student to be seen. However, HOD, may increase it up to such number of day as he deems fit. No application will be accepted thereafter for this purpose.
- 12.3.6. For the purpose of review of answer script of applicant, a three-member committee (subject wise) will be constituted, comprising:
- (i) Dean of School of Law (Chairperson)
  - (ii) Head of Department of Law (Member)
  - (iii) Second Examiner (either external or any internal faculty member(s), expert in the subject, other than those who originally evaluated the answer script).
- 12.3.7. The committee will review the answer script of the student and will submit the report on change in marks to the to the Controller of Examination.
- 12.3.8. In the process of review, the applicant will not present before the committee unless the opinion of the committee warrant his presence.
- 12.3.9. All works relating to review will be treated as confidential and therefore interim enquiries will not be entertained.
- 12.3.10. The option of review of answer script of any subject will be available to the students appeared in subsequent exam, on the same lines as it is available for review of the answer scripts of the main exam.
- 12.3.11. There will not be review of reviewed answer script.
- 12.3.12. All rules, above-mentioned, regarding review process will be superseded by the corresponding rules if framed in the exam manual/ordinance of the university.

#### **12.4. Credit System:**

The Certificate Programme on TDL shall have a specified number of Credit. Each course in the Certificate Programme including Dissertation shall have specified number of credits as set out in Program Structure. The number of credits along with grade points that the student has satisfactorily cleared shall measure the performance of the student. Satisfactory progress of a student is subject to his/ her maintaining a minimum Cumulative Grade Point Average (CGPA), as well as



minimum grades in different courses of the Program as given in table-1 which a student if obtains is eligible for the award of Certificate.

**Calculation of Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):**

- (i) The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e.

$$\text{SGPA (S}_i\text{)} = \Sigma (\text{C}_i \times \text{G}_i) / \Sigma \text{C}_i$$

where,  $C_i$  is the number of credits of the  $i$ th course and  $G_i$  is the grade point scored by the student in the  $i$ th course.

- (ii) The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a Program, i.e.

$$\text{CGPA} = \Sigma (\text{C}_i \times \text{S}_i) / \Sigma \text{C}_i$$

where  $S_i$  is the SGPA of the  $i$ th semester and  $C_i$  is the total number of credits in that semester.

- (iii) The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.

**12.5 Grading System:**

The grading system based on absolute marks, as detailed here under Table No. 1 shall be applicable for each course:

**Table No. 1: Award of grades based on absolute marks on a point scale**

Range of % of marks	Grade points	Letter Grade	GRADE
> 90 - ≤ 100	10	O	Outstanding
>80 - ≤ 90	9	A <sup>+</sup>	Excellent
>70 - ≤ 80	8	A	Very Good
> 60 - ≤ 70	7	B <sup>+</sup>	Good
> 50 - ≤ 60	6	B	Above Average
> 40 - ≤ 50	5	C	Average
=40	4	P	Pass
< 40	0	F	Fail
Absent	0	Ab	Fail

### **Description**

- (i) Letter grades O, A<sup>+</sup>, A, B<sup>+</sup>, B, C and P in the programme mean that the student has passed in the programme.
- (ii) The grade F and Ab denote FAIL; a student fails in the course due to poor performance or non-appearance/incomplete appearance in the examination of the course. A student has to appear at subsequent examination(s), if provided under the ordinances in all such courses, until a passing grade is obtained.
- (iii) One (01) grace mark will be given only once to improve the grade in overall result at the time of award of certificate and “G” will be mentioned against the CGPA.

### **12.6 Declaration of Result**

After declaration of results of semester exam, a candidate will be put in the following three categories on the basis of the marks obtained in all the courses of Programme, as follows:

- (i) Passed, i.e., those who has passed in examinations of all the courses of programme and has obtained at least a CGPA of 4.0. Such candidates will be eligible to be awarded with the Certificate of Programme.
- (ii) Detained, i.e., those who has not passed as per above provision. Such students, subject to not crossing maximum duration of the program as defined in the ordinance, will be allowed to clear their failed course(s) in the subsequent available examination(s) as ex-student.

#### **Note:**

Where a student fails in a course related to theory paper and he/she is allowed to appear in subsequent available exam, the internal marks of such failed course(s) will be carried forwarded for the corresponding course(s) in which he/she is appearing, and he will be treated as ex-student.

### **13. CONVERSION TO PERCENTAGE**

The conversion formula for converting CGPA to the corresponding Percentage (P) of Marks will be as follows:

$$P = 10 \times \text{CGPA}$$

**14. RANKING**

Only such candidates who complete successfully all courses in the Program in single attempt shall be considered for declaration of ranks, medals, etc. as per notification by the University.

**15. REMOVAL OF DIFFICULTIES**

In any matter of interpretation of the provision of this ordinance, the matter shall be referred to Vice-Chancellor who is the Chairperson of Academic Council. His/her decision shall be final. The Vice Chancellor, shall have power to make such modification, alteration or amendment in this ordinance as may be necessary to remove any difficulty arising out of its application.

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