MAHARASHTRA NATIONAL LAW UNIVERSITY, NAGPUR EXAMINATION REGULATIONS FOR UNDERGRADUATE DEGREE COURSES, 2025

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MAHARASHTRA NATIONAL LAW UNIVERSITY, NAGPUR
EXAMINATION REGULATIONS FOR UNDERGRADUATE DEGREE COURSES, 2025

(Amendment to Maharashtra National Law University Examination Regulations for B.A.LL.B. (Hons.) Five-Year Integrated Degree Course, 2016)

In exercise of the powers conferred under Section 44 read with clause (xxxiii) of Section 7 of the Maharashtra National Law University Act, 2014 (Maharashtra Act No. VI of 2014), the Executive Council of Maharashtra National Law University, Nagpur, hereby, makes the following Regulations:

The Maharashtra National Law University, Nagpur Examination Regulations for Undergraduate Degree Courses to define, regulate, consolidate and amend the procedure of examination, evaluation, promotion, award of degree including conduct, discipline, appeal, review, and other incidental matters relating to examinations at the University.

Whereas the Examination Regulations of 2016 were adopted for B.A.LL.B. (Hons.) Five-Year Integrated Degree Course. Thereafter, the University introduced other Undergraduate Degree Courses; therefore, these amended regulations shall replace the Examination Regulations of 2016 and apply to all Undergraduate Degree Courses.

CHAPTER-I
General Provisions

I. 1 Short Title of the Regulations

These Regulations shall be called 'Maharashtra National Law University, Nagpur Examination Regulations for Undergraduate Degree Courses, 2025'.

I. 2 Application

These Regulations shall apply to all the examinations of Undergraduate Degree Courses at the University.

I. 3 Definitions

The Maharashtra National Law University Act, 2014, the University Statutes, Regulations, Policies and the General Clauses Act, 1897 shall provide general interpretational guidance. Unless the context otherwise requires, the following terms shall mean:

(i) '*Academic Council*' means the Academic Council of the University under Section 21 of the Maharashtra National Law University Act, 2014.

(ii) '*Academic Integrity*' refers to Academic Integrity as defined under the Academic Code of Conduct for the Students, 2023.

(iii) '*Academic Leave*' means and includes the leave to a student for his absence from classes with prior written approval from the Competent Authority for participating in university-sponsored and/or approved activities.

(iv) '*Academic Misconduct*' refers to Academic Misconduct by a student as provided under the Academic Code of Conduct for the Students, 2023.

(v) '*Academic Year*' means consecutive odd and even semesters, starting from July and ending in June, consisting of not less than ninety (90) working days in each Semester as notified in the Academic Calendar of the University.

(vi) '*Act*' means the Maharashtra National Law University Act, 2014 (Maharashtra Act No. VI of 2014).

(vii) '*Apprentice*' refers to a student enrolled in B.A.LL.B.(Honours in Adjudication and Justicing) Five-Year Undergraduate Degree Course who shall work under a Judge for one semester for structured mentorship and experiential learning.

(viii) '*Apprenticeship*' refers to the Standard Operating Procedure (SOP) for the apprenticeship of B.A.LL.B.(Honours in Adjudication and Justicing) Five-Year Undergraduate Degree Course.

(ix) '*Assessment Internship Leave*' means and includes leave duly granted to a student in the Fifth-Year of an Undergraduate Degree Course for securing a suitable pre-placement offer.

(x) '*Assistant Registrar*' means and includes the Assistant Registrar(s) duly appointed under the Service Regulations of the University.

(xi) '*Attendance*' means and refers to the presence of student(s) recorded during lectures, tutorials, seminars and fieldwork conducted as per the Academic Calendar of the University.

(xii) '*Bar Council of India*' means the Bar Council of India, constituted under the Advocates Act, 1961 (Act No. 25 of 1961).

(xiii) '*Chief Warden*' means the Chief Warden, Halls of Residence (girls and boys) duly appointed under the Service Regulations of the University.

(xiv) '*Competent Authority*' means the Vice-Chancellor of the University or any other person(s) authorised by the Vice-Chancellor.

(xv) '*Controller of Examinations*' means and includes the Controller of Examinations duly appointed under the Service Regulations of the University.

(xvi) '*Course Coordinator*' refers to a faculty member who has been appointed by the Vice-Chancellor to coordinate academic activities, convene and preside over the meetings of subject teachers of the respective Undergraduate Degree Course.

(xvii) '*Credit*' means a unit that determines the number of hours of instructions required per week for the respective subject. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/fieldwork per week.

(xviii) '*Credit Point*' refers to the product of grade points and the number of credit(s) for a subject on offer.

(xix) '*Cumulative Grade Point Average*' (CGPA) means and refers to the measure of the cumulative performance of a student in all previous semesters completed successfully. It is the ratio of total credit points secured by a student in the subjects of previous semesters and the sum of the credits of all respective subjects. It is expressed up to two decimal places.

(xx) '*Curriculum*' means and includes academic contents, course objectives, learning outcomes, teaching-learning pedagogy and assessment criteria as approved by the statutory bodies of the University from time to time.

(xxi) '*Curriculum Development Committee*' refers to a committee consisting of members of the University Teaching Service constituted by the Vice-Chancellor to approve the course outline(s), course material and matters incidental thereto.

(xxii) '*Degree Course*' means duly approved Undergraduate Degree Course offered by the University from time to time.

(xxiii) '*Deputy Registrar*' means and includes the Deputy Registrar(s) duly appointed under the Service Regulations of the University.

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(xxiv) '*Executive Council*' means the Executive Council of the University under Section 15 of the Maharashtra National Law University Act, 2014.

(xxv) '*Grade Point*' means and refers to a specific numerical weightage allotted to each letter grade on a ten (10) point scale.

(xxvi) '*Grade Point Scale*' refers to the scale provided in Schedule-I of these Regulations.

(xxvii) '*Grade Sheet*' includes and refers to the marks sheet exhibiting grades secured by the registered student in a semester. A proforma indicating all components of a grade sheet is provided as Schedule-I of these Regulations.

(xxviii) '*He*' includes male, female and transgender, wherever the pronoun 'He' and its derivatives are used for any person.

(xxix) '*Inquiry*' means an inquiry conducted by a duly constituted committee by the Competent Authority of the University.

(xxx) '*Leave*' means and includes academic leave, assessment internship leave, medical leave, and menstrual leave as approved by the Competent Authority.

(xxxi) *'Medical Leave'* means and includes the leave granted to a student for his absence from classes duly approved by the Competent Authority.

(xxxii) '*Menstrual Leave*' means and refers to a leave provided to female students under Menstrual Leave for Students' Policy, 2024.

(xxxiii) '*Misconduct*' means and includes any act or omission as defined under the Academic Code of Conduct for the Students, 2023.

(xxxiv) '*Person with Disabilities'* means and includes a student who is covered under the provision of the Rights of Persons with Disabilities Act, 2016 (Act No.49 of 2016).

(xxxv) '*Registrar*' refers to the Registrar of the University under Section 29 of the University Act, 2014.

(xxxvi) '*Regulations*' means the Maharashtra National Law University, Nagpur Examination Regulations and/or any other Regulations enacted and implemented by the University from time to time.

(xxxvii) '*Semester Grade Point Average*' (SGPA) refers to the measure of performance of a student in a semester completed successfully. It is the ratio of total credit points secured by a student in all subjects offered in the semester and the sum of the credits of all respective subjects. It is expressed up to two decimal places.

(xxxviii) '*Semester*' means a time period consisting of eighteen (18) weeks of academic work equivalent to ninety (90) teaching days besides the days for examination and non-instructional days for co-curricular and extra-curricular activities. The odd semester may be scheduled from July to December and even semester from January to June.

(xxxix) *'Statutory Authority'* refers to the statutory bodies as envisaged under the Maharashtra National Law University Act, 2014 (Act No. VI of 2014).

(xl) '*Student*' means a person admitted to and pursuing a specified Undergraduate Degree Course or any Credit-based Course(s) offered by the University from time to time.

(xli) '*Subject*' includes and refers to mandatory/optional/elective paper as a component of a degree course.

(xlii) *'Subject teacher'* refers to a member of the University Teaching Service who has been assigned subject(s) for teaching by the Curriculum Development Committee of the University.

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(xliii) '*Technology Resources*' refers to technology resources as defined under the Academic Code of Conduct for the Students, 2023.

(xliv) '*Transcript*' means and includes a consolidated statement of marks and grades exhibiting the performance of a student in all semesters issued in the prescribed proforma provided in Schedule-I of these Regulations.

(xlv) '*Unfair means*' refers to an act or omission by a student who in relation to any examination, possesses or keeps accessible in the examination hall any paper, note, book or material in electronic, digital or physical form connected with the subject of the examination in which he is appearing; or gives assistance or guidance or receives it from any other fellow student or communicates or attempts to communicate with any other student or any other person in or outside the examination hall in respect of any matter connected with the subject or the examination in which he is appearing; or copies or has copied in the examination hall any content from any source relevant to the subject of examination or changes his seat with any other student or occupies a vacant seat or the seat of any other student not allotted to him; or refuses to obey the instructions of the invigilating staff; or misbehaves or commits an act of violence or creates disturbance of any kind in and around the examination hall; or organise a walk-out or instigates others to stage a walk-out; and discloses his identity or makes a distinctive remark in the answer script for the purposes of his identification during the examinations.

(xlvi) '*University Counsellor*' refers to a Counsellor duly appointed/hired by the University.

(xlvii) '*University Doctor*' refers to a doctor duly appointed/hired by the University.

(xlviii) *'University Premises'* refers to University Premises as defined under the Academic Code of Conduct for the Students, 2023.

(xlix) *'University'* means the 'Maharashtra National Law University, Nagpur' established under Section 3(1) of the Maharashtra National Law University Act, 2014.

(l) '*University-Sponsored Activity*' refers to University-Sponsored Activity as defined under the Academic Code of Conduct for the Students, 2023.

(li) '*Vice-Chancellor'* refers to the Vice-Chancellor of the University under Section 28 of the University Act, 2014.

(lii) '*Warden*' means faculty warden(s) and administrative warden(s) of Halls of Residence (girls and boys) duly appointed under the Service Regulations of the University.

CHAPTER-II
Committees

The University shall have an Examination Committee, Academic Integrity Committee, Moderation Committee, Malpractice and Misconduct Enquiry Committee, Medical Leave Scrutiny Committee and any other committee constituted by the Vice-Chancellor from time to time to ensure smooth functioning and transparent conduct of Examinations.

II. 1 Examination Committee

(i) There shall be an Examination Committee consisting of five (5) faculty members appointed by the Vice-Chancellor for each semester to conduct examinations as provided in the Examination Regulations of the University. However, the Vice-Chancellor may direct the same committee to continue for more than one (1) semester or an academic year. The Controller of Examinations shall be an *Ex*-officio member of the Committee.

(ii) The Committee shall address the grievances and complaints of the students pertaining to the Examinations.

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(iii) The Committee shall take such policy decision(s) necessary for the smooth conduct of the examinations, subject to the approval of the Competent Authority.

(iv) The Committee shall ensure that the moderation and evaluation process is completed in time.

(v) The Committee shall allot invigilation duties to the faculty members in the Examination Hall, ordinarily the ratio of invigilator and examinees being 1:25. However, the members of University Managerial Services shall be assigned to provide logistics during examinations.

(vi) The Committee shall ensure that the question paper(s), along with the requisite number of answer booklets and additional answer booklets, are supplied to the invigilators fifteen (15) minutes before the commencement of each Exam.

II. 2 Academic Integrity Committee

(i) There shall be an Academic Integrity Committee consisting of three (3) members of the Examination Committee appointed by the Vice-Chancellor for each Semester to focus on critical and analytical thinking and problem-solving skills to promote and protect the students' intellectual integrity and academic originality. The Committee shall ensure that:

(a) the academic standards, as envisaged by the regulators of higher education in the country, are maintained, and necessary amendments are made from time to time.

(b) the use of artificial intelligence, open source, online sources, etc., should be ethical without violating any intellectual property rights.

(c) where the examinations are conducted through online mode/distant mode the committee must observe the necessary online protocol.

(d) while deciding any matter relating to academic integrity, the committee shall consider the following:

(1) the examinees shall exhibit academic integrity, originality, and analytical thinking in their answer(s) during the examination.

(2) answers shall be based on original ideas, including observations, results, conclusions and recommendations regarding the principles and authorities.

(3) if examinees refer to any authentic, authoritative academic work of others, they shall exhibit academic honesty by providing suitable acknowledgement.

(4) to check plagiarism in academic writings such as project reports, seminar papers, etc., the examinees shall not exceed twenty per cent (20%) or more of the total work from other sources or ten per cent (10%) or more of the total work from a single source.

(5) the similarity checks for plagiarism shall exclude all quoted work reproduced with necessary attributions with complete references/citations; all references and acknowledgements; matches up to five per cent (5%) of similarity check; all generic terms; laws; technical terms; standard symbols; and standard equations.

(6) in case of plagiarism check by examinees on their own, the University shall not be responsible for any higher similarities found during the plagiarism check by the Examination Section.

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(e) if the evaluator finds any examinee not acknowledging the sources in the academic writings, he shall refer the matter to the Controller of Examinations for necessary action. The Controller of Examinations shall refer such matters to the Academic Integrity Committee.

(f) use of any means by examinees to tamper with the answer files to manipulate the similarity index is strictly prohibited. The Controller of Examinations shall refer such matters to the Academic Integrity Committee.

(g) on submission of the answer file by the examinees through ERP, the Examination Section, under the direction of the Controller of Examinations, shall conduct the plagiarism check and supply the report. In case of exceeding the upper limit of similarity or plagiarism, the Controller of Examinations may refer such case to the Academic Integrity Committee for an enquiry into the matter.

(h) after conducting the due investigation, the Academic Integrity Committee of the University shall submit its report along with recommendations to the Controller of Examinations.

(i) The Controller of Examinations shall place the findings along with recommendations of the Academic Integrity Committee to the Vice-Chancellor, whose decision shall be final and binding.

II. 3 Moderation Committee

(i) There shall be a Moderation Committee consisting of five (5) faculty members, appointed by the Vice-Chancellor for each semester or an academic year to review all question papers submitted by the subject teacher(s) to ensure that they meet the academic standards, syllabus coverage and learning objectives prescribed by the University. However, the Vice-Chancellor may direct the same Committee to continue for more than one (1) semester or an academic year.

(ii) The Committee may approve, amend or reject any question or question(s) of the paper that does not conform to the required standards, and the paper setter shall be required to submit the revised question or question(s) as revised paper within a specified time period.

(iii) The Committee shall ensure the balance and consistency of mark weightage, the distribution of questions over the taught syllabus and difficulty level throughout the question paper.

(iv) The Committee shall ensure a uniform distribution of questions and marks across all modules of the syllabus that align with course objectives and course outcomes in each question paper.

(v) The Committee shall review all questions for clarity, grammatical accuracy, language precision and academic correctness. Any ambiguous, misleading, or overly complex question(s) that may confuse or mislead students may be revised by the Committee to ensure that questions are framed clearly and concisely, leaving no scope for misinterpretation.

(vi) The Committee shall ensure that no question appears more than once in the same paper. Further, the Committee shall also ensure that no question is repeated from previous examination.

(vii) The Committee shall verify that the total length of the question paper is appropriate for the time allotted for the exam.

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(viii) The Committee shall ensure that students have a reasonable time to answer all questions, considering the nature of the questions and the total marks for the examination.

(ix) The Committee shall adhere to strict confidentiality regarding the contents of the question paper(s) and related material reviewed during the moderation process. Any unauthorised disclosure of contents shall be treated as a serious breach of academic integrity and result in professional misconduct under the Maharashtra National Law University, Nagpur Service Regulations, 2022.

(x) The Committee shall complete the review and approval of all question papers within the prescribed time frame.

(xi) Upon completion of the moderation process, the Committee shall submit a detailed moderation report to the Vice-Chancellor, highlighting any changes made and discrepancies found while final approval was accorded on the question paper(s). This report shall serve as an official record of the Committee's work and be kept confidential.

II. 4 Malpractice and Misconduct Enquiry Committee

(i) There shall be a Malpractice and Misconduct Enquiry Committee consisting of three (3) faculty members appointed by the Vice-Chancellor for each semester or academic year to investigate the matters relating to malpractice or misconduct during examinations. However, the Vice-Chancellor may direct the same Committee to continue for more than one (1) semester or an academic year.

(ii) The Committee shall undertake all such matters relating to malpractice and/or misconduct during examinations in accordance with these regulations and in addition to other regulations of the University for the time being in force.

(iii) The Committee shall conduct an investigation into the matters in a fair and transparent manner. In order to discharge its functions, the Committee may communicate in writing to summon concerned student(s), ask questions, record statements, call records, and examine any document from the student, faculty member, invigilator, and any other person associated with the examination process.

(iv) The Committee shall maintain the confidentiality of the proceedings while examining students, faculty members, invigilators, or any other person associated with the examination process.

(v) Any alleged matter of Malpractice and/or Misconduct shall be immediately reported to the Controller of Examinations by the invigilator or any member of the University who has the information in writing. If any informer, other than the invigilator(s), requests in writing not to disclose his identity, the Controller of Examinations shall accept the information and shall not disclose the identity of the informant to the Committee. Such written request of confidentiality shall be kept in a separate sealed covered envelope and used only when the Controller of Examinations deems it appropriate.

(vi) The written report of the Committee shall include a detailed account of the alleged or observed Malpractice and/or Misconduct.

(vii) The Malpractice and Misconduct Enquiry Committee shall inform in writing the student against whom the matter of Malpractice and/or Misconduct is alleged, and such student shall be given an opportunity to respond in writing and to appear before the Committee for hearing.

(viii) The alleged student shall have the right to produce evidence and submit a written statement in defense of the allegations.

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(ix) In case of conflict of interest of any member of the Committee in any matter, such member shall submit in writing to the Vice-Chancellor for his recusal from such matter. In case of acceptance of such recusal, the Vice-Chancellor may appoint another faculty member to be a member of the Committee for that matter.

(x) Upon conclusion of the investigation, the Committee shall deliberate on the matter to reach an ordinarily unanimous decision; however, the members have the liberty to express their opinion in writing along with reasons and justifications.

(xi) In case the allegation is proved with sufficient evidence, the Committee shall recommend an appropriate penalty as provided in Chapter IX of these Regulations.

(xii) A student who is found guilty of Malpractice and/or Misconduct by the Committee such student shall have the right to appeal against the decision in writing to the Student Grievance Redressal Committee (SGRC) within seven (7) working days from the date of the decision.

(xiii) The appeal shall specify the ground(s) on which it is made, and the Student Grievance Redressal Committee (SGRC) shall render its decision on the matter within fifteen (15) working days of receiving the appeal.

(xiv) An appeal against the decision of the Student Grievance Redressal Committee (SGRC) shall be made to the Ombudsperson of the University within seven (7) working days. The Ombudsperson shall dispose of the matter within fifteen (15) working days of receiving the appeal.

(xv) An appeal against the decision of the Ombudsperson of the University shall be made within seven (7) working days to the Vice-Chancellor, whose decision shall be final and binding.

(xvi) The Malpractice and Misconduct Committee, the Student Grievance Redressal Committee (SGRC), and the Ombudsperson of the University shall submit all documents, including recommendations, report(s) and final decisions to the Controller of Examinations.

(xvii) The Examination Section shall maintain the record of such cases and make it available for inspection as and when required.

II.5 Medical Leave Scrutiny Committee

(i) There shall be a Medical Leave Scrutiny Committee constituted by the Vice-Chancellor consisting of two (2) Faculty Members and the University Doctor to scrutinise and verify medical leaves claimed by the students.

(ii) The Committee shall take into consideration the following:

(a) to accept an application for medical leave from the students within the prescribed time as notified by the Office of Assistant Registrar (Academics);

(b) to verify the proof(s) submitted by the student(s) along with the application and cross-verify the days claimed by the applicants; and

(c) to demand any other supporting documents from the students and seek further clarification, if any.

(iii) The Committee shall submit its recommendations to the Assistant Registrar (Academics) for further approval from the Competent Authority.

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CHAPTER-III

Attendance

III. 1 Five (5) marks in each subject shall be assigned for regularity in attending the scheduled classes. The distribution of marks for attendance shall be as provided in Table-1.

Table-1
Marks for Attendance

Percentage of Attendance	Marks
90 and above	5
87 – 89	4
83 – 86	3
79 – 82	2
75 – 78	1

Note: (a) In case any student secures a percentage of attendance in decimal of 0.5 and above, which shall have the effect of change in marks to the next higher marks, in such case, the next higher marks shall be awarded accordingly.

(b) In case any student secures a percentage of attendance in a decimal of less than 0.5, in that case, the student shall be awarded the actual marks, and no rounding off to the next higher marks shall be considered.

III. 2 Every undergraduate degree course student must secure a minimum of 75% attendance in each subject to be eligible to appear in the End-Semester Examinations. However, in medical cases, the attendance requirement may be relaxed only for students who have secured less than 75% but not below a minimum of 65% attendance.

(i) For Any student who has participated in the university-sponsored and/or approved academic activities, necessary attendance shall be given for the days of absence (i.e., number of classes), and the attendance shall be calculated accordingly.

(ii) Students are required to submit approved academic leave forms along with a copy of the invitation, abstract, copy of written memorial or written documents, and a certificate of participation or presentation within a week before or after the activity. No academic leave shall be considered subsequently.

III. 3 In cases where a student falls short of 75% attendance but secures more than 70% in a particular subject, he shall be allowed to take the exam in the subject only if he has secured 75% or more attendance as the average attendance of all other subjects of the current semester excluding the subject in which he has secured less than 75% attendance. There shall be no marks for attendance in such cases.

III. 4 In case of serious ailments wherein a student is required to be admitted as an inpatient in the hospital, the number of classes missed shall be deducted from the total number of classes held during that period, and attendance shall be calculated accordingly after obtaining due approval from the Competent Authority of the University.

III. 5 In exceptional cases, where the hospitalisation is not necessary, the Medical Leave Scrutiny Committee may accept a Medical Certificate from a qualified Medical Practitioner, which must be validated by the University Doctor and endorsed by the Chief-Warden concerned.

III. 6 The decision of the Medical Leave Scrutiny Committee on the acceptance or otherwise of the Medical Certificate produced by the student shall be final.

III. 7 The eligibility for medical leave arises only if the student has secured a minimum of

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65% of attendance in actual but less than 75% of attendance. There shall be no mark for attendance in such cases.

III. 8 Students must submit medical leave forms and duly certified medical records within a week after returning to classes. No medical leave(s) shall be considered subsequently.

III. 9 If any medical certificate submitted is false or not from the qualified authority/hospital, the matter shall be referred to the University's Disciplinary Committee.

III. 10 Those students who are required to write any examination(s) during teaching day(s) conducted by the University, such teaching day(s) shall not be counted for the calculation of attendance of such students.

III. 11 After all the above exceptions, if any student falls short of attendance, he shall 'NOT BE ALLOWED' to appear for the End-Semester Examinations, and he shall be required to re-register for the subject(s) subsequently in the Semester as and when the course is being offered.

III. 12 In case a student is not allowed to appear for the End-Semester Examinations due to the shortage of attendance and is not promoted to the next higher class, he shall have to attend classes for the subject(s) he was not allowed to write the examination due to shortage of attendance, as and when such a subject(s) is/are offered by the University, to make up his attendance.

III. 13 In case a student is not allowed to appear for the End-Semester Examinations due to the shortage of attendance and is promoted to the next higher class, wherein he shall mandatorily clear the backlog subject(s) of the previous semester or academic year, for such students, the University shall endeavour to make such a scheme where students lend their services at places such as the library, mess or on-campus as community services, attend remedial classes, or lend pro-bono/legal aid services. The University shall attempt to create academic content learning schemes wherein students should not lose academic learning due to a shortage of attendance. If any student performs satisfactorily such services, he may be declared eligible to appear in the End-Semester Examinations; however, no marks for attendance shall be awarded, though the marks five (5) for attendance shall be scaled up with End-Semester Examination marks.

III. 14 While assigning any of the services as approved by the Competent Authority of the University, the respective subject teacher shall ensure that the student must gain hands-on experience/practical learning/social realities have an interface in the subject in which a student failed due to the requisite number of attendance and lost academic learning.

CHAPTER-IV
Leaves

The University follows an internal evaluation system of examination; it shall monitor academic leave, medical leave, menstrual leave, assessment internship leave, or any other leave duly approved by the Competent Authority of the University. The academic leave shall be routed via the subject teacher, faculty advisor(s) of different committees of students, Chief-Warden(s) for male and female students to the Assistant Registrar (Academics). The Medical leave shall be routed via the Medical Leave Scrutiny Committee. However, the Chief-Warden (Female) and the Assistant Registrar (Academics) may grant menstrual leave to female students.

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IV. 1 Academic Leave

(i) Students shall be granted academic leave to participate in moot courts, client counselling, arbitration, mediation, conciliation, negotiation competitions, seminars, conferences, workshops, or other pre-approved academic activities only.

(ii) There shall ordinarily be twenty (20) academic leave(s), including the days of travel and incidental thereto, in an academic year granted by the Competent Authority on written request by a student, which shall have the recommendation of the Faculty Advisor(s) and noting by the Assistant Registrar (Academics) on note-sheet.

(iii) Students shall ordinarily avail ten (10) academic leaves in a semester but not more than twenty (20) in an academic year, subject to the prior approval of the Competent Authority.

(iv) Students cannot ordinarily avail academic leave(s) during the scheduled examinations of the University. However, in exceptional situations, students shall seek prior approval from the Competent Authority for a grant of academic leave during the examination period.

(v) While applying for academic leave, the student shall specify the number of day(s) for which the academic leave is claimed.

(vi) In case of an online academic event, students shall be permitted on request only for the time/period that coincides with the class, i.e. the actual duration of such academic event and not for the full teaching day unless it is otherwise as recommended by the Faculty Advisor(s) and shall be approved by the Competent Authority of the University.

IV.2 Assessment Internship Leave

(i) Those students in the fifth year of B.A.LL.B. (Hons.) and B.B.A.LL.B. (Hons.) who have secured assessment internship shall be permitted to avail assessment internship leave for a fixed time framework of four (4) weeks in each Semester IX and X, respectively. In case of any student of B.A.LL.B. (Honours in Adjudication and Justicing) who secures an extended internship with a judge or a court during his Semester IX, he shall also be permitted to avail assessment internship leave, subject to due approval in advance from the Competent Authority of the University.

(ii) The said Assessment Internship Leave shall comply with the following:

(a) there shall be a request in writing from the student, which shall be supported by a valid proof of assessment internship offer, such an application shall be recommended by the Faculty Advisor(s) of the Recruitment Coordination Committee (RCC) of students to the Vice-Chancellor for necessary approval.

(b) the Assessment Internship Leave shall be approved only on submission of prior approval and certificate of successful completion of such assessment internship.

(c) the duration of the Assessment Internship shall not conflict with the schedule of the examinations of the University. However, if the schedule of examinations falls during the pre-approved Assessment Internship, the student shall seek leave from the place of such internship and shall appear in the examinations, subject to fulfilment of other eligibility criteria.

IV. 3 Medical Leave

(i) Medical leave shall be granted only against hospitalisation for any serious treatment or investigation or isolation of student(s) if required for any contagious diseases or incapacitated, such that he cannot attend the classes.

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(ii) In exceptional and genuine cases where hospitalisation is not necessary, the Medical Leave Scrutiny Committee may accept a medical certificate from a qualified medical practitioner, which the Medical Officer of the University and the Chief-Warden concerned shall endorse.

(iii) Medical leave can only be availed by a student when he has secured a minimum of 65% of attendance in actual but less than 75% of attendance.

(iv) Students seeking relaxation of shortage of attendance on medical grounds shall submit a duly signed application supported by a certificate duly issued from a registered medical practitioner or, in cases of hospitalisation from the respective hospital, along with the discharge summary to the office of the Assistant Registrar (Academics).

(v) The medical certificate must certify, mentioning that the student was incapacitated and was not fit to attend the classes.

(vi) The decision of the Committee on the acceptance or otherwise of the medical certificate submitted by a student shall be final.

(vii) If any medical certificate submitted is found false, a disciplinary action shall be initiated and during pending disciplinary proceedings, such a student shall not be allowed to appear in examination(s).

IV. 4 Menstrual Leave

(i) Students (female) shall claim up to one day of menstrual leave every calendar month during teaching days at the University as per the Maharashtra National Law University, Nagpur Menstrual Leave for Students' Policy, 2024.

(ii) Such a student shall be eligible to avail the benefits of menstrual leave upon securing a minimum of 65% of attendance in an actual ongoing semester.

(iii) Menstrual leave shall not be granted during examinations.

(a) *Provided* that, menstrual leave may be approved if a student was hospitalised.

(b) *Provided further* that, menstrual leave may be recommended by the Chief-Warden, halls of residence (girls) to the Competent Authority if a female student was advised bed rest by the University doctor and the same was certified by the female faculty warden.

CHAPTER-V
Examinations

V. 1 Eligibility Criteria to Appear in Examinations

(i) For all students pursuing undergraduate degree course(s), it is mandatory for them to be on the roll of the University, failing which no student shall be allowed to appear in any examination(s) of the University. They shall apply to register for the respective examination(s) within the prescribed time period by filling out the examination form on the ERP and fulfilling the following requirements:

(a) Minimum mandatory attendance;

(b) Payment of all fees or clearing of all dues; and

(c) Not expressly prohibited by any other Regulation of the University, any law in force or by the Competent Authority.

(ii) Notwithstanding anything contained in this clause, the Competent Authority may allow any student to appear for the examination(s), except in case of non-fulfilment of minimum mandatory attendance criteria.

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V. 2 Scheme of Evaluation for Undergraduate Degree Course(s)

Following is the scheme of evaluation for the Undergraduate Degree Course(s):

(i) Each subject of Undergraduate Degree Course(s) shall be assessed for One Hundred (100) marks in total by following a continuous internal evaluation as per the marks assigned and minimum passing marks of various components, which are given as follows:

Table-2

Components of Evaluation

Undergraduate Degree Course(s)			
Sr. No.	**Evaluation Component**	**Maximum Marks**	**Minimum Passing Marks**
1.	Mid-Semester Examination	20	NA
2. (a)	Project Writing	20	10
(b)	Project Presentation	5	NA
	Total (a+b)	25	12.5
3.	Attendance	5	NA^
4.	End-Semester Examination	50	NA
5.	Total (1+2+3+4)	100	50

Note: 1. NA means Not Applicable, i.e., no minimum qualifying marks required under such component in the scheme of evaluation.

2. NA^ means attendance as required and weightage against the attendance as provided under these Regulations.

3. Evaluation of Apprenticeship during Semester-X of B.A.LL.B. (Honours in Adjudication and Justicing) shall be as per the Standard Operating Procedure (SOP) approved by the statutory bodies of the University from time to time.

4. The assessment scheme of Clinical Paper(s) and Practical Paper(s) may be different from the scheme provided under Table-2 as approved by the Competent Authority on written request of the concerned subject teacher and the recommendations of the Curriculum Development Committee (CDC) and the Examination Committee.

V. 3 Question Paper

(i) The subject teacher(s) shall be solely responsible for setting the question paper of all the examinations during the semester. However, if more than one teacher teaches the subject, the core teacher shall be responsible for setting the question paper, and the co-teacher shall cooperate in setting the said question paper.

(ii) The subject teacher shall submit two sets of question papers in hard and soft copy, for each subject according to the template shared by the Examination Section, to the Controller of the Examinations as per the notification issued in this regard from time to time.

(iii) The subject teacher shall ordinarily prepare a narrative-based question paper. The length of narratives/case studies/factual matrices/extracts in a question shall not exceed 500 words each.

(iv) The subject teacher shall ensure that the questions are not designed in static/predatory, direct, definition-based and/or repeated from previous examinations.

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(v) There shall not be any sub-section within the question. However, while designing a narrative of questions, the subject teacher may incorporate multiple issues within the same narrative.

V.4 Mid-Semester Examination

(i) The Mid-Semester Examinations shall ordinarily be conducted within two months of teaching from the commencement of the semester.

(ii) Question Paper for Mid-Semester Examination shall consist of four (4) questions, wherein question number one (1) shall be compulsory and shall carry ten (10) marks. Question number 2 to 4 shall carry five (5) marks each, and students shall be required to attempt any two (2) questions.

(iii) It is mandatory for all the students on the roll to appear in the Mid-Semester Examinations.

(iv) If any student fails to appear in the Mid-Semester Examination(s) for any reason thereof, he shall not ordinarily be given an opportunity to re-appear in such examination(s).

(v) The Competent Authority of the University, on prior written recommendations of the Examination Committee, may permit the student(s) representing the University at national or international level in academic activities to appear in such activities during the examination(s).

(vi) In case of medical exigencies, such student on production of medical certificate issued by the appropriate medical authority on recommendations of Medical Leave Scrutiny Committee, the Competent Authority may permit such student to be absent from appearing in the Mid-Semester Examination(s).

(vii) If the Competent Authority is convinced of the recommendation(s) of the Committees, he may allow such student to appear for Mid-Semester Examination(s) subsequently. If conducting such examination(s) is not possible administratively, the Vice-Chancellor may permit the Controller of Examinations to allot the marks in proportion to the marks secured by such a student in the End-Semester Examination(s).

(viii) The duration of Mid-Semester Examinations shall ordinarily be Seventy-Five (75) Minutes. However, in case the nature and difficulty level of the question paper requires the supply of material, the subject teacher shall submit in writing to the Moderation Committee for the supply of material, which includes Bare Act(s), Reading Material, and Teaching Handouts. If the Moderation Committee is satisfied with the justifications submitted by the subject teacher for supply of material, it may recommend to the Competent Authority for the due approval.

(ix) In case the subject teacher is permitted to supply any material to the examinees through the Examination Section, he may submit in writing to the Moderation Committee for extra time up to a maximum of fifteen (15) minutes. If the Moderation Committee is satisfied with the justifications submitted by the subject teacher for extra time, it may recommend to the Competent Authority for due approval.

(x) In case the question paper is of an extremely high level due to either practical oriented or statistical/numerical based, which doesn't require extra material but requires extra time, the subject teacher may submit in writing to the Moderation Committee for extra time up to a maximum of fifteen (15) minutes. If the Moderation Committee is satisfied with the justifications submitted by the subject teacher for extra time, it may recommend to the Competent Authority for due approval.

(xi) In case the nature of the question paper requires the supply of material, the subject

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teacher shall submit in writing to the Moderation Committee for the supply of material, which includes Bare Act(s), Reading Material, and Teaching Handouts. However, the subject teacher may not recommend extra time. If the Moderation Committee is satisfied with the justifications submitted by the subject teacher for supply of material but not extra time, it may recommend to the Competent Authority for the due approval.

(xii) In case any examinee belongs to the PwD category, he shall be allowed twenty (20) minutes per hour as extra time. If any exam provides extra time to the other examinee, the examinee from the PwD category shall get pro-rata basis extra time in such exam.

V. 5 Project

(i) The subject teacher shall ordinarily allot project titles during the semester break but not later than the first week from the commencement of the semester. The students shall submit the rough draft and final project as per the dates indicated in the academic calendar of the University. The outer limit shall not be beyond November 15th and April 15th with respect to Odd and Even semesters, respectively, in each academic year.

(ii) All students on roll shall prepare projects under the supervision of their subject teacher(s) and submit a written project on the title assigned by the subject teacher(s).

(iii) Students shall consult the subject teacher on their project during office hours but not during regular class hours.

(iv) All students shall submit a rough draft of the project to the subject teacher through their ERP portal for review and shall incorporate suggestions/amendments made by the subject teacher(s) before submission as per the schedule given in the academic calendar.

(v) All students shall make their presentations in the classroom as per the schedule declared by the subject teacher.

(vi) The project presentations shall be conducted only by the concerned subject teacher or co-teacher after due approval of the subject teacher regarding quality content and timely submission of the final project only on the ERP portal. However, if any student has a technical problem with the ERP portal resulting in non-submission of the project as per schedule of submission, he may approach in writing the Examination Committee on the next working day for a suitable remedy.

(vii) If the concerned subject teacher or co-teacher is unavailable to conduct scheduled project presentations, the Competent Authority of the University may appoint any other subject teacher to conduct such project presentations.

(viii) In case a scheduled presentation fails to take place, the subject teacher may reschedule such presentation(s), provided that the said teacher is satisfied with the written request made by such a student. However, such rescheduled presentations shall be conducted within the prescribed schedule.

(ix) In case any student fails to submit the final project on or before the last date of submission, such student shall be awarded a '0' (Zero) mark in the project, and the result shall be declared 'Failed'.

(x) The subject teacher shall upload the marks of the project (written and presentation) or assignment (written and presentation) on the ERP as per the schedule notified by the Examination Section.

(xi) In case the subject teacher finds that the project report is not up to the mark and may not satisfy the minimum eligibility criteria to pass in written component of project, such a student shall be required to improve his project report and resubmit as per the direction

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of the subject teacher within the prescribed time frame but not later than the date the subject teacher uploads the marks on the ERP portal.

(xii) A student shall be declared as failed due to non-submission of the project or not securing a minimum passing mark in the project component, even if such a student has secured more than or equal to fifty (50) marks in aggregate combining all other components of evaluation in any subject(s).

(xiii) If any student fails to secure a minimum passing mark of 10 against 20 marks in project writing and/or 12.5 marks against 25 marks (put together project writing and presentation), his final result shall be declared 'Failed', and a grade 'F' shall be awarded in the grade sheet against the subject.

(xiv) Student whose final result has been declared 'Failed' due to not securing the minimum passing marks in the project component or due to non-submission of the final project on or before the last date of submission, such student shall be required to re-submit his project component after revision for evaluation before the commencement of the next semester and in such a case result shall carry ® as superscript on the grade awarded in the grade sheet against the subject. However, if such a student fails to secure a minimum passing mark in the project component even after re-submission, he shall be treated as failed in the subject and shall be required to re-register for the subject subsequently in the semester when the subject is offered.

(xv) Upon re-registration for the project component, such a student shall be awarded a fresh project title by the subject teacher, who shall offer that particular subject in the subsequent semester. The subject teacher shall evaluate such a project and conduct a presentation on the final report of the said project. After due evaluation, the subject teacher shall submit an evaluation report separately to the Examination Section as per the schedule notified by the Examination Section. The result in such a case shall carry ® as superscript on the grade awarded in the grade sheet against the subject.

(xvi) If any student fails after re-submission of the project, he shall be required to re-register afresh as an *Ex*-student for the subject as and when it is being offered in the subsequent academic year.

(xvii) Any moot court team winning the 'First-Best Memorial' may request the Faculty Advisor(s) of the Moot Court Committee of the students to recommend to the Examination Committee for exemption from a project in lieu of one (1) project component in any of the subject(s) of that particular semester. The Vice-Chancellor may permit a student or a team to consider his/their 'First-Best Memorial' of the national and/or international moot court competition subject to the following conditions:

(a) copy from both sides of the 'First-Best Memorial' shall be submitted to the Faculty Advisor(s) of the Moot Court Committee along with the certificate of the 'First-Best Memorial' from the host;

(b) a student or a team shall claim exemption only once for one (1) project component on being adjudged as 'First-Best Memorial' irrespective of winning the same in multiple rounds, be it national or international;

(c) students of the team shall submit individually in writing the project in which he claims to be exempted in lieu of his 'First-Best Memorial';

(d) students can claim an exemption only in the subject which has an interface with the moot problem on which the 'First-Best Memorial' has been adjudged;

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(e) the evaluation of such a 'First-Best Memorial' shall be carried out by the panel of two domain experts (subject teachers) nominated by the Competent Authority, and an average of marks independently awarded out of twenty (20) marks by the experts shall be the final marks to be awarded to the student or team members claiming such exemption;

(f) the evaluation for five (5) marks as allocated for the presentation part of the project component shall be awarded by the subject expert, as requested in writing by the Examination Committee, upon the representation by the student; and

(g) the passing criteria or its incidental consequences shall be as per the project evaluation criteria provided in these regulations.

(xvii) Any student who has been duly assigned as a Teaching Assistant and performing his responsibilities under the instructions of the Faculty Coordinator and the subject teacher in whose subject he has been selected as Teaching Assistant shall be exempted from one project component of a subject and his evaluation of performance shall be as provided in the Maharashtra National Law University, Nagpur Teaching Assistantship Policy 2024.

V. 6 End-Semester Examination

The End-Semester Examinations shall be conducted at the end of each Semester as per the academic calendar. These Examinations shall primarily assess the analytical thinking, critical understanding, and legal aptitude of the examinee.

(i) Students shall have to mandatorily appear for End Semester Examinations for the subject(s) where they are found eligible as per the eligibility criteria provided in these regulations.

(ii) Question Paper for End-Semester Examination for the Undergraduate Degree Courses shall be of fifty (50) marks consisting of seven (7) questions, and all questions shall carry ten (10) marks each, wherein Question number 1 shall be compulsory. Students must attempt any four (4) questions from question number 2 to 7.

(iii) The duration of End-Semester Examinations shall ordinarily be One Hundred and Twenty (120) Minutes. However, in case the nature and difficulty level of the question paper requires the supply of material, the subject teacher shall submit in writing to the Moderation Committee for the supply of material, which includes Bare Act(s), Reading Material, and Teaching Handouts. If the Moderation Committee is satisfied with the justifications submitted by the subject teacher for supply of material, it may recommend to the Competent Authority for the due approval.

(iv) In case the subject teacher is permitted to supply any material to the examinee through the Examination Section, he may submit in writing to the Moderation Committee for extra time up to a maximum of thirty (30) minutes. If the Moderation Committee is satisfied with the justifications submitted by the subject teacher for extra time, it may recommend to the Competent Authority for due approval.

(v) In case the question paper is of an extremely high level due to either practical oriented or statistical/numerical based, which doesn't require extra material but requires extra time, the subject teacher may submit in writing to the Moderation Committee for extra time up to a maximum of Thirty (30) minutes. If the Moderation Committee is satisfied with the justifications submitted by the subject teacher for extra time, it may recommend to the Competent Authority for due approval.

(vi) In case the nature of the question paper requires the supply of material, the subject

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teacher shall submit in writing to the Moderation Committee for the supply of material, which includes Bare Act(s), Reading Material, and Teaching Handouts. However, the subject teacher may not recommend extra time. If the Moderation Committee is satisfied with the justifications submitted by the subject teacher for supply of material but not extra time, it may recommend to the Competent Authority for the due approval.

(vii) In case any examinee belongs to the PwD category, he shall be allowed to use twenty (20) minutes per hour as extra time. If any exam provides extra time to the other examinee, the examinee from the PwD category shall get pro-rata basis extra time in such exam.

(viii) If any student or a group of students, individually or collectively, abstain from appearing in the scheduled examination(s), he/they shall not be eligible to write the Repeat Examination(s) and shall be considered as failed (F) in that subject. Such a student or students shall re-register by following re-registration formalities with the concerned authority of the University as and when such subject is on offer.

(ix) The Controller of Examinations shall take cognizance of such abstinence of a student or students based on the duly certified attendance record submitted to him by the invigilator(s), a written report by the Proctor and Deputy Registrar(s) (Administration and Academics) on such abstinence of such students and on any untoward event in the academic block or on the campus. The Controller of Examinations, after due deliberation with the Examination Committee, may refer such matter to the Disciplinary Committee for its consideration and due inquiry.

(x) The decision of the Disciplinary Committee as to whether the abstinence was pursuant to a common understanding shall be final, subject to an appeal to the Vice-Chancellor.

V.7 Apprenticeship

(i) Comprehensive evaluation of Apprenticeship during Semester-X of B.A.LL.B. (Honours in Adjudication and Justicing) course shall be based on the filled-in proforma received by the Controller of Examinations from the Course Coordinator as per the Standard Operating Procedure (SOP) for Apprenticeship of B.A.LL.B. (Honours in Adjudication and Justicing) Five-Year Degree Course 2024.

(ii) In case any student fails to comply with the mandatory apprenticeship, his result shall be declared as 'Fail'. Such a student shall be required to re-register as per these regulations to complete the mandatory requirement of apprenticeship in the subsequent academic year, in such a case result shall carry ® as superscript on the grade awarded in the grade sheet against the apprenticeship component.

V.8 Repeat of End-Semester Examination

(i) The Repeat Examinations shall be held within fifteen (15) working days from the commencement of the subsequent Semester as per the Academic Calendar of the University.

(ii) The Repeat Examinations shall be limited to a total of fifty (50) marks only, and the marks obtained earlier for the remaining fifty (50) marks shall be taken into consideration when determining the grade at the re-examination.

(iii) The duration of Repeat Examinations shall ordinarily be One Hundred and Twenty (120) Minutes. However, in case the nature and difficulty level of the question paper requires the supply of material, the subject teacher shall submit in writing to the Moderation Committee for the supply of material, which includes Bare Act(s), Reading Material, and Teaching Handouts. If the Moderation Committee is satisfied with the justifications submitted by the subject teacher for the supply of material, it

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may recommend to the Competent Authority for the due approval.

(iv) In case the subject teacher is permitted to supply any material to the examinee through the examination section, he may submit in writing to the Moderation Committee for extra time up to a maximum of thirty (30) minutes. If the Moderation Committee is satisfied with the justifications submitted by the subject teacher for extra time, it may recommend to the Competent Authority for due approval.

(v) In case the question paper is of extremely high level due to either practical oriented or statistical/numerical based, which doesn't require extra material but requires extra time, the subject teacher may submit in writing to the Moderation Committee for extra time up to a maximum of Thirty (30) minutes. If the Moderation Committee is satisfied with the justifications submitted by the subject teacher for extra time, it may recommend to the Competent Authority for due approval.

(vi) In case the nature and difficulty level of the question paper requires the supply of material, the subject teacher shall submit in writing to the Moderation Committee for the supply of material, which includes Bare Act(s), Reading Material, and Teaching Handouts. However, the subject teacher may not recommend extra time. If the Moderation Committee is satisfied with the justifications submitted by the subject teacher for supply of material but not extra time, it may recommend to the Competent Authority for the due approval.

(vii) In case any examinee belongs to the PwD category, he shall be allowed to use Twenty (20) minutes per hour as extra time. If any exam provides extra time to the other examinee, the examinee from the PwD category shall get pro-rata basis extra time in such exam.

(viii) The Repeat Examinations shall be conducted only once (excluding the main examination), and the grade secured at the repeat examinations shall carry ® as superscript.

V. 9 Deemed First Attempt

In case any student fails to appear in the End-Semester Examinations for any subject, the Competent Authority, on the written recommendation of the Examination Committee, Academic Leave Committee and/or Medical Leave Scrutiny Committee, may permit such student to appear in the Repeat of End-Semester Examinations for the said subject as scheduled by the University, in lieu of the End-Semester Examination, it shall be treated as deemed first attempt examination.

(i) A deemed first attempt examination shall be scheduled with the Repeat of End-Semester Examinations.

(ii) A deemed first attempt for an examination shall be granted only on the following grounds:

(a) Representing the University in Moot Courts, Client Counselling, Arbitration, Mediation, Conciliation and Negotiation Competitions and any other University-sponsored event which coincides with the End-Semester Examinations.

(b) In case of serious medical illness leading to hospitalisation, the student must submit a medical certificate from the hospital along with the medical discharge certificate.

(c) Application of such student seeking permission to appear for Repeat Examination as deemed first attempt examination shall be duly recommended by the Controller of Examinations in consultation with the Examination Committee to the Competent Authority at least ten (10) days before the

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commencement of the Repeat Examination. If the Competent Authority approves such an application, the applicant shall be allowed to take the Repeat Examination as the deemed first attempt examination. The letter ® shall not be superscript on his grade sheet and transcript in such exam(s).

(d) The students availing the benefit of the deemed first attempt examination shall neither be eligible for the Repeat Examination of the Repeat End-Semester Examinations which he has availed as a deemed first attempt examination nor will he be eligible for the award of any medal(s) or academic honour.

(e) A student who fails in the deemed first attempt examination shall be eligible to register as an *Ex*-student in the subject he has failed. Such a student shall be allowed in the End-Semester Examination; however, letter ® shall be superscript on the grade sheet and transcript in such exam(s).

V. 10 Improvement Examination

(i) Any student who wishes to improve his marks in any subject(s) of the End-Semester Examinations shall be required to apply for an improvement examination in the respective subject(s). However, no student shall be eligible to apply for improvement for the subject in which he has been declared failed.

(ii) A student shall be eligible to appear in an improvement examination only once for a given semester. However, in special circumstances, the Vice-Chancellor may permit any student to appear in an improvement examination within the subsequent academic year, as and when such exam is conducted for regular students, but not beyond the maximum period for completion of the course. Thereafter, no student shall be allowed to undertake an improvement examination.

(iii) Students shall apply for the improvement examination within five (5) working days after notification of the Repeat Examinations schedule declared by the Examination Committee.

(iv) The marks secured in the improvement examination shall replace those obtained in the End-Semester Examinations, and the result shall be published accordingly. However, if the improvement marks are lower than the previous marks, the previous marks shall be considered on record and for calculation of CGPA.

(v) A non-refundable fee of Rs. 2,500/- per subject shall be payable by the student seeking to appear for the improvement examination(s). The application for improvement examination(s) shall not be processed unless the prescribed fee has been paid to the accounts section within the stipulated time.

(vi) The improvement examination shall be conducted only during the repeat examinations, as notified by the Examination Committee. Any student failing to apply within the stipulated period or to appear for the improvement examination(s) at the scheduled time shall lose the opportunity to improve his marks.

(vii) In case of improvement examination marks are higher than those obtained in the End-Semester Examination, the marks so secured at the later stage shall carry the letter 'I' as superscript on the grade awarded indicating that the grade was obtained after 'Improvement Examination' and shall be recorded in the transcript accordingly. However, if the marks secured are less in improvement examinations than those secured in the End-Semester Examinations, the letter 'I' shall not be superscript on the grade sheet and the transcript.

(viii) In case of increase of marks on improvement, such revised marks shall not entitle the student for class ranking, overall merit certificate, academic honour and gold medal.

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(ix) The syllabi, supply of material or extra time for improvement examination shall be the same as that of the respective End-Semester Examination in that subject.

CHAPTER-VI
Enrolment for Examinations and Hall Ticket

VI.1 Every eligible student shall be allowed to enrol for the examinations within the stipulated time by logging through his ERP portal account as notified by the Examination Section.

VI.2 If any student fails to enrol within the stipulated time, he shall be required to obtain written permission from the Convenor, Examination Committee and submit the same to the Examinations Section for enrolment.

VI.3 The hall tickets shall be issued by the Examination Section only to the eligible students before the commencement of the scheduled examinations, indicating the subject(s) for which the examinee is eligible to appear. The eligibility of a student includes fulfilment of mandatory attendance, payment of fees, and clearance of dues.

VI.4 Students shall present a valid hall ticket duly signed by the issuer and counter-signed by the examinee, along with the valid identity card issued by the University, for entering the examination hall. If any student fails to present a valid hall ticket and valid identity card, such a student shall not be allowed to enter the examination hall.

VI.5 The examinee shall ensure the signature of the invigilator(s) on the duly issued hall ticket against each subject on the day of the exam.

VI.6 The hall ticket is non-transferable and shall only be issued to and used by the examinee. In case of misuse, alterations, modifications or tampering of duly issued hall ticket, unauthorised transfer, or attempt to impersonate another examinee shall result in disqualification from the examination(s) and shall attract disciplinary action.

VI.7 In case of loss or damage to the duly issued hall ticket, a duplicate hall ticket shall be issued upon submission of a written request to the Examination Section along with the receipt of payment of 'Duplicate Hall Ticket Fee' of Rs.200/- (Rupees Two Hundred only) made to the Accounts Section of the University.

CHAPTER-VII
Physically Challenged/Physically Disabled Students and Scribe (Writer)

Physically challenged/disabled refers to any student having a benchmark disability or who has a disability which needs high support or reasonable accommodation as provided in the Rights of Persons with Disabilities Act, 2016.

VII.1 Physically Challenged/Physically Disabled Students

(i) An Orthopedically Challenged (OC) student is one who has,

(a) Minimum of forty (40%) physical defects or deformities which cause interference with the normal functioning of bones, muscles and joints, or

(b) Locomotor disability, or

(c) Any form of cerebral palsy.

(ii) Orthopedically Challenged student with Speech Impairment.

(iii) Deaf and hearing-impaired students whose sense of hearing is non-functional for the ordinary purpose of life, i.e., total hearing loss in both ears. Those who do not hear or understand sounds even with amplified speech. Hearing impairment means loss of more than sixty (60) decibels in the better ear in the conversational range of frequencies.

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(iv) Visually Challenged (Blindness or Low Vision) refers to a student who suffers from either of the following conditions:

(a) Total absence of sight;

(b) Visual acuity not exceeding 6/60 or 20/200 (Snellen) in the better eye with correcting lenses;

(c) Limitation of the field of vision sub-tending an angle of 20 degrees or worse and so certified by a medical board or head of department or specialist/sr. medical officer of a State or Central Government Hospital; and

(d) A student with impairment of visual functioning even after treatment of standard refractive correction but who uses or is potentially capable of using vision for the planning or execution of a task with an appropriate assistive device.

VII. 2 Provision for Scribe (writer) and Extra-Time

(i) A physically challenged/disabled student shall submit an application to the Examination Section requesting for a scribe (writer) and/or extra-time along with the documentary evidence at least ten (10) days in advance from the date of commencement of examinations in which he is required to appear.

(ii) Such a student shall submit a disability certificate issued by the medical board/doctor of not below the rank of civil surgeon/ medical superintendent of a State or Central Government Hospital certifying the nature (permanent or temporary) and percentage of disability and its duration affecting his ability and/or the normal physical functions along with his application.

(iii) A scribe shall be in the following form-

(a) An 11th standard student for the first year of undergraduate degree courses;

(b) A 12th standard student for the second year of undergraduate degree courses;

(c) A first-year student of a non-law undergraduate degree course for the third year of undergraduate degree courses;

(d) A second-year student of a non-law undergraduate degree course for the fourth year of undergraduate degree courses; and

(e) A third-year student of a non-law undergraduate degree course for the fifth year of undergraduate degree courses.

(iv) Any student eligible to obtain the facility of a scribe (writer) shall arrange a scribe through his parents or local guardians as per the academic qualification of a scribe mentioned in these regulations. However, in case of the non-availability of a scribe, the student shall request in writing indicating the reasons to the Controller of Examinations for a scribe to be arranged by the University.

Provided that in case of a scribe provided by the University on written request of a student, neither the University nor the scribe shall be responsible for any quality academic inputs or result thereof.

(v) In case any student brings his own scribe, he shall submit a self-declaration indicating the scribe's qualification as per the requisite qualification. In case of any concealment of material facts/misrepresentation of requisite qualifications, the student shall be liable for disciplinary action.

(vi) The Vice-Chancellor may appoint a scribe on the recommendations of the Controller of Examinations. The Controller of Examinations shall make its recommendation

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based on the student's medical report. The Controller of Examinations may seek aid and advice from the University doctor or medical officer of a State or Central Government Hospital.

(vii) Any relative of the student shall not be appointed as a scribe.

(viii) Students using a scribe shall be permitted a compensatory time of an additional twenty (20) minutes per hour of examination.

(ix) Students with due disability not availing of the facility of the scribe may also be allowed an additional twenty (20) minutes per hour of examination.

(x) The Examination Committee shall ensure separate room or arrange separate seating arrangements for such students.

(xi) In case the University provides a scribe who is not a member of the University services, an amount of Rs.300/- shall be paid as an honorarium to the scribe. Such a scribe shall ordinarily write all the papers of the examinee for one examination, and he may not be appointed for another exam for the same examinee.

(xii) In case of any emergency or non-availability of the same scribe to write all the papers of the examinee, the Competent Authority, on the written recommendations of the Controller of Examinations, may appoint another scribe at least a day before the exam.

(xiii) In case the University provides the scribe, the student shall be allowed to meet the scribe at least two hours before the commencement of the exam.

(xiv) In case the scribe is arranged by the student and approved by the Competent Authority of the University, he shall be allowed to change the scribe in case of emergency on the written application of the student one day before the exam or at least two hours before the commencement of the exam, as the case may be.

(xv) The Controller of Examinations shall have the authority not to allow a particular person to act as a scribe (writer) if he is satisfied that such a person does not fulfil the criteria for being a scribe.

(xvi) A physically challenged/physically disabled student who had been granted the facility of a scribe and/or extra time in the previous examination(s) and wishes to avail of such assistance for writing the examinations are required to apply separately for each semester.

(xvii) In case of injuries or disablement of a temporary nature, such as a fracture in the arm, forearm or dislocation of shoulder, elbow, and wrist, such a student ordinarily shall not be eligible to seek any assistance of scribe and/or extra-time. However, the Controller of Examinations, in consultation with the Examination Committee, based on the production of a duly certified medical certificate and the gravity of such injury or disablement of the examinee, may recommend to the Competent Authority of the University for due approval towards a scribe and/or extra time to such examinee.

VII.3 Responsibilities of Scribe (Writer)

(i) The scribe shall read the questions for the student and write answers only as per the examinee's dictation. The scribe shall not paraphrase, translate, add, emphasise or embellish the dictation in any manner, i.e., the scribe shall only transcribe what is dictated to him by the examinee.

(ii) The scribe shall be punctual and act as directed by the examinee without wasting the examinee's time.

(iii) The scribe shall not put the examinee in an emotional or stressful situation during the period of examination.

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(iv) The scribe shall maintain distance from the examinee before and after the exam and not exploit the examinee in any manner.

(v) The scribe shall submit the required declaration/acceptance in the prescribed format to the Controller of Examinations.

(vi) The scribe shall follow all instructions and guidelines of the University in letter and spirit.

CHAPTER-VIII

Role and Responsibilities of Invigilators

VIII. 1 To ensure transparency and credibility of the examination process, the University Teaching Services (UTS) members shall act as invigilators, and the University Management Services (UMS) shall act as supporting staff in and around the Examination Halls.

(i) The invigilators shall make themselves available during the examinations to carry out the invigilation duties assigned to them.

(ii) The invigilators shall report to the Examination Section at least thirty (30) minutes before the commencement of each exam.

(iii) The invigilators shall reach the Examination Hall at least fifteen (15) minutes before the commencement of each exam.

(iv) The invigilators shall ensure that no student shall carry any unauthorised or prohibited material in the Examination Hall.

(v) The answer scripts and question paper shall be given to the students as per the timetable and the date/time mentioned on the Question Paper(s) envelope.

(vi) The invigilator(s) shall oversee the distribution of Bare Act(s) by the supporting staff to the students and ensure that the students have received accurate Bare Act(s).

(vii) The invigilator shall announce to the examinees in the examination hall before the commencement of the examination 'not to write, mark anything or fold any page of the Bare Act(s) so provided to them'.

(viii) The invigilator shall ensure that the students duly fill in all the relevant details in their answer script(s).

(ix) The invigilator shall take students' attendance on the attendance sheet provided by the Examination Section.

(x) The invigilator shall mark their signature on the duly filled-in answer script(s) and the hall ticket against the particular subject.

(xi) The invigilators shall not allow entry of any student in the Examination Hall after 10 minutes for the Mid-Semester Examination and 20 minutes for the End-Semester Examinations and Repeat/Improvement Examinations after the commencement of the exam.

(xii) The invigilators shall be vigilant throughout the exam and are not expected to use any digital device, read academic literature or indulge in discussion.

(xiii) The invigilators are required to maintain a high standard of discipline in the Examination Hall, and no examinee shall be permitted to talk in the Examination Hall.

(xiv) The invigilators must oversee extra time for exams, if any, and monitor the same ensuring the examinees do not get disturbed by others whose time gets over early.

(xv) The invigilators shall ensure the fair conduct of examinations.

(xvi) In case any student is found indulging in unfair means in the Examination Hall, the

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procedure mentioned under Chapter-IX of these regulations shall be followed.

(xvii) The invigilators may allow any examinee to visit the restroom only after thirty (30) minutes of the commencement of the exam. The invigilators may refuse such permission if the same student requests repeatedly during the exam and has no medical exigency.

(xviii) The invigilators shall ordinarily not allow, except for a medical emergency, any examinee to leave the Examination Hall till the completion of the examination time. However, in case of a medical emergency, the invigilator may permit such examinee to leave the Examination Hall upon submission of the answer script, but the invigilator shall submit in writing to the Controller of Examinations as to why such examinee was permitted to leave the Examination Hall early.

(xix) The invigilators are requested not to talk or discuss with other invigilators or examinees or create any unwarranted sound during the exam.

(xx) The invigilators are required to collect the used and unused answer booklets from the examinees upon the completion of the Exam and verify them with the assistance of the staff from the Examination Section before submission to the Examination Committee.

(xxi) The invigilators shall distribute answer booklets ten (10) minutes in advance, facilitating examinees to fill in the required information and distribute question papers when the Bell rings, indicating the beginning of the exam.

CHAPTER-IX

Unfair Means/Misconduct

'*Unfair means*' refers to an act or omission by a student during any examination who is found to be in possession of any paper, note, book or material in electronic, digital or physical form connected with the examination; gives assistance to or receives assistance from any other student; communicates or attempts to communicate with any other student or any other person in or outside the examination hall in respect to examination; copy or attempts to copy in the examination hall from the contents of any student or any source; changes or attempts to change his allotted seat as per the seating plan; refuses to obey the instructions given by the invigilator(s); misbehaves or commits an act of violence or creates disturbance of any kind in and around the examination hall; organise a walk-out or instigates others for a walk-out from the examination hall; and/or discloses his identity or makes a distinctive remark in the answer script.

IX.1 Liability for Using Unfair Means and Misconduct

In relation to the University examinations, a student may be liable for:

(i) Using Unfair Means; and

(ii) Misconduct.

Explanation: The University examinations include Mid-Semester, End-Semester, Repeat-Examination, Improvement Examination, or any other examination in which the student's performance shall be evaluated in each subject of the respective undergraduate course.

IX.2 Categories of Unfair Means

The unfair means case(s) may be categorised as Minor or Major in nature of violation as follows:

(i) Major Violations

(a) Possession of any material relevant to the examination in any form, including paper books or notes, matter written on clothes or engraved on any part of the

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body or on table or desk or ruler or any other instrument or device, even if the student does not use the material.

(b) Accessing any material relevant to the examination in any form outside the Examination Hall during the exam.

(c) Possession of a mobile phone or any other digital/electronic device in the Examination Hall which may be used as a tool for unfair means during the Examination.

(d) Copying content from any source during the examination.

(e) Destroying or tampering with the answer script or other material evidence.

(f) Allowing any other student to copy from his answer script.

(g) Receiving or giving help by/to a student for copying in the examination.

(h) Carrying or throwing answer scripts outside the Examination Hall.

(i) Taking the answer script out of the custody of the subject teacher while showing the answer scripts after the evaluation.

(j) Exchanging the question paper, answer script, or part thereof with another student.

(k) Impersonating or allowing other person to impersonate during the examination.

(l) Submission of Project Report as part of the University examination that is not one's own work.

(m) Any repeated act of using unfair means or misconduct by a student during the examination.

(ii) Minor Violations

(a) Taking or giving verbal help to the other student during the examination.

(b) Consult with any person outside the Examination Hall during the examination.

(c) Destroying or tearing the question paper, hall ticket or any other open-source material allowed during the examination.

(d) Inadvertent possession of any material not relevant to the examination which has not been attempted to be used.

IX.3 Misconduct in Relation to the Examination

The following acts and conduct shall be considered as misconduct in relation to the examination:

(a) Use of force against or misbehaving with any invigilator(s) or administrative staff.

(b) Creating disturbance in or preventing any student from entering the Examination Hall.

(c) Approaching the examiner for any favour relating to the evaluation of the answer script.

(d) Making any direct or indirect derogatory comment on the contents of the question paper or tarnishing the reputation of the question paper setter.

(e) Not following the instructions of the invigilator(s).

(f) Not wearing the prescribed uniform during the examinations.

IX. 4 Procedure

(i) Whenever a student is found using unfair means in the examinations, the incriminatory material and the answer scripts shall be taken from the student.

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(ii) A written report of the matter shall be made to the Controller of Examinations by the invigilator(s) regarding the usage of unfair means and/or misconduct on the part of the student.

(iii) A fresh answer script shall be given to the student so that he can complete the exam within the scheduled time of the examination, and no extra time shall be given to such student.

(iv) The invigilator(s) on duty in that Examination Hall shall ask the student to submit his written statement in the form provided for the purpose

(v) On completion of the examination, invigilator(s) shall submit the unfair means report along with the following documents in a separate cover marked as 'Unfair Means' to the Controller of Examinations:

(a) Answer scripts of the student (to be marked as I and II);

(b) Incriminating material;

(c) Seating plan with location of the student;

(d) Report of the invigilator(s);

(e) Statement of the student; and

(f) Copy of the question paper, if it is part of incriminated material.

(vi) While making an unfair means case, the invigilator(s) shall not disturb other examinees and shall not use harsh language or action against the alleged student.

IX. 5 Punishment for Unfair Means

A student who is found guilty of using unfair means may be awarded the punishment as follows:

(i) Major Violation

In case of unfair means falling under the category of major violation as per these regulations, the Malpractice and Misconduct Enquiry Committee may recommend any or combination of two or more of the following punishments:

(a) Filing of FIR with the police;

(b) Rustication of the student from the University on the report of the Committee after the matter is placed before the statutory bodies of the University for appropriate action by the Vice-Chancellor;

(c) Cancellation of admission from the respective course after due approval from the statutory bodies of the University;

(d) Cancellation of the respective examination (Mid/End/Repeat/Improvement/any other) of all subjects and declaration as failed in all subjects along with debarring from appearing in repeat examination wherever applicable, and the student shall register as an *ex*-student as and when the respective subject is on offer, and the grade shall carry ® as superscript in the grade sheet;

(e) If the subject teacher has evaluated the answer script, the result for the said subject in which the malpractice had occurred shall be annulled;

(f) Disqualification from receiving any academic award or honour in the subject or academic course, as the case may be;

(g) Confiscation of unauthorised mobile phone/programmable calculator/any other electronic/digital gadgets found in possession of any student;

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(h) Disqualification from future examinations for a semester and/or an academic year; and

(i) Prohibition from filing nomination for and contesting Student Bar Council election.

(ii) Minor Violation

In case of unfair means falling under the category of minor violation as per these regulations, the Malpractice and Misconduct Enquiry Committee may recommend any or combination of two or more of the following punishments:

(a) Cancellation of the examination of the respective subject and declaration as failed in the respective subject without debarring from appearing in repeat examination, and the grade shall carry ® as superscript in the grade sheet;

(b) Issue of warning and placing the same in the record file of the student;

(c) Prohibition from participating in any University-sponsored events and representing the University in any event for a period of a semester or an academic year;

(d) Prohibition from filing nomination for and contesting Student Bar Council election;

(e) Suspension from classes for a period of a semester and/or an academic year;

(f) Suspension from the hostel for a period of a semester and/or an academic year; and

(g) Imposition of a fine, as decided by the Competent Authority of the University.

IX. 6 Punishment for Misconduct

Punishment for misconduct may be determined by the Disciplinary Committee of the University, keeping in view the gravity of the misconduct, as follows:

(a) The Committee shall inquire into any matter involving the misconduct of a student during examinations, and the matter shall be dealt with in accordance with the procedure followed by the committee.

(b) The Committee shall submit a detailed written report to the Registrar, who shall impose the penalty with written reasons. An appeal can be made to the Vice-Chancellor, who shall either uphold or reduce the penalty or condone the same.

(c) Disqualification from appearing in the examinations for up to six months.

(d) Disqualification from the entire examination in which the misconduct was Committed.

(e) Cancellation of the examination of the concerned subject.

Explanation: The punishment mentioned above for misconduct during the examinations may also be imposed in addition to any other punishment for indiscipline for which the student may be liable under these regulations.

IX.7 Provisional Admission to next Higher Class during Inquiry of Unfair Means

(i) A student who is involved in an unfair means case may be allowed provisional admission to the next higher class/examination of the same course, in case a decision is pending in this regard, subject to the condition that in the event of his disqualification, the fee paid by him for next higher class/examination shall not be refunded.

Provided that such a student shall not be allowed during the pendency of the case, any further provisional admission to the next higher class/examination.

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Provided further that in the event of his disqualification in the lower-class examination, as a result of an unfair means case, the result of the higher-class examination taken by him provisionally, along with the lower-class examination or subsequent, during the pendency of the case as above, shall stand cancelled.

(ii) A student involved in an unfair means case in a lower-class examination, who has also appeared in the next higher-class examination provisionally, and whose result for the lower-class examination is declared late owing to his involvement in the unfair means case, his result for the higher-class examination shall be kept in abeyance, till he has exhausted the permissible number of chances for the lower-class examination.

CHAPTER-X

Evaluation

Evaluation serves as a tool to map course objectives and course outcomes within a well-designed teaching-learning pedagogy. It assesses students' understanding of problem-solving skills, aligns with the course outcome, and ensures educational goals. It also provides insights into the effectiveness of teaching methods and promotes the holistic development of the students.

X. 1 Centralised Evaluation

(i) The evaluation of answer scripts shall ordinarily be at the designated hall provided by the University. Subject teacher(s) as evaluators shall not ordinarily be allowed to carry any answer script or a bundle of answer scripts out of the evaluation centre. However, on the written recommendation of the Controller of Examinations, the Competent Authority may permit an evaluator, who is serving the University with additional administrative responsibilities, to carry the answer scripts for evaluation at home within the territorial jurisdiction of the seat of the University but not outside the city of Nagpur.

(ii) Evaluators are expected to maintain the decorum of the evaluation centre by not indulging in a loud exchange of thoughts, ideas, or arguments among themselves and facilitating their evaluation process as per the assessment schedule.

(iii) Evaluators are expected not to discuss or opine on the contents of the students' answer sheets during the assessment with the evaluator who has not taught the same subject during the semester. They are also not expected to write unwarranted remarks on the answer scripts.

(iv) Evaluators are required to read the answer scripts carefully, mark the start and end of each answer by making remarks with a red ball pen on the pages of the script, award a mark on each of the answers, and bring the same to the table printed on the cover page of the answer script.

(v) Evaluators are expected to evaluate the answer scripts of the subject he has taught during the semester; however, on the recommendation of the Examination Committee, the Competent Authority may assign the answer scripts for evaluation of the subject teacher who is on medical leave/maternity leave/paternity leave, as the case may be, or who has been assigned significant work by the Competent Authority of the University, to any other subject expert/teacher.

(vi) Evaluator shall award the marks against each answer as allocated in the question paper. In case of award of marks require to be in decimal number, he may award in decimals such as 0.25, 0.50, and 0.75 but not be allowed to award marks in any other decimal.

(vii) Evaluators shall use only the writing instruments which are provided by the Examination Section to mark the answer scripts. The use of markers, whiteners, or any other material that alters the appearance of the answer scripts is strictly prohibited. Any

unauthorised marking, correction, or alteration made with such materials shall be considered professional misconduct under the Maharashtra National Law University, Nagpur Service Regulations, 2022.

(viii) The evaluators shall complete the evaluation of the answer scripts within the prescribed time frame as notified by the Examination Committee. If any evaluator, for some reason, fails to meet the deadline, he shall submit it in writing to the Controller of Examinations. Unjustified delays in evaluation shall be considered professional misconduct under the Maharashtra National Law University, Nagpur Service Regulations, 2022.

(ix) Upon completion of the evaluation, evaluators shall be required to upload the awarded marks on the University's official ERP (Enterprise Resource Planning) portal. The entry of marks shall be accurate and consistent with the marks awarded on the physical answer scripts.

(x) Once the respective evaluator completes the initial evaluation, the other faculty colleagues shall conduct a cross-verification process. This process shall ensure the accuracy, consistency, and fairness of the marks awarded by the evaluator(s). Any discrepancies identified during cross-verification shall be resolved before the results are finalised. The results shall not be published until the cross-verification process is duly completed and verified by the Examination Section.

(xi) All the subject teachers shall be required to show evaluated answer scripts of their respective subjects to the students after the publication of results by the Examination Committee, but within one week of the next calendar month in case of Mid-Semester Examinations and in case of publication of results of End-Semester Examinations during Semester-break (vacations), within one week of the re-opening of the University for the subsequent semester. In case of publication of results of Repeat Examinations, the evaluated answer scripts shall be shown by the Examination Section at the written request of the examinee.

(xii) The designated person from the Examination Section, with due approval from the Controller of Examinations and after making all necessary entries into the register kept for the purpose, shall hand over duly evaluated answer scripts to the subject teacher for display to the students as per the schedule notified by the Examination Committee.

(xiii) The subject teacher shall ensure to see all necessary entries in the register made by the person in-charge of the Examination Section before accepting the answer scripts for display to the students in the classroom. The subject teacher shall return those answer scripts after display and discussion with the students without making any amendments to the marks awarded during the original evaluation.

(xiv) The subject teachers shall sign in the register for accepting the answer scripts, and they shall also counter-sign the said register when those are deposited to the Examination Section. In a case where the subject teacher finds an incomplete entry or discrepancy in counting answer scripts in the said register. In that case, he shall bring such information to the notice of the Controller of Examinations.

(xv) The subject teacher shall not permit students to tamper with or damage any answer script while showing these answer scripts to them in the classroom. If any student is found indulging in such practice, he shall be subject to a strict enquiry process for unfair means or misconduct or indiscipline, as the case may be by the relevant Committee.

(xvi) The subject teacher shall refrain from making any corrections to the answer scripts while showing duly evaluated answer scripts to the students. However, in case of any

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error, the same shall be brought to the notice of the Convenor, Examination Committee in writing by the student concerned and counter-signed by the concerned subject teacher.

(xvii) In case of any discrepancy found in the answer scripts and the Examination Committee is satisfied with the valid claim of the student, in that case the result shall be updated and published accordingly.

(xviii) The Examination Committee shall review the consolidated grade sheet of every subject before the publication of the End-Semester result and Repeat End-Semester result. During the review of consolidated grade sheet, the Examination Committee shall ensure that:

(a) in case any student scores the marks in decimal of 0.5 and above, which shall have the effect of change in grade to the next higher grade, in such case, the marks shall be reflected in bold font, and the next higher grade shall be awarded accordingly.

(b) in case any student scores the marks in decimal of less than 0.5, in that case, the student shall be awarded the actual grade, and no rounding off to the next higher grade shall be considered.

(c) while finalising the consolidated result of the subjects, the Committee may moderate the consolidated marks in case the students secure the marks just below the threshold of securing minimum marks to pass in that subject. However, such moderation shall be conducted only after due approval from the Vice-Chancellor.

Note: The student who secures the minimum passing marks by exercise of clause (a) and/or (c) shall not be eligible for any academic award, scholarship or medal.

(xix) The filled-in evaluation sheet of apprenticeship during Semester-X of B.A.LL.B. (Honours in Adjudication and Justicing) shall be submitted by the Course Coordinator to the Controller of Examinations for publication of the result.

CHAPTER-XI

Publication of Results

As the University follows a semester system, internal and continuous evaluation system, results are ordinarily published by the Examination Committee within fifteen (15) working days after completion of Mid-Semester Examinations, End-Semester Examinations, and Repeat/Improvement Examinations.

XI. 1 Result

(i) A student to be declared as pass must obtain an overall minimum of 50% marks or an equivalent grade, i.e., 'B' in every subject. However, the student who fails to obtain the minimum grade in any subject shall be declared as 'Failed' as per these regulations and shall be given one more chance by allowing him to appear in the Repeat-Examination of the said subject.

(ii) Once a student is declared as failed (F), his grade shall carry ® as superscript with the grade obtained later. In the same way, for students who are not allowed to take the End-Semester Examination(s) due to shortage of attendance and have to re-register as and when the subject is offered in the subsequent semester, the grade obtained subsequently shall carry ® as superscript automatically.

(iii) A student who fails to appear in examination(s) without written permission shall be declared as failed (F) in that subject. However, he shall be allowed to repeat the examination for that subject, and the grade so obtained shall have the letter ® as

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superscript on the grade in the transcript in such exam(s).

XI.2 Re-evaluation

(i) Re-evaluation of answer scripts shall be limited to End-Semester Examinations and Repeat End-Semester Examinations only.

(ii) There shall not be any re-evaluation of Mid-Semester Examinations. However, in case of a non-visible bell curve in the evaluation of any subject, the Vice-Chancellor may call the recommendation of the Examination Committee and may direct the subject teacher to revisit the answer scripts/written component.

(iii) There shall not be any re-evaluation of the project (written and presentation component).

(iv) The re-evaluation of the answer script shall be done separately by two external subject experts nominated by the Vice-Chancellor. The marks secured in the re-evaluation shall be calculated by obtaining the arithmetic mean of the marks given by two evaluators.

(v) Arithmetic means of the marks obtained as a result of re-evaluation of the answer script shall be considered if and only if there is an increase of at least five (5) marks but not more than ten (10) marks. However, in case the increase of re-valuation marks obtained is more than ten (10) marks, the answer script shall be evaluated by a third external subject expert, nominated by the Vice-Chancellor, whose evaluation shall be final.

(vi) In case any student makes an application for the re-evaluation of answer script(s) of the subject(s) of the End-Semester Examinations in which the student was declared failed, the student shall be required to appear in the repeat examination(s) of that/those subject(s), if the result of re-evaluation is awaited and the repeat examinations are scheduled. If the result of re-evaluation changes the original grade from fail to pass, the student shall be required to submit his option in writing whether to accept the result of re-evaluation or the result of the repeat examination along with their incidental consequences.

(vii) Student may apply for re-evaluation of their answer script(s) within the stipulated time period notified by the Examination Section from the date of declaration of results if the University is in session. If the result is declared during vacation, the request shall be made within ten (10) days of reopening the University after showing the answer scripts.

(viii) There shall not be any re-evaluation of End-Semester Examinations and Repeat of End-Semester Examinations answer script of the previous academic year(s) or semester(s).

(ix) Re-evaluation requests received after the prescribed period shall not be entertained.

(x) Any student who applies for re-evaluation shall pay a non-refundable fee of Rs.2,500/- per answer script. No re-evaluation request shall be processed unless the prescribed fee is remitted in full to the Accounts Section.

(xi) The result declared after re-evaluation shall be considered final.

XI. 3 Grade Sheet

(i) Upon the successful completion of an academic term or examination, the University shall issue to each student an original grade sheet, which shall contain the grades, marks, or credits achieved in all subjects registered during that academic period.

(ii) The original grade sheet shall be issued within ninety (90) working days from the date of the formal announcement of results by the Examination Committee.

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(iii) A student shall be eligible to apply for rectification of printing/calculation errors detected on his grade sheet in respect of Name, Semester, Title of the paper(s), CGPA and SGPA score within fifteen (15) days from receipt of the grade sheet.

(iv) The requests for such rectification shall have to be duly endorsed by the Examination Committee.

(v) No fee shall be charged for rectification of error(s) in the grade sheet.

(vi) The office of the Controller of Examinations shall issue a fresh grade sheet incorporating the corrections sought within thirty (30) days from receipt of the application through the Examination Committee.

(vii) A duplicate grade sheet shall be issued in cases where the original grade sheet has been lost, stolen, or mutilated. A written application shall be submitted by the student, accompanied by:

(a) an affidavit by making a solemn declaration before a notary stating the loss or destruction of the original grade sheet; and

(b) any additional documents as prescribed by the University.

(viii) The student shall be required to pay a fee of rupees two thousand only (Rs.2,000/-) for the issuance of the duplicate grade sheet, as prescribed by the University.

(ix) The University shall only issue one duplicate grade sheet per academic term or examination cycle.

(x) A duplicate grade sheet shall be marked as 'Duplicate' and bear the same variables and validity as the original.

(xi) If the original and duplicate grade sheets have both been lost, stolen, or damaged, the student may apply for a triplicate grade sheet by submitting a fresh affidavit detailing the loss or destruction of both the original and duplicate grade sheets by making a solemn declaration before a notary.

(xii) The application must include the prescribed fee of rupees five thousand only (Rs.5,000/-) for issuing a triplicate grade sheet.

(xiii) The University reserves the right to verify the authenticity of all documents submitted by the student in support of their application for a duplicate or triplicate grade sheet, including affidavits.

(xiv) The Examination Committee may reject any application that contains false or misleading information, and disciplinary action may be taken against such a student.

(xv) Upon receipt of a duly filled-in application for a duplicate or triplicate grade sheet, the University may process and issue the requested document within thirty (30) working days.

(xvi) In case of delay beyond this period, the student shall be notified of the reasons, and the University shall endeavour to resolve the issue as soon as possible.

(xvii) The Examination Section shall maintain a permanent record of all duplicate and triplicate grade sheet issued, which shall include the date of issuance, the reason for the issuance, and copies of supporting documents.

(xviii) The issuance of a duplicate or triplicate grade sheet shall be recorded in the student record file, and any future requests for the same shall be subject to this record.

(xix) No further duplicate or triplicate grade sheet shall be issued beyond the one-time issuance, except in cases of proven exceptional circumstances, which must be approved by the Competent Authority of the University.

Maharashtra National Law University MNLU * Nagpur *

XI. 4 Transcript

(i) Upon the successful completion of the Undergraduate Degree Course, the University shall issue an original transcript to each student, which shall contain the consolidated statement of marks and grades exhibiting the performance of a student in all semesters.

(ii) The original transcript shall be issued within ninety (90) working days from the date of the formal announcement of results by the Examination Committee.

(iii) A student shall be eligible to apply for rectification of printing/calculation errors detected on his transcript in respect of Name, Semester, Title of the paper(s), and CGPA within fifteen (15) days from receipt of the transcript.

(iv) The requests for such rectification shall have to be duly endorsed by the Examination Committee.

(v) No fee shall be charged for rectification of error(s) in the grade transcript.

(vi) The office of the Controller of Examinations shall issue a fresh transcript incorporating the corrections sought within thirty (30) days from receipt of the application through the Examination Committee.

(vii) Additional transcripts shall be issued if a request is made in writing with reasons thereof by the concerned graduate to the Controller of Examinations.

(viii) There shall be a fee of rupees one thousand only (Rs.1,000/-) for each additional transcript.

XI. 5 Record and Register with the Examination Section

(i) The Examination Section shall maintain the following records and registers:

(a) Master record register;
(b) Attendance register;
(c) Answer script record register;
(d) Answer script distribution register;
(e) Answer script showing register;
(f) Students' complaint register;
(g) Result correction and updation register;
(h) Grade sheet record and distribution register;
(i) Transcript record and distribution register;
(j) Degree record and distribution register;
(k) Convocation register;
(l) Academic honour and gold medal register;
(m) Leave (academic, medical, menstrual and assessment internship) register;
(n) Result publication register;
(o) Notification and circular register;
(p) Revaluation register; and
(q) Improvement register.

(ii) There shall be an entry of each movement of activities in the relevant register as mentioned-above by the staff of the Examination Section, and each entry shall be cross-checked by the person from the Examination Section so authorised, and the Controller of Examinations shall approve such entries from time to time.

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(iii) For *example*, there shall be an entry of the number of answer scripts in the register kept for the purpose, with the designated person of the Examination Section, for every subject of all the examinations.

CHAPTER-XII

Promotion

Students' promotions shall be decided based on their performance during an academic year. For promotion to the next higher academic year, a student must pass all the subjects in a given academic year. However, a student may be promoted to the next higher academic year, as provided in this chapter.

XII. 1 Promotion

(i) A student admitted to the Undergraduate Degree Course(s) shall have to pass all the prescribed subjects within a maximum period of Seven (7) years from and including the year of admission in order to be eligible for the award of the degree.

(ii) At present, the University offers six (6) subjects a semester up to semester VI and five (5) subjects in semesters VII to X, respectively. However, in the semester X of the B.A.LL.B. (Honours in Adjudication and Justicing), the University mandates practical learning as an 'Apprenticeship with judges' instead of teaching subjects in the classroom.

(iii) The promotion scheme is applicable only academic year-wise and not semester-wise.

(iv) A student shall only be promoted to the next higher class if he fulfils the promotion scheme as mentioned below:

(a) For promotion to II-year, a student should have passed at least nine (9) out of twelve (12) subjects of the I-year;

(b) For promotion to III-year, a student should have passed all the subjects of the I-year and at least nine (9) out of twelve (12) subjects of the II-year;

(c) For promotion to IV-year, a student should have passed all the subjects of the I-year, II-year and at least nine (9) out of twelve (12) subjects of the III-year; and

(d) For promotion to V-year, a student should have passed all the subjects of the I-year, II-year, III-year and at least eight (8) out of ten (10) subjects of the IV-year.

(e) To be eligible for mandatory practical learning as an 'Apprenticeship with Judges', the student shall mandatorily pass all subjects up to the semester IX.

(v) If any student fails in three or less than three subjects in I-year, he shall be promoted to II-year; if he passed all subjects of I-year and has failed in three or less than three subjects of II-year, he shall be promoted to III-year. However, such a student has to re-register as an *ex*-student for all the components of the failed subject(s) as and when the subject(s) is on offer by the University.

(vi) If any student has passed all subjects in the III-year but fails in two or less than two subjects in the IV-year, he shall be promoted to V-year. However, such a student has to re-register as an ex-student for all the components of the failed subject(s) as and when the subject(s) is on offer by the University.

(vii) If any student has failed but is promoted to the next higher class, he shall ordinarily be required to appear as an *ex*-student for all the components he failed; however, he may choose to appear for all or any of the components of the failed subject(s) excluding the End-Semester Examination(s). The marks obtained as an *ex*-student shall be considered final, excluding the marks awarded for attendance in the semester in which

Maharashtra National Law University MNLU * Nagpur *

the subject was on offer, and the same shall be reflected in the grade sheet/semester grade sheet.

(viii) Any student who failed to fulfil mandatory attendance criteria in three (3) or less than three (3) subjects of I-year, II-year or III-year was not allowed to appear in the End-Semester Examination(s), his result shall be declared as failed. Such a student shall be required to re-register in those particular subject(s) as and when offered and be allowed to appear in the End-Semester Examination(s) upon fulfilling the mandatory attendance criteria.

(ix) Any student who failed to fulfil mandatory attendance criteria in two (2) or less than two (2) subjects of IV-year and V-year was not allowed to appear in the End-Semester Examination(s), his result shall be declared as failed. Such a student shall be required to re-register in those particular subject(s) as and when offered and be allowed to appear in the End-Semester Examination(s) upon fulfilling the mandatory attendance criteria.

(x) Any student who failed but was promoted to the next higher class shall mandatorily be required to re-register as an *ex*-student for the failed subject(s)/component of the previous academic year by making the requisite payment of the prescribed fee within the stipulated period, as notified by the Examination Committee.

XII. 2 Non-Promotion

(i) Any student who failed to fulfil mandatory attendance criteria in more than three (3) subjects of I-year, II-year or III-year and was not allowed to appear in the End Semester Examination(s); his result shall be declared 'failed'. Such a student shall be required to re-register in those particular subject(s) as and when offered and be allowed to appear in all components upon fulfilling the mandatory attendance criteria.

(ii) Any student who failed to fulfil mandatory attendance criteria in more than two (2) subjects of IV-year and V-year and was not allowed to appear in the End Semester Examination(s); his result shall be declared 'failed'. Such a student shall be required to re-register in those particular subject(s) as and when offered and be allowed to appear in all components upon fulfilling the mandatory attendance criteria.

(iii) Any student who failed in more than three subjects in the I year shall not be promoted to II year and shall be required to re-register in all the failed subject(s) components. He shall be required to attend the classes of the failed subject(s) as and when the subject(s) is on offer and fulfil the mandatory attendance requirement to be eligible to appear in the End-Semester Examination(s).

(iv) Any student who has passed all subjects of the I-year but failed in more than three subjects in the II-year shall not be promoted to the III-year and shall be required to re-register in all the failed subject(s) components. He shall be required to attend the classes of the failed subject(s) as and when the subject(s) is on offer and fulfil the mandatory attendance requirement to be eligible to appear in the End-Semester Examination(s).

(v) Any student who has passed all subjects of the I-year and II-year but failed in more than three subjects in the III-year shall not be promoted to the IV-year and shall be required to re-register in all the components of all the failed subject(s). He shall be required to attend the classes of the failed subject(s) as and when the subject(s) is on offer and fulfil the mandatory attendance requirement to be eligible to appear in the End-Semester Examination(s).

(vi) Any student who has passed all subjects of the I-year, II-year and III-year but failed

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in more than two subjects in the IV-year shall not be promoted to the V-year and shall be required to re-register in all the components of all the failed subject(s). He shall be required to attend the classes of the failed subject(s) as and when the subject(s) is on offer and fulfil the mandatory attendance requirement to be eligible to appear in the End-Semester Examination(s).

(vii) Any student who is not promoted to the next higher class shall mandatorily be required to re-register as a year-back student for the failed subject(s)/component of the previous year by making the requisite payment of the prescribed fee within the stipulated period as notified by the office of the Assistant Registrar (Academics).

(viii) Any student who registers as a year-back student and has failed subject(s) for the odd semester (July to December) shall be required to vacate the Halls of Residence for the even semester (January to June) and may be allotted a room in the Halls of Residence as and when he is promoted to the next higher class.

(ix) Any student who registers as a year-back student and has failed subject(s) for an even semester (January to June) shall be required to vacate the Halls of Residence for the odd semester (July to December) and may be allotted a room in the Halls of Residence as and when he is promoted to the next higher class.

(x) Any student who registers as a year-back student and has failed in the subject(s) for both the odd semester (July to December) and even semester (January to June) shall mandatorily reside in the Halls of Residence.

CHAPTER-XIII

Extra Credit Course

Quality education that meets the needs of the Bar, Bench and Industry to enhance employment opportunities is a pressing need; therefore, the University promotes extra learning for its students by offering extra credit course(s) by external experts from the Bar, Bench, Academia, Industry, etc., from time to time. The extra credit courses would be beneficial to the students because, in addition to the mandatory credits, they will get an opportunity to learn various other subjects/topics and earn extra credits for the same, which shall be reflected in their academic records.

XIII.1 Students can earn extra credits over and above prescribed mandatory credits from extra credit courses offered by the University from time to time.

XIII.2 Each credit shall have sixteen (16) taught hours followed by evaluation by the expert offering such extra credit course/topic or the subject teacher assigned such an evaluation by the Competent Authority of the University.

XIII.3 The criteria of evaluation of extra credit course shall be mutually agreed between the external subject experts and the Competent Authority of the University keeping in view the objectives and outcomes of such extra credit course.

XIII.4 Any extra credit course(s) so offered shall be of at least a minimum of one credit but not exceeding two credits in a semester.

XIII.5 Students shall not be allowed to opt for more than one extra credit course in a semester.

XIII.6 The classes for the extra credit course(s)ordinarily would be held beyond the regular teaching schedule.

XIII.7 No extra credit course(s) would be offered during semester breaks or internship periods.

XIII.8 Extra credit course(s) shall be governed by these regulations except evaluation criteria.

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XIII.9 Based on the grade and/or marks earned through extra credit course shall not entitle any student to claim class ranking, overall merit certificate, academic honour and gold medal.

XIII.10 The grade and/or marks earned through extra credit courses shall not be considered for calculation of SGPA or CGPA. However, the grade and/or marks earned through extra credit courses shall be reflected separately in the transcript.

CHAPTER-XIV

Study Webs of Active- Learning for Young Aspiring Minds (SWAYAM)

To widen access to higher education at a reasonable cost by using technological advances, the students may opt for an online course(s) available on the SWAYAM platform.

XIV.1 The curriculum development committee shall identify online learning courses being offered through the SWAYAM platform in a semester, keeping in view the requirements of the students.

XIV.2 Recommendation of the curriculum development committee for the online courses available at the SWAYAM platform shall be considered by the Competent Authority and approved by the Academic Council.

XIV.3 The online courses available at the SWAYAM platform shall be considered taking into consideration the following;

(i) Non-availability of suitable teaching faculty for teaching a particular subject;

(ii) The facilities for offering the elective subjects sought by the students are not on offer but are available on the SWAYAM platform; and,

(iii)The subjects offered on SWAYAM would supplement the teaching-learning process.

XIV.4 The University shall allow only up to twenty per cent (20%) papers through SWAYAM of the total papers being offered in a semester.

XIV.5 SWAYAM papers shall be governed by the provisions of Maharashtra National Law University, Nagpur (Credit Framework for Online Learning Courses through SWAYAM) Regulation 2017.

CHAPTER-XV

Degree, Certificate and Medals

The University Act of 2014 empowers its statutory bodies to confer degrees or to grant or certificates and other academic distinctions as determined by the statutory bodies of the University from time to time.

XV. 1 Preparation and Printing of Degree and Certificates

The University shall observe the following procedure for printing and preparation of degrees/certificates before holding the Convocation:

(i) The Controller of Examinations shall, after obtaining due approvals from the statutory bodies and officers of the University, prepare the Semester Grade-sheet, Transcript, Degree certificates, Merit Certificate, Gold Medal Certificate or any other certificate as required from time to time in the approved formats given in Schedule-I of these Regulations.

(ii) Each certificate shall bear the University's seal in printed and engraved form.

(iii) Each certificate shall bear the nomenclature of the respective course, the name of the recipient, his father's and mother's name, and CGPA score with grade scale (if applicable).

(iv) The degree of all Undergraduate Degree Courses shall conform to the Bar Council of India's requirements and those of any other higher education regulatory body.

(v) The Controller of Examinations shall authenticate the certificate overleaf.

(vi) The Chancellor and the Vice-Chancellor of the University shall sign all the degrees. The transfer certificate and migration certificate shall be signed jointly by the Registrar and the Controller of Examinations. However, all other certificates shall be signed by the Controller of Examinations upon due verification by the Deputy Controller of Examinations or the Assistant Controller of Examinations, as authorized by the Competent Authority.

XV. 2 Security Measures to Maintain Authenticity of Degree and Certificates

(i) The number of printed degrees/leaves received from the security printer shall be entered in a permanent register maintained by the Examination Section, and each leaf received shall be duly accounted for.

(ii) The security printer shall submit in writing that "he has not printed any other leaf except those delivered to the University" on his official letterhead and duly signed.

(iii) The issued degree/certificate shall bear a unique identification number marked by the University and their UID and student photograph.

(iv) This record shall be entered into the permanent register and maintained by the Examination Section.

(v) Degrees/certificates shall bear the University hologram sticker.

XV. 3 Award of Degrees

(i) A student shall be eligible for the award of a degree after the successful completion of all the prescribed subjects in the respective course and if he has obtained a minimum CGPA of 4.00 out of 10.00 within the maximum period of seven years from the year of admission to the course.

(ii) Along with the degree, all the students shall be provided with a consolidated transcript indicating the subjects, credits, grades obtained, CGPA, and interpretation of these features on the rear side of the transcript.

(iii) The Examination Section shall maintain the records of all the degrees and certificates issued by the University.

XV. 4 Award of Medals

(i) Gold medals shall be awarded to the students who have completed the course within five years.

(ii) If two or more students have secured the same grade, the marks secured by the students in the subject shall be considered for awarding the gold medal.

(iii) If two or more students also secure the same marks, the gold medal shall be awarded to the student with higher overall grades.

(iv) If the two contenders have equal overall grades, then the grades in the mandatory subjects and performance in co-curricular activities shall be considered.

(v) The University provides a certificate indicating the name of the gold medal awarded to the student(s).

(vi) The University reserves the right to withdraw the gold medal, if it is found to have been awarded wrongly.

(vii) The University reserves the right to withhold any gold medal, if no student is found to be eligible.

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(viii) A student shall be disqualified from the award of gold medal(s), if he indulges in any of the following:

(a) students with 'repeat' ® as superscript in their grade sheet in any subject shall not be eligible for the award of gold medal for overall topper/overall best student if such a subject in which the ® as superscript was obtained is part of the mandatory credits. However, if the student secured required credits in the subject which is out of the mandatory credits with ® as superscript, then such student would not be disqualified.

(b) gold medal in any specific subject shall not be awarded to any student who has obtained ® as superscript in that subject.

(c) the marks obtained by a student in deemed first attempt examination shall not be considered for award of any gold medal.

(d) the marks obtained by a student in an improvement examination shall not be considered for award of any gold medal.

(e) students who have been punished/penalised/found guilty of any academic malpractice or serious misconduct and have been duly notified by the University or so categorised by a duly constituted Disciplinary Committee or Internal Complaints Committee (ICC) shall not be considered for the award of any gold medal.

(f) a student shall not have been involved in any conduct contravening the Academic Code of Conduct for Students, 2023.

(g) a student shall not have been detained for a shortage of attendance.

(h) a student shall not have passed the examination in any subject with moderated marks.

XV. 5 Award of University Medal

The Vice-Chancellor shall constitute a Committee consisting of three Faculty Members, the Controller of Examinations and Assistant Registrar (Academics) known as the Gold Medal Committee. The award of gold medals shall be made on the basis of the recommendations of the aforementioned Committee as accepted and approved by the Vice-Chancellor.

(i) With respect to the gold medal to be awarded to the topper of the batch, the student who had secured the highest CGPA with the highest marks shall be awarded the said gold medal.

(ii) With respect to the gold medal for the best student for overall excellence (male) and the best student for overall excellence (female), a list of the top five rankers (male and female) eligible to be considered in this category shall be provided by the Examination Section to the Gold Medal Committee. The Committee shall scrutinise this list and consider the curricular and co-curricular activities of such rankers while making reasoned recommendations to the Vice-Chancellor. The Vice-Chancellor may either accept the recommendations of the Committee or, for reasons to be recorded in writing, decide otherwise. The decision of the Vice-Chancellor shall be final.

(iii) All general norms for the award of gold medals shall apply to the award of the University gold medal.

Explanation: The University may institute an academic medal/prize for any other degree/certificate course.

(iv) In case any student who has scored the highest marks but is found ineligible under these regulations, the next student in the order of merit shall be deemed to have scored first

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position. This norm shall also apply to any other medal awarded based on the highest rank in the merit list.

XV. 6 Award of Sponsored Medal(s)

(i) The sponsored medals shall be awarded to the students as per the conditions of the donor, and if there is no such condition, the University may decide in accordance with the requirements.

(ii) Regarding the specific gold medal instituted by the donor, the student obtaining the highest marks in such subject shall be awarded the medal.

(iii) All general norms applicable for the award of medals shall apply to the award of sponsored medals.

CHAPTER-XVI
Miscellaneous

XVI.1 Scheduling Examinations

(i) Ordinarily, while scheduling Mid-Semester Examinations, End-Semester Examinations, and Repeat/Improvement Examinations, the Examination Committee shall endeavour to conduct these examinations within a week's time, giving no holiday in between two or more examinations; however, if any national or significant holiday falls during examinations, that shall be treated as an exception for not scheduling any exam on that day.

(ii) The Examination Committee while preparing the examination schedule shall ordinarily schedule the papers as per the subject code given to a subject in a semester. However, if any subject teacher is performing additional official responsibility, is unwell, or has been assigned any official work outside the University, the Examination Committee may prefer such subject code within the scheduled examination timeframe.

(iii) The Examination Committee may consider giving one-day gap between the examinations in lieu of the subject for which the Mid-Semester Examinations and/or End-Semester Examinations are not to be conducted as per the evaluation scheme.

XVI.2 Removal of Doubts

Wherever any doubt arises as to the interpretation or application of any of the provisions of these regulations, the decision of the Vice-Chancellor shall be final.

XVI.3 Amendment

Upon the recommendation of the Academic Council, the Executive Council of the University shall have the power to amend, alter, replace, rescind, or make any provision to these regulations from time to time.

Maharashtra National Law University
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Nagpur

Schedule-I

1. Table of Grade and Grade Sheet

CUMULATIVE GRADE POINT AVERAGE		
Percentage of Marks	**Grade**	**CGPA**
90 and above	O	10.00
80-89	E	9.00
70-79	A++	8.00
65-69	A+	7.00
60-64	A	6.00
55-59	B+	5.00
50-54	B	4.00
Below 50	F	0.00



2. Proforma Grade Sheet

MAHARASHTRA NATIONAL LAW UNIVERSITY, NAGPUR

(Established by Maharashtra Act No. VI of 2014)

UG : 004036

B.A.LL.B.(Hons.) Five-Year Integrated Degree Course
End-Semester Examination, XXXXX
Year-XX Semester-XX, Academic Year: XXXX-XXX

GRADE SHEET

Original / Duplicate / Triplicate

Result Notification No. and Date: XXX

Name of Student : XXX **UID** : UGXXXX-XX

Name of Father : XXX **Batch** : XXXX-XX

Name of Mother : XXX

Course Code	Course Title	Marks Obtained Out of 100	Course Credit	Grade
BAL1.1	Legal Methods	XX.XX	X	X
BAL1.2	Law of Torts	XX.XX	X	X
BAL1.3	History-I	XX.XX	X	X
BAL1.4	Political Science-I	XX.XX	X	X
BAL1.5	English-I	XX.XX	X	X

Total Credit(s) : **XX**

SGPA : **X.XX / XX.XX**

CGPA : --

Date of Issue : **XXXX**

Prepared by **Dy. Controller of Examinations** **Controller of Examinations**

P.T.O

Maharashtra National Law University MNLU Nagpur

EXPLANATION

1. The medium of instruction and examination is **English**.

2. The assessment of performance of a student is as following:

TABLE OF GRADE AND GRADE POINT		
Percentage of Marks	**Grade**	**Grade Point**
90 and above	O	10.00
80-89	E	9.00
70-79	A++	8.00
65-69	A+	7.00
60-64	A	6.00
55-59	B+	5.00
50-54	B	4.00
Below 50	F	0.00

(*Bold Figures are rounded off to next higher digit and consequently the grade is awarded.)

3. A student has to secure a minimum of 50 marks and/or equivalent grade, i.e., 'B' in each course for passing.

4. The following Grade/Letter/Symbols/Abbreviations used in the grade-sheet denotes:

   F Failed (Failing in securing minimum aggregate marks including non-submission of written assignment/failure in project / seminar, failure to appear in examinations)

   R Repeat (Clearing the exam in Repeat / Re-registration / detention / students who are not allowed to appeared in End-Semester Examination due to shortage of attendance)

   I Improvement (Improvement End-Semester Examination)

   W Withheld (disciplinary action, fee dues, library dues)

   Ab Absent (Student on Approved Academic Leave, Absence on Medical grounds and on Compassionate Grounds)

   NA Not Allowed (Shortage of Attendance)

5. Grade secured in the repeat examination shall carry letter ® in superscript and Grade secured in Improvement shall carry letter ① in superscript.

6. Calculation of **SGPA : Σ(Ci x Gi) / Σ Ci**

   Where, Ci = Course Credit in i^{th} course ; Gi = Grade Point obtained in i^{th} course

7. Calculation of **CGPA : Σ(Cj x Sj) / ΣCj**

   Where, Cj = Course Credit in j^{th} Semester; Sj = SGPA obtained in j^{th} Semester

8. Percentage Equivalent = **CGPA x 10**

9. The SGPA and CGPA shall be rounded off up to two (2) decimal points.

10. For detailed information, refer Examination Regulations of the University.

Maharashtra National Law University MNLU * Nagpur *

3. Proforma Original Transcript

MAHARASHTRA NATIONAL LAW UNIVERSITY, NAGPUR

(Established by Maharashtra Act No. VI of 2014)

ORIGINAL TRANSCRIPT UG : 004036

B.A.LL.B.(Hons.) Five-Year Integrated Degree Course

Original / Duplicate / Triplicate

Name of Student : XXXX **UID** : UG XX-XX

Name of Father : XXXX **Batch** : XXXX-XX

Name of Mother : XXXX

Course Code	Course Name	Marks Obtained Out of 100	Grade	Course Code	Course Name	Marks Obtained Out of 100	Grade
I Semester				**II Semester**			
BAL1.1	Legal Methods	XX	X	BAL2.1	Law of Contract-I	XX	X
BAL1.2	Law of Torts	XX	X	BAL2.2	Jurisprudence	XX	X
BAL1.3	History-I	XX	X	BAL2.3	History-II	XX	X
BAL1.4	Political Science-I	XX	X	BAL2.4	Political Science-II	XX	X
BAL1.5	English-I	XX	X	BAL2.5	English-II	XX	X
III Semester				**IV Semester**			
BAL3.1	Law of Contract-II	XX	X	BAL4.1	Constitutional Law-I	XX	X
BAL3.2	International Law	XX	X	BAL4.2	Property Laws	XX	X
BAL3.3	Family Law-I	XX	X	BAL4.3	Family Law-II	XX	X
BAL3.4	Economics-I	XX	X	BAL4.4	Economics-II	XX	X
BAL3.5	Sociology-I	XX	X	BAL4.5	Sociology-II	XX	X
V Semester				**VI Semester**			
BAL5.1	Constitutional Law-II	XX	X	BAL6.1	Code of Civil Procedure And Law of Limitation	XX	X
BAL5.2	Criminal Law-I (Indian Penal Code)	XX	X	BAL6.2	Criminal Law-II (Code of Criminal Procedure)	XX	X
BAL5.3	Corporate Laws-I	XX	X	BAL6.3	Corporate Laws-II	XX	X
BAL5.4	Administrative Law	XX	X	BAL6.4	Environmental Laws-I	XX	X
BAL5.5	Clinic-I (Alternative Disputes Resolution)	XX	X	BAL6.5	Forensic Science and Medical Jurisprudence	XX	X
				BAL6.6	Clinic-II (International Commercial Arbitration Laws)	XX	X
VII Semester				**VIII Semester**			
BAL7.1	Principles of Legislations and Interpretation of Statutes	XX	X	BAL8.1	Intellectual Property Rights	XX	X
BAL7.2	Taxation-I	XX	X	BAL8.2	Taxation-II	XX	X
BAL7.3	Labour Laws-I	XX	X	BAL8.3	Labour Laws-II	XX	X
BAL7.4	Environmental Laws-II	XX	X	BAL8.4	**Optional Paper-I** Comparative Constitutional Law	XX	X
BAL7.5	Law of Evidence	XX	X	BAL8.5	**Optional Paper-II** Patent and Public Health	XX	X
IX Semester				**X Semester**			
BAL9.1	Banking and Financial Laws	XX	X	BAL10.1	Drafting, Pleading and Conveyancing	XX	X
BAL9.2	Professional Ethics, Professional Accounting System and Bar-Bench Relationship	XX	X	BAL10.2	Law of Equity, Trusts, Suit Evaluation and Registration	XX	X
BAL9.3	**Optional Paper-III** Entrepreneurship Development	XX	X	BAL10.3	International Trade Law	XX	X
BAL9.4	**Optional Paper-IV** Infrastructure Laws	XX	X	BAL10.4	**Optional Paper-VI** Health Laws	XX	X
BAL9.5	**Optional Paper-V** Medical Laws and Ethics	XX	X	BAL10.5	**Optional Paper-VII** Election Law	XX	X

Extra Credit Course During the Programme

Sr.	Course	Marks Obtained	Result
1.	XXXX	XXX	XX
2.	XXXX	XXX	XX

Cumulative Grade Point Average (CGPA): X.XX / XX.XX

Result : XXX

Date of issue : XXX

Prepared by **Dy. Controller of Examinations** **Controller of Examinations**

P.T.O

Maharashtra National Law University MNLU Nagpur

EXPLANATION

1. The medium of instruction and examination is **English**.

2. The assessment of performance of a student is as following:

TABLE OF GRADE AND GRADE POINT		
Percentage of Marks	**Grade**	**Grade Point**
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55-59	B+	5.00
50-54	B	4.00
Below 50	F	0.00

(*Bold Figures are rounded off to next higher digit and consequently the grade is awarded.)

3. A student has to secure a minimum of 50 marks and/or equivalent grade, i.e., 'B' in each course for passing.

4. The following Grade/Letter/Symbols/Abbreviations used in the grade-sheet denotes:

   F Failed (Failing in securing minimum aggregate marks including non-submission of written assignment/failure in project / seminar, failure to appear in examinations)

   R Repeat (Clearing the exam in Repeat / Re-registration / detention / students who are not allowed to appeared in End-Semester Examination due to shortage of attendance)

   I Improvement (Improvement End-Semester Examination)

   W Withheld (disciplinary action, fee dues, library dues)

   Ab Absent (Student on Approved Academic Leave, Absence on Medical grounds and on Compassionate Grounds)

   NA Not Allowed (Shortage of Attendance)

5. Grade secured in the repeat examination shall carry letter ® in superscript and Grade secured in Improvement shall carry letter Ⓘ in superscript.

6. Calculation of **SGPA : Σ(Ci x Gi) / Σ Ci**

   Where, Ci = Course Credit in i^{th} course ; Gi = Grade Point obtained in i^{th} course

7. Calculation of **CGPA : Σ(Cj x Sj) / ΣCj**

   Where, Cj = Course Credit in j^{th} Semester; Sj = SGPA obtained in j^{th} Semester

8. Percentage Equivalent = **CGPA x 10**

9. The SGPA and CGPA shall be rounded off up to two (2) decimal points.

10. For detailed information, refer Examination Regulations of the University.

Maharashtra National Law University MNLU * Nagpur *

4. **Proforma Provisional Certificate**

MAHARASHTRA NATIONAL LAW UNIVERSITY, NAGPUR

(Established by Maharashtra Act No. VI of 2014)

P.C. No. XXX

Provisional Certificate

It is certified that XXXX (UID No. UG XXX-XX) has successfully completed the course as required under the Regulations of the University in the month of XXX and qualified for the award of the Degree of B.A.LL.B.(Hons.) Five-Year Integrated Degree Course.

The Student has secured a Cumulative Grade Point Average of X.XX out of XX.XX.

Dy. Controller of Examinations **Controller of Examinations**

Maharashtra National Law University MNLU * Nagpur *

5. **Proforma Attendance Certificate**

MAHARASHTRA NATIONAL LAW UNIVERSITY, NAGPUR
(Established by Maharashtra Act No. VI of 2014)

C.C. No. XXX

ATTENDANCE CERTIFICATE

TO WHOMSOEVER IT MAY CONCERN

This is to certify that XXXXX S/o XXXXX (UID: UG XXXX-XX) student of B.A.LL.B.(Hons.) Five-Year Integrated Degree Course has successfully completed the course as required under the Regulations of the University.

His attendance was above 75% in all the academic years as per the provisions of the Examination Regulations of the University from XXXX to XXXX.

Dy. Controller of Examinations **Controller of Examinations**

Maharashtra National Law University MNLU * Nagpur *

6. Proforma Transfer Certificate

T.C. No. 0375

MAHARASHTRA NATIONAL LAW UNIVERSITY, NAGPUR

(Established by Maharashtra Act No. VI of 2014)

Near Village Waranga, P.O. Dongargaon (Butibori) Nagpur - 441108

Transfer Certificate

Name of the Student	:	XXX
Father's Name	:	XXX
UID NO.	:	XXX
Course to which Admitted	:	XXX
Date of Birth as per X Std. Certificate	:	XXX
In words	:	XXX
Category	:	XXX
Date of leaving	:	XXX
Reasons for leaving	:	XXX
Whether the Student has passed the course	:	XXX

Certified that the student was not debarred, rusticated or otherwise disqualified from continuing the studies for any misconduct and/ or misdemeanour during the stay at the University.

CONTROLLER OF EXAMINATIONS Seal REGISTRAR

Maharashtra National Law University MNLU * Nagpur *

7. **Proforma Migration Certificate**

M.C. No. 0354

MAHARASHTRA NATIONAL LAW UNIVERSITY, NAGPUR

(Established by Maharashtra Act No. VI of 2014)

Near Village Waranga, P.O. Dongargaon (Butibori) Nagpur - 441108

Migration Certificate

Certified that **XXX** (UID No. XXX) was a bonafide student of B.A.LL.B.(Hons.) Five-Year Integrated Degree Course of this University during the Academic Year XXX-XXX.

The University has no objection if he/she wish to pursue further studies in any institution.

CONTROLLER OF EXAMINATIONS Seal REGISTRAR

Maharashtra National Law University MNLU Nagpur

8. **Proforma Conduct Certificate**

MAHARASHTRA NATIONAL LAW UNIVERSITY, NAGPUR
(Established by Maharashtra Act No. VI of 2014)

C.C. No. XXX

Conduct Certificate

It is certified that **XXXXX** (UID No. UG XXXX-XX) was a bonafide student of B.A.LL.B.(Hons.) Five-Year Integrated Degree Course of this University during the Academic Year XXX-XXX.

The conduct of the student has been satisfactory throughout the period of his/her stay in the university.

Dy. Controller of Examinations **Controller of Examinations**

Maharashtra National Law University MNLU Nagpur