

EXAMINATION REGULATIONS

ONE YEAR LL.M. DEGREE PROGRAMME (From the Academic Year 2015-2016)

1. CONSTITUTION OF COMMITTEE

The Vice-Chancellor shall constitute the following Committee :

The **Centre for Post-Graduate Legal Education Committee** : The Centre shall comprise of all Professors, Associate Professors and such other Faculty Members who are assigned LL.M. Courses teaching. The Vice-Chancellor shall nominate one Professor as Chairperson of the Centre. The Committee shall supervise overall functions of One Year LL.M. Degree Programme and shall make necessary recommendations on academics, examinations and other academic related matters.

2. SCHEME OF EVALUATION

The following shall be the scheme of evaluation for each course :

- 2.1** Each of the courses shall carry a maximum of 100 marks and the dissertation shall carry a maximum of 200 marks.

The Evaluation for mandatory papers (except Research Methods and Legal Writing Course, which shall be evaluated through continuous evaluation process as decided by the Committee) and optional papers for each course shall be as follows:

End Semester / End of Course Examination: 100 Marks

The Evaluation for seminar papers shall be as follows for each course :

Research paper	:	70 Marks
Presentation	:	30 Marks

The Distribution of marks for dissertation shall be as follows :

Dissertation	:	150 Marks
Viva-voce	:	50 Marks

- 2.2** The paper setting for the written examination shall be done either by the teacher who instructed the course or by some expert within or outside the University nominated by the Vice-Chancellor. The evaluation of answer scripts of the written examination shall be done by the concerned course teacher or the examiner appointed by the Vice-Chancellor. The evaluation of the Dissertation shall be done by an external examiner who shall be appointed by the Vice-Chancellor from a panel of experts provided by the concerned supervisor through Chairperson of the Centre for Post-Graduate Legal Education Committee.

3. ATTENDANCE

- 3.1** Every student has to secure a minimum of 75% attendance in all the subjects taken together in each Semester to be eligible to appear in the end of the course / end-semester examination. Student shall not be permitted to take the end of the course / end semester examination if the candidate falls short of the requisite attendance. A student shall not be permitted to submit Seminar Paper if the student falls short of the requisite attendance.

3.2 Medical Leave

- a) In case of serious ailments when a student has to be admitted as an in-patient in a clinic / hospital as recognised by the University, the classes missed will be deducted from the total classes held and attendance shall be calculated accordingly.
- i. In genuine cases, where the hospitalisation is not necessary, the Examination Committee will accept Medical Certificate from a qualified Medical Practitioner and the same must be endorsed by the Chief-Warden concerned.
 - ii. The decision of the Examination Committee on acceptance or rejection of the Medical Certificate produced by the student shall be final.
 - iii. Only such student, who has less than 75% mandatory attendance, may apply for grant of medical leave provided he/she has secured minimum of 65% attendance.
 - iv. Students are required to submit Medical Leave Forms along with medical record within a week of the student returning from the leave.
 - v. No medical leave certificate issued / submitted *post facto* shall be considered under any circumstances.
- b) Any student who submits a medical certificate which is found to be fake or if the same is obtained from a non-qualified medical officer, clinic / hospital shall be liable to disciplinary action.

4. SEMINAR SUBMISSION AND EVALUATION

- 4.1 While assigning the Seminar titles to the students, the teachers concerned shall fix the last dates for submission of draft / final Seminar report.
- 4.2 The last date for submission of Seminar Paper shall not go beyond the following : Seminar - I - 31st of October; Seminar - II - 15th of December and Seminar - III - 30th of March. Submission after the prescribed date shall result in proportionate reduction of marks as per the instruction of the teacher with due approval from the Chairperson of the Centre for Post-Graduate Legal Education Committee.
- (i) Every student is required to secure a minimum of 35 marks out of 70 assigned to the Seminar writing; and a minimum of 50 marks out of 100 marks for both Seminar writing and Presentation put together.
 - (ii) A student who fails to secure the minimum of 35 marks out of 70 marks in the Seminar writing; 50 marks out of 100 marks in total Seminar writing and Presentation is required to re-submit the Seminar Report after revision for evaluation before the commencement of the next Semester. If he / she fails to secure the minimum marks after re-submission also, he / she is treated as failed in the course and is required to re-register for the course subsequently in the relevant Semester when the course is offered and shall submit new draft on a new topic and do the presentation.
Provided that in exceptional cases the Vice-Chancellor may permit the students to resubmit their Seminar Paper before re-registering in the next academic year upon the recommendation of the Chairperson of the Centre for Post Graduate Legal Education.
 - (iii) Seminar presentations shall only be allowed after submission of the final draft / approved rough draft.

(iv) Students are required to submit their Seminar Reports as original work.

Plagiarism in Seminar Paper shall constitute a serious academic malpractice which shall be dealt with as per the University Academic Misconduct Regulations. Plagiarism shall mean and include as is defined in the University Academic Misconduct Regulations.

5. END-SEMESTER / REPEAT AND IMPROVEMENT EXAMINATION

- 5.1** End-semester examination will be conducted at the end of the Course / Semester. The exam will be evaluated for 100 marks and will be of three hours duration.
- 5.2** Repeat / Improvement exam will be held for students who were either absent with prior written permission or had failed in the end semester examination or who wish to improve their grade.
- 5.3** The repeat examination shall be conducted only once (excluding the main examination) and grade secured at the repeat examination shall carry the letter 'R' (Reappear) at the top of the Grade secured indicating that the grade was obtained after 'Repeat Exam'. The same shall be recorded in the Grade Sheet.
- 5.4** The Students who appear for end-semester examination and secure pass marks are only entitled to apply for improvement examination and shall take the examination at the time of repeat examination. Students who fail in the end of the course / end-semester examination cannot apply for improvement examination. The grade secured by the student at the improvement examination shall be taken as the final grade and will carry the letter 'I' (Improvement) at the top of the Grade secured indicating that the grade was obtained after 'Improvement Exam' and will be recorded in the Grade Sheet. Improvement in Seminar is not allowed.

6. QUESTION PAPERS

- 6.1** The question papers generally shall be as far as possible, application based. The paper shall be prepared by the teacher who instructed the course or by some expert within or outside the University nominated by the Vice-Chancellor.

7. DISSERTATION

- (i)** The word limit for the Dissertation shall be between 15,000 to 20,000 words excluding table of contents, table of cases, table of statutes, abbreviations, foot notes, bibliography, appendix etc.
- (ii)** The Cover page, Supervisor's Certificate, Student's Declaration and the manner of giving Acknowledgements shall be given as prescribed by the Centre for Post-Graduate Legal Education.
- (iii)** The last date for submission of dissertation shall be the 15th of June.
- (iv)** The Dissertation shall be sent to an outside expert nominated by the Vice-Chancellor from among the panel of experts suggested by the Supervisor through the Chairperson, Centre for Post-Graduate Legal Education, however, the Vice-Chancellor may add names of experts and send Dissertation to such an expert.

8. EVALUATION AND AWARD OF GRADES AND GRADE VALUE (CGPA)

8.1 Cumulative Grade Point Average (CGPA) is arrived at by dividing the sum of the products of Grade Values and the Course Credits in each course by the total number of credits in all the courses as per following table :

CUMULATIVE GRADE POINT AVERAGE

<u>Percentage of Marks</u>	<u>Grade</u>	<u>CGPA</u>
80 and above	O	8
75-79	D	7.5
70-74	A++	7
65-69	A+	6
60-64	A	5
55-59	B+	4
50-54	B	3
Below 50	F	0

8.2 The following abbreviation shall be used in the grade sheet :

AB -	Absent
NA -	Not Allowed
R -	Repeat
W -	Withheld (Result)
I -	Improvement
F -	Failed

8.3 A candidate to be successful has to obtain a minimum of 50 marks or the equivalent grade, i.e., B in every course/dissertation. However, the candidate who fails to obtain the minimum grade (i.e., B) shall be given one more chance (repeat-examination) to complete the course. If the student fails in the course in End of Course / End Semester Examination and also in the repeat examination, the student shall have to re-register for the course next year in the relevant Semester.

Provided that in exceptional cases the Vice-Chancellor may permit the student to take a special exam in the subject / subjects failed before re-registering in the next academic year upon the recommendation of the Chairperson of the Centre for Post Graduate Legal Education. The special exam will be allowed provided that the student takes special instruction class arranged for him / her.

8.4 No student shall be allowed to absent himself / herself from any examination except with prior written permission of the Vice-Chancellor on a written request with reasons. A student who is absent without permission shall be declared 'failed' and may be allowed to take repeat examination. However, the grade secured at the repeat examination shall carry the letter ® on the top of the grade so secured.

8.5 Once a student is declared as 'failed' for whatever reason, his / her grade shall carry ® with the grade obtained later. Likewise, a student who is not allowed to take the End of Course / End Semester Examinations for shortage of attendance and has been allowed to re-register, the grade obtained subsequently shall carry ® on the top of the grade so secured.

8.6 Dissertation

8.6.1 After submission of Dissertation, the Vice-Chancellor, on the recommendations of the Supervisor concerned through the Chairperson of the Centre for Post-Graduate Legal Education, shall appoint one external examiner who is an expert in the relevant area of Dissertation.

8.6.2 The examiner shall enter the award of marks in the prescribed Proforma and return the same to the University.

8.6.3 Candidate must secure a minimum of 50% marks in the Dissertation.

8.6.4 After a candidate qualifies in external examiner's evaluation for the Dissertation there will be a viva-voce which will be evaluated for 50 marks.

8.6.5 If a candidate secures 'F' grade in Dissertation or fails to submit the Dissertation within the time permitted he / she shall have one more chance to submit a revised Dissertation within such time as required by the University.

8.7 A student admitted to One Year LL.M. Degree Programme shall have to complete all the prescribed requirements within a maximum period of two (2) years from and including the year of admission in order to be eligible for the award of the Degree.

9. RE-EVALUATION OF ANSWER SCRIPTS

9.1 Students who wish to apply for re-evaluation of answer scripts of End of Course / End-Semester Examination (including Repeat) are required to make an application to the Vice-Chancellor along with a fee of Rs.2000/- per paper within one week from the date of declaration of result, if the University is in session. If the result is declared during vacations, the request shall be made within one week of re-opening of the University.

9.2 In case of re-evaluation, the student shall be awarded the grade obtained in re-evaluation. In case a student takes repeat examination and also applies for re-evaluation, the grade obtained in re-evaluation shall be considered as final. However, if he fails in re-evaluation, the grade obtained in repeat shall be considered as final.

10. UNFAIR MEANS AND MALPRACTICES

Unfair Means and other academic misconduct shall be dealt with as per the University Academic Misconduct Regulations.

11. AWARD OF GOLD MEDAL

11.1 Gold Medal(s) shall be awarded in the respective course/s on the basis of their highest grades / marks obtained.

11.2 Student who has been found ineligible as per the University Academic Misconduct Regulations shall not be eligible for award of gold medal(s).

12. AWARD OF THE DEGREE

Candidates who have completed all the courses cumulating to requisite credits and Dissertation obtaining at least a 'B' grade in all the courses and Dissertation and Secured Cumulative Grade Point Average (CGPA) of 4 out of 8 shall be awarded the LL.M. (Master of Laws) Degree.
