

ANNEXURE---



BANARAS HINDU UNIVERSITY

Ordinances governing

Two Months Introductory Course On Ayurveda  
&  
One Year Certificate Course On Ayurveda

Offered by FACULTY OF AYURVEDA

(Recommended by Faculty Meeting held on Dated 31-01-2014)

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## ANNEXURE---

### Faculty of Ayurveda

#### Ordinances governing for Introductory Course on Ayurveda and Certificate Course on Ayurveda

Under the powers conferred by Section 4A of the Banaras Hindu University Act 1915, as amended, and under the provision of Section 18 of this Act, the University hereby institutes the "Two Months Introductory Course On Ayurveda and One Year (Two Semester) Certificate Course on Ayurveda" and makes the following ordinances governing admission, course of study, examinations and other matters relating to these courses under the Faculty of Ayurveda of the Banaras Hindu University.

1. ADMISSION TO THE "TWO MONTHS INTRODUCTORY COURSE ON AYURVEDA", AND "ONE YEAR CERTIFICATE COURSE ON AYURVEDA"
  - (i) The Programme of study leading to Introductory Course on Ayurveda, and Certificate Course on Ayurveda of the Banaras Hindu University shall be conducted on full-time basis, under the Faculty of Ayurveda.
  - (ii) Admission to Introductory Course on Ayurveda, and Certificate Course on Ayurveda Programmes, in the Faculty of Ayurveda shall be made on merit.
  - (iii) (a) Faculty of Ayurveda shall have an Admission Committee constituted under Statute (xxiii) of the Academic Council for Introductory Course on Ayurveda and Certificate Course on Ayurveda. The admission committee shall consist of Dean-Faculty of Ayurveda, two senior professors of the faculty, HODs with which the programme is associated, coordinator and Deputy co-ordinator in station of the programme.  
(b) Provisional admission of a candidate is liable to be cancelled by the Admission Committee at any time:
    - If it is detected that there is something against the candidate which would have prevented him/her from being admitted to the course
    - If the candidate is found at a later stage to have provided any false information, and/ or
    - If he/she has been punished for an act of gross misconduct, indiscipline or an act involving moral turpitude.
  - (iv) For introductory Course on Ayurveda and Certificate Course on Ayurveda Programmes, admission cannot be claimed by any candidate as a matter of right.
  - (v) On his/her selection for admission to Introductory Course on Ayurveda and Certificate course on Ayurveda, the candidate shall, within the time fixed by the University, deposit the course fee and other regular fees prescribed for the programme. If the candidate fails to deposit the fees within the stipulated time, his/ her selection shall automatically stand cancelled. Such a candidate shall not be admitted to the concerned programme unless a fresh order of selection or extension of date for payment of fees is issued by the University.
  - (vi) Admission will be open for the Indian and foreign nationals in **February and August** of each year for the introductory Course on Ayurveda while in **August** for the Certificate Course on Ayurveda.
  - (vii) **Foreign Students-**
    - a. Applications of foreign nationals routed through the Government of India/Ministry of Health, Education and External Affairs under scholarship schemes; and self-financing Foreign Nationals shall be entertained for the aforesaid programmes.
    - b. Candidate must have a valid passport and student VISA. Visitor VISA or Tourist VISA will not be entertained.
    - c. All the application forms may be submitted in the office of the International Students Advisor, International Students Centre, B.H.U. for processing their admission. The International

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Students' Advisor, with the help of the Admission Committee constituted to look after the admission work of the foreign nationals shall examine the eligibility of each applicant to the course and also the equivalence of the qualifying examination passed by the candidate. If there is any problem regarding equivalence of the qualifying examination passed by the candidates, the same may be referred to the Equivalence Committee constituted for foreign nationals.

- d. At the time of admission, foreign nationals should have the knowledge of English and/or Hindi/Sanskrit.
- e. General:
  - i All the eligible Foreign Nationals are required to fill up the Registration form prescribed by the University at the time of admission.
  - ii The Inter-se merit among the applicants of various Foreign Nationals shall be decided by the "Core Committee for Admissions of Foreign Nationals", which shall be deemed as final.
- (viii) Reservations and Weightages:  
The Reservations & Weightages shall be as per University Rules.

### 2. Introductory Course on Ayurveda

- (i) This course shall be conducted by the Faculty of Ayurveda with the constituent Departments of the Faculty and shall be of the duration of two months.
- (ii) The minimum number of seats available for the said program is 05 (five) and maximum -25.
- (iii) A student of this course shall not be permitted to seek admission concurrently to any other fulltime degree or diploma programme in the University or elsewhere unless otherwise provided for in the Ordinances hereinafter defined.
- (iv) Admission will be open for the Indian and foreign national in February and August of each year.
- (v) To qualify for the Introductory course on Ayurveda, the candidate must-
  - a. satisfy the minimum requirement prescribed hereinafter for the course.
  - b. attend regular courses of lectures, and seminars as may be prescribed for the examination in the relevant prospectus of study
  - c. pass in the required number of courses taught during the study period, as the case may be, to accumulate the stipulated number of credits prescribed for the course. An Examination shall be held at the end of course in various subjects taught during the study period. The overall performance in written examinations of prescribed number of courses shall determine the result of the candidate for the introductory course in accordance with the rules and regulations prescribed for the purpose.
  - d. have regularity in classes, class tests, home-work and seminar relevant to the course, as prescribed by the joint Boards of Studies.
- (vi) (a) The students having a minimum attendance of 70% with at least 50% in each subject shall be eligible to appear in the examinations. No relaxation beyond 70% be considered at any case.  
(b) The attendance of a newly admitted candidate shall be counted from the date of his/her admission, or date of starting of classes whichever is later.  
(c) There shall be an **Attendance Monitoring Committee** in the Faculty under the Chairmanship of the Dean.

#### 2.1 ADMISSION ELIGIBILITY

- (i) Any Indian/Foreign National having the background of school education equal to 10+2 with aptitude to learn and propagate Ayurveda.
- (ii) Candidates selected for admission to the Introductory Course on Ayurveda shall submit the following certificates:

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- (a) Transfer certificate from the School/ Institute last attended indicating that he/she has passed qualifying examination.
- (b) Certificate of character from the Principal of the College last attended.
- (iii) If the Dean of the Faculty is satisfied that there are genuine difficulties in the production of the above certificates he/she shall, at the request of the candidate, give him/her time to submit the above certificates within a period as prescribed by the University. In case he/she is unable to do so, his/her admission shall be cancelled.

### 2.2 FEES

- i. The course fee for introductory course from Indian Nationals is Rs.10, 000/- and for Foreign National is \$ 1000 only.
- ii. Other fee as per the University rule.
- Note: The above fee may be revised by the Academic Council from time to time.*

### 2.3 SYSTEM OF EXAMINATION

- i. The examinations of 'Introductory Course on Ayurveda' in the Faculty of Ayurveda shall be conducted ordinarily on such dates as may be fixed by the Faculty of Ayurveda as per the University schedule.
- ii. The academic performance of a candidate shall be evaluated in respect of the courses of study prescribed for the Introductory Course on Ayurveda programme through the examinations.
- iii. **The Credit System-**

Each course shall have a specified number of credits. These credits describe the weightage of the concerned course. The number of credits that a student has satisfactorily completed measures the performance of the student. Satisfactory progress of a student is subject to his/ her maintaining a minimum Cumulative Grade Point Average (CGPA).

### 2.4 COURSE STRUCTURE FOR THE INTRODUCTORY COURSE ON AYURVEDA

The credit requirement for the two-month 'Introductory Course on Ayurveda' in the Faculty of Ayurveda shall be 16 (128 contact hours).

S. No.	Two-month Introductory Course on Ayurveda		
	Department	Teaching Hours (128 hours)	Credits (16)
1	Siddhant Darshan	8	1.0
2.	Samhita and Samskrita	8	1.0
3	Rachana Sharir	8	1.0
4	Kriya Sharir	8	1.0
5	Vikriti Vigyana	8	1.0
6	Swasthavritta	16	2.0
7	Kaya Chikitsa & Panchakarma	16	2.0
8	Kaumarbhritya	8	1.0

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9	Dravyaguna	8	1.0
10	Rasa Shastra	8	1.0
11	Prasuti Tantra	8	1.0
12	Shalya Tantra	16	2.0
13	Shalakya Tantra	8	1.0

Credits of a course shall be assigned in the following manner:

- For all the theory (Lecture) courses one credit shall be assigned for one-hour lecture per week.
- Credits shall be in whole numbers.

2.5 The Performance of a candidate in 'Introductory Course on Ayurveda' shall be measured by GPA and CGPA, details of which are given below:

GPA: Grade Point Average.

CGPA: Cumulative Grade Point Average.

i. GPA Calculation:

Quality points for the subject = Quality points earned x Number of hours

GPA= Sum of quality points for all the subject/ Total number of contact hours for all the subjects.

GPA is calculated at the end of 8 weeks after grades have been processed and after any grade have been updated or changed.

Individual assignment/ surprise test/quizzes/ subject test/tutorials/practicals/projects/seminar will all be based on the same criteria as given above.

The concerned department will convert subject marking into quality points. Introductory Course on Ayurveda' is of 2 month (8 weeks) study duration.

Credit is defined for this course as-

1 credit = 8 hours of contact lectures for 8 weeks  
(1 credit = 1 hour teaching/tutorial per week)

**Grading System:** The grading system (as adopted by Faculty of Science), as detailed hereunder in Table 1 shall be applicable for the course:

Table - 1

Award of Grades Based on Absolute percentage of Marks

Marks Range in percentage (Out of 100)	Grade	Grade Point /Quality points
90 -100	S	10
80 - 89	A	9
70 - 79	B	8
60 - 69	C	7
50 - 59	D	6
40 - 49	E	5
Passed with Grace	P	4

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00 - 39	F	0
Non-appearance in examination (Incomplete)	I	0
Incomplete Project / Dissertation / Training	X	0

**Explanation**

Latter grades S, A, B, C, D, E and P in a course mean that the candidate has passed that course.

The F grade denotes poor performance, i.e., failing in the course. A student has to appear at subsequent examination(s), if provided under the ordinances in all courses in which he/she obtains "F" grade, until a passing grade is obtained.

The I Grade: The "I" Grade is awarded, when a student does not appear in the examination of course/courses. This shall be treated as "F" Grade.

The X Grade: An "X" Grade is awarded to a student if he/ she does not complete Project/ Dissertation/ Training. This will be converted to a regular grade on the completion of the Project/ Dissertation/ Training Work and its evaluation. The "X" Grade shall be treated as "F" Grade.

**ii. Cumulative Grade Point Average (CGPA)**

Final Grade point Average for 'Introductory Course on Ayurveda' will be calculated by dividing the total of product of grade (quality) point and subject credit by sum of all the subject credits.

$$CGPA = \frac{\sum_{j=1}^m C_j P_j}{\sum_{j=1}^m C}$$

Where,  $C_j$  = Number of credits assigned for the  $j^{th}$  course, up to the final examination for which CGPA is to be calculated.

$P_j$  = Grade point earned in  $j^{th}$  course.

$j = 1, \dots, m$ ; represent the number of courses in which a student was registered up to the final examination for which CGPA is to be calculated.

**Grace Rule:** Tabulators shall award grace marks as per the following guidelines:

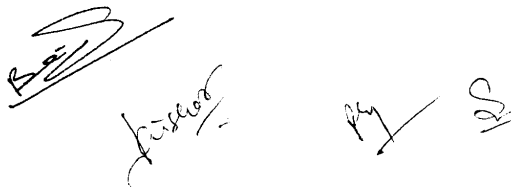
- 1) A student who fails in not more than 3 theory courses by total marks of not more than  $\frac{1}{2}$  the number of total theory courses of the course (any fraction is rounded off to the next higher number), shall be awarded grade "P" (in place of grade "F") of Grade Point 4 in the concerned courses.
- 2) Grace marks will not be awarded for making up shortfall in minimum GPA/CGPA or improving the grade.

### Confidential Clause

**2.6 EXAMINATION SYSTEM:**

Each theory course shall be of 50 marks. For evaluation, the overall structure of the distribution of marks in a course shall be such that 15 marks are allotted to various sessional assessments during the introductory programme, while 35 marks shall be allotted for the final examinations. If more than one teacher is teaching a course, one of them should be appointed as the Coordinator of the course, and all the teachers must participate in the process of evaluation.

- (i). The scheme of assessment during the semester (for 15 marks):



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- (a) The assessment (sessional) in theory courses shall comprise a class test of 1 hour duration for regularity.
  - (b) At the discretion of the concerned Head/Coordinator, a student who could not appear in the internal test(s) already conducted on account of some cogent reasons, such as late admission, illness etc., may be allowed to appear in test held for such students. No student will be allowed to appear in the test twice.
  - (c) The class tests shall be conducted by the teacher (or group of teachers), teaching the course and the marks shall be displayed on the notice board. The evaluated test copies will be shown to the students.
  - (d) The marks of the class test shall be sent to the Controller of Examinations.
  - (e) Sessional marks of a course shall be carried over for failed students in the course.
- (ii) Final Examination and evaluation (for 35 marks):
- (a) The question papers shall be set and the answer-scripts shall be evaluated by the teachers of the concerned courses. If there is more than one teacher teaching the course, the question paper shall ordinarily be set and evaluated by a teacher of the group in consultation with other participating teachers, appointed by the Board of Examiners (concerned department).
  - (b) Marks of the final examination will be displayed after evaluation on the Departmental Notice Board within 15 days of the last examination of the programme with information to the Dean. The students may see their answer-scripts within one week from the date of display of the marks on the Notice-board. Thereafter, all the answer-scripts along with the statement of marks shall be sent by the examiner to the Office of the Controller of Examinations within one week for declaration of the results with a copy of result to the Head of Department concerned.
  - (c) In case of any objection by a student regarding the evaluation of an answer-script in the final examination, the student may apply for re-evaluation to the Head. The application for such reevaluation must be made within one week from the date of display of the marks on the Notice Board. The re-evaluation shall be done by a panel of two teachers nominated by the Head, whose decision shall be final.

### 2.7 SUPPLEMENTARY EXAMINATION

There shall be supplementary examination for Introductory Course on Ayurveda.

#### (D) Declaration of Results after Final Examination:

After declaration of results of final examination, a candidate can be put in the following two categories:

- (i) Passed: A candidate who has passed in all the courses and obtained at least GPA of 5.0.
- (ii) Failed: All those students who have not "Passed" shall be categorized as "Failed".

Such failed students may clear their failed courses in subsequent examinations as ex-students.

There shall be a provision of supplementary examinations after declaration of results. Students failing in courses final examination may appear in the supplementary examination or subsequent main examination(s).

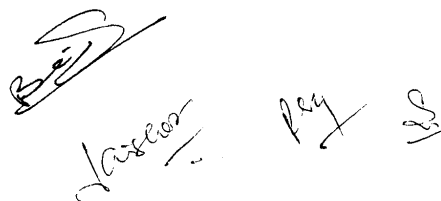
A student who has failed in a course shall get two more chances to clear this course subject to the maximum duration for passing the course. Further, each candidate shall have to clear all the courses within the maximum period of 1 year from the date of his/her latest admission.

#### (E) Maximum duration for passing the two month Introductory course:

The maximum duration for passing the 2 month introductory course on Ayurveda shall be one year, which shall be counted from the year of latest admission of the programme. No student shall be allowed to take further admission in the programme after the expiry of one year.

### 2.8 SYLLABUS

The syllabi for the 'Introductory Course on Ayurveda' shall be framed/reviewed by the Department concerned duly approved by the joint board of studies and councils.

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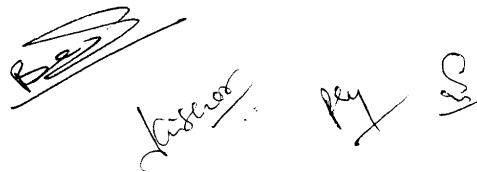
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### 2.9 BREAK IN THE COURSE

Any student taking admission in Introductory Course on Ayurveda under the Faculty of Ayurveda shall not be allowed to pursue any other full time programme/ course in the Faculty or elsewhere in the entire period of the course.

### 3.0 One Year Certificate Course on Ayurveda

- (i) This programme shall be conducted by the Faculty of Ayurveda with the constituent Departments of the Faculty and shall be of the duration of one year on full time basis.
- (ii) The minimum number of seats available for the said program is 05 (five) and maximum -25.
- (iii) A student of this course shall not be permitted to seek admission concurrently to any other fulltime degree or diploma programme in the University or elsewhere unless otherwise provided for in the Ordinances hereinafter defined.
- (iv) Admission will be open for the Indian and foreign national in August of each year.
- (v) To qualify for the Certificate course on Ayurveda, the candidate must-
  - a. satisfy the minimum requirement prescribed hereinafter for the 'Certificate Course on Ayurveda' programme.
  - b. attend regular courses of lectures, seminars, sessionals and practicals/clinical duties in OPD/IPD as may be prescribed for the examination in the relevant prospectus of study
  - c. pass in the required number of courses taught during the 1<sup>st</sup> or 2<sup>nd</sup> semester, as the case may be, to accumulate the stipulated number of credits prescribed for the certificate programme. An Examination shall be held at the end of each semester in various courses taught during that semester. The overall performance in sessional, practicals and written examinations of prescribed number of courses shall determine the result of the candidate for the certificate course in accordance with the rules and regulations prescribed for the purpose.
  - d. have regularity in classes, class tests, work done in laboratory, OPD, IPD, emergency duties, library, home- work and seminar relevant to the course, as prescribed by the various Board of Studies/joint Boards of Studies.
- vi. Attendance Rules For Certificate course on Ayurveda programme:-
  - a. A student is required to have full i.e. 100% attendance and condonation up to 30% can be considered for specific cogent reasons. The cogent reasons for condonation are given below.
    - (i) Participation in NCC/NSC/ NSS Camps duly supported by certificate.
    - (ii) Participation in University or College Team Games or Interstate or Inter University tournaments, duly supported by certificate from the Secretary of the University Sports Board or President of the College Athletic Association concerned.
    - (iii) Participation in Educational Excursions, which form a part of teaching in any subject conducted on working days certified by the Dean /Director, IMS.
    - (iv) University deputation, duly certified by the Dean of Faculty /Directors.
    - (v) Prolonged illness duly certified by the Medical Officer or the Superintendent, S.S. Hospital, Banaras Hindu University or any other Registered Medical Practitioner, provided such certificate is submitted to the Dean, Faculty of Ayurveda, IMS, B.H.U. in time.
    - (vi) No relaxation beyond 30% shall be considered in any case.
  - b. The students having a minimum attendance of 70% with at least 50% in each subject shall be eligible to appear in the examinations.

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- c. The attendance of a newly admitted candidate shall be counted from the date of his/her admission, or date of starting of classes whichever is later.
- d. There shall be an Attendance Monitoring Committee in the Faculty under the Chairmanship of the Dean.

### 3.1 ADMISSION ELIGIBILITY

- (i) For Indian (MBBS/BAMS/BUMS/BDS degree recognized by concerned council)/Foreign Medical Graduates or all those having recognized degree in Traditional System of Medicine as per WHO guidelines i.e. Alternative Medicine and Complementary Medicine.
- (ii) Candidates selected for the admission to Certificate Course on Ayurveda shall submit the following certificates:
  - (a) Transfer certificate/Migration from the University/ Institute last attended indicating that he/she has passed the qualifying examination.
  - (b) Certificate of character from the Principal/Dean/Director of the College/Institute/University last attended.
- (iii) If the Dean of the Faculty is satisfied that there are genuine difficulties in the production of the above certificates he/she shall, at the request of the candidate, give him/her time to submit the above certificates within a period as prescribed by the University. In case he/she is unable to do so, his/her admission shall be cancelled.

### 3.2 FEES

- I. The course fee for One Year Certificate Course on Ayurveda programme for Indian Nationals is Rs. 50, 000/- and for Foreign National is \$ 5000/- only.
- II. Other fees as per the University rule.

*Note: The above fees may be revised by the Academic Council from time to time.*

### 3.3 SYSTEM OF EXAMINATION

The examinations of 'Certificate Course on Ayurveda' programme in the Faculty of Ayurveda shall be conducted ordinarily on such dates as may be fixed by the Faculty of Ayurveda as per the University schedule.

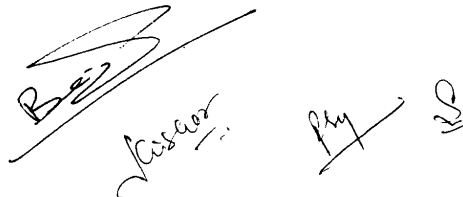
The academic performance of a candidate shall be evaluated in respect of the courses of study prescribed for each semester of 'Certificate Course on Ayurveda' through the examinations held in that semester.

#### The Credit System-

Each course shall have a specified number of credits. These credits describe the weightages of the concerned courses. The number of credits that a student has satisfactorily completed measures the performance of the student. Satisfactory progress of a student is subject to his/ her maintaining a minimum Cumulative Grade Point Average (CGPA). A certain minimum number of credits as specified in the syllabus must be earned by the student to qualify for the degree.

### 3.4 COURSE STRUCTURE FOR THE ONE YEAR CERTIFICATE COURSE ON AYURVEDA

- i. The credit requirement for the One Year 'Certificate Course on Ayurveda' in the Faculty of Ayurveda shall be **25 credits**.
- ii. Certificate course shall be conducted by the departments as per the credit distribution. Student will be free for opting any one group from the following four groups in 2<sup>nd</sup> Semester after completing 1<sup>st</sup> semester of the Certificate Course -

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- a. Fundamentals of Ayurveda
- b. Pharmacology and Pharmaceutics in Ayurveda
- c. Medical Practices in Ayurveda
- d. Surgical Practices in Ayurveda

S. No.	Department	One Year Certificate Course on Ayurveda						
		First Semester (Core courses)			Second Semester (Elective)			Total Credits
		Teaching Hours		Credits	Teaching Hours		Credits	
		T	P		T	P		Group wise (25 CREDITS EACH)
<b>Fundamentals of Ayurveda</b>								
1	Siddhant Darshan			1.0			3.0	13 + 12 = 25
2	Samhita and Samskrita			1.0			3.0	
3	Rachana Sharir			1.0			3.0	
4	Kriya Sharir			1.0			3.0	
<b>Medical Practice in Ayurveda</b>								
5	Vikriti Vigyana			1.0			3.0	13 + 12 = 25
6	Swasthavritta			1.0			3.0	
7	Kaya Chikitsa & Panchakarma			1.0			4.0	
8	Kaumarbhritya			1.0			2.0	
<b>Pharmacology and Pharmaceutics in Ayurveda</b>								
9	Dravyaguna			1.0			6.0	13 + 12 = 25
10	Rasa Shastra			1.0			6.0	
<b>Surgical Practices in Ayurveda</b>								
11	Prasuti Tantra			1.0			3.0	13 + 12 = 25
12	Shalya Tantra			1.0			3.0	
13	Shalakya Tantra			1.0			3.0	
14	Vikriti Vigyana			X			3.0	
TOTAL				13 Credits				X

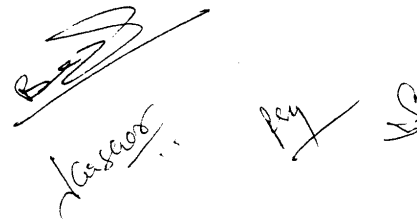
Credits of a course shall be assigned in the following manner:

- (c) For all the theory (Lecture) courses one credit shall be assigned for one-hour lecture per week.
- (d) For all the practical courses, one credit shall be assigned for two hours in laboratory/bedside case discussion/live demonstration on plants/ drugs etc
- (e) Credits shall be in whole numbers.

3.5 The Performance of a candidate in 'Certificate Course on Ayurveda' shall be measured by SGPA and CGPA, details of which are given below:

SGPA: Semester Grade Point Average.

CGPA: Cumulative Grade Point Average.



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### SGPA Calculation:

Quality points for the subject = Quality points earned x Number of Hours

SGPA = Sum of quality points for all the subjects in one semester / Total number of contact hours for all the subjects in one semester.

SGPA is calculated at the end of one semester after grades have been processed and after any grade have been updated or changed.

Individual assignment/ surprise test/quizzes/ subject test/tutorials/practicals/projects/seminar will all be based on the same criteria as given above.

The concerned department will convert subject marking into quality points. One year Certificate Course on Ayurveda' is of two semester duration. Credit is defined for this course as-

One Semester = 22 academic weeks

1 credit = 1 contact hour of theory per academic week per semester (1 hr x 22 = 22 hours for theory)

1 credit = 2 contact hours of practical / clinical instructions etc. per academic week per semester

(2 hrs x 22 = 44 hours for practical/clinical instruction or interactive discussion etc)

**Grading System:** The grading system (as adopted by Faculty of Science), as detailed hereunder in Table 1 shall be applicable for the course:

Table - 1

Award of Grades Based on Absolute Percentage of Marks

Marks Range in percentage (Out of 100)	Grade	Grade Point (Quality points)
90 -100	S	10
80 - 89	A	9
70 - 79	B	8
60 - 69	C	7
50 - 59	D	6
40 - 49	E	5
Passed with Grace	P	4
00 - 39	F	0
Non-appearance in examination (Incomplete)	I	0
Incomplete Project / Dissertation / Training	X	0

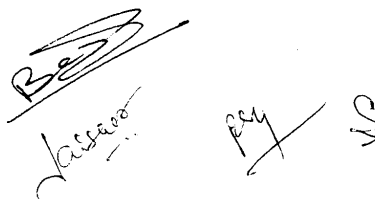
#### Explanation

Latter grades S, A, B, C, D, E and P in a course mean that the candidate has passed that course.

The F grade denotes poor performance, i.e., failing in the course. A student has to appear at subsequent examination(s), if provided under the ordinances in all courses in which he/she obtains "F" grade, until a passing grade is obtained.

The I Grade: The "I" Grade is awarded, when a student does not appear in the examination of course/courses. This shall be treated as "F" Grade.

The X Grade: An "X" Grade is awarded to a student if he/ she does not complete Project/ Dissertation/ Training. This will be converted to a regular grade on the completion of the Project/ Dissertation/ Training Work and its evaluation. The "X" Grade shall be treated as "F" Grade.



## ANNEXURE---

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

#### (i). Semester Grade Point Average (SGPA):

$$SGPA = \frac{\sum_{i=1}^n C_i.P_i}{\sum_{i=1}^n C_i}$$

where,  $C_i$  = Number of credits assigned for the  $i$ th course of a semester for which SGPA is to be calculated.  $P_i$  = Grade point earned in the  $i$ th course.

$i = 1, \dots, n$ , represent the number of courses in which a student is registered in the concerned semester.

#### (ii). Cumulative Grade Point Average (CGPA):

$$CGPA = \frac{\sum_{j=1}^m C_j.P_j}{\sum_{j=1}^m C_j}$$

where,  $C_j$  = Number of credits assigned for the  $j$ th course, up to the semester for which CGPA is to be calculated.

$P_j$  = Grade point earned in  $j$ th course.

$j = 1, \dots, m$ ; represent the number of courses in which a student was registered up to the semester for which CGPA is to be calculated.

**Grace Rule:** Tabulators shall award grace marks as per the following guidelines:

- 3) A student who fails in not more than 3 theory courses by total marks of not more than  $\frac{1}{2}$  the number of total theory courses of the course (any fraction is rounded off to the next higher number), shall be awarded grade "P" (in place of grade "F") of Grade Point 4 in the concerned courses.
- 4) Grace marks will not be awarded for making up shortfall in minimum GPA/CGPA or improving the grade.

## Confidential Clause

### 3.6 EXAMINATION SYSTEM:

Each theory course shall be of 100 marks. For evaluation, the overall structure of the distribution of marks in a course shall be such that 30 marks are allotted to various sessional assessments during one semester of certificate programme, while 70 marks shall be allotted for the end semester examination. If more than one teacher is teaching a course, one of them should be appointed as the Coordinator of the course, and all the teachers must participate in the process of evaluation.

#### (i). The scheme of assessment during the semester (for 30 marks):

- (f) The assessment (sessional) in theory courses shall comprise a class test of 1 hour duration for regularity.
- (g) At the discretion of the concerned Head/Coordinator, a student who could not appear in the internal test(s) already conducted on account of some cogent reasons, such as late admission, illness etc., may be allowed to appear in test held for such students. No student will be allowed to appear in the test twice.
- (h) The class tests shall be conducted by the teacher (or group of teachers) teaching the course and the marks shall be displayed on the Notice Board. The evaluated test copies will be shown to the students.
- (i) The marks of the class test shall be sent to the Controller of Examinations.
- (j) Sessional marks of one semester shall be carried over for failed students in the course.

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## ANNEXURE---

### (iii) End Semester Examination and Evaluation (for 70 marks):

- (a) The question papers shall be set and the answer-scripts shall be evaluated by the teachers of the concerned courses. If there is more than one teacher teaching the course, the question paper shall ordinarily be set and evaluated by a teacher of the group in consultation with other participating teachers, appointed by the Board of Examiners (concerned department).
- (b) Marks of the end semester examination will be displayed after evaluation on the Departmental Notice Board within 15 days of the last examination of the programme with information to the Dean. The students may see their answer-scripts within one week from the date of display of the marks on the Notice-board. Thereafter, all the answer-scripts along with the statement of marks shall be sent by the examiner to the Office of the Controller of Examinations within one week for declaration of the results with a copy to the Head of Department concerned.
- (c) In case of any objection by a student regarding the evaluation of an answer-script in the end semester examination, the student may apply for re-evaluation to the Head. The application for such reevaluation must be made within one week from the date of display of the marks on the Notice Board. The re-evaluation shall be done by a panel of two teachers nominated by the Head, whose decision shall be final.

### 3.7 Promotion Rules and Supplementary Examination: There shall be a provision of supplementary examinations of Ist and IInd Semesters after declaration of results of II Semester. Students failing in courses of I and II Semesters may appear in the supplementary examination.

#### **(A) First Semester Course & Examination**

The candidates who have taken admission in the I Semester of 'Certificate Course on Ayurveda' programme in a session can be put in the following two categories on the basis of their attendance in the Semester:

- I. (i) Those who have put in the required minimum percentage of attendance for appearing in the First Semester Examination and filled up the examination form in time for appearing at the First Semester Examination.
- II. (ii) Those who did not put in the required minimum percentage of attendance for appearing at the First Semester Examination and filled up the examination form in time for appearing at the First Semester Examination.

Candidates under **category I.(i)** are eligible for appearing at the examination of First Semester, while candidates under **category I (ii)** are not allowed to appear at the examination of the semester.

This implies that no readmission is permissible to those who do not put in the required percentage of attendance for taking the examination or did not submit the examination form in time.

#### II. After appearing at the Examination of First Semester the candidates can be put in the following categories in the context of declaration of the results of the First Semester Examination:

- *Passed*, i.e., those who have passed in examinations of all courses of the semester.
- *Promoted*, i.e., those who have not passed in examination of courses of all the courses of the Semester.
- *Minimum Passing grade*: grade 'E' for each course. However, candidates with grade 'P' in a cause shall also be considered as passed in that course.
- *Promotion to second Semester*: All students who have put in the minimum percentage of attendance in semester I and filled up the examination form shall be promoted to the semester II.

#### **(B) Second Semester Course & Examination**

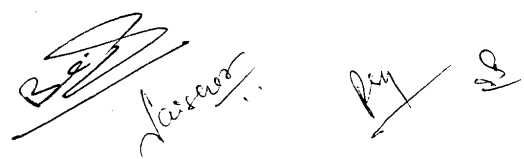
As in the first Semester, all the candidates who have put in the minimum percentage of attendance for appearing at the second semester Examination and have filled in the examination form in time for appearing at the End semester Examination shall be allowed to appear at the respective examinations. However, students who have not put in the minimum percentage of attendance or did not fill up the Examination form in time in semester shall be allowed to take re-admission in that semester (except in the first Semester where re-admission is not permitted).

#### **(C) Declaration of Results after II-Semester (Based on the results of the I and II Semester Examination)**

After declaration results of I and II- Semesters, a candidate can be put in the following two categories.

- (i) *Passed*: A candidate who has passed in all the courses of I and II semesters and obtained at least CGPA of 5.0.
- (ii) *Failed*: All those students who have not "passed" shall be categorized as "Failed".

Such failed students may clear their failed courses in subsequent available supplementary examinations or main examinations as ex-students. For clearing a course, a student shall have only 03 attempts (I main

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## ANNEXURE---

examination and 02 attempts in next available supplementary/main examination). In case he/ she fails to clear course in three attempts, he/she will be treated as failed and would have to leave the programme.

### **(D) Declaration of Division**

A candidate who has passed in all the papers / course of I<sup>st</sup>, and II<sup>nd</sup>, semesters of '1-year Certificate Course on Ayurveda' Programmers taken together shall be declared as 'passed'. Such passed candidates may be awarded with the division according to the following criteria:-

- |                                     |   |                                   |
|-------------------------------------|---|-----------------------------------|
| (i) First Division with distinction | : | CGPA 8.5 and above                |
| (ii) First Division                 | : | CGPA 6.5 and above, but below 8.5 |
| (iii) Second Division               | : | CGPA 5.0 and above, but below 6.5 |

Note: The SGPA and CGPA shall be computed up to 2 places of decimals (truncated at the second place).

The conversion formula for converting CGPA to the corresponding percentage of Marks will be as follows:

$$X=10Y-4.5$$

Where,

X= Percentage of Marks  
Y=CGPA

### **(F) Maximum duration for passing the One Year Certificate course on Ayurveda:**

The maximum duration for passing 'Certificate course on Ayurveda' shall be two year, which shall be counted from the year of latest admission of the programme. In case he/she fails to clear the courses of the programme within two years of his/her admission in the programme, his/her name will be struck off from the roles of the University and he/she shall not be allowed to take further admission in the programme.

### **3.8 SYLLABUS**

The syllabi for the 'Certificate course on Ayurveda' shall be framed by the Department concerned duly approved by the joint board of studies and councils.

### **3.9 BREAK IN THE COURSE**

Any student taking admission in One Year Certificate Course on Ayurveda of the Faculty shall not be allowed to pursue any other full time programme/ course in the Faculty or elsewhere in the entire period of the course.

Signature of the Committee Members:

1. Prof. B.M. Singh

2. Prof. Sangeeta Gehlot

3. Dr. Kishor Patvardhan

4. Dr. P.S. Upadhyay

