



R. C. Patel Educational Trust's
R. C. Patel Arts, Commerce and Science College
Shirpur-425405, Karvand Naka, Dist.- Dhule (Maharashtra)
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Affiliated to: K. B. C. North Maharashtra University, Jalgaon-425001

Self Study Report (SSR): 2024 (4th Cycle)



Criteria - 6
Governance, Leadership and Management

Key Indicator - 6.2
Strategy Development and Deployment

Metric No. - 6.2.1 (QIM)

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc.

Submitted to
National Assessment and Accreditation Council, Bangalore



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Dr. D. R. Patil

Date: 15/06/2024

Declaration

This is to declare that, the information, reports, true copies of the supporting documents, numerical data etc. submitted in these files is verified by Internal Quality Assurance Cell (IQAC) and it is correct as per the office record.

This declaration is for the purpose of NAAC accreditation of the HEI for the 4th cycle assessment period 2018-19 to 2022-23.

Place: Shirpur

Date: 15/06/2024

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R. C. Patel Educational Trust's

R. C. Patel Arts, Commerce and Science College

Shirpur, Dist.-Dhule (M.S.) 425405

Price Rs. 70/-

॥ अंतरी पेटवू ज्ञानज्योत ॥

No. 0532



**NORTH MAHARASHTRA UNIVERSITY,
JALGAON**

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ORDINANCES

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**Ordinances framed under the
Maharashtra Universities Act, 1994**

Published by : Registrar, North Maharashtra University, Jalgaon

NORTH MAHARASHTRA UNIVERSITY
JALGAON 425 001
ORDINANCE FRAMED UNDER THE MAHARASHTRA UNIVERSITIES ACT, 1994
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Ordinance Nos. 1 to 6 : University Publication Board
(Under Sections 5 (39) (a), 53 (xiii), 53 (xiv) and 80 of the Act)

O. 1 :- There shall be a University Publication Board consisting of

) The Vice-Chancellor

i) Six persons nominated by the Vice-Chancellor, of whom one shall be the Dean, one shall be the Head of the University Department, one shall be the member of the Management Council and three experts having special knowledge in the field of publication and/or research.

O. 2 :- Member of the Board shall hold office for five years. Any casual vacancy caused by death, resignation or otherwise, shall be again filled up by the Vice-Chancellor by nomination. A member so nominated shall hold office only for the remaining part of the period.

O. 3 :- The Board shall meet annually in September, or whenever convened by the Vice-Chancellor.

O. 4 :- The Vice-Chancellor shall, if present, preside over meetings of the Board, and in his absence, the Board shall elect the Chairman from amongst the members present.

O. 5 :- All questions shall be decided by a majority of votes of the members present. The Chairman shall have a vote, and in the case of an equality of votes, he shall have a second or casting vote.

O. 6 :- The functions of the Board shall be

i) to recommend to the Management Council the publication grants of the university.

ii) to undertake, with the permission of the Management Council, the publication of-

a) the University Journal,

b) any other suitable work, literary or scientific,

c) text-books.

O. 7 :- UNIVERSITY BOARD OF SPORTS

(Under Sections 5 (40), 5 (59), 53 (xiii), 53 (xiv) and 80 of the Act)

1) University Board of Sports shall be the Principal Sports Body of the University which shall consist of the following:

i) The Vice-Chancellor - Ex-officio President

ii) The Pro-Vice-Chancellor (if any) - Ex-officio Vice-President

iii) The Director of Students' Welfare, if any,

iv) Two nominees of the Management Council

v) The Director, Board of Sports-Ex-officio Secretary

vi) The Directors of Physical Education, one from each Group of the Zones who shall act as Secretary, Group Sports Committee

vii) Chairmen of the respective Group Sports Committee

- viii) Director of Physical Education from Colleges, one from each District, to be nominated by the Management Council for a duration of maximum two years, from amongst those who have sometime been members of the Board of Sports of the University
- ix) Invitee/Invitees, if necessary, to be invited by Ex-Officio President/Vice-President at his discretion, for any meeting, from amongst those who have been some members/Ex-Officio members of the Board of Sports of the University.

For the purpose of this Ordinance 'Board' means Board of Sports and 'Institute' means affiliated colleges and recognised institutes.

Note: Until the Pro-Vice-Chancellor is appointed, the Vice-Chancellor shall nominate Vice-President from the two nominees of the Management Council of the University (iv) above, who shall act as the Chairman of the Board of Sports.

- 2) Terms of office of members mentioned in Sub-Clause No (iv) of Clause (1) shall be three years. Chairman/Secretary of Group Sports Committee in Sub-Clause (v) and (vii) of Clause (1) shall cease to hold office as Member if he ceases to be the Chairman/Secretary of the concerned Group Sports Committee, and in Sub-Clause (viii) above shall be, ordinarily, two years.

Only Principals of Colleges/Heads of Recognised Institutions and Chairman of University Post-Graduate Gymkhana shall be eligible for election to the office of Chairman of the Group Sports Committee.

- 3) Objects of the Board :

- i) To promote, organise and control sports activities in the North Maharashtra University area;
- ii) To inculcate and enhance sense of discipline and the spirit of true sportsmanship
- iii) To undertake and conduct Inter-Collegiate, Inter-Group, Inter-Zonal, Inter-University and such other tournaments as may be decided by the Board of Sports from time to time;
- iv) To foster team spirit and sportsmanship amongst the players.

- 4) Meetings of the Board :

The Board of Sports shall ordinarily meet four times a year on the days fixed by Director, Board of Sports, in consultation with the President of the University. In addition to this, the President, Board of Sports, may, whenever he/she may think fit, direct the Secretary, Board of Sports, to call meeting on any day fixed by him/her.

- 5) The President shall preside over all meetings of the Board. In his/her absence, Vice-President shall preside. In the absence of President and Vice-President the Board shall elect its own Chairman of the meeting. Six members shall form the quorum for the meeting. In absence of quorum, the meeting may be adjourned and the adjourned meeting may commence after thirty minutes for which members present shall form the quorum.

6) The powers and functions of the Board :

- i) To exercise an overall control over the conduct of Inter- Group/Inter-Zonal tournaments;
- ii) To decide the various Inter-University tournaments in which the University teams should participate;
- iii) To appoint sub-committees and such other committees as it deems fit and to assign duties to them and to take appropriate decisions on the recommendations of such committees;
- iv) To appoint an Organising Committee and such other sub-committees to conduct Inter-University tournaments as and when allowed by the Inter-University Board of Sports to this University;
- v) To levy and receive pro-rata contribution from each Institute whether participating in the tournaments or not at the rate of Rupee one per student or such other rate as may be specified by the Board from time to time. The pro-rata contribution shall be payable by every Institute to the University directly. It shall normally be payable before 15th September of every academic year.
- vi) To prepare the annual budget of Board for presentation to the Management Council.
- vii) To appoint coaches and managers for various University teams.
- viii) To allot suitable funds to the Group of Sports Committees or to the Colleges for organising Inter-Group/Zonal tournaments
- ix) To organise coaching projects for different games;
- x) To adjudicate on all appeals against the decisions of Group of Sports Committees arising out of the conduct of tournaments.
- xi) To supervise, advise and make suggestions to colleges and Group of Sports Committees regarding promotion and conduct of sports.
- xii) To do all such other acts which are incidental and congenial to the attainment of the objects of the Board.

7) Failure to pay pro-rata contribution :

If an institute fails to pay pro-rata contribution within the time specified by the Board, the Board may impose one or more penalties mentioned below on defaulting institute;

- i) non-participation in any Inter-Collegiate/ Inter Group/ Inter- University or other tournaments;
- ii) fine
- iii) such other penalty as may be specified by the University from time to time which may include even disaffiliation of the Institute as an educational body for all academic purposes.

8) The requirements of the University Board of Sports for the conduct of tournaments and sports shall have priority over the institute with respect to the use of grounds and other sports facilities of the institute and the Group Sports Committees.

9) Standing Committee of the Board :

Local members of the Board may form the Standing Committee. This committee shall have the power to advise and decide upon urgent matters as may be specified

by the Board of Sports. The President and in his absence, Vice-President may call an urgent meeting of the Standing Committee to advise and decide upon such urgent matters which are within the purview of the Board.

Allowances of the Members:

Members of the Board, Standing Committee and of the sub-committees appointed by the Board attending the meetings shall be eligible for travelling, halting and conveyance allowances as per rules of the University.

The University area shall be divided into two zones:

i) **Jalgaon Zone** : Comprising of Post-Graduate Section of the University and Institutes within the Jalgaon District.

ii) **Dhule Zone** : Institutes within the Dhule District.

Each of these zones may be sub-divided into 2 or more Groups as the Board may recommend from time to time. Each Group shall have its Group Sports Committee which shall function for one academic year by the principle of rotation.

Jalgaon Zone : For the present, this zone shall be divided into two groups.

a) **Jalgaon Group** : Comprising of Institutes in Jalgaon, Bhusawal, Edlabad, Yawal, Navar and Jamner Talukas.

b) **Erandol Group** : Comprising of Institutes in Erandol, Parola, Dharangaon, Pachora, Chalisgaon, Chopda, Bhadgaon and Amalner Talukas.

Dhule Zone : For the present, this zone shall be divided into two groups.

a) **Dhule Group** : Comprising of Institutes in Dhule, Sakri, Shirpur, and colleges in Sindkheda and Nardana only.

b) **Nandurbar Group** : Comprising of Institutes in Nandurbar, Navapur, Shahada, Taloda, Akkalkuwa, Akrani Mahal and remaining colleges in Sindkheda Taluka except those in Sindkheda and Nardana.

Constitution of the Group Sports Committee for each Group in the Zones:- The Group Sports Committee shall consist of Principals of the Colleges, Heads of all Recognised Institutions comprised in the respective Group. Chairman of the University Post-Graduate Gymkhana, Jalgaon shall be deemed to be the Principal for the purpose of constitution of the concerned Group Committees.

12) The Group Sports Committee may co-opt, if necessary, 3 experts from its area for one year. The Principal may authorise Director of Physical Education, Senior Wing, of his college and if there is no Director of Physical Education in his college, a teacher in his college may be asked to attend the meeting of the Group Sports Committee, in his absence.

If both the Principal and the Director of Physical Education of an Institute attend a meeting, only the Principal can exercise the right of voting. The Principal shall be entitled to T.A. Bill from the University and the Director of Physical Education may be paid T.A. by the respective Institute.

- 14) Election of Chairman, Secretary and Treasurer:
Every Group Sports Committee shall elect every year its Chairman, Secretary and Treasurer from amongst themselves. The Committee shall appoint an internal auditor.
- 15) Meetings of the Group/Zonal Committee:
The quorum for a meeting of the Group Sports Committee shall be half the number of its members. If there is no quorum, the meeting may be adjourned and the adjourned meeting may commence after thirty minutes for which members present shall form the quorum.
- 16) Every Group Sports Committee shall meet four times a year and, whenever necessary, on such days and at such a place as may be fixed by the Chairman, with prior permission from the Director of Sports of the University.
- 17) The Chairman shall preside over all the meetings and in his absence, the members present shall elect one of them to preside over the meeting.
- 18) The powers and functions of the Group Sports Committee shall be:
- i) To elect its office-bearers;
 - ii) To appoint such committees as may be required from time to time and to assign duties to them.
 - iii) To organise and conduct inter-collegiate tournaments. The programme of tournaments for the year shall be drawn taking into consideration the programme of the University Inter-Group/Inter- Zonal tournaments so as not to clash with it.
 - iv) To appoint a committee to settle all disputes arising out of the conduct of the Inter-Group tournaments. An appeal against the decision of the above committee of the respective zone shall lie with the University Board; such appeal should reach the office of the Director, University Board of Sports within 3 days, after the decision of the respective committee. The decision of the Board of Sports shall be final and binding.
 - v) To levy and receive pro-rata contribution from each Institute in the Group whether or not participating in Inter-Collegiate tournament, within the time limit prescribed by the Group Sports Committee at the rate of Rs. 3/- per student or as specified by the Group from time to time.
- 19) The Group Sports Committee shall finalise the accounts of the current year and the budget for the following year.
- 20) The University may collect per student per institution such sum as may be prescribed by the Management Council from time to time as "Sports Development Fund".
- 21) On any point of clarification or dispute regarding the ordinance, the decision of the Standing Committee, or in its absence, the decision of the Ex-officio President shall be final and binding.

O - 8 to O - 28 Blank

ORDINANCE NO. 29, 30, 31 and 32 : UNIVERSITY BUILDINGS & WORKS COMMITTEE
(Under Sections, 28 (L), 53 (xiii) (xiv) and 80 of the Act)

29) Short title and commencement:

- i) The ordinance may be called the University Buildings and Works Committee, and Execution of University Works Ordinance, 1994.

It shall come into force on such date as the Management Council may direct.

30) Constitution of the Buildings and Works Committee:

- 1) There shall be a Buildings and Works Committee consisting of:
 - i) The Vice-Chancellor, Ex-officio Chairman
 - ii) Chief Engineer of the State Government Public Works and Housing Department, In-charge of region in which the university is situated or his nominee not below the rank of Superintending Engineer.
 - iii) Superintending Engineer of the State Government Public Works and Housing Department, In-charge of the territorial circle in which the University is located or his nominee not below the rank of Executive Engineer.
 - iv) One Principal or Head of the Department/Professor of Civil Engineering of an Engineering College in a conducted / constituent/ affiliated college of the University to be nominated by the Chancellor.
 - v)
 - a) One eminent Engineer from private sector to be nominated by the Chancellor.
 - b) One eminent Architect from private sector to be nominated by the Chancellor.
 - vi)
 - a) Chancellor's nominee of the Management Council.
 - b) One member of the Management Council nominated by the Management Council.
 - c) The Registrar of the University shall act as the Secretary of the Buildings and Works Committee and the Executive Engineer of the University shall assist the Registrar as Joint Secretary and both shall be members of the Committee.

The committee shall have the right to invite expert(s) for consultation on some special matters. Such expert(s) will be present for the item concerned and will not have voting right.

30) (i) Tenure of the Committee:

a) In the light of Section 42 of the Maharashtra Universities Act, 1994, the term of the office of the members, other than Ex-officio members, shall be five years. If any vacancy occurs in the office of a member of the committee at Serial No. (iv), (v) and (vi) (b) of 1 above, it shall be filled in as per provision of Section 50 of the Maharashtra Universities Act 1994. The term of such a member will be for the unexpired portion of the term of office of the original member in whose place the new member has been nominated.

b) In the light of Section 45 of Maharashtra Universities Act, 1994, no person(s) except those who are members of the committee formed by the office they hold, shall be nominated

as member for more than one consecutive term of five years each.

30) (ii) Procedure for meetings:

- 1) The committee shall meet as often as necessary under the direction of the Vice-Chancellor; and upon issuance of notice by the Secretary of the committee to that effect.
- 2) The quorum to constitute the meeting of the committee shall be 4, one of whom at least will be out of Sr. No. (i) and (vi) (a) (the Vice-Chancellor or the Chancellor's nominee of the Management Council), one person out of Sr. No. (ii) and (iii) and one person out of Sr. No. (iv) and (v) (a) (b)
If the committee's meeting on a particular date at scheduled time cannot be held for want of quorum, such meeting can be adjourned for a period of half an hour and then again resume thereafter at the same place and would transact the same agenda fixed for the original meeting.
- 3) The Vice-Chancellor, when present will preside over the meeting of the committee and in his/ her absence, the Chancellor's nominee on the Management Council will preside over the meeting.
- 4) The date of the meeting of the committee shall be so fixed as to allow notice thereof being given at least 7 days before to each member, and alongwith notice the agenda and the agenda notes of the meeting will be forwarded to each member. Provided that an emergency meeting of the committee may be called at the short notice, if it is found necessary by the Vice-Chancellor.
- 5) The agenda of each meeting will be subject to the approval of Vice-Chancellor.
- 6) The minutes of each meeting of the committee will be confirmed at its subsequent meeting. However, action on the minutes will not wait for the confirmation of the minutes.
- 7) All the decisions/recommendations of the committee shall be submitted to the Management Council of the University for final approval and ratification.

30. (iii) Classification of works :-

The University works will be classified as below. The works are primarily divided into two classes, viz- "Original Works" (Minor, Medium and Major works) and "Repairs and Maintenance".

1. Original works:

Original works consist of following:-

- a) Construction of entirely new works, building structures, water supply, drainage, electrifications, roads, site development etc.
- b) Construction of additional wing, extensions to existing buildings, work structures.
- c) Demolition of dilapidated, damaged and risky construction and doing new construction at the place.
- d) Demolition of non-required part/full of structure and doing new construction at the same place.

Original works are classified as "Minor Works", "Medium works" and "Major Works" detailed below.

- a) Minor works:- Original works costing less than Rs. 5.00 Lakhs
- b) Medium works:- Original works costing upto Rs. 50.00 Lakhs
- c) Major works:- Original works costing above Rs. 50.00 Lakhs or as decided by the committee.

3. Maintenance and Repair works shall consist of following :

- a) Routine maintenance and repair work of buildings, structures, works etc.
- b) Internal changes, external changes to the existing building, works and structures.
- c) Works that can not be covered under original works.

4. "Maintenance works" are further classified as "Annual Repairs" and "Special Repairs"

- a) Periodical repairs which are carried out as a matter of routine or rotation usually involving the same quantity from time to time.
- b) Repairs which are not carried out as a matter of regulation but which are convenient to be carried out as may be necessary at the time of periodical repairs.
- c) Occasional or petty repairs which may have to be carried out at the time of periodical repairs.

(iv) **General Rules for execution of works:-**

- a) **General Rule:-** The mode of execution of any work shall be as decided by the Buildings and Works Committee of University.
- b) If the work is to be got executed through agencies e.g. Architect, Consulting Engineers, Contractors, Project Management Consultant etc., the selection procedure, selection criteria, terms and conditions of contracts, scope of work, Procedure & mode of Payment for the said agencies by the committee have to be observed.
- c) 1) **Maintenance, Repair and Minor Works:-**
In respect of works falling under this category, the University's Executive Engineer shall get prepared, under the direction of Buildings & Works Committee, plans, estimates and other related documents of such work either through his staff or, where necessary, with the help of Consulting Architect/ Consulting Engineer chosen from the panel of Architect approved by the Buildings and Works Committee.
- 2) **Medium Works and Major Works:-**
Works falling under this category would be entrusted and executed by Executive Engineer of University under the guidance of Buildings & Works Committee with the approval of Management Council. Detailed documents as to the expenditure estimates prepared by the Architect(s), should be got approved by the Executive Engineer stationed in the circle in which the University is located.
- d) The documents (layout, plans, designs and Tender documents) prepared by appointed/selected agencies e.g. consulting Engineers, Architect, PMC, contractor etc shall be subject to scrutiny and approval of the Committee if the committee wishes to do so.
- e) Selection of a contractor for a specific job will be made by Buildings and Works Committee.

- f) After the approval of the documents, the mode of execution of work is to be decided by the Committee.
- g) For the Works that are to be undertaken on behalf of the University, the provision in the budget for those specific works has been made in the light of functions of the Finance and Accounts Committee of Maharashtra Universities Act, 1994, Section 75 (2) (f).

30. (v) **Original Works :- (Minor, Medium and Major Works)**

No original work shall be commenced or liability incurred in connection with it, until the approval, sanction referred below is obtained.

- a) **Administrative Approval:** A formal acceptance to the proposal is to be obtained from the Buildings and Works Committee. An application for the administrative approval should be accompanied by a preliminary project report, approximate estimates, information regarding the fund or source from which the expenditure will be met and such other information as may be necessary to indicate roughly what the proposals are.
- b) **Technical Sanction:** A formal sanction of various stages consisting approval of schedule of rate, drawings, Administrative approval, Technical approval, etc. shall be accorded as indicated in detail in the enclosed schedule. The proposal for Technical sanction shall include proper detailed designs, estimates, drawings, specifications etc. The technical sanction should imply that the proposals are structurally sound in line with the requirements of standard Engineering practices and estimates, designs etc. are based on adequate, correct data and are accurately calculated.

Table Showing Administrative and Technical Powers:

Type of Works	Competent Authority for Administrative Approval	Competent Authority for Technical Sanction
Minor Works	Hon'ble Vice-Chancellor	Technical scrutiny by Executive Engineer of the University.
Medium Works	Buildings and Works Committee	Subject to technical scrutiny made by Buildings and Works Committee.
Major Works	Buildings and Works Committee	Subject to Technical scrutiny made by Buildings and Works Committee and a reasonability Certificate from Executive Engineer, P.W. Circle in which the University is situated.
Maintenance	Hon'ble Vice-Chancellor	Technical scrutiny made by Executive Engineer of the University.

- c) Sanction to incur expenditure is to be obtained from the concerned competent authority.
- d) The provision of funds to incur expenditure of works-charged establishment during the year is made by competent authority.

30) vi) **Maintenance and Repair Works:-**

- a) The work shall be executed only after obtaining prior administrative approval, technical sanction and financial sanction of all the concerned and Competent Authorities.
- b) University Engineering Department/Consultants shall be responsible for preparation of drawings, estimates, specifications, tender documents etc. and for execution and supervision of these works.
- c) Where necessary, and if the size of job requires, necessary Consultants/ Architects shall be appointed to look after all the aspects of the work.
- d) All these works shall be carried out under the guidance of Buildings and Works Committee.
- e) Programme for repairs shall be placed before the Buildings and Works Committee.

31. **Functions and Responsibilities of the Committee** - The Committee will perform the functions and shoulder responsibilities as follows:

- i) The Committee shall work under the direction and overall superintendence of the Management Council, shall be responsible for execution of all types of works, including major works to be executed through the agency and/or Executive Engineer of University.
- ii) The Committee will be competent to accord administrative approval and financial sanction, subject to the availability of funds in the budget for maintenance works.
- iii) Also the Committee shall recommend for deciding the mode of execution of work, i.e. departmentally or by employing appointed agencies, e.g. Consulting Engineers, Architects, Contractors etc.
- iv) The Committee shall prepare a panel of 5-7 Architects of proven experience and merit for the University works. Such panel will be subject to the approval of Management Council and the Chancellor, who may make such modification in it as deemed fit.
- v) On getting administrative approval of the Management Council to minor, medium and major works, it shall cause to be prepared from the Executive Engineer or the Architect selected for a project, borne on the panel of approved Architects of the University, plans and estimates of such works. These plans and estimates, as far as possible, will be based on the schedule rates of the Public Works Division in whose jurisdiction the work in question are located.
- vi) The committee shall make recommendation to the Management Council for selection of Consulting Engineers, Architects, Project Management Consultants, Contractors etc.
- vii) The Committee shall recommend for finalising the selection procedure, terms and conditions of professional services, for the execution of work.

- viii) It will maintain a list of approved contractors (Pre-qualification) on the basis of their technical experience and financial capability for execution of maintenance works and minor works.
- ix) It shall be responsible for making technical scrutiny as may be considered necessary by it.
- x) It shall be responsible, after careful scrutiny, for the acceptance of tenders received for maintenance works and minor works, and in case where it proposes to award a work to a contractor whose tender is not the lowest, it will record its reasons in writing for its decisions.
- xi) It shall exercise general supervision over the work of Engineering staff of the University and in particular ensure that essential records and data, like the register of the University's properties, and the work register etc. are maintained up-to-date. Likewise it shall ensure that the rejected tenders are retained for a reasonable period and that the Executive Engineer certifies the completion of works in accordance with the final designs by the Architect, if appointed, in respect of medium and major works.
- xii) It may associate the Consulting Architects, when appointed for a minor work or medium work or major work with its deliberation if it considered necessary. The Consulting Architects will not, however, issue any direction or orders directly either to the University Engineer in case of maintenance works and minor works, or to the Contractor in case of major works.
- xiii) If required the Committee shall get prepared from Engineering Department of University and issue University Works Manual/ Special Instructions to be followed for execution of works. This works manual shall provide detailed technical information, instruction/regulations etc, in regard to various matters connected with University works, on the lines of PWD code of State and Central Govt.
- xiv) The Committee will settle the disputes regarding all matters arising in monitoring the works of contracts etc.
- xv) The Committee shall take necessary decisions relating to policy matters to be adopted during execution of works and will report to Management Council in case of major works.

32. Powers of the Buildings and Works Committee:-

- i) The detailed chart has been provided in respect of Powers to various officers of the University with regard to current schedule of rates, approval of drawings, administrative approval, technical sanction etc. Overall power will rest with the committee to accord necessary administrative approval, technical sanction and financial sanction for the works, subject to the availability of funds in the budget for such works.
- ii) It shall have the power to settle rates not covered by tender and settle claims and disputes in consultation with appointed/ selected agencies of University.

Provided that such rates or claims and disputes will be settled by the committee in consultation with the Agency and the Executive Engineer, North Maharashtra University/ Architect/ Consulting Engineer/ PMC in respect of major works, medium works and minor works entrusted to the agency selected by the committee subject to the condition that the decision in respect of any such claims, disputes etc. is likely to cause excess over the approved

estimated cost of the project, prior sanction of the Buildings and Works Committee.

iii) The Chairman of the committee will, in respect of all works, have the power to sanction the payment of monthly Running Account Bills of a work, subject to such a bill having been examined by the Architect, PMC, where appointed, and certified as 'fit for payment' by the University Executive Engineer. The Bills so paid will be put up for approval of the committee at its next meeting.

iv) In emergent cases, the Chairman of the committee may exercise the powers of the committee and such cases shall be reported by the Chairman at the next meeting of the committee.

Limits of sanction :-

Limits of financial/ administrative/ technical powers of various officers (concerned to Buildings Construction and Maintenance Section) shall be listed in the "Schedule of Financial/Administrative/ Technical Powers".

SCHEDULE OF FINANCIAL/ADMINISTRATIVE/TECHNICAL POWERS

Sr. No.	Item of Expenditure	Powers of Vice-Chancellor	Powers of Pro-Vice Chancellor/Registrar	Powers of University's Executive Engineer	Remarks
1.	To approve Schedule of Rates for University works.	Full powers on recommendations of Buildings & Works Committee.			
2.	Approval of Drawings.	Full powers on recommendations of Buildings and Works Committee.			
3.	To accord Administrative Approval in respect of works Major Works Medium Works Minor Works	see below			
			Upto Rs. 2.00 lakhs	Upto Rs. 1,00,000/-	Concurrence of Finance & Accounts Officer is necessary
	Maintn & Repair Works		Upto Rs. 75,000/-	Upto Rs. 50,000/-	
	Powers of Vice-Chancellor for Sr. No. 3				
	a) Full Powers in case of works upto Rs. 5 lakhs without reference to the Buildings and Works Committee.				
	b) Full powers in case of works exceeding Rs. 5 lakhs but not exceeding Rs. 25 lakhs on the recommendations of Buildings and Works Committee. These cases will be reported to the Management Council.				
	c) Prior approval of the Management Council will be necessary in case of works exceeding Rs. 25 lakhs.				
4.	To accord Technical Sanction to detailed estimates.				
	i) Original Works	Same as above at Sr.No. 3		Upto Rs. 1,00,000/-	Same as above at Sr.No.3.

Sr. No.	Item of Expenditure	Powers of Vice-Chancellor	Powers of Pro-Vice Chancellor/Registrar	Powers of University's Executive Engineer	Remarks
ii)	Ordinary Repairs	-do-	Upto Rs. 75,000/-	Upto Rs. 50,000/-	-do-
iii)	Special Repairs	-do-	Upto Rs. 1,00,000/-	Upto Rs. 50,000/-	-do-
iv)	Excess Over Estimates.	Full powers, if the total expenditure against the estimate is not more than that for which he can sanction a revised estimate. In other cases upto 5% of sanctioned estimates	Full Powers if the total expenditure against the estimate is not more than that for which he can sanction a revised estimate. In other cases upto 5% of sanctioned estimates	Upto 5% of sanctioned estimate provide total amount of excess is within his power of Technical sanction.	
5.	Power to carry out work departmentally.	Full Powers	Upto Rs. 75,000/-	Upto Rs. 50,000/-	
6.	Powers to invite Tenders by short notice.	Full Powers	-	Full powers for estimated value of works upto Rs. 1,00,000/-	-
7.	Powers to call tenders from Selected Contractors.	Full Powers.	-	-	-
8.	Acceptance of Tenders				
	a) Lowest & Negotiated Tenders.	Full powers as in case of Sr. No. 3 above	Upto Rs. 1.00 lakh.	Upto Rs. 75,000/-	Same as above at Sr. No. 3
	b) Other than lowest tenders for recorded reasons.	-do-	Upto Rs. 75,000/-	Upto Rs. 50,000/-	-do-
	c) Single tender or case where adequate competition does not exist.	-do-	Upto Rs. 75,000/-	Upto Rs. 50,000/-	-do-

Note:- The tender should be within the administrative approval limit.

Sr. No.	Item of Expenditure	Powers of Vice-Chancellor	Powers of Pro-Vice Chancellor/Registrar	Powers of University's Executive Engineer	Remarks
9.	To issue Work Order.	Full Powers	Full powers for works within limits of Administrative Approval.	Full powers for works within limits of Administrative Approval.	-
10.	Power to record the measurements.	-	-	Full powers for works upto Rs. 3,00,000/- Overseer.	-
11.	Preparation of RA Bills	-	-	Full Powers	-
12.	Power of checking measurements of work done	Full powers	-	Full powers.	-
13.	Payment of R.A. Bills.	Full Powers	Upto Rs. 7.00 lakhs	Upto Rs. 5.00 lakhs.	-
14.	To give Technical sanction for rate and sanction for execution of extra items, substituted/derived items.	Full powers as in case of Sr. No. 4 above	Upto Rs. 75,000/-	Upto Rs. 50,000/-	See below.

Remarks for Sr. No. 14 :

- i) Powers in column No. 4 & 5 are subject to the limit of 25% of contract value and also that total cost of work does not exceed the sanction.
- ii) The amount of individual extra item and the total cost of the extra items should be within powers of sanctioning authority.
- iii) a) Where the extra item is comparable with a similar item already included in the accepted tender, the rate to be fixed and mutually agreed upon between Engineer-In-Charge and Contractor should be based, as far as possible, on the tendered rate for the similar item modified to the extent necessitated by the change in specifications provided that, if rate is provided in the schedule of rates of Nashik Division/University, the rate to be fixed shall not exceed such scheduled rate.
 b) Where the extra item does not correspond to or is not comparable with an item in the accepted tender, it shall be paid at the rate mutually agreed upon between the Engineer-in-Charge and the contractor provided that if a rate is provided

for that class/type of work in the schedule of rates of Nashik Division/ University, the rate to be agreed upon shall not exceed such a scheduled rate

- iv) Extra items list should specify any anticipated and effected savings, if any.
- v) If the rate of proposed extra item is not available in the schedule of rates of Nashik Division/ University and if the total amount of extra item(s) exceeds financial power limit of officers mentioned in Cols. 4 & 5, a separate sanction for these rates shall be obtained from Vice-Chancellor. Necessary help/ consultations shall be taken from the Buildings and Works Committee.
- vi) If the contractor is to be supplied with material (other than those provided in schedule 'A' of the tender) for the extra items, the rate, quantity, place of delivery should be specified in the extra items rate list. While fixing the rates for extra items, the fact of supply of materials whether within or outside schedule 'A' should be taken into account.
- vii) While proposing any extra item for sanctioning, it should be accompanied by the reasons of cropping up of the same and justification for execution.

Sr. No.	Item of Expenditure	Powers of Vice-Chancellor	Powers of Pro-Vice Chancellor/Registrar	Powers of University's Executive Engineer	Remarks
15.	Powers to grant execution & payment of variations in quantities beyond the limit specified in agreement.	Full Powers	Upto 5% of the agreement	Upto 5% of the agreement	Subject to the condition that the total cost does not exceed the financial sanction of the project/work.
16.	Powers in respect of granting claims for increased rates in excess of the sanctioned tender rates.	Full Powers		Sec below	

Powers of the officer in Col. 5 for Items 16 :

- i) Upto the limit of 10% for any one item of work provided that (i) the power should increase the rates of only one item in the tender, the extent of increase being not more than 10% of the tendered rate of the item in question or Rs. 50,000/- whichever is less. Provided further that with such increase, the increased amount of tender should be within the power of the acceptance of the competent authority concerned.

- ii) If any ceiling on escalation is provided in the agreement in respect of that item, the aggregate increase on account of upward revision should not exceed the stipulated ceiling.
- iii) The authority mentioned in col. 4 should report all such cases to his next superior authority and 'Management Council' and 'Buildings and Works Committee' shall ratify this change.

Remarks:

This power can be exercised in respect of unforeseen claims, e.g. increase in dewatering, sudden rise in prices of materials, sudden change in taxation structure./ rates etc.

17. Granting Secured Adva- Full Powers upto Rs. 10.00 lakhs upto Rs. 5.00 lakh Matter to be reported to Finance and Accounts Officer (see below)

Remarks for Sr. No. 17.

In case in which a contractor whose contract is for finished work, requires an advance on the security of material brought to site, the Executive Engineer, NMU, may recommend an advance to the Finance and Accounts Officer/Vice Chancellor upto an amount not exceeding 75% of the value of such materials as assessed by him provided that:

- i) they are of an imperished nature and material shall confirm to requisite standards by the time of its use;
- ii) the Executive Engineer, NMU, certifies that the materials have actually been brought to site;
- iii) the materials are all required by the contractor for use on items of work under the contract. Recoveries of a secured advance shall be made from the contractor's bills for work done as the materials are used, if not earlier. The officer granting certificate shall be responsible for any over payment which may occur in consequence;
- iv) the contractor has not previously received any advance on their security;
- v) a formal agreement is drawn up with the contractor under which the University secures a lien on the materials and is a safeguard against losses due to delay in execution of the work by the contractor, or to the shortage or misuse of the materials and against the expense entailed for their proper watch and safe custody; and
- vi) if University deems fit, it may ask contractor to furnish insurance cover for the materials against loss, damage, theft, deterioration etc.;

18. Advance payments to Full Powers Full Powers See below
Contractors for works
done but not yet measured

Remarks for Sr. No. 18:

On the recommendations of Executive Engineer and Finance and Accounts Officer, following points shall be observed while effecting payment under this authority.

- i) This facility shall be used in exceptional cases.
- ii) Advance should not exceed 75% of bills submitted.
- iii) This facility can be used with the permission of Vice-Chancellor when checking of the running account bill in engineering branch is likely to cause delay resulting in hardship to Contractor.
- iv) The percentage shall be calculated on the net amount of the running account bill after deduction of the security deposit, value of materials supplied, secured advances etc.
- v) No second advance shall be admissible to the contractor if the similar advance is outstanding against him on account of the same work.
- vi) All payments made under this facility shall be recovered to full extent in the immediate next running account bill.

Sr. No.	Item of Expenditure	Powers of Vice-Chancellor	Powers of Pro-Vice Chancellor/Registrar	Powers of University's Executive Engineer	Remarks
19.	Approval to reduce rates for payment of works specifications.	Full Powers.	Upto 10% of Contract value.	Upto 5% of Contract value.	Matters to be reported to Finance and Accounts Officer
20.	Powers to grant more than one payment in a month.	Full Powers	Full Powers	Authority in col 4 can authorise the authority in col 5, if progress justifies.	Matters to be reported to Finance and Accounts Officer
21.	Powers to grant level of compensation to contractor.	Full Powers	Full Powers for works upto Rs. 10.00 lakhs	Full Powers for works upto Rs. 7.00 lakhs	
22.	Power to condone the penalty/ fine levied on contractor.	Full Powers			The matter must be reported to and got approved from Bldgs & Works Committee & Management Council. The reasons for such condonement must be recorded

23. Grant of time extension & Full Powers in case of See below.
 waiving of liquidated dama- Contracts upto Rs. 10,000 Contracts upto Rs. 5 lakhs
 ges.

Remarks for Sr. No. 23.

- i) Concurrence of Finance and Accounts Officer, if necessary.
- ii) When any delay in the completion of a major work is anticipated, the question should be brought for consideration and this should normally happen before expiry of the completion period as first agreed to and consideration thereof should appropriately be on an application of extension of time by the contractor for the work.
- iii) When placing the matter of extension of time before the Buildings and Works Committee for consideration, the causes for the delay should be carefully analysed and the periods of delay attributable to each cause should be assessed and indicated as precisely as possible.
- iv) In case of Minor work, the matter shall be decided by the Executive Engineer, NMU, with the concurrence of the Finance and Accounts Officer.

Sr. No.	Item of Expenditure	Powers of Vice-Chancellor	Powers of Pro-Vice Chancellor/Registrar	Powers of University's Executive Engineer	Remarks
24.	Repayment of Earnest money/ Security deposit	Full Powers	Full Powers	Full Powers	
25.	Powers to divert the provision for contingencies in the estimate for a work to new items not provided/ provided in the estimate.	Full Powers	Full Powers	Upto Rs. 10,000/- for each item.	
26.	Sanction to issue rates of Stock Material	Full Powers.	Full Powers	Full Powers	With concurrence of Finance and Accounts Officer
27.	Power to incur expenditure for repairs to Buildings, Roads, without detailed estimates prepared	Full Powers	Upto Rs. 50,000/-	Upto Rs. 30,000/-	Concurrence of Finance and Accounts Officer is necessary

Sr. No.	Item of Expenditure	Powers of Vice-Chancellor	Powers of Pro-Vice Chancellor/Registrar	Powers of University's Executive Engineer	Remarks
28.	Powers to undertake deposit & contribution works.	Full Powers	Full Powers for works upto Rs. 2.00 lakhs	Full Powers for works upto Rs. 50,000/-	-
29.	Employment of daily wages staff	Full Powers	Full Powers	Full Powers	Only against sanctioned works & at the Govt. approved rates.
30.	Purchase of Stores, tools & plants for work in progress.	Full Powers	Upto Rs. 75,000/- at a time	Upto Rs. 50,000/- at a time	
31.	Hiring & Repair of tools & plants	Full Powers	Upto Rs. 50,000/- each case	Upto Rs. 40,000/- each case	

Ord. No. 33 to 36 : RESEARCH GRANTS COMMITTEE
(Under Section 80, 53 (xiii) (xiv) of the Act)

O. 33 : There shall be a Research Grants Committee consisting of Vice-Chancellor and one expert nominated by the Vice-Chancellor from time to time, belonging to each of the faculties for which grants are to be released.

O. 34 : The Committee shall meet when convened by the Vice-Chancellor.

O. 35 : The Vice-Chancellor shall preside over all the meetings of the Committee.

O. 36. The Committee shall consider all applications for Research Grants except those that come under "Publication Grants" and make its clear-cut recommendations to the University for speedy execution.

Ord. No. 37 to 44 : UNIVERSITY INFORMATION, EMPLOYMENT AND GUIDANCE BUREAU
(Under section 5 (39) (c) (d), 53 (xiii) (xiv) and 80 of the Act)

O. 37 : There shall be a North Maharashtra University Information, Employment and Guidance Bureau consisting of the Vice-Chancellor, who shall be its ex-officio Chairman and nine other members, as noted below:

- i) The Director General of Employment and Training of the Government of India, or his representative;
- ii) The Director of Employment of Maharashtra State or his representative;
- iii) Three representatives of different Faculties in the University to be nominated by the Management Council of which one will be the Director of Students Welfare;
- iv) Three representatives from the Industry of commerce, science, engineering and business to be nominated by the Management Council.
- v) Director of Adult & Continuing Education & Extension Services would be the Member-in-charge (Ex-officio secretary)

O. 38 : The term of office of a member of the Bureau shall be five years, and the Management Council shall have the power to make appointments to fill temporary vacancies caused by death, resignation, or from any other cause, whatsoever. A member on retirement shall be eligible for reappointment.

O. 39 : The bureau shall meet at least once in every quarter, and at other times when convened by the Vice-Chancellor, provided always that any quarterly meeting need not be called, if in the opinion of the Vice-Chancellor, there is no sufficient business for it.

O. 40 : The Vice-Chancellor shall preside over all meetings of the Bureau and, in his absence, the members shall elect their own Chairman. Four members shall form a quorum for a meeting of the Bureau. If on account of quorum meeting is adjourned, adjourned meeting shall take place after half an hour.

O. 41 : The Bureau shall constitute the Standing Advisory Committee consisting of three members from amongst its local members.

This committee shall perform such functions as are delegated to it by the Bureau.

O. 42 : The functions of the Bureau shall be:

- i) to give information and advice on employment careers and competitive examinations and vocational guidance to students of the North Maharashtra University, and register, select and recommend for employment and training, graduates of the University in co-operation with the National Employment Service of the Government.
- ii) to answer enquiries and make recommendations in regard to availability of suitable applicants on its register from prospective employers and to furnish particulars where called for.
- iii) to remain in direct contact with heads of employing organizations, and to discuss students' individual problems with them;
- iv) to collect statistics regarding available vacancies and of appointments effected, and to supply other statistical information as and when called for in the manner prescribed either by Management Council or by the Government.
- v) to collect and furnish information and guidance to students of the North Maharashtra University in regard to entrance to and training at University and other Institution in India and overseas, and to assist them directly in obtaining scholarships and admissions thereto;
- vi) to advise the Management Council on all aspects of matters related to employment, information and guidance to students and if necessary to recommend steps for improvement of their professional standards.

O. 43 : 1) The Bureau shall have the power to correspond directly with Universities, Institutions and persons concerned in India and abroad as well as with the Education Department of Indian High Commissions/ Embassies abroad or with the foreign Embassies in India.

2) The Bureau shall have the power to take a deposit from any applicant who desires expenditure to be incurred on his behalf.

3) The Bureau shall have the power to refuse or to forward any application for reason deemed by it sufficient.

O. 44 : The following shall be the duties and responsibilities of the Member-in-Charge :

- i) To ensure efficient working of the Bureau and promotion of its activities by maintaining contacts with the Departments in the University and employers making recruitment of University trained personnel;
- ii) To ensure promotion of research studies through study groups, research students and Department of the University, on employment pattern of its alumni, employments potentials to different courses of studies and manpower problem in relation to University trained personnel;

- iii) Enlisting support and co-operation of the University for development of part-time employment opportunities for students;
- iv) Arranging job orientation programmes, seminars/ discussions among Professors, Liaison officers and the alumni and employment potentials and trends in different courses of studies at the University;
- v) Advising and assisting students on Vocational Problems;
- vi) Co-ordinating activities of the Bureau with other allied agencies;
- vii) Setting up a liaison agency for service to affiliating Colleges/ Institutions;
- viii) Convening the meetings of the Bureau and the Standing Advisory Committee and preparing their agenda and maintaining their minutes;
- ix) Conducting other activities to disseminate information about the employment pattern and problems of graduates;
- x) Meeting and advising the students at least once in a week, in the precincts of the Bureau;
- xi) Preparing an Annual Report on the work of the Bureau for submission to the Management Council by the end of March every year.

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O. 47 : PRESS ADVISORY COMMITTEE

(Under Section 2 (1), 39 (a), (e), 28 (ee), 53 (xiii) (xiv), 80 of the Act)

- i) There shall be a Press Advisory Committee consisting of three members nominated by the Management Council, at least one of whom shall be a member of the Management Council and shall hold the Office for five years.
- ii) The duties and functions of the Committee shall be:
 - a) to prepare the annual budget of the press;
 - b) to advise the Management Council on all matters relating to the various items of expenditure sanctioned for the Press;
 - c) to give advise on all matters connected with the Press, whenever required by the Management Council to do so.
- iii) Any vacancy occurring on the Committee will be filled in by the Management Council, only for the remaining part of that period in the light of Section 50 of the Maharashtra Universities Act, 1994.

O. 48 : DRAFTING COMMITTEE FOR STATUTES / ORDINANCES / RULES AND REGULATIONS

(Under Section 28 (ee), 30 (2), 52 (1) (2), 54 (1), 53 (xiii) (xiv) of the Act.)

O. 48 : Drafting Committee for Statute/ Ordinance/ Rules and Regulations etc.

- i) There shall be a drafting committee consisting of Five members as under:-
 - a) One member of Management Council to be nominated by the Vice-Chancellor from amongst its members.

- b) One member of Academic Council to be nominated by the Vice-Chancellor from amongst its members.
- c) Registrar
- d) Law Officer or Officer of University Incharge of legal matters
- e) Controller of Examinations
- ii) The Chairman of the committee will be member of Management Council.
- iii) The Committee shall hold office for 5 years.
- iv) When any vacancy occurs in the office of a member, the vacancy shall be filled in by nomination for the remaining period in the light of Section 50 of Maharashtra Universities Act, 1994.
- v) The duties and functions of the Committee shall be: to prepare draft of statutes/ ordinances/ Rules and Regulations for being placed before the various authorities and bodies of the University.

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Ordinance No. 50 A : A Committee for considering Equivalence of Courses and Examinations (Under Section 5 (42), 53 (xiii) (xiv) and 80 of the Act).

O. 50 A :

- i) There shall be a Committee consisting of the following for considering equivalence of courses and examinations:
 - a) The Vice-Chancellor Ex-Officio Chairman
 - b) The Pro-Vice-Chancellor, if any
 - c) The Dean of the Faculty concerned for which equivalence is to be considered.
 - d) Registrar
- ii) Meeting of the Committee may be held, ordinarily twice a year to make recommendations regarding:
 - a) Consideration of the question of equivalence of examinations of other Universities, Statutory Bodies, Boards etc.
 - b) Such other related matters as may be referred to the committee by the Vice-Chancellor or other authorities/ bodies of the University.
- iii) The recommendations of the committee shall be placed for consideration of the Academic Council.

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Ordinance No. 56 to 64 : Admission of Students and Eligibility thereof.
(Under sections 5 (15), 53 (1), 53 (xiii) (xiv) and 94 of the Act.)

ADMISSION OF STUDENTS AND ELIGIBILITY THEREOF

O. 56 : A) A student passing (10+2) Higher Secondary School Certificate Examination with English subject conducted by the Higher Secondary School Certificate Examination, Board of Maharashtra State, shall be eligible for admission to the First Year Class as per eligibility rules framed from time to time by this University. He shall apply to the University in a prescribed form for Eligibility, within dates prescribed therefor. He shall pay Eligibility fee prescribed from time to time by the University, alongwith the application form. Eligibility Fee shall not be refunded under any circumstances.

B) A student passing Higher Secondary School Certificate Examination or its equivalent Examination with English subject from the other Boards which are recognised by AIU, shall be eligible for admission to the first year class as per eligibility rules framed by this university from time to time. He shall apply to the University in a prescribed form for Eligibility, within dates prescribed therefor. He shall pay Eligibility fee prescribed from time to time by the University alongwith the application form. Eligibility fee shall not be refunded under any circumstances.

O. 57 : A) A student migrating from the jurisdiction of another University or Statutory Examining Body and seeking admission to this University shall apply for a certificate of eligibility to the Registrar of this University through the College in which he is admitted and shall at the same time pay the fees prescribed from time to time. Eligibility fee shall not be refunded under any circumstances.

However, such admitted students must obtain the eligibility certificates from this University before the end of the first term. If the student fails to obtain eligibility certificate, his result of the examination will not be declared by the University under any circumstances.

If the student fails to submit his eligibility form and appears for the examinations, in such circumstances, the University may cancel the admission of a student, of which the responsibility will rest with the Principal of the College and not with the University.

Provided, however, that a student coming from foreign country and seeking admission to this University shall pay the eligibility fees five times more than that of the fees prescribed for out of state students.

B) The terms kept by the student in the University from which he migrates, shall be recognised for the purpose of examination of this University. But the student will not be eligible for award of class or Degree.

C) The Eligibility forms sent by the Principal/Head of Institution who is not approved by the University, shall not be accepted in any circumstances. Also the eligibility forms shall not be accepted in any circumstances wherein admission procedure laid down by the University, is not followed by the concerned College/ Institution.

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O. 60 : A) The Principals of Colleges/ Directors of Recognised Institutions should ensure that the eligibility rules framed by the University from time to time are scrupulously followed by them while giving the admissions, failing which they shall be liable for action under 0.168.

B) It shall be the responsibility of the Principals of the Colleges/ Heads of the Recognised Institutions to report to the Registrar the cases of students, whose eligibility forms are filled in and fees are paid but eligibility letters are not received before the end of the first term. Further, examination forms shall not be forwarded to the University unless a special permission of the Registrar and Controller of Examinations is obtained for the purpose.

However, the results of such candidates will not be declared by the University till he/she obtains final eligibility from the University. (See Ord. 56 & 57)

C) Failure to obtain eligibility before the end of the academic year shall result in late declaration of the examination result. Under such circumstances, the student shall have no right to claim admission to higher class.

O. 61. Student migrating from the jurisdiction of another University or Statutory Body and seeking admission to this University shall submit the following Certificates in original alongwith a attested zerox copy of each certificate.

1) Transference Certificate :- It is necessary at the time of admission to submit the Transference Certificate from the college last attended. However, if the original Transference Certificate is submitted for Migration purpose, the student is required to submit Duplicate Transference Certificate, failing which his admission will be cancelled at any stage. (see Ord. 74)

2) Migration Certificate:- Certificate from the Registrar of the University or Secretary of the Examining body under which the applicant passed the examination permitting him to prosecute his studies in the North Maharashtra University. (Original Migration Certificate will not be returned).

3) Attendance Certificate:- Certificate from the Principal of the College or Institution last attended by the applicant stating that he has passed the examination referred to above after completion of the prescribed course of instruction at such College and mentioning the period of attendance of the applicant since passing the last preceding University Examination. The percentage of attendance in such subject will not serve the purpose.

4) Passing Certificate:- Certificate signed by the Registrar or the Secretary of the Examining body of the last examination passed by the applicant under another University or Examining body, stating the examination and the subjects in which the candidate has passed. A certificate of marks obtained by the applicant at the Examination will not be accepted in lieu of the passing certificate.

5) Statement of marks of the last qualifying examination.

6) Degree Certificate obtained at the Convocation. (The Original Certificates except Migration Certificate will be returned while granting the final Eligibility. The original Certificate will not be returned if copies of the Degree Certificate, Passing Certificate, Attendance Certificate, Transference certificate & Statement of Marks are not attached.)

O. 62 : A student migrating from this University to another University shall be required to obtain a Migration Certificate from this University. The prescribed form of an application

(on payment of fees prescribed therefor) duly filled in along with the original Transference Certificate shall be sent by the applicant to the Registrar, through the Principal of the College last attended. The requisite fees prescribed from time to time for a migration certificate should be sent to the Registrar, North Maharashtra University, mentioning specifically that the fees are being sent for Migration Certificate. The fee shall be paid by Account Payee Demand Draft drawn in favour of Registrar, North Maharashtra University, Jalgaon. The fee paid shall not be refunded under any circumstances.

O. 63 : A) Foreign Students:- Every foreign student who has not studied in English medium of instruction and who seeks admission for the 1st year B.A./ B.Sc./ B.Com. course of this University must join on or before 1st July every year, in order to enable him to attend dialectic test in English which is conducted by the University in the month of July every year. This examination is compulsory for the foreign student to finalize his/her eligibility for admission to the Course. For this purpose, foreign students would require to pay fees in foreign currency only, prescribed by the University from time to time.

B) Late admission by the Principal:- No student from the jurisdiction of another University or Statutory Examining body seeking admission to the University shall be admitted to the college affiliated to this University after expiry of one month from the date of commencement of any term or after 15 days from the declaration of the results of North Maharashtra University examinations, whichever is later.

O. 64 : The students who have migrated from this University and are pursuing a course of study at another University but who, prior to their migration, have kept terms or appeared and failed at the examination of this University, shall not be permitted to appear for the said examination for which they had kept terms.

**Ordinance No. 65 to 70 : University Terms
(Under Sections 28 (y) read with 53 (xiii) (xiv) of the Act.)**

O. 65 : The dates for the commencement and the conclusion of both the First and Second terms in all the Faculties shall be determined by the Management Council.

O. 66 : Term can be kept only by duly admitted students in the manner prescribed by O.68 where both places of studies must be in near vicinity for one Degree Course and for Diploma Course. (See. O.116)

O. 67 : Terms to be kept for this University Examination shall normally be consecutive except when otherwise prescribed for the Course. The total number of terms however shall be kept to the satisfaction of the authorities concerned. However, the validity of terms kept by the student for specific course will be upto six years only.

O. 68 : For keeping term in any class in a College/ University Department/ Recognised Institution, a student shall attend at least 80% of lectures delivered per term in case of a Course/ Courses where keeping of separate term is prescribed; whereas in case of a Course where the terms have to be kept consecutively, 80% attendance at the lectures

shall be calculated for both the terms, at the end of Second term. Besides the requirements for sessional work, performance thereat and attendance therein and other requirements as prescribed, shall have to be satisfied for earning the terms.

O. 69 : A) Duly admitted student means a student who has been admitted to the course of the University by the Competent Authority by following the procedure and eligibility rules prescribed therefor by this University.

B) Since applications from duly admitted students for University examinations are required to be submitted to the University before closing of the academic year, all such applications of duly admitted students shall be deemed to have been provisionally accepted by the University for the purpose of including the applicant's name in the list of candidates appearing at the University Examinations, provided, however, that admission of applicants to the Examination concerned is liable to be cancelled or withdrawn if the Principals of Colleges/ Heads of Department/ Heads of Institutions concerned report to the University stating reasons at least 15 days before the commencement of the respective examinations that the concerned applicants have not satisfactorily kept their terms for relevant course.

C) The examination forms signed by the Principals/ Heads of Institution who are not approved by the University shall not be accepted in any circumstances by the University.

D) The examination forms of the students whose eligibility forms are not submitted within the dates prescribed therefor for eligibility purpose, shall not be accepted by the University in any circumstances and, for late submission and/or non submission, Principal of College/ Head of Institution will remain solely responsible.

O. 70 : The Management Council may, on account of bonafide illness or any other compelling reasons beyond the control of the candidates, condone the shortage of attendance at the most to the extent of 20% on the recommendations of the Principals of the Colleges/ Heads of University Departments/Directors of Recognised Institutions, as the case may be.

O. 71:- In case a student is permitted to participate in the N.C.C./N.S.S.camps or to undergo a training or military duties/ Inter - University / Inter - Collegiate Competitions/Sports and Games by the University or College authorities, the actual number of days spent for Participation in these activities shall be counted towards the attendance of the student. :

O. 72:- The Principals and Heads of Institutions shall keep a Register of the daily attendance of duly admitted students. :

O. 73:- A) To keep a term at a College or Recognised Institution, a student must complete to the satisfaction of Principal or Head of the Institution, the course of studies at the College or Institution prescribed for such terms for the Class to which the student belongs.

B) In Colleges where facilities for N.C.C. Training are available, N.C.C.Training will be obligatory for Under-Graduate student of that College who has joined such training. Such a candidate shall have to produce, alongwith his application for admission to the examination, a Certificate from the Principal to the effect that he has undergone satisfactorily the required N.C.C. Training during the year.

This Certificate shall be issued by the Principal in consultation with the N.C.C.Authorities. :

**Ordinance No. 74 to 81 TRANSFERENCE CERTIFICATE
(Under section 5(15), 53(i), 53(xiii) (xiv) & 94 of the Act)**

O. 74 - No student shall at any time be admitted to another College/University Department or Recognised Institutions unless he/she produces from the institution last attended, a Certificate (called Transference Certificate) showing:-

- (a) the number of days attended at the College, in each term after passing his/her last University Examination.
- (b) his/her progress at the examination.
- (c) the class in which he/she would have been, if he/she had continued in the College/University;
- (d) that he/she has no books in his/her possession belonging to the College/University;
- (e) that nothing is due from him/her to the College/University;
- (f) that he/she bears a good moral character and conduct;
- (g) Date of Birth of the student as entered in the College/University register;
- (h) the optional subjects and/or group of subjects in which a course of instruction has been attended by the student at the College/University;
- (i) that he/she has satisfactorily carried out the practical work in the Science subjects by performing prescribed number of experiments;
- (j) that he/she has satisfactorily gone through the course of physical training prescribed by the University;
- (k) that he/she was a member of the N.C.C.;

O. 75 : In no case, shall a Transference Certificate be refused. If it is refused, the Principal of the College/ Institution will act as per the provision of O. 168.

O. 76 : In case of transfer of student from one College/ Institution to another, the College/ institution should obtain the permission from the University before giving such admission. Local transfer is not allowed. However, in special circumstances, the University may permit local transfer of a student from one College to another. For this purpose, the candidate should submit an application, prescribed therefor, alongwith fee prescribed, through the College to which he wishes to join. (See 0.80)

Simultaneously such a student must submit a certificate of good moral character from the Principal of the College/ Head of Institution from which he desires to seek transfer.

O. 77 : i) The College/ University/ Recognised Institution shall be entitled to charge a fee prescribed from time to time for issuing a transference certificate/ bonafide certificate.

ii) Once the transference Certificate is issued to the candidate by the College, the candidate is not eligible to submit an examination form from his/her previous college.

O. 78 : Blank

O. 79 : Blank

O. 80 : As a general rule, a transfer from one college to another shall not be permitted during the first year of the Under-graduate class or during the course of the term in case of any other class. (See 0.76)

However, such transfer may be permitted in the exceptional circumstances mentioned below:

- i) in case the parent or guardian with whom the student has been residing is transferred or shifted to another place.
- ii) when a change of place for the improvement of the student's health has been recommended by a recognised Medical Practitioner.
- iii) for other genuine reasons which appear to the Vice-Chancellor to be sufficient.

(Note:- Local transfers are not allowed).

O. 81: Applications for Transference Certificate shall be made by students without delay through the Head of the Institution to which they wish to be transferred.

Ordinance No. 82, 84, 85, 86 & 88 : Affiliation & Recognition

(Under Sections 54, 14(14), 83, 86, 88, 90 & 93 (5) (21), 28 (c), 42, 50, 82 (3), of the Act)

O. 82.

- 1) There shall be a committee of five members consisting of 2 members of the Management Council to be nominated by the Management Council from amongst its members and 3 members of the Academic Council to be nominated by the Academic Council from amongst its members.
- 2) Tenure of the committee shall be five years from the date of its first meeting, irrespective of the date on which a member enters upon his office (In the light of Section 42 of Maharashtra Universities Act, 1994)
- 3) The Chairman of the Committee will be one of the two members of the Management Council as provided in (1) above to be nominated by the Vice-Chancellor.
- 4) When any vacancy occurs in the office of a member, the vacancy shall be filled in by nomination for the remaining period (In the light of Section 50 of Maharashtra Universities Act, 1994).
- 5) The duties and functions of the committee shall be:-
 - i) To suggest appointments of Local Inquiry Committees for affiliation.
 - ii) Any other duties in this context assigned either by the Vice-Chancellor or by the Management Council or by the Academic Council or B.C.U.D., as the case may be.
 - iii) The Academic Council shall hold the inspection of the hostels of every affiliated, constituent and conducted college under Section 30 (5) of Maharashtra Universities Act, 1994, at least once in three years and the inspection would be carried out by Local Inquiry Committee appointed by O.82 Committee.

O. 83 : Blank

O. 84 : An inspection of every Affiliated College and Recognised Institution shall be held under Section 90 of the Maharashtra Universities Act, 1994, atleast once in every three years and at other times when, in the judgement of the Vice-Chancellor special reasons exists in the case of any College or Institution. (Sub-Section (14) of Section 14 of Maharashtra Universities Act, 1994).

O. 85 : The inspection will be directed primarily to the purpose of ascertaining if the main conditions of affiliation or recognition are maintained or not and on seeing that adequate measures are taken to ensure efficiency.

O. 86 : If the report submitted by the person or persons deputed to inspect, calls for any action by the Vice-Chancellor, the Vice-Chancellor shall, after full inquiry, specify definitely the point or points in which it considers the College or the Institution deficient and fix a time within which the College or the Institution shall take the action necessary to rectify the deficiencies pointed out. Where the management does not, within the time fixed by the Vice-Chancellor take action to his satisfaction, the Vice-Chancellor shall place before the Management Council the inspection or inquiry report and explanation furnished or representation made by the management for its consideration.

O. 87 : Blank

O. 88 : Applications for permanent affiliation under Section 88 of the Maharashtra Universities Act, 1994, shall be entertained only if they are received on or before 31st October of the year preceding from which the permission is sought. Applications for permanent affiliation are accepted for consideration only in the case of Under- Graduate Courses and not to the Post-Graduate Courses in the light of Section 93 of the Act.

Ordinance No. 89 to 90 RETURNS (Under Section - 53 (xiii) & (xiv) of the Act)

O. 89:- Every College and Recognised Institution shall submit annually by the 15th of April to the Management Council, the following returns in the forms prescribed:

- (a) A return of the teaching staff during the preceding year.
- (b) A return of finances, giving the accounts for the preceding Government financial year.
- (c) A return of the number of students attending the College or the Institution during the preceding year.
- (d) A return of the complete time-table of lectures, tutorials, practicals, demonstrations, clinics, etc.

O. 90:- Every College and Recognised Institution shall report to the Management Council all changes in its teaching staff, as soon as such changes are made. In case of Medical Colleges, they shall also report the changes in the staff of the Hospitals where the students of these Colleges are required to do their clinical work. In reporting such changes, the qualifications of the members of the staff newly appointed, the conditions governing their tenure of office and the qualifications of the persons in whose place the new appointments are made, shall be given in detail.

REGISTERS

(Under Section 53 (xiii) (xiv) of the Act)

O. 91 :- Every College shall maintain:

- a) a Register, giving, for every student who has been admitted to College, the date of admission, the date of birth, the name of the birth place, attendance at the College examinations and the results of such examinations and a record of University career and the date of withdrawal.
- b) a Register of daily attendance of each student.

O - 92 Blank

O - 93 Blank

O - 94 Blank

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O - 96 Blank

Ordinance No. 97 to 100 : Residence, Health, Conduct and Discipline of students
(Under Sections 2 (16), 5 (6), 5 (15), 5 (22), 5 (28), 8, 28 (B), 53 (9) & 95 of the Act.)

O. 97 : Each College shall provide residential accommodation for such a number of students as the Management Council, from time to time, may decide and shall make arrangements for supervision over the students who reside in lodging approved by the authorities/ college. Resident students shall conform to rules drawn up by Principals of Colleges.

In case, the hostel or lodging is not directly maintained by the College, the College may temporarily approve a hostel or lodging for the residence of students for such period as the Management Council may permit.

Provided that the College while approving a hostel or lodging, shall ensure that it can be inspected by the University authorities as and when it desires.

O. 98 : Every non-resident student shall submit to the Principal of his College his name and address, where he proposes to live.

O. 99 : As soon as possible re-opening of a College after the long vacation, the Principal shall submit to the Director of the Students Welfare, the following information :

- i) The number of hostels and the number of Superintendents;
- ii) The number of resident students in each Hostel and approved lodging;

- iii) The number of non-resident students living with their parents;
- iv) The number of non-resident students living with their guardians;
- v) The number of non-resident students living on their own.

O. 100 : All Colleges shall provide adequate facilities for physical exercise for their students and shall forward to the Director of Students Welfare a statement of the same in the required proforma.

Ordinance No. 101 to 103 : Fees for other certificates
(Under Sections 28 (v), 5 (27),53 (ii) of the Act)

O. 101 : A fee prescribed from time to time shall be charged to Post-Graduate students of the University for a Certificate regarding their attendance, character etc.

O. 102 : The fee for any Certificate not provided for in any of the Ordinance will be charged as prescribed from time to time.

For all duplicate copies of Certificates, a fee unless otherwise specifically provided elsewhere double the original fee shall be charged except in case of the duplicate copies, of the Certificate of Eligibility, for which a fee prescribed from time to time shall be charged and except in case of the duplicate copies of the Degree Certificate, for which a fee prescribed from time to time shall be charged.

O. 103 : The fee paid by a person for obtaining any Certificate shall not be refunded.

Ordinance No. 104 : Convocation fees
(Under section 28 (v) 53 (ii) of the Act.)

O. 104 : A person who passes the examination for a Degree or Diploma of the University mentioned in Statute 405., shall apply, before the date to be notified, in the prescribed form together with the fee prescribed by the university from time to time in order to be admitted to the convocation (in person or in absentia) for the conferment of the said degree or diploma.

Ordinance No. 105 to 106 : Academic Costume and Convocation
(Under Sections 26 (1) (e), 28 (m) (n), 53 (xiii) (xiv), 96, 97 & 98 of the Act)

Ceremonial Dress :

कुलपती, प्रमुख पाहुणे, कुलगुरु, कुलसचिव, परीक्षा नियंत्रक, अतिरिक्त सदस्य, व्यवस्थापन परिषद सदस्य, विद्याशाखाचे अधिकाते व स्नातक यांच्यासाठी प्रस्थापित असलेला पोशाख:-

अ) मा. कुलगुरु व पदाधिकारी यांच्यासाठी:-

१) पांढरे पोतार (घोली घेंट), सिल्क नेहरू हर्ट, पिवळसर रंगाचे जॅकेट, सोनेरी काठ असलेले उपरचे किंवा संपूर्ण लोघपुरी पोशाख, फ्लॉट विलख्या रंगाचा स्कार्फ आणि पांढऱ्या रंगाचे सोनेरी काठणे उपरचे.

२) उंच विदार असलेली ब्रिम कलरची टोपी.

मा. कुलपती, मा. प्रमुख पाहुणे यांच्यासाठी:-

रेशमी उरलीस- लांबी 3६" X ७२" त्यावर सोनेरी जरीकाम असलेले आणि विद्यापीठाचे बोधचिन्ह (दोन्ही बाजूंस)

कुलसचिव, मा. परीक्षा नियंत्रक यांच्यासाठी:-

नी उत्तरीय लांबी 36" X 92" परीचे काठ आणि विद्यापीठाचे बंधविन्ह दोन्ही बाजूस.

२) विद्यार्थी:-

गुलसचिव, मा. परीक्षा नियंत्रक यांच्यासाठी:-

३) विद्यार्थीनी:-

लाठी धलाऊज- राखाडी रंग, सौनदाय्य अधिक पांढऱ्या मिस्रित रंगाचे स्कार्फ (मफ्लर) किंवा सौनदाय्य रंगाचा कमीज, राखाडी सलवार व उपरणे.

४) स्नातक:- सर्व स्नातकांसाठी

सर्व स्नातकांसाठी परिधान करावयाचे उत्तरीय लांबी 36" X 92" त्यावर दोन्ही बाजूस विद्यापीठाचे बंधविन्ह.

विद्याशाखावर नमूद केलेल्या खालील रंगाचे काठ लावलेले उत्तरीय संबंधित विद्याशाखेच्या विद्यार्थ्यांनी परिधान करावे.

१) कला विद्याशाखा	फिकट निळा
२) मानसशास्त्र व समाजशास्त्रे विद्याशाखा	फिकट गुलाबी
३) विज्ञान विद्याशाखा	मट्टे लाल
४) विधी विद्याशाखा	फिकट जांभळा
५) वैद्यकीय विद्याशाखा	फिकट हिरवा
६) अभियंत्रिकी विद्याशाखा	नारंगी
७) अद्युद्ध विद्याशाखा	किनी
८) काव्य विद्याशाखा	मट्टे पिवळा
९) शिक्षणशास्त्र विद्याशाखा	पोपटी

वरील रंगाचे काठ असलेले उत्तरीय स्नातकांनी परिधान करावेत. सर्व कापड स्वदेशी असावे.

३) इतर सर्व सदस्यांनी फक्त उत्तरीय परिधान करावे.

O. 106 : समारंभ:-

पदवीदान समारंभ सर्व गराठीतून आयोजित करावा. कार्यक्रमाचा ज्ञान खालीलप्रमाणे असावा.

१) मा. कुलपती, मा. प्रमुख पाहुणे यांचे समारंभ स्थानी आगमन झाल्यावर मा. कुलसचिव यांचे स्वागत करतील. व्यवस्थापन परिषदेच्या सदस्यांचा परिचय करून देतील, त्यानंतर उत्तरीय परिधान करण्यात येईल.

२) सन्मूर्तिक छायाचित्र काढण्यात येईल.

३) दीक्षांत निराणूक रचना:-

मानदंडाधारक

कुलसचिव

परीक्षा नियंत्रक

अधिसभा सदस्य

व्यवस्थापन परिषद सदस्य

अधिष्ठाते

विशेष पट्टी "डी. लिट." बहाल करण्यात येईल अशा मान्यवर व्यक्ती,

कुलसचिव

कुलपती

स्नातक

(विद्याशाखा निहाय)

अधिसभा सदस्य

व्यवस्थापन परिषद सदस्य

अधिष्ठाते

मुख्य पाहुणे

स्नातक

(विद्याशाखा निहाय)

(जर विशेष पदवी 'डी. लिट्' बहाल करण्यात येणार असेल तरच अधिस्तमेचे सदस्य दीक्षांत गिरवणुकीत भाग घेऊन समारंभावर आसनस्थ होतील.)

मान्यवर स्वागतार्थ इत्यादीं-

४) प्रारंभ:-

खरा तो एकही धर्म,

जगाला प्रेम अर्पिते,

हे पूज्य साने गुरूजी यांच्या गीताने

-: विद्यापीठ गीत :-

५) मा. परीक्षा नियंत्रक पदवीदान समारंभास प्रारंभ करण्याची विनंती करतील.

६) स्नातकवर्गास विद्याशाखावार प्रमाणे पदवी प्रदान करण्याचा कार्यक्रम सुरू होईल. प्रत्येक विद्याशाखावार मा. अधिकाता असाच्या विद्याशाखेतील स्नातकांना पदवी प्रदान करावी अशी विनंती करतील व मा. कुलपती/ मा. कुलगुरू पदवी देऊन अनुष्ठान करतील.

(अनुष्ठान करताना स्नातकांनी आपल्या जागेवर उभे राहावयाचे आहे.)

७) उपदेश:-

माननीय कुलपतींचा/ कुलगुरूंचा उपदेश: स्नातक हो, उत्तर महाराष्ट्र विद्यापीठाच्या या पदवीदान समारंभाच्या शुभप्रसंगी, या विद्यापीठाचा कुलपती/ कुलगुरू या नात्याने, मी तुम्हाला प्राचीन ऋषीमुनी, ज्ञानेश्वर आणि तुकाराम यासारखे थोर संत, राष्ट्रपिता महात्मा गांधी, म. पुणे, डॉ. बभसावहेब आंबेडकर यासारखे श्रेष्ठ समाजसुधारक आणि विद्यारथे यांच्या प्रभावी आणि विरामरहित शब्दात उपदेश करित आहे तो तुम्ही कळव्यावधाने स्विकारता आणि त्या आधारे, आपले भावी जीवन सुखी, समृद्ध आणि सफल करावे.

तुम्ही सदैव सत्य बोला, सत्य लिहा आणि सत्यावरून करा.

ईश्वरदात मानवी अधिकारांचा विवेकाने वापर करा आणि आस्वाद घ्या.

मानव प्राण्यांत केव्हाही, कुठेही आणि कसलाही भेदनाम करू नका.

स्नातक हो,

माता-पिता, आचार्य, समाजबांधव राष्ट्र यांच्याबद्दल अंतःकरणात सतत पूज्यभाव बाळगा, आपले विचार, लेखन आणि आचरण कोणत्याही मानसिक वा कार्यात्मक दृष्ट्या दुःखादायक होणार नाही याची जाणीव ठेवा.

कुटुंब, समाज, राष्ट्र, विश्व यांच्या कल्याणासाठी अक्षय सदुप्यांची नियमित उपासना करा.

स्नातक हो,

स्वातंत्र्य, समता, न्याय आणि मानवाता या परमश्रेष्ठ मूल्येना अथवा जीवनात नित्य अंगीकार करा.

स्वाध्याय, स्वानुभव आणि स्वकर्म यांनी संश्रम होऊन आपल्या विद्यापीठाचा नावलीकित जगात दुनदुनत ठेवा.

निष्कलंक चरित्र्य, मंगलभावना, उदार विचार याद्वारा जनताजनार्थीनी निरामय भूमिनेतून रोका करा.

हा उपदेश तुम्ही आपल्या भावी जीवनात व्यक्तिगत आणि सामाजिक स्वरूपात हस्ताक्षरी आचरणात आणा.

८) मान्यवर व्यक्तींचा गौरव:-

ज्या मान्यवर व्यक्तींनी विद्यापीठाच्या नावलीकित मर टाकली आहे अशा गुणधर्मांना स्मृतीचिन्हे, पदके बहाल करून त्यांचा गौरव करण्यात येईल.

९) डॉक्टर ऑफ लेटर्स (डी.लिट.) पदवी प्रदान करणे:-

अ) गौरवभाष्ये वाचन

ब) प्रत्येक पदवी प्रमाणपत्र, स्मृतीचिन्हे, गौरव पत्र प्रदान करणे.

१०) डी.लिट. धारकांचे मनोव्रत

११) विद्यापीठाच्या कामगजराचा आढावा

१२) प्रमुख पाहुण्यांचे दीक्षांत मंत्रण

१३) प्रमुख पाहुण्यांचे स्मृतीचिन्हे देऊन सन्मान करणे.

१४) पूज्य साने गुरूजी यांचे "बलसंगर भारत होणे" ह्या गीताने समारंभाची सोंगता.

१५) मा. परीक्षा नियंत्रक समारंभाची सोंगता झाली असे घोषित करण्याची विनंती करतील.

सूचीत - "जन गण मन"
 (सांगत निखणूक- परत जातील.
 सर्व देवी मंगलवाचायी घुन सुक होईल.)

Finance No. 107 to 108 : Appointment of Examiners

(Framed under Section 31 (1), 32 (3) (9), 32 (5) (c), 38 (9), 53 (v) (vi) of the Act.)

Regulation 107 : i) Applications for examinership shall be made to the Controller of Examinations in the prescribed proforma obtainable from the office of the University or College.

The Controller of Examinations shall obtain a list of approved teachers, from the Colleges/ Institutes/ University Departments having adequate teaching experience in a subject they teach, and also a list of examiners from other Universities, with a view to prepare a panel of examiners.

Regulation 108 : i) The Controller of Examinations shall supply the names of desirous examiners in each subject to the Board of Studies concerned, which will prepare the panels for submission to the Committees appointed under section 32 (5) (c) of the Maharashtra Universities Act, 1994.

Such a panel would continue to be valid and subsequent names could be added and/or deleted either by the Board of Studies and/or by the University from time to time.

Finance No. 109 : Award of Scholarships, Prizes and Medals :

(Framed under Section 28 (O), read with 53 (xiii), 53 (xiv) of the Act.)

Regulation 109 : No candidate shall be eligible for any Fellowship, Prize, Medal or other Awards, who presents himself for the examination to which the award relates, more than two years after the expiry of minimum period prescribed by the regulation governing that examination. The computation of the period for the purposes of this regulation shall begin from the date of the passing of preceding lower examination which qualifies the candidate to enter in the course for higher examination.

Provided that in case of Post-graduate examination in the Faculty of Medicine, no candidate shall be eligible for any Fellowship, Prize, Medal or other Award who appears in a Post-graduate Degree Examination later than three years after registration and in a Post-graduate Diploma examination later than two years after registration (meaning thereby that the Registration is done after the compulsory residentship in the subject or allied subject of one year as prescribed by rules.)

Regulation 110 : Blank

Regulation 111 : Blank

Finance No. 112 to 118 : Exemptions (Framed under Sections 32 (1), 31 (1) (2), 32 (3) (9), 32 (5) (c), 38 (9), 53 (v) (vi) of the Act.)

Regulation 112 : Except as herein otherwise provided, a candidate who has passed a University

examination in a subject or subjects in which identical papers (and practical tests) are prescribed for another examination, shall (at his option) be entitled for exemption at the other examination from such subject or subjects, provided always that standard attained at the original examination is not lower than that of the required at the other examination. Candidate so exempted shall not be eligible for class or University awards. A candidate who has passed the examination after obtaining the benefit of condonation shall be deemed to have passed in individual subjects of the examination with the minimum percentage of marks required to pass in such subjects.

O. 113 : When a student, who has obtained exemption in one or more subjects at an examination, appears next for that examination, he must once and for all exert his discretion/ obtain whether he will avail himself of the exemption or appear for the whole examination. If he chooses to appear for the whole examination, then, in that event he cannot claim the benefit of the old examination. But on his appearing for the whole examination, he may again earn exemption in one or more subjects and such fresh exemption earned will again be subject to the above provision. If he chooses to avail himself of the exemption, then he must appear in all the remaining subjects at the same time. It is open to him to earn further exemption in one or more of the remaining subjects in which he so appears.

O. 114 A) If a candidate is allowed to join the next higher class because he has obtained exemption from all subjects but for one in which he has failed, he will be allowed to appear in that particular subject not later than the same examination session as that of in which he appears at any time for the next higher examination. But he will, under no circumstances, be considered to have passed the next higher examination or any part of it although he may have obtained the marks necessary to pass, unless he has passed in the said single leftout subject. For passing in the single leftout subject, the minimum percentage of marks prescribed in that subject shall be sufficient.

B) Such a candidate on his passing in the said single subject of the lower examination in the same examination session as that of in which he appears for the higher examination, will be eligible for a Class at the higher Examination to which his marks obtained by him at the said examination, entitle him.

C) A candidate referred to (A) hereinabove, who obtains the prescribed percentage of marks at the higher examination entitling him to be declared successful at the said examination but fails in the single subject of the lower examination, will not be considered to have passed the said examination and will not be permitted, under any circumstances, to keep terms for the next higher examination unless, he passes in the single leftout subject of the lower examination within two years of his simultaneous appearance at both the examinations. A candidate passing in the single subject of the lower examination within the period prescribed above, will be declared to have passed the higher examination, in the year in which he passes in the single subject of the lower examination, provided the marks obtained by him at the said examination entitle him to be declared successful. He will not, however, be eligible for a class at the higher examination.

D) A candidate passing in the single subject of the lower examination may obtain as regards the higher examination any exemption that may be permissible under the regulation.

although he may not have passed in the whole examination.

E) Failure to pass in the single subject of the lower examination within the period allowed, will render the performance at the higher examination null and void, although the terms kept for the higher examination will be available for any further appearance at the higher examination.

O. 115 : Blank

O. 116 : No student shall be allowed to keep terms simultaneously, for two different degree courses in the same academic year.

Provided that the student shall be allowed to keep terms simultaneously for one degree and one diploma or one Certificate Course in the same academic year and to appear for the examination of the said courses in the same examination session of the University.

Provided further that no student shall be entitled to claim any change in the University Examination Programme or any other concession on the ground that examination of the said two courses are held at the same time or on any other grounds.

The above mentioned concessions shall be available for courses included in medical faculty.

O. 117 : Blank

D. 118 : Candidates who have obtained exemption in any of the subjects at any examination, will be allowed to claim the same at those examination for a period of six academic years from the date of their obtaining the same, provided the subject of exemption continues to be included in the course concerned.

Ordinance No. 119 : Repeater Students
[Under Section 53 (xiii) (xiv) of the Act.]

D. 119 : 1) A repeater-student is one who has satisfied all the requirements of the prescribed course of studies at his college, inclusive of necessary minimum attendance, and who is certified by the Principal as eligible for admission to an examination, and after certification does not join a College.

2) A student falling under the definition of repeater under rule (1) shall be entitled to receive a Certificate from the Principal of the College last attended by him as mentioned in the said rule, whether or not he appears at the examination in the year in which he is so certified.

3) A student who has appeared at an examination and failed shall not require a fresh Certificate entitling him to appear again at the same examination unless in the meantime he has joined a college.

4) The Principal of college may, by a Certificate, permit a repeater who joined his college, and thereby forfeits his status as repeater, to appear for an examination, if he is satisfied with the candidate's conduct and progress even though the candidate has not again kept the terms as defined in ordinance 67 and 68.

**Ordinance No. 120 : Commencement of University Examination
(Under Sections 31 (1), 53 (6) & 71 of the Act.)**

O. 120 : A) All University Examinations shall be held at such times, at such places and shall commence on such dates as the Examination Board may decide from time to time as per Sections 31 (1), 53 (6) and 71 of the Act.

**Ordinance No. 121 : Diploma in Oriental (Sanskritic) Learning:
(Under Sections 31 (1), 53 (vi) of the Act.)**

O. 121 : A) There shall be two examinations (a) Praveshika Examination, (b) Upadhyaya (Diploma) Examination for qualifying for the Diploma in Oriental (Sanskritic) Learning Admission to the Examination leading to the Diploma in Oriental (Sanskritic) Learning shall be dependent on the candidate's applying to the Controller of Examinations in the prescribed form and with the prescribed certificates at least six weeks prior to the commencement of the examination and with the prescribed fees. These examinations shall be held once a year at such places and shall commence on such dates as the Examination Board may decide from time to time. The fees for the examination shall be prescribed from time to time.
B) The fee for Registration shall be as prescribed from time to time.

O. 122 : Blank

**Ordinance No. 123 : Diploma in Music
(Under Sections 31 (1), 53 (xiii) (xiv) of the Act.)**

O. 123 : A) There shall be two examinations (a) the First year Examination in Music and (b) the Second Year (Diploma) Examination for qualifying for the Diploma in Music. Admission to the examination leading to the Diploma in Music is dependent on the candidate's applying to the Controller of Examinations in the prescribed form and with the prescribed certificates at least six weeks prior to the commencement of the examination and with the prescribed fees. These examinations shall be held once a year at such places and shall commence on such dates as the Examination Board may decide from time to time. The fees for the examination shall be as prescribed from time to time.
B) The fee for Registration shall be as prescribed from time to time.

O. 124 : Blank

**Ordinance No. 125 : Diploma in Printing
(Under Sections 31 (1) 53 (xiii) (xiv) of the Act.)**

O. 125 : i) There shall be two examinations leading to the Diploma in Printing.
a) The First Year Examination in Printing and
b) The Second Year (Diploma) Examination in Printing.
Admission to the examination leading to the Diploma in Printing is dependent on the candidate's applying to the Controller of Examinations at least six weeks prior to

and commencement of the examination in the prescribed form, with the prescribed Certificates and with the prescribed fees. These examinations shall be held once a year at such places and shall commence on such dates as the Board of Examinations may decide from time to time. The fees for the examinations shall be prescribed from time to time.

(i) The fee for Registration shall be as prescribed from time to time.

Q. 126 : Blank

Ordinance No. 127 : Rules regarding refund of fees

(Under Sections 5 (27), 53 (xiii) (xiv) read with 28 (v) of the Act.)

O. 127 : Once the fee is paid, it shall not be refundable or transferable under any circumstances except-

Where the candidate dies prior to examination, the entire fees (including the fees for the statement of the marks, late fee and fee for Central Assessment Programme) paid by him shall be refunded, provided an application alongwith all documents such as challan, death certificate for refund of fees is made within 3 months from the date of conclusion of examination and the applicant is entitled to such refund in the opinion of the Controller of Examinations.

Ordinance No. 128 : Distribution of Question Papers at the Examination Centres

(Under Sections 31 (1) (2), 53 (vi) of the Act.)

O. 128 : When there is more than one centre for a written examination, question papers shall be given to candidates on the same day and at the same time at every centre. However, there may be more than one different sets of question papers based on the same syllabus for an examination.

Q. 129 : Medium of Answering the Question papers:

- (i) Unless otherwise specially provided for, all examinations except practical and viva-voce shall be conducted by means of printed or written papers.
- (ii) Candidates must answer the question papers in English except when otherwise stated in the relevant syllabi and in the light of the policy of State Govt. Students may be allowed to learn and answer the question papers in Marathi also wherever permitted.
- (iii) The candidates for the Diploma examinations in Music may answer their question papers either in English or Marathi.
- (iv) In case of BAMS course, students may write answer either in Marathi or in English. However, if provision of teaching by approved teacher to BAMS course through Hindi medium is made, as per rules of the North Maharashtra University and CCIM norms, by the respective management, then only such students may be permitted to write the answers in Hindi and in such a situation required number of teachers as per provision of Statute 415 (f) must be appointed.

Q. 130 : Blank

Ordinance No. 131 : Disciplinary action in case of use of unfairmeans by the students in the University Examinations

(Under Sections 5 (23), 31 (2), 32 (6) (a) (b) of the Act.)

- 1) **A) Competent Authority :** The Vice-Chancellor, as the Chairman of the Board of Examinations, shall be competent authority to take appropriate action against the student/s using, attempting, aiding, abetting, instigating or allowing to use unfairmeans at the examinations of the University on behalf of the Board of Examinations and the Vice-Chancellor would report action taken by him to Board of Examinations as per Section 32 (4) of the Maharashtra Universities Act, 1994.
- B) a) The Committee to investigate into the cases of unfairmeans shall consists of the following nominated persons:**
 - i) Member of the Management council or the Academic Council as Chairman nominated by Board of Examination;
 - ii) Two Principals of the Colleges nominated by Board of Examination;
 - iii) Two teachers having minimum 15 years of teaching experience nominated by Board of Examination;
- b) This committee may be constituted by the Vice-Chancellor on behalf of the Board of Examinations in the light of Section 32 (4) of the Maharashtra Universities Act, 1994,**
- c) No person shall be a member of the inquiry committee, who has worked as member of the vigilance committee during the examination concerned.**
- d) As implicit in Section 32 (6) (a) one and the same committee should carry out the functions and duties as stipulated in 0.131 and 0.164.**
- 2) Definitions:** Unless the context otherwise requires
 - a) "Student"** means and includes a person who is enrolled as such by the University/ College/ Recognised Institution, for receiving instruction qualifying for any degree, diploma or certificate awarded by the University.
N.B.: It includes External Student/s also.
 - b) "Unfairmeans"** includes one or more of the following acts or omissions on the part of student/s during the examination period:
 - i) Possessing unfairmeans material(s)
 - ii) Transcribing any unauthorised material or any other use thereof.
 - iii) Intimidating or threatening use of violence against invigilator or person on duty at the examination or manhandling him/her or leaving the examination hall without permission of the supervisor.
 - iv) Leaving the examination hall with answer book/s and or supplement or any part thereof either written or blank.
 - v) Unauthorisedly communicating with other examinee/s or anyone else inside or outside the examination hall.
 - vi) Making any sign on the answer-book to the effect that directly or indirectly his identity may get communicated to the examiner.
 - vii) Causing disturbances in any manner in the examination proceedings.
 - viii) Persuading, instigating, coercing students to leave or walk out from the

examination hall or to do anything against the examination procedure/ or orders of the examination authorities, or not to do anything required to be done in connection with examination or intimidating them for such purpose.

ix) Or any other similar act/s and/or omission/s which may be considered as unfairmeans by the Competent Authority

x) The student, who has published any false news devoid of substance in the newspaper which discredits the University, may be considered as unfairmeans by the Competent Authority.

xi) Insistence on the University Authorities by the students to bypass the rules and regulations with a malafide intention to Competent Authority as an adoption of unfairmeans.

xii) Or any other similar act/s and/or omission/s which may be considered as unfairmeans by the competent authority.

- c) "Unfairmeans relating to examination" means and includes directly or indirectly committing or threatening to commit any act of coercion undue influence or fraud with a view to obtain wrongful gain to him or to any other person or causing wrongful loss to other person/s.
- d) "Unfairmeans material" means and include any material whatsoever, related to the subject of the examination, printed, typed, written or otherwise on the person of the examinee or on wood or other material, in any manner or in the form of a chart, diagram, map or drawing or Electronic aid etc. which is not allowed in the examination hall.
- e) "Possession of unfairmeans material by a student" means having any unauthorised material on his person or desk or chair or table or at any place within his reach, in the examination centre and its environs or premises at any time from the commencement of the examination till its conclusion.
- f) "Student found in possession" means a student reported in writing, as having been found in possession of unfairmeans material, by Junior Supervisor, Senior Supervisor, member of the Vigilance Committee or any other person authorised for the purpose, in this behalf, even if the unfairmeans material is not produced as evidence because of its being reported as swallowed or destroyed or snatched away or otherwise taken away or spoiled by the student or by any other person acting on his behalf to such an extent that it has become illegible.

Provided report to that effect is submitted by the Senior Supervisor to the Controller of Examinations or an officer authorised in this behalf.

- g) "Material related to the subject of examination" means and includes, if the material is produced as evidence, any material certified as related to the subject of the examination by a competent person and if the material is not produced as evidence or has become illegible for any of the reasons referred to in clause(f) above, the presumption shall be that the material did relate to the subject of the examination.
- h) "Senior Supervisor" means and includes Principals of the Colleges concerned/Head of the Recognised Institution concerned, where concerned exam. is being conducted, and any other person duly authorised by him or a person appointed as in-charge of Examination, by the authority competent to appoint as such.

- 3) During examination, examinee and other students shall be under disciplinary control of the Senior Supervisor/s.
- 4) Senior Supervisor/s of the Examination Centre shall, in the case of unfairmeans, follow the procedure as under :
 - i) The Examinee shall be called upon to surrender to the Senior Supervisor, unfairmeans material found in his or her possession, if any, and his/her answer-book and,
 - ii) Signature of the concerned student shall be obtained on the relevant papers and on the list thereof, the concerned Junior Supervisor shall sign all the relevant documents.
 - iii) Statement of the examinee and of the concerned Junior Supervisor shall be recorded in writing by the Sr. Supervisor. If the student refuses to sign any such material or refuses to make statement, Senior Supervisor shall record accordingly, under his signature.
 - iv) Senior Supervisor shall take one of the following decisions depending upon seriousness/ gravity of the case :
 - a) Expel the concerned student from the examination and not allow him to appear for remaining examination.
OR
 - b) Expel the concerned student from the examination and not allow him to complete the paper/practical etc. as the case may be, during course of which he was caught.
OR
 - c) Confiscate his answer-book, mark it as "suspected answer book" and issue him fresh answer book duly marked.
 - v) All the material and list of material mentioned in sub-clause (i) and the statement of the examinee and that of the Junior Supervisor as mentioned in clause No. (ii) & (iii) and the answer-book/s shall be forwarded by Senior Supervisor, along with his report, to the Controller of Examinations in a separate confidential sealed envelope marked "suspected unfairmeans".
 - vi) In case of unfairmeans of oral type, the Junior and Senior Supervisor or concerned authorised person shall record the fact in writing and shall report the same to the Controller of Examinations of the North Maharashtra University.

Procedure to be followed by Examiner during Assessment :-

5) If the examiner at the time of assessment of answer-books suspects that there is a prima facie evidence that the examinee/s whose answer-book/s he is assessing appears to have resorted or to have been resorting to unfairmeans in the examination, he shall forward his report along with the evidence to the Controller of Examinations with his opinion in separate confidential sealed envelopes, marked "suspected unfairmeans".

6) Cases of Unfairmeans reported to the Controller of Examinations by the Senior Supervisor/s and/or Examiners shall be inquired into by the committee/s appointed by Board of Examinations.

The cases of unfairmeans reported through any other source shall be scrutinised by the Controller of Examinations and if he is satisfied that there is prima-facie case, he shall place the same before the committee for further proceedings.

7) Result/s of the concerned examination of student/s involved in such cases may be held in reserve till the Competent Authority takes final decision in the matter.

8) Procedure of the Committee should be as under :

- i) Officer of the University (authorised by the Controller of Examinations on his behalf) shall inform the student, in writing, act of unfairmeans alleged to have been committed by him.
- ii) The student charged, shall be required to submit his/her written explanation, within 10 days, from receipt of the letter and to state in writing whether or not he/she admits the charge/s put against him/her.
- iii) If the student fails to submit the written explanation within the stipulated period, the committee may proceed with the enquiry further.
- iv) An opportunity for making oral hearing may be granted.
- v) The documents that are being taken into consideration or are to be relied upon for the purposes of proving the charge or charges, against the student they may be shown to him, if student, presents himself before the committee.
- vi) The Committee may recommend to impose any one or more of the punishment/s laid down in the clause No. 12 on the student/s found guilty of using unfairmeans.
- vii) The Committee shall submit its report to the Vice-Chancellor alongwith its recommendation regarding punishments to be inflicted or otherwise.
- viii) The Committee should follow the above procedure in the spirit of principles of natural justice.

9) The Vice-Chancellor, after taking into consideration report of the Committee, shall pass such orders as he deems fit.

10) Punishments - the Committee may recommend to the Vice-Chancellor to impose any one or more of the following punishments on the students, found guilty of using unfairmeans.

- i) Cancellation of the performance of the examinee in that examination/s,
- ii) Debarring student/s from appearing for any examination/s of the University for stipulated period not more than 5 years

OR

- iii) Debarring student/s from taking admission for any course in the University/ College/ Recognised institution for the stipulated period not more than 5 years.
- iv) Cancellation of University Scholarship/s or Award/s, Prize/s, Medal/s etc. awarded to him by the University, in that examination.
- v) In addition to the above mentioned punishments, the committee may recommend to impose the fine not exceeding Rs. 1000/- on the student declared guilty.

11) The procedure laid down in Clause No. 9 may not be followed and / or any of its provisions may be waived off in the following circumstances.

- i) When the student charged admits the charge/s in writing.
- ii) When the order of punishment is to be passed on facts which have led to the conviction of the student charged in criminal court.
- iii) When the student has absconded or for any other reason, it is not possible to contact the student.

O. 131 A : Disciplinary action in case of use of unfairmeans by the student(s) of the affiliated Colleges/ conducted colleges/ constituent colleges, or of the University Departments in the examinations conducted by the SSC/HSC (Secondary and Higher Secondary Examination Board, Pune) or any other Statutory Boards.

(Under Sections 5 (28), 32 (6) (a) (b), 53 (iii) (a), 53 (xiii) (xiv), 95 (1) of the Act.)

Disciplinary action in case of use of unfairmeans by the student(s) of the affiliated Colleges/ conducted colleges/ constituent colleges, or of the University Departments in the examinations conducted by the SSC/HSC (Secondary and Higher Secondary Examination Board, Pune) or any other Statutory Boards, will be initiated against the defaulting student (s) as per the provision of Ordinance 131, upon a request made by the concerned board(s) to the University and submission of necessary documents/ evidences to the University.

Ordinance No. 132 : Exclusion of candidates from examination because of infectious or contagious disease.

(Under Sections 31 (1), 32 (1) and 53 (xiii) (xiv) of the Act.)

O. 132 : The Controller of Examinations with sanction of the Vice-Chancellor shall have power to segregate and preclude any candidate from a University Examination, on being satisfied that he is suffering from infectious or contagious disease. Whenever any candidate is thus, precluded, the fee paid by him for admission to the examination shall be refunded to him and such cases shall be reported to Board of Examinations as early as possible.

O. 133 : Blank

O. 134 : Blank

O. 134 A : Revaluation

(Under Sections 5 (18), 28 (c) (v), 31 (1) (2), 32 (3) (b) (c), 53 (iii) of the Act.)

1 a) A candidate at the University Examinations may be eligible to apply for revaluation of his/her answer-books of theory paper/s; irrespective of whether he has passed or failed.

b) A candidate should apply for the revaluation within 20 clear days excluding the date of declaration of the result of his/her verification. Late receipt of application shall not be considered.

- c) A candidate having passed in individual subject/s or paper/s or head/s of passing but failed only in the aggregate, shall also be held eligible to apply for revaluation in the subject/s or paper/s in which he/she appeared at the University Examination.
2. The Revaluation includes the procedure of Verification. If on verification of marks, it is found that the marks originally shown in the marklist issued to the candidate have changed as a result of verification, the changed marks shall be considered as original marks for the purpose of Revaluation.
3. The Revaluation of the answer-books, however, shall not be permitted in respect of scripts of Practical Examination/Term Work/Internal Assessment Marks/ Dissertation/ Thesis and Viva-voce etc.
4. A candidate shall submit an application only in the prescribed form to the Controller of Examinations, North Maharashtra University, Jalgaon, for
- i) Verification OR
 - ii) Verification and Revaluation, alongwith the payment of Rs. 50/- for verification & fee of Rs. 150/- both for Verification and Revaluation, Rs. 200/- for Medical and Law/ Ayurved/ Engg. faculty both for Verification & Revaluation or as prescribed by the University from time to time per paper/ subject/ course/ head of passing within 20 clear days (excluding the date of result) from the date of declaration of the University result, through the Principal of respective college. No application for verification or verification and Revaluation will be entertained unless:-
- i) A Xerox copy of the statement of marks of the examination concerned is enclosed to the application.
 - ii) Seat Number, nomenclature of paper/s, date of examination and centre are correctly filled in.
 - iii) Exact amount of fee as prescribed in the rule (not to be refunded in any case) is remitted alongwith the application form.
5. The Principal of concerned college should collect the application forms of Verification of Marks/Revaluation of answer-books alongwith prescribed fee of verification of Marks/ Revaluation of answer-books and send the same to the University in one lot with Demand Draft of the amount of Verification/ Revaluation of fee, so collected.
6. A candidate applying for Revaluation to note that the result of the Revaluation of his/her answerbooks shall be binding on him/her and that he/she shall accept the revised marks to his/her paper/s after Revaluation.
7. The benefit of Revaluation shall be given to the candidate as per rules and regulation prescribed by the University from time to time.
8. The revised marks obtained by the candidate after Revaluation as accepted by the University shall be taken into account for the purpose of amendment of his/her result in accordance with the rules made by the University made on that behalf.

9. For the purpose of this ordinance, revaluation of the answer-books shall be deemed to be an additional facility provided to the student with a view to improve upon their results of the preceding University examination; assuming that delay in the declaration of revaluation result for any reason, whatsoever, shall not confer any right upon them for admission to higher class which matter shall always be regulated in accordance with the relevant ordinance, rules and regulations framed by the University in that behalf.

10. If a candidate whose answer-books have been reassessed, becomes eligible for medals or prizes or any other awards, the same shall be granted to such candidate after cancelling the award previously made. If, as a result of revaluation, the candidate attracts the provision of condonation of deficiency, the same be applied to him.

Mode of revaluation :-

- 1) The mode of Revaluation shall be as per the procedure laid down at the University examinations.
- 2) The answer-books shall be re-examined by a separate examiner appointed by the Controller of Examinations with the approval of Vice-Chancellor.

O.135 : Grace marks for getting Distinction in the subject only:

A candidate who passes in all the subjects/courses/Heads of passing in the examination and whose total number of marks in the subjects/ courses/ heads of passing falls short by not more than three marks for getting distinction in the subjects/courses/heads of passing shall be given necessary grace marks upto three only for the theory paper and not for the oral/practical.

NOTE: Benefit of above mentioned grace marks shall be given to the candidate only for such examination/s for which provision for distinction in a subject has been prescribed.

O.136 : Grace marks for Getting Higher Class/Grade:

A candidate who passes in all the subjects and heads of passing in the final examination and whose total number of marks falls short for getting Second Class, First Class or First Class with Distinction or (next) final grade, by marks not more than 1% of the aggregate marks of that final examination or upto 10 marks . whichever is less, shall be given the required marks to get next higher class.

Provided that benefits of above mentioned grace marks shall not be given, if a candidate fails to secure necessary passing marks in the head of passing under aggregate number of marks of all the subjects, if such head of passing is provided for the concerned final examination.

Provided further benefits of above mentioned grace marks shall be given to the candidate for such final examination/s only for which provision for award of class/grade has been prescribed.

O.136 A : Grace marks for getting 55% marks at Post-Graduate Degree.

"A candidate who passes in all the subjects and heads of passing in the Post-Graduate Degree Examination and whose total number of marks falls short for getting 55% marks, by marks not more than 1/2% of the aggregate marks of that examination. As a whole on the basis of which final result is declared or upto 10 marks whichever is less, shall be given the required marks to get 55% marks"

Provided that benefits of above mentioned grace marks shall not be given if a candidate fails to secure necessary passing marks in the heads of passing under aggregate number of marks of all the subjects, if such heads of passing is provided for the concerned examination.

O.137 : Grace marks for passing in the subject:

If a candidate fails in only one head of Theory paper of passing, (not applicable for practical/oral) having passed in all other heads of passing, his deficiency of marks in such head, head of passing, may be graced by not more than 1% of aggregate marks of the examination or 10% of the total number of marks of the head of passing in the subject in which he is failing, whichever is less.

O.138 : Benefits of grace marks on the basis of higher marks:

If a candidate fails in one head of passing, having passed in all other heads of passing in the examination, his deficiency of marks in that head of passing may be graced as follows:

- (a) Upto 10% marks be graced of the concerned head of passing if the percentage of marks obtained by the candidate in all the subjects/courses taken together exceeds by 10% over the minimum percentage of marks required for passing in aggregate.
- (b) Upto 15% marks be graced of the concerned head of passing if the percentage of marks obtained by the candidate in all the subjects/courses taken together exceeds by 15% over the minimum percentage of marks required for passing in aggregate.

Illustration:

If the total number of marks required for passing in all the subjects/courses taken together comes to 40% of the aggregate marks, the total number of marks obtained by the candidate in all the subjects/courses taken together should be at least 50% of the aggregate marks for application of Ordinance 138(a) and 55% of the aggregate marks for application of Ordinance No. 138 (b).

Notes for Ordinances from 135 to 138 :

(1) If a candidate fails in a head of passing, which is included in another head of passing of the same subject, he shall be entitled to the benefit of the grace marks in both the heads, if necessary subject to the maximum limit of grace marks, permissible for each head in accordance with the above paragraph.

(2) If deficiency of marks is graced, the class in the examination concerned of the candidate shall be declared on the actual marks obtained by the candidate (excluding grace marks).

(3) The benefits of not more than one Ordinance shall only be given for one examination of one course.

- (4) The benefits under above mentioned Ordinance shall not be available for internal assessment.
- (5) The benefits of above mentioned Ordinances may be given to the candidate appearing in the examination with backlog and/or exemption whenever such a exemption/system of backlog has been provided.
- (6) The benefits under above mentioned Ordinance shall be given at the time of declaration of result of the concerned final examination only.
- (7) The benefits of the above mentioned Ordinance shall not be applicable to such examinations, where there is no declaration of the result (i.e. only marks obtained by the candidate are to be given) (viz. M.A./M.Com. Part I/Part II, S.Y.B.A./B.sc./B.Com. I, II, LL.B./I,II,IV, BSL./FE,SE,TE etc.)
- (8) Final examination for the purpose of each of these ordinances means and includes such examination/s on the basis of marks on which class/grade is awarded.
- (9) The benefits of the above mentioned Ordinances (except O.135) shall not be applicable to any of the examinations in the faculty of Medicine and faculty of Ayurvedic Medicine (including Pharmacy, Homeopathy and Unani).
- (10) Grace marks are to be shown in the concerned subject in ledger and in the statement of marks of the concerned candidate by mentioning the Ordinance number.
- (11) While considering the aggregate marks, the total marks at the end of final semester or/after which result is declared will only be taken into consideration where no semester system is introduced. In case of examination where semester system is introduced, the total marks of the final examination or/after which the final result is declared will be taken into consideration.
- (12) The benefit under Ordinance 135 to 138 shall be applicable only in the case of external assessment (i.e. for theory papers only) and not for Internal Assessment.
- (13) In case of semester courses, the benefit of the above ordinance will also be given to those candidates, who appear with the backlog. However, in their case the performance of the earlier examination will not be taken into consideration.
- (14) Where the semester system is not introduced, the candidate who claims exemption will also get the benefit of the above Clause (13).

O. 139 Benefits of Grace Marks for Graduate, Post-Graduate Degree and Diploma Examinations in the Faculty of Medicine (including Pharmacy) and faculty of Ayurvedic Medicine (including Homeopathy and Unani):

Notwithstanding, anything contained in Ordinance No. 135 to 138, there shall be no benefits of grace marks for Graduate and Postgraduate Degree and Diploma Examinations in the faculty of Medicine (including Pharmacy) and faculty of Ayurvedic Medicine (including Homeopathy and Unani). Benefits of grace marks for such examinations shall be given as follows:

- (1) The Examinee shall be eligible to get grace marks upto 1% of the total number of marks of the examination or upto 10 which ever is less. Such grace marks may be divided in such heads of passing in which examinee has failed.

Provided such grace marks shall not exceed 10% of the total minimum number of marks required for passing in any head of passing in which examinee is failing and for which grace marks are to be awarded.

Provided further such grace marks shall be awarded, only if such grace marks enable the examinee to pass in the examination.

(2) The examinee shall be eligible to get grace marks in the examination, not more than three in each subject only if such grace marks enable him to obtain benefits of exemption in the subject/s. Grace marks may be divided in theory, clinical and practicals.

(3) The benefit under 0.135 shall be available for the examinations under the above faculties.

(4) The benefit under above mentioned Ordinance shall not be available for internal assessment; if any.

If any difficulty arises in giving effect to provisions of Ordinances 135 to 139, the Vice-Chancellor in consultation with the Dean of the concerned faculty shall take decision in the matter which shall not be inconsistent with the objective of these ordinances and his decision shall be final.

Notwithstanding, anything contained in the Ordinance from 137 to 139, student may waive the benefits contained therein as follows:

(a) If a student is declared to have passed in the University Examination with benefits contained in Ordinance Nos. 137 to 139.

(b) Student may submit an application in the prescribed form within 45 clear days from the date of declaration of result of his examination in the University alongwith copy of statement of marks and with fee of Rs. 50/- requesting to declare his result without benefits provided in Ordinance Nos. 137 to 139.

(c) The University may declare the result accordingly which shall be final and no changes therein shall be permitted thereafter. However, in addition to the above benefit under 0.135 to 0.139 the benefit under only one of 0.140 (A) or 0.149 except 0.163 could also be given.

O.139 A : Notwithstanding, anything contained in the Ordinance from 137 to 139, candidate may waive the benefits contained therein as follows:

(1) If a student is declared to have passed in the University Examination with benefits contained in Ordinance Nos. 137 to 139.

(2) He may submit an application in the prescribed form within 45 clear days from the date of declaration of result of his examination in the University alongwith copy of statement of marks and with fee of Rs. 50/- requesting to declare his result without benefits provided in Ordinance Nos. 137 to 139.

(3) The University may declare the result accordingly which shall be final and no changes therein shall be permitted thereafter.

O.140 : No candidate shall be entitled for the benefit of gracing permissible under more than one Ordinance (0.135 to 0.139) at one examination.

O.140 A : Notwithstanding, anything contained in any other ordinance when a candidate appears for the same subject for the same examination of the University, more than once, the marks obtained by him in the immediate preceding two previous attempts, if any, as per University records, shall be given effect to at the time of declaration of result of the examination.

Provided effect to the higher number of marks obtained by the candidate in any such attempt may be given, if the candidate concerned submits an application for the purpose alongwith attested copies of the relevant marksheets and Rs. 100/- as an administrative charges within the period of 21 (Twenty One) clear days from the date of the declaration of the result of examination.

Ordinance No. 141-142 : Condonation of deficiency for passing and award of class etc.
(Under Sections 31(1) (2), 32(3) (4), 18 of the Act.)

O. 141 : Where a candidate fails in one head of passing, having passed in all other heads of passing by not more than 1% of the aggregate marks for the whole examination, his case shall be placed for consideration and decision before the Chairman of the Board of Examination and his decision shall be final. The candidate shall submit his/her written application to the Controller of Examinations within one month from the declaration of the result alongwith the fee of Rs. 100/- or as prescribed by the University from time to time.

For the purpose of determining the percentage of such deficiency, the fraction of half or more than half shall be computed as one.

O. 142 : The class shall be awarded at the final year examination only.

Ordinance No. 143 : Eligibility for award of Scholarships, Medals, Prizes etc.
(Under Sections 31 (1) (2), 32 (3), 53 (xiii) (xiv) of the Act.)

No candidate shall be eligible for any of the Scholarships, Medals or Prizes to be awarded to candidates, successful at any of the University Examinations who has a deficiency of marks in any of the heads of the examinations condoned and/or gracing under the rules laid down in that behalf.

Ordinance No. 144 : Permission for Repeaters
(Under Sections 31 (1) (2), 32 (3), 53 (xiii) (xiv) of the Act.)

O. 144 : A) Failure to pass an examination will not disqualify the candidate from presenting himself on a subsequent, occasion on a fresh application being forwarded and a fresh fee paid, and subject to the restrictions contained in the respective course pamphlets.

B) For those students who, after having passed B.A./ B.Com. degree examination, shall seek admission first time to respective Post-graduate courses, such as M.A./ M.Com. and in an eventuality of their not having secured satisfactory marks in their respective courses, and in case the marks obtained by such students in the concerned course are desired to be repealed keeping the same course in the same term, afresh, in such an event the application from such students, shall be sent by the concerned College to the University. The University may give permission for readmission to such course, subject to the limit of rules and regulations, time and again, being prescribed by the University.

Such students shall not accrue any benefit of Ordinance No. 140 (BOP) and Ordinance No. 174.

**Ordinance No. 145 : Award of Passing Certificate
(Under Section 31 (1) (2), of the Act.)**

O. 145 : On Written application with prescribed fee of Rs. 50/- Certificate will be given to those who pass the final examinations.

**Ordinance No. 146 : Modification of Results
(Under Sections 31 (1), 32 (1), 32 (2), 32 (4), 32 (6) (a) (b) of the Act.)**

O. 146 : Modification of Results

1) In any case where it is found that the result of an examination has been affected by error, malpractice, fraud, improper conduct or other course of whatsoever nature, the Board of Examinations shall have the power as per Maharashtra Universities Act, 1994, Section 32 (6) (a) (b) to amend such result in such manner as shall be in accordance with the true position and to make such declaration as Board of Examination shall consider necessary in that behalf.

2) However, the meeting of the Board of Examinations shall be held once in each Academic term as per sec. 32 (2) of Maharashtra Universities Act, 1994. In case of any emergency requiring immediate action, the Chairman of the Board would take action in the light of Section 32 (4) of the Act.

3) Provided that, but subject to O.147 no result shall be amended after the expiration of six months from the date of declaration of the said result.

**Ordinance No. 147 : Modification of Results
(Under Sections 31 (1), 32 (1), 32 (2), 32 (6) (a) (b) of the Act.)**

In any case where the result of an examination has been ascertained and published, and it is found that such result has been affected by any malpractice, fraud, or any other improper conduct whereby an examinee has benefitted and that such examinee, has, in the opinion of the Board of Examinations, been party of privy to, or connived at such malpractice, fraud or improper conduct, the Board of Examinations shall have power at any time, notwithstanding the issue of the Certificate of the award of a Prize of Scholarship, to amend the result of such examinee and to make such declaration as the Board of Examinations considers necessary in that behalf.

**Ordinance No. 148 : Supply of Statement of Marks.
(Under Sections 31 (1) (2), 32 (1) & 53 (xiii) (xiv) of the Act.)**

O. 148 : A statement in printed form, showing the marks obtained by a candidate in each head of passing, will be supplied to him on payment prescribed by the University from time to time. Marks obtained by a candidate in individual papers will also be supplied

on payment prescribed by the University, from time to time, per examination, provided an application is made within three months after the date of declaration of the results. Marks obtained by a candidate in individual questions or in sections of a paper will not be supplied.

O. 149 :

Verification of Marks:

(Under Sections 5 (18), 28 (c), 31 (1) (2), 32 (3) (b) (c), 53 (iii) of the Act.)

O. 149 : 1) The candidates appeared at the University Examination may apply to the Controller of Examinations in the prescribed form, for verification of marks of his answer-books.

2) The application form must be accompanied with fee as prescribed by University from time to time.

3) The application may be entertained by the University, only if it is received in the University office within a period of 21 clear days from the date of declaration of the concerned Examination result.

4) On receipt of application for verification, the following factors may be verified to ensure that -

i) The Answer-book contains the number of supplements recorded.

ii) All the answers of the questions are assessed by the examiner.

iii) The total of the marks is correctly counted and recorded.

5) For verification of marks in respect of script of practical and oral examination, marks on the record only may be verified.

6) The result of the verification of marks may ordinarily be communicated to the candidate concerned, within a period of 30 clear days from the last date for receipt of application by the University.

7) The marks obtained by the candidate in any individual question of section of the subject/ course/ paper/ head of passing shall not be communicated.

8) The fees once paid shall not be refundable.

9) The candidate may be allowed to submit applications for verification of marks and revaluation of answer-books at one and the same time.

O. 150 : Blank.

**Ordinance No. 151 : Authority to incur expenditure
(Under Sections 28(k), 14(13), 17(12), 18(4), 20(5)(k), 53(xiii)(xiv) of the Act.)**

1. As a general rule, no expenditure shall be incurred or any liability undertaken unless a provision for the same exists in the financial estimates approved by the Competent Authority.

2. Monthly bills of establishment charges of the University employees, remuneration to examiners, honorarium, TA and other recurring payment as per approved schedules after they are pre-audited, shall be passed for payment as per prescribed rules by the Finance and Accounts Officer or his immediate subordinate.

3. a) The respective authority to incur expenditure on items other than those mentioned in 2) above, shall be as below :-

Officer/ Authority	Recurring (Rs.)	Non-Recurring (Rs.)
1. Management Council	Above 2,00,000.00	Above 1,00,000.00
2. Vice-Chancellor	Upto 2,00,000.00	Upto 1,00,000.00
3. a) Registrar		
b) Finance & Accounts Officer	Upto 50,000.00	Upto 25,000.00
c) Controller of Examinations		
4. a) Executive Engineer	upto 1,000/-	upto 1,000/-
b) Estate Manager (Civil)	upto 1,000/-	upto 1,000/-
c) Estate Manager (Electrical)	upto 1,000/-	upto 1,000/-
d) Resident Medical Officer		
e) Workshop Superintendent		
f) Press Manager		

N. B. :-

3. b) The bills for expenditure incurred after the grant of financial sanction as in (a) above will be passed for payment by the officers as mentioned below :-

Particulars of Bills	Officer passing the Bills
i) Dy. Finance officers/ Assistant Finance Officer	Upto Rs. 10,000
ii) Finance officer	Between Rs. 10,000 to 25,000
iii) Finance & Accounts officer	More than Rs. 25,000

Note :-

a) The Executive Engineer and the Estate Manager, are authorised to incur expenditure upto Rs. 1,000/- towards purchases and to pass the bills thereof subject to prior concurrence of Finance & Accounts officer.

b) The Heads of University Departments are authorised to incur expenditure upto Rs. 1,000/-

4. a) Except as otherwise provided elsewhere in this Ordinance, tender/quotation shall ordinarily be invited from prospective dealers for the supply of material or goods or for the execution of works. In case of articles of fixed specifications which can be procured at printed prices and on published trade terms directly from the sole manufactures or their sole representatives or from firms of repute, tenders/ quotations may not be invited.

b) Formal approval of Vice-Chancellor is required.

5. a) Officers competent to sanction expenditure shall have the authority to accept any tender/ quotation for the purchase of articles of stationary, furniture, equipment, machinery and other stores etc. upto the limits laid down in (3) (a) above at one time, in pursuance of the tender/ quotation notice, which appear to them upon a view of all circumstances to be the most advantageous to the University or to reject all the tenders/ quotations submitted to them without specifying any reason. They will also have the authority to make such purchases under the provisions of Clause (4) above, under which tenders/ quotation are not invited.

b) Formal approval of Vice-Chancellor for the above is required.

Sanction of the Management Council would be necessary for expenditure in excess of Rs. 2,00,000/- in case of recurring expenditure and Rs. 1,00,000/- in case of non-recurring expenditure at a time.

6. These rules shall not apply to the expenditure to be incurred on confidential work such as printing of question papers/ answer-scripts etc. and/or such items as may be decided by the Vice-Chancellor from time to time.

O. 152 : Blank

Ordinance No. 153 : Diploma in Rural Development

(Under Sections 31 (1), (2), 53 (xiii) (xiv), 28 (a), 5 (17) of the Act)

O. 153 : No candidate shall be admitted to the Diploma Course in Rural Development unless he has passed the Bachelor's degree in any Faculty including Engineering, Medicine, Agriculture, Commerce etc. of this University or a Bachelor's degree of any other University or Statutory Body recognized as equivalent by this University.

The candidate desiring to register himself for the said course shall be required to apply in the prescribed form together with the fee prescribed from time to time. The registration fee shall not be refunded.

The fees for the Diploma Course shall be as prescribed from time to time for two field tours.

Student seeking admission to Diploma Course will require to submit eligibility form and fee prescribed, from time to time, within dates declared therefor.

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O. 155 : Blank

O. 156:- A Diploma in Medical Laboratory Technology Course.

There shall be a full time Diploma in Medical Laboratory Technology (D.M.L.T.)

Eligibility:

(1) The candidate who has passed B.Sc. examination of this University or any other University recognised as equivalent by this University in any of the following subjects: Botany, Chemistry, Microbiology, Zoology.

OR

(2) The candidate who has passed XII standard examination conducted by the Board of Higher Secondary Education or equivalent Board taking Elementary Laboratory Technology as one of the subjects both XIth and XIIth standards, shall be eligible for the admission.

(3) The duration of Diploma in Medical Laboratory Technology course shall be of one calendar year commencing on 15th June of every year for the categories of the students mentioned in Sub-clause (1).

(4) And duration of the course for the students mentioned in Sub-clause (2), shall be of two calendar years.

The examination for the diploma shall be held at the end of course.

Ordinance No. 157 : Maintenance of discipline and good conduct by the students.

(Under Sections 5 (28), 5 (31), 32 (4), 32 (6) (a), 53 (3) & 95 of Maharashtra Universities Act, 1994.)

1. Every student, during the term of the course, shall be under disciplinary jurisdiction of the Competent Authority which shall take appropriate action, in case of indiscipline, misconduct on part of the student.
2. Definition : In this Ordinance unless the context otherwise requires,
 - i) 'Student' means and includes a person who is enrolled as such by University, Affiliated College or Recognised Institution, for receiving instructions and/or qualifying for any degree or diploma or certificate of the University.
 - ii) 'Institution' means and includes University/ Affiliated College/ Recognised Institutions, as the case may be, inclusive of Campus, Hostels, Playgrounds, Laboratory, Libraries, Gymnasium thereof.
 - iii) 'Competent Authority :- a) All powers relating to discipline and disciplinary action relating to the students of the University Departments and Institutions and Colleges affiliated to the University, shall vest with the Vice-Chancellor in the light of provision in Section 95 (1) of Maharashtra Universities Act, 1994.
b) The Vice-Chancellor may, by order, delegate all or any of his powers under the Act as he deems fit, to such other officer as he may nominate in that behalf. Provided in respect of misconduct regarding University examination, Board of Examinations shall only be Competent Authority, as the case may be, in the light of provision in Section 95 (2) of Maharashtra Universities Act, 1994.
c) The Vice-Chancellor may in exercise of his powers by order, direct that any student or students be expelled or rusticated for a specified period or be not admitted to a course or courses of study in a college, institution or department of the University for

a specified period or be punished with fine, not exceeding Rs. 1000/- or be debarred from appearing in an examination or examinations conducted by the department, college or institution maintained by the University for a specified period not exceeding 5 years or that the result of the student or students concerned in the examination in which he or they have appeared be cancelled.

Provided that the Vice-Chancellor shall give reasonable opportunity to the student concerned of being heard if expulsion is for a period exceeding one year in the light of provision of Section 95 (3) of Maharashtra Universities Act, 1994.

3. Obligations of the Students:- Every student, shall all time,

- i) conduct himself properly,
- ii) maintain proper behaviour,
- iii) observe strict discipline both within the campus of the Institution, Hostel and also outside, in Buses, Railways or at public places, or at Picnic on Educational Trips arranged by the Institution or at Play-Grounds or extra curricular activities.
- iv) ensure that no act of this consciously or unconsciously brings the Institutions or any establishment or authority connected with it into disrepute.

4. Any act of a student which is contrary to the provisions of Clause (3) shall constitute misconduct and/or indiscipline, which terms shall mean and include, among others, any one or more of the acts jointly or severally, mentioned hereinafter, namely:

- i) Any act that directly or indirectly causes or attempts to cause disturbance in the lawful functioning of the Institution.
- ii) Habitual unpunctuality in attending lectures, practicals, tutorials, and other courses, as may be prescribed.
- iii) Repeated absence from lectures, tutorials, practicals and other courses, as prescribed.
- iv) Any act whether direct or indirect through the media of newspapers and/or other media, by which in the opinion of the Competent Authority, the University stands defamed, and any other act of intimidating and/or assailing and/or threatening the University employees/ officers/ officials and any act to cause damage to the University assets by any means.
- v) Occupation of any building such as, hostel room, residential quarter or such other accommodation in the premises owned or hired by the Institution, without prior permission from the Competent Authority.
- vi) Permitting or conniving with any person not authorised to occupy any hostel room, residential quarter, or any accommodation or any part thereof of the Institution.
- vii) Securing admission in the Institution, to any undergraduate or postgraduate programme or any other course by fabrication or suppression of facts or information.
- viii) Obstruction to any student or group of students in his or their legitimate activities as such, whether in the Classroom, Laboratories, Fields, Playgrounds, Gymnasium or Places of Social and Cultural activity within the campus of the Institution.
- ix) Suppressing material information or supply of false information to the Institution, for seeking any privilege.
- x) Possessing or using any fire arms, lethal weapons, explosive, or dangerous or corrosive substance on the premises of the Institution.

- xi) Possessing or consuming any poisonous or stupefying drugs or intoxicant in any form in the Institution.
- xii) Ragging, bullying or harassing any student in Institution or outside thereof.
- xiii) Indulging in any act as would cause annoyance, embarrassment to any other students, or member of the authority of the Institution, to staff member or any member of the family of the staff.
- xiv) Indulging in any act of violence, assault, intimidation or threatening in the institution or hostels or outside thereof.
- xv) Destroying or attempting to destroy or tamper with any official record or document of the Institution.
- xvi) Conduct, unbecoming of the student, at any meeting or special functions or sports and cultural activities arranged by the Institutions or at any other public place.
- xvii) Stealing or damaging any farm produce or and property belonging to the Institution, staff member of the Institution or any other student.
- xviii) Instigating violence or participating in any violent demonstrations or violent agitation or violent strike in the Institution.
- xix) Instigating or participating in any 'gherao' of any official or staff member of the Institution.
- xx) Violence of any of the rules and regulations of the Institutions or orders of the Competent Authority.
- xxi) Gambling in any form in the Institution.
- xxii) Disorderly behaviour in any form or any act specifically forbidden by the Competent Authority.
- xxiii) Refusal to appear to give evidence before Enquiry Officer appointed by the Competent Authority with respect to a charge against him.
- xxiv) Any act violating any provision of the Maharashtra Universities Act, 1994, Statutes, Ordinances, Rules made thereunder.
- xxv) Conviction in the court of law for criminal offence involving moral turpitude.
- xxvi) Any other act not specifically mentioned hereto before which, whether by commission or omission, as would in the circumstances of the case be considered by the Competent Authority as an act of misconduct and/or indiscipline.

5. The Competent Authority may impose anyone or more of the following punishment/ on the students found guilty of misconduct, indiscipline, in proportion thereof:

- i) Warning/ Censure/ Reprimand.
- ii) Fine not exceeding Rs. 1,000/-
- iii) Cancellation of the Scholarship Award/ Prize/ Medal, awarded to the student by the concerned Institution, with prospective effect.
- iv) Expulsion from the concerned Institution.
- v) Debarring from admission to a course or courses of study in the concerned Institution. Debarring from appearing for examination or examinations, conducted by the Institution concerned, for a specific period, not exceeding five years.
- vi) Cancellation of performance of the student concerned in an examination in which he has appeared.
- vii) Rustication from the Institution for the period not exceeding five years.

6. If the Competent Authority is satisfied that there is a prima facie case for inflicting penalties, mentioned in Clause No. 5, it may itself or through other person/ persons, authorised by it, for this purpose, shall make enquiry, in following manner:

- i) Due notice in writing shall be given to the student concerned about his alleged act of misconduct/ indiscipline.
- ii) Student charged shall be required within 15 days of the notice to submit his written representation about such charge/s.
- iii) If the student fails to submit his written representation within specified time limit, the inquiry may be held ex parte.
- iv) If oral evidence of the witness against student is recorded by the Enquiry Authority, the student charged shall be given an opportunity to cross examine the witness concerned.
- v) If the student charged, desires to see the relevant documents, such of the documents, as are being taken into consideration or are to be relied upon for purpose of proving the charge or charges, the same may at the discretion of the Enquiry Authority, be shown to him after the notice as provided in sub-clause (1) above is furnished to him.
- vi) The student charged shall be required to produce documents, if any, in support of his defence. The Enquiry Authority may admit relevant evidence, documentary or otherwise, at any stage before the final orders are passed.
- vii) Legal Practitioner shall not be allowed to appear on behalf of the student charged, in the proceedings before the Enquiry Authority.
- viii) Enquiry Authority shall record findings on each implication of misconduct or indiscipline, and the reasons for such findings and submit the report alongwith proceedings to the Competent Authority.
- ix) The Competent Authority on the basis of findings, shall pass such orders as it deems fit.

7. Provided procedure prescribed above need not be followed and all or any of its provisions may be waived in the following circumstances:-

- i) When the student charged admits the charges in writing.
- ii) When the order of punishment is to be based on facts which have led to the conviction of the student charged, for the offence involving moral turpitude.
- iii) When the student charged has absconded or for any other reasons it is impracticable to communicate with him.
- iv) If in the opinion of the Competent Authority, a punishment or fine not exceeding Rs. 50/- or Reprimand Censure, Warning is sufficient.

8. If the punishment of rustication is imposed on a student by Principal of the College/ Head of the Institution/ Head of the Teaching Department or such other person in whom the authority is vested by the Vice-Chancellor for external students, such a student shall be entitled to prefer an appeal to the Vice-Chancellor, if the punishment is imposed by the Vice-Chancellor, student shall be entitled to prefer an appeal to the Management Council of the University within thirty days of the receipt of the notice of the punishment.

9. In respect of such student, Head of the Institution shall maintain record of the punishment.

10. The Institution shall, on each occasion of any punishment being imposed on any student, intimate by a letter, to be sent under a certificate of posting, the fact of such imposition to the parent or guardian or such student on the address available in the college records.

11. A copy of these rules shall be supplied to each student at the time of his admission to the Institution and a receipt for the same shall be obtained from the student. This receipt shall form a part of the record of admission of the students.

12. If any foreign student is admitted for any course, concerned Institution shall send copy of the rules to concerned foreign embassy and department of external affairs.

Revised Ordinance will be applicable to the Examination to be held in the Second half of the calendar year 1994 and onwards.

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O. 159 : Blank

ORDINANCE NO. 159-A : College Development fee

The Accounts in respect of Development Fee, Student Welfare Fee, Computer Fee and Pro-rata contribution shall be maintained by every affiliated College/ Recognised- Institution. The Students Welfare Fee Account shall be maintained separately for under-graduate and post-graduate students, respectively. Proper record of receipts and expenses shall be made in the Development Fee Account and Students' Welfare Fee Account. The total amount collected from the students, proportionate amount to be kept by College/ Recognised Institute, and the amount to be remitted to the University, shall be shown separately.

All the above mentioned Accounts shall be made available for inspection to the member of the Local Inquiry Committee/ Biennial Inspection Committee. The members of the committee/s shall ensure that, the accounts have been maintained properly and shall see that out of the total amount collected from the students for the Current educational year the amount proportionate or otherwise, which is required to be remitted to the University has been remitted in the same academic year. Failure in maintaining proper accounts non-production of accounts to the committee/s and failure to remit the University dues shall be viewed seriously. The LIC/Biennial Inspection Committee members shall scrupulously take note of the fact that checking of the aforesaid accounts is mandatory on their part. The Local Inquiry Committee(LIC)/ Biennial Committee shall categorically observe that the above directives are strictly adhered to. Their observations about the state of account shall be specifically mentioned in their report.

The University has got every right to call on the Affiliated Colleges/ Recognised Institute to make available the above Accounts as well as the University Examinations Expense Accounts for detailed check at the University office, if required.

In addition to the above, all types of Books of Accounts being maintained by the affiliated Colleges/ Institutes including accounts for grants received from State Government

Central Government, U.G.C. etc. and utilization thereof can be verified by the University, if it thinks fit.

The University also reserves the right to carry out surprise inspection of some selected Accounts being maintained by the Affiliated Colleges/ Institutions, if it thinks fit.

The failure denial (Either expressed or implied) non-adherence or non-compliance by the Principals/ Directors and Non-teaching employees of the Affiliated Colleges/ Recognised Institutes with regard to any of the above directives shall attract the provisions of Ordinance No. 170-2,(A) (11) and (15) which authorises the Management Council to take disciplinary/ punitive action against the authorities of the defaulting Colleges.

O. 160 : Blank

O. 161 : Blank

O. 162:- **Professor Emeritus.** (Under Sections 4 (6) and 24 (1) (xxx) and (xxx-a))

(1) The Management Council may appoint a person as Professor Emeritus who :

- (i) is a retired teacher of the University/College/Recognised Institutions of North Maharashtra University
- (ii) has put in a fairly long period of service.
- (iii) has acquired distinction as a scholar by virtue of outstanding contribution in his discipline through his published research work and teaching.

(2) The Professor to be appointed as Professor Emeritus shall be recommended by the Vice-Chancellor to the Academic Council. The recommendation shall first be agreed to by the Academic Council and then by the Management Council.

(3) Professor Emeritus will be free to do academic work in the Department to which he is attached; adequate facilities for the purpose will be provided by the Department concerned and by the Library, etc.

(4) Professor Emeritus shall not draw any salary or honorarium from the University nor shall he be provided with any living accommodation by the University.

He shall, ordinarily, not participate in the regular teaching of the Department. He may, however, deliver a course of special lectures on the subject of his study or research and guide the research work of such students, as may be, accepted by him.

Ordinance No. 163 : Grant of Additional Marks for Extra-Curricular Activities
(Under Sections 40, 53 (xiii) (xiv) of the Act.)

A) Notwithstanding, anything contained in any other Ordinance, 5 additional marks under each head may be granted to candidate appearing for University examinations of any degree, diploma or certificate, as an incentive, for his participation in any one or more of the following activities subject to the maximum 10 marks :

- i) National Cadet Corps :
- ii) National Service Scheme : (Regular Activities)
- iii) National Service Scheme: (Special Camp)
- iv) Debating/ elocution/ dramatics/ moot court & such other competitions as approved by the Management Council from time to time :

v) Adult Education Programme of North Maharashtra University.

vi) National Physical Efficiency Drive : Candidate enrolled in National Physical Efficiency Drive must have acquired three stars under the programme.

B) Notwithstanding, anything contained in any other ordinance, if a student is not getting benefit under A above or otherwise, 10 additional marks may be granted to a candidate appearing for University examinations of any degree, diploma or certificate, as an incentive, for his participation individually or in a team in the Inter-University/ National/ International Sports to represent North Maharashtra University.

Provided that the additional marks that may be granted in either A or B or taken together should not exceed 10 marks.

2) The additional marks shall be added-

a) to any head/s of passing or to any subject/s, as the case may be, in the examination if the student has failed in such head/s of passing/ subject/s and if such additional marks enable the student to get necessary passing marks or:

b) to any subject if such additional marks enable the student to get benefits of exemption such additional marks only as are required for examination shall be given passing, exemption ATKT and the same could be divided for at most two heads of passing of theory only.

If after the grant of additional marks under Clauses (a), (b) and (c) above, if there is any balance of marks, it shall be added to the total number of marks of the examination.

OR

c) to total number of marks, secured by the candidate in the examination.

Provided that the additional marks shall not be taken into consideration for the purpose of award of any prize, scholarship, meritlist or for such other similar purposes.

3. The additional marks shall be granted to the candidate only for that examination during the course of which the candidate has participated in the activities mentioned in Clause No. 1.

4. The additional marks shall be granted to the student subject to the conditions mentioned hereunder:

A) i) NCC : Candidate enrolled in NCC must have passed 'B' and/ or 'C' certificate examination.

and/or candidate enrolled in NCC must have attended 75% parades out of total No. of parades and one camp prescribed for NCC.)

ii) NSS (Regular) : Candidate enrolled in NSS must have completed 240 hours of effective work and attended the necessary number of camps, as required under NSS Programme.

iii) NSS (Special Camp) : Candidate will be eligible for additional 5 marks if he has enrolled in NSS (Special Camp) must have attended at least one camp as per Govt. Resolution No. 1090/128/94 dated dtd. 24th May, 1994.

iv) Debating/ elocution/ dramatics/ moot court and such other competitions as approved by the Management Council from time to time candidate must have participated as representative of State/University.

v) Adult Education Programme, North Maharashtra University: A candidate must have completed at least 200 clock hours work to the satisfaction of the project in-charge and secure necessary certificate of the course.

vi) National Physical Efficiency Drive: Candidate enrolled in National Physical Efficiency Drive must have acquired three stars under the programme.

B) Inter-University, National/ International Tournaments/ Competition: Candidate must have participated individually or in a team to represent North Maharashtra University.

5. A student shall submit an application before the date of commencement of his examination along with fee of Rs. 50/- for the grant of additional marks along with necessary original certificate or copies thereof countersigned by the Principal of the College/Head of the Recognised Institution. No application received after commencement of examination shall be entertained by the University.

6) If any difficulty arises in giving effect to provisions of this Ordinance, the Vice-Chancellor may in consultation with the Dean of the faculty concerned, give his decision in such a particular case. The decision of the Vice-Chancellor shall be final and binding in such matters.

And the students who are in excess of the approved NSS strength shall not be entitle to get benefit under Ordinance 163 (in the light of directives of the Government vide G.R.No. 1090/ 128/94 मंत्र-7, dated 24-5-94.

7) The candidate shall be eligible to get maximum five additional marks only for any of the activities mentioned above, if performed by in any year, and only for an examination held in the year.

O. 164 : Disciplinary Action for committing Mal-practices or Misconduct by Teaching/ Non-Teaching Employees of the University/ Affiliated Colleges/ Recognised Institutions in the University Examinations.

(Under Sections 5 (37), 5 (40), 31 (1), 32 (3) (a), 32 (4), 32 (6) (a) (b), 44 (e), 53 (xiii) & (xiv) of the Act.)

1) A) Competent Authority: The Vice-Chancellor as Chairman of the Board of Examinations shall be the Competent Authority to take disciplinary action for committing malpractices and/or unfairmeans in the University examinations against the Paper-setter/s, Examiner/s, Invigilator/s and other teaching or non-teaching employee/s of the University/ Affiliated Colleges/ Recognised Institution, to whom the work in respect of the University Examinations is assigned, on behalf of the Board of Examinations and Vice-Chancellor would report action taken by him to Board of Examinations, as per Section 32 (4) of the Maharashtra Universities Act, 1994.

B) a) The committee to investigate into the cases of unfairmeans shall consist of the following persons:

i) Member of the Management Council/ Academic Council as Chairman

ii) Two Principals of the College nominated.

iii) Two teachers having minimum 15 years of teaching experience nominated.

b) This committee may be constituted by the Vice-Chancellor on behalf of the Board of Examinations in the light of Section 32 (4) of the Maharashtra Universities Act, 1994.

- c) No person shall be a member of the Enquiry Committee, who has worked as member of the Vigilance Committee during the examination concerned.
- d) As implicit in Section 32 (6) (a) one and the same committee should carry out the functions and duties stipulated in 0.164 and 0.131.

2) For the purposes of this Ordinance the act of malpractice and/or adoption of unfair practice means and includes:

- i) Supply of question or a copy thereof or communication of the contents of such a paper to any person or giving publicity thereto in any manner except in accordance with the instructions given by the Competent Authority/ person for consideration or otherwise.
- ii) Supply of answer/s fully or partly to the question/s set in question paper/s before or during the Examination to the Examinee/s.
- iii) Performing the assigned duty in respect of examination in negligent manner or not using reasonable care and caution in the performance thereof such as not submitting the assessed answer-books, manuscript/s of the examination within the prescribed time.
- iv) Assessment of the answer book/s of the examinee on the basis of any consideration other than merit.
- v) Use of any other unfair means.
- vi) Publicity of any news in the newspaper devoid of any facts and without ascertaining explanation of the same from the University, which discredits the University in the context of conduct of examinations.

3) The Following punishment/s may be imposed:

- a) Debarring the person/s from participating in any manner in the University Examination for a stipulated time.
- b) Forfeiture of the amount of remuneration of the Examination in part or full.
- c) Fine not exceeding the amount of remuneration.
- d) i) To stop increment
- ii) To withhold salary
- iii) Withdrawal of approval as teacher and recommending to the Administrative Officer to stop the increments or to withhold payment of salary to the concerned teacher.
- e) To direct the Competent Authorities to take proper disciplinary action against the concerned employee in the light of Standard Code 1984 provision and to make request to the Administrative Officer to withhold payment of salary to the concerned employee.

4) Procedure for imposing penalty:

- i) Due notice shall be given to the person about his alleged act of malpractice/ unfair means
- ii) Persons charged shall be required to submit his/her written representation within 15 days of the receipt of the notice.
- iii) If he/she fails to submit his/her written representation within the time stipulated above, the enquiry authority may proceed with the enquiry ex parte.
- iv) If the person requests for an opportunity for making any oral statements in addition to any written representation submitted by him and if the Enquiry Authority deems it necessary the opportunity of oral hearing may be given to him.
- v) The Enquiry Authority shall record the findings on each charge of malpractice/ unfair means

and the reasons for such findings and submit the report to the Controller of Examinations.

vi) The Vice-Chancellor on the basis of the findings shall pass such orders as he deems fit and shall report to the Board of Examinations.

5) The procedure laid down in Clause No. 4 may not be followed and all or any of its provisions may be waived in the following circumstances:

- a) When the person charged admits the charges in writing.
- b) When the order of punishment is to be passed on facts which have led to the conviction of the person charged in criminal court.

Revised Ordinance will be applicable to the Examination to be held in the Second Half of the calendar year 1994 and onwards.

O. 165:- Qualifications for Appointment to the Teaching Posts:

1. No person shall be appointed to teaching posts in the University or in any College affiliated to the University or Institution recognised by the University, if he/she does not fulfil required qualifications for the appropriate subject, as prescribed by University Grants Commission/University from time to time.

a) If no candidate with prescribed qualifications is available for such appointment for particular post in the University/affiliated College/ Recognised Institution, necessary relaxation may be made with the prior approval of University Grants Commission, if qualifications are prescribed by University Grants Commission and with prior approval of University, if qualifications are prescribed by University, with respect to the available candidate.

b) In such a case Competent Authority may grant the approval to the appointment for one year only, at a time.

2. Management of the concerned College/ Recognised Institution, University Office as the case may be, shall re-advertise the post within a period of 6 months, from the date of such temporary appointment for the selection of proper candidate, suitable to the post concerned.

3. No person shall be appointed to the post of Principal in any College affiliated to the University unless he/she has, at least 10 years teaching experience, in the senior college, as an approved teacher, in the concerned faculty.

4. If no candidate with the requisite teaching experience of 10 years is available for appointment to the post of Principal in the Affiliated College, necessary relaxation in the teaching experience may be made with the prior approval of the University.

5. In such a case temporary approval to the appointment of the Principal for a period of not more than one year at a time may be accorded by the Vice-Chancellor.

6. Management of the concerned Affiliated College shall re-advertise the post within a period of 6 months from the date of such temporary appointment for the selection of proper candidate.

7. Once the appointment of any person as a teacher is approved by the University, no fresh approval shall be necessary for his appointment in the same cadre.

O. 166:- Flying Squad

(1) Flying Squads may be appointed by the Vice-Chancellor to visit the Centres of University Examinations to-

- (i) ensure that the University Examinations are conducted as per norms laid down
- (ii) check whether the Senior Supervisors and Block-Supervisors are following scrupulously instructions for conduct of the University Examinations
- (iii) check the students who try to resort to malpractices at the time of University Examinations and report such case to the University.

(2) The Flying Squads are authorised to visit any centre of University Examinations without prior intimation of the visit to the office of Senior Supervisor; and enter any block/s of examination for checking the candidates identity card, fee receipts, hall tickets etc.to ascertain that duly authorised candidates have only appeared for the examinations. The Flying Squad is invested with the necessary authority to take any action towards detecting use of malpractices and unfairmeans in the University Examination.

(3) The Senior Teachers of College/ Institution can be the members of the Flying Squad.

(4) The University Teachers can be the members of the Flying Squad.

(5) The Vice-Chancellor may include as one of the members of non-teaching staff i.e. the Registrar/ Deputy Registrar/ University Librarian/ Director of Physical Education of University/ College/ Director of Students' Welfare/ Director of Extra-Mural Studies as one of the members of the Flying Squad.

(6) The Flying Squads will submit their reports on surprise visits directly to the Vice-Chancellor. The Flying Squad can make suggestions in the matter of proper conduct of examinations, if necessary.

O. 167:- Distance Education Scheme :

(1) Definitions: For the purpose of this ordinance

(a) "Study Centre" means centre in a College or in a Recognised Institution, established as per provisions of Clause 2.

(b) "Director" means the person appointed as such by the University for the Distance Education Scheme of the University.

(c) "Principal" means the Principal of the College or Head of the Recognised Institution to which Study-centre under Distance Education Scheme has been allotted.

(d) "Co-ordinator" means a teacher of Study-centre incharge of the academic and extra-curricular activities of the Study-centre.

(e) "Teacher Counsellor" means the teacher of the Study-centre appointed as such.

(f) "Contact Hour" means the period varying between one clock hour to one and half hour during which contents of the syllabi of a given subject are taught through different media of education by the teacher of the Study-centre.

(2) Establishment of Study-centre :-Principal of the College/Head of the Recognised Institution, desirous of opening Study-centre may apply to the Registrar in the prescribed form, along with fee of Rs.100/- before 31st March of the year. The Vice-Chancellor, after scrutiny of the application and any further necessary enquiries,as he deems fit, may decide to allot Study-centre to the College concerned and his decision in this matter shall be final.

(3) Eligibility for Admission: No person shall be eligible for admission to courses covered

under Distance Education Scheme, North Maharashtra University, unless he -

(I) has passed the twelfth standard examination of H.S.C. Board or its equivalent with English as one of the subjects.

OR

(II) has completed 21 years of age on or before the last date prescribed for admission and has passed the prescribed Entrance Examination for the concerned course.

Admission:

(4) The candidates may apply to the Registrar for admission before the prescribed date in a prescribed form along with prescribed fees.

(5) Student of the Study-centre:- Candidate shall be eligible to appear for the University examination of the concerned course only if he/she -

a) has attended the prescribed number of Contact Hours in a Study-centre in which he has been enrolled.

b) has fulfilled other conditions prescribed and approved by the University authority and

c) has submitted certificate from the Co-ordinator of the concerned Study-centre about satisfactory completion of the course, through concerned Principal who in turn shall forward the same, to the Director.

(6) Qualifications and Appointments of teachers:-

a) No person shall be appointed as a Co-ordinator/ Teacher Counsellor unless he holds requisite academic qualifications for teaching a particular subject as prescribed by the University Grants Commission/ University Authorities from time to time.

b) Appointment of the Co-ordinator, Teacher Counsellors shall be made by the Principal of the centre, provided that only teacher of the College/ Recognised Institution to which Study centre has been allotted shall be appointed as Co-ordinator.

c) Appointment of Co-ordinator/ Teacher Counsellor made by the Principal shall be subject to the approval of the Vice-Chancellor.

(7) Student to be considered as on par with regular student of the College:-

For all purpose, Distance Education Student shall be considered as on par with internal student of the College concerned.

8) Statutes, Ordinances and Regulations shall be binding:-

Statutes, Ordinances, Regulations, and Rules made by the University and Rules made by the Distance Education Centre and approved by the University Authority, from time to time, shall be binding on the students, Councillors, Co-ordinators, Principals and other teaching and non-teaching staff appointed in the study-centre.

(9) Fees for courses taught under Distance Education Scheme shall be as mentioned in the Schedule below to this ordinance.

UNDER GRADUATE COURSES

Fees :-

	<u>F.Y.B.A</u>		<u>F.Y.B.Com.</u>		<u>F.Y.B.Sc.</u>	
	Term		Term		Term	
	1st	2nd	1st	2nd	1st	2nd
Admission Fee	10	-	10	-	10	-
Registration Fee	50	-	50	-	50	-
Tuition Fee	120	120	120	120	120	120
Material Fee	120	120	120	120	120	120
Eligibility Fee	30	-	30	-	30	-
Total Rs.	330	240	330	240	330	240

	<u>S.Y.B.A.</u>		<u>S.Y.B.Com.</u>		<u>S.Y.B.Sc.</u>	
	Term		Term		Term	
	1st	2nd	1st	2nd	1st	2nd
Admission Fee	10	-	10	-	10	-
Registration Fee	50	-	50	-	50	-
Tuition Fee	120	120	120	120	120	120
Material Fee	120	120	120	120	120	120
Total Rs.	300	240	300	240	300	240

	<u>T.Y.B.A</u>		<u>T.Y.B.Com.</u>		<u>T.Y.B.Sc.</u>	
	Term		Term		Term	
	1st	2nd	1st	2nd	1st	2nd
Admission Fee	10	-	10	-	10	-
Registration Fee	50	-	50	-	50	-
Tuition Fee	120	120	120	120	120	120
Material Fee	120	120	120	120	120	120
Total Rs.	300	240	300	240	300	240

Post-Graduate Courses

	<u>M.A.</u>				<u>M.Com.</u>			
	<u>1st Year</u>		<u>2nd Year</u>		<u>1st Year</u>		<u>2nd Year</u>	
	<u>Term</u>		<u>Term</u>		<u>Term</u>		<u>Term</u>	
	1st	2nd	1st	2nd	1st	2nd	1st	2nd
Admission Fee	10	-	10	-	10	-	10	-
Registration Fee	50	-	50	-	50	-	50	-
Tuition Fee	150	150	150	150	150	150	150	150
Material Fee	125	125	125	125	125	125	125	125
Total Rs.	335	275	335	275	335	275	335	275

In addition, Laboratory fee of Rs. 125/- per term shall be charged for B.A./B.Com./B.Sc. courses where course of practical has been prescribed.

O. 168 : Observance of University Directives by Colleges/ Institutes/ Managements.
(Under Sections 28 (c), 53 (xiii) & (xiv) of the Act.)

1. The Management Council shall be Competent Authority to take appropriate disciplinary action or punitive action against-
 - i) the authority of an affiliated college/ recognised institute/ concerned management, as the case may be, for failing to comply with and/ or abide by any directives of the University and/or acting in a manner prejudicial to the interest of the University and/or causing action detrimental to the educational standards of the University.

2. For the purpose of this ordinance the act of failing to comply with directives of the University or for acting in a manner prejudicial to the interest of the University and/or causing action detrimental to the educational standards- means and includes.
 - i) Admitting the students in excess of the permitted strength and/or for violating the rules of admission framed by the University.
 - ii) Starting the courses without proper permission of the Govt. and the University.
 - iii) Starting additional divisions without proper permission of the Govt. and the University.
 - iv) Neglecting to make special efforts to recruit the teaching and non-teaching staff as per the reservation policy of the Govt. and/or the University.
 - v) Allowing unapproved teachers and ineligible persons to be employed and/or to teach the University approved courses in the College/Institute.
 - vi) Permitting and/or encouraging directly or indirectly malpractices in the conduct of College/ University Examinations.
 - vii) Neglecting to exercise due care in the smooth, proper and strict conduct of the examinations leading to instances of malpractices/ adoption of unfairmeans being reported at the centre of the college/ institute.
 - viii) Neglecting to take due care to maintain the peaceful and healthy atmosphere during the conduct of examinations.

- ix) Sending late, beyond the date prescribed, the eligibility forms or examination forms or any other forms with payable fees and similar fees prescribed by the University, from time to time.
- x) Neglecting due scrutiny of the eligibility forms, examination forms and any other relevant documents while sending the same to the University.
- xi) Acceptance of capitation fee in contravention of the prohibition of Capitation fee Act, 1987, enacted under Maharashtra Act No. VI of 1988 for admission of students and their promotion to a higher standard or class in educational institutions under the jurisdiction of University to provide for matters connected therewith.
- xii) Any other act that may, in the opinion of the Management Council, be considered improper under this ordinance.

3. The pecuniary punishments or any other punishments as hereinafter provided, may be levied against the erring College/ Institution/ Management, as the case may be:

- a. A fine equal to the amount of annual tuition fee per student, for students admitted in excess of permitted strength or for admitting students in violation of the admission rules framed by the University.
- b. A fine of Rs. 2,000.00 per course started newly without proper permission of the Government and the University in addition to a fine equal to the amount of annual tuition fee per student admitted to such an unauthorised courses, or for admitting students in violation of the admission rules framed by the University.
- c. A fine of Rs. 5,000.00 per division started additionally without prior permission plus a fine equal to the amount of annual tuition fees, per student.
- d. In addition to discontinuation of the centre for conducting examination, an appropriate fine on the College/ Institute, as Management Council deems fit.
- e. For lapse as per 2 (iv), (v) and (viii), a proper fine commensurate to the gravity of the offence/act.
- f. For lapses as per 2 (ix), University may refuse to accept the eligibility forms, examination forms and any other forms and may also debar the student(s) from appearing for examination and/or may impose a fine to the tune of Rs. 500/- per student, per form against the college and that the student should not be made to pay such a fine.
- g. For lapses as per 2 (x), punishment as prescribed in the Maharashtra Educational Institutions (Provision of Capitation fee) Act, 1988.
- h. Reduction in sanctioned strength equal to the number of students admitted in excess of the permitted strength in the preceding year.
- i. Any other punitive action as the Management Council may deem fit.

4. Procedure for imposing penalty :

- a) The Management Council may constitute Enquiry Committee comprising of three persons.
- b) i) A show-cause notice will be served to the delinquent College/ Institute/ Management, as the case may be, about the alleged act(s) of failing to comply with the directives of the University.
- ii) The College/ Institute/ Management, as the case may be, shall be required to submit the written representation to the University within 15 days in reply to the show-cause notice so issued to it.

- iii) In case of failure to submit written representation within the time limit of 15 days, the Enquiry will be instituted and the authority thereof may proceed with the enquiry ex-parte.
- iv) Enquiry Committee shall record, without prejudice, the findings on each charge of non-compliance with the instructions of the University and for acting in a prejudicial manner and/or failing to maintain the Educational Standards.
- v) The Enquiry Committee shall also record the reasons of the findings arrived at and submit the report to the Management Council.
- vi) The Management Council on the basis of the findings so recorded, shall pass such orders as it deems expedient.

5. The procedure laid down in Clause No. 4 may not be followed and all or any of its provisions may be waived in the circumstances when the delinquent College/ Institute/ Management, as the case may be, admits in writing the charges and when the order of punishment is to be passed on facts which have led to its conviction in criminal court.

6. The fulfilment of the punishment and/or payment of the respective fine specified above in column (3), does not imply and/or construe, in any event, the regularisation and/or waiver of the irregularities committed by the respective College/ Institute/ Management, as the case may be.

O. 169 : Unauthorised Colleges/Institutes. (Under Section 53 (xiii) & (xiv) of the Act.)

1. The Management Council shall be the Competent Authority to take appropriate action inclusive of levying pecuniary punishment/ fine against.-

- i) the authority of any registered or unregistered institution/ sanstha that does not enjoy and/or accrue the benefit of privileges of the University in the light of Section 6 of the Maharashtra Universities Act 1994, and,
- ii) such institution/ sanstha which admits the students to various courses run by the University and/or starts some faculties, unauthorisedly.

2. The pecuniary punishment or any other punishment as provided here-under, may be levied against the registered or un-registered institution/ sanstha that admits unauthorisedly the students to various course/s run by the University and/or starts some course/s, faculty/ faculties unauthorisedly, as the case may be.

- i) Forbidding/ precluding the students, thus, admitted to appear for any examinations of the University.
- ii) Imposing on the defaulting managements as aforesaid a pecuniary fine/penalty per student to the tune of double the amount of annual tuition fee, per student against the number of students so unauthorisedly admitted by the Institution/ Sanstha, as the case may be, to a particular course in an event the University has to perform hold their examinations.
- iii) Estoppel processing and forwarding to the Govt. applications of such defaulting sansthas for grant of affiliation for a cumulative period of five years at a stretch.

3. Procedure for imposing penalty:

- a) The Management Council may constitute Enquiry Committee comprising of three persons:
- b) i) A show-cause notice will be served on the delinquent Institution/ Sanstha, as the case may be, about the alleged act(s) of failing to comply with the directives of the University.
- ii) The Institution/ Sanstha, as the case may be, shall be required to submit the written representation to the University within 15 days in reply to the show-cause notice so issued to it.
- iii) In case of failure to submit written representation within the time limit of 15 days, the enquiry will be instituted and the authority thereof may proceed with the enquiry ex-parte.
- iv) The committee shall record, without prejudice, the findings on each charge of non-compliance with the directives and for acting in a manner prejudicial to the interest of the University and/or causing action contrary to the rules and regulations.
- v) The enquiry committee shall also record the reasons of the findings arrived at and submit the report to the Management Council.
- vi) The Management Council on the basis of the findings so recorded, shall pass such orders, as it deems expedient.

4. The procedure laid down in Clause 3 may not be followed and all or any of its provisions may be waived in the circumstances when the delinquent institution/ sanstha, as the case may be, admits in writing the charges and when the order or punishment is to be passed on facts which have led to its conviction in criminal court. *

5. The fulfilment of the punishment and/or payment of the respective fine specified above in column (2), does not imply and/or construe, in any event, the regularisation and/or waiver of the irregularities committed by the respective institute/ sanstha, as the case may be.

O. 170 : Directives of University to Principals/ Directors/ Teaching and Non-Teaching Employees:

(Under Section 53 (xiii) & (xiv) of the Act.)

1. The Management Council shall be the Competent Authority to take appropriate disciplinary action or punitive action against-

i) the Principal/ Director/ Teaching and Non-teaching employees of affiliated college/ recognised institute for failing to comply with and/or abide by the directives of the University and/or acting in a manner prejudicial to the interest of the university and/or causing action detrimental to the educational standard of the University.

2. For the purpose of this ordinance, the act of failing to comply with the directives of the University or for acting in a manner prejudicial to the interest of the University and/or causing action detrimental to the University educational standards- means and includes-
A) Principal/Director.

1) Admitting the students in excess of the permitted strength and/or for violating

the rules of admission framed by the University.

- 2) Starting the courses without proper permission of the Government and the University.
- 3) Starting additional divisions without proper permission of the Government and the University.
- 4) Permitting and/or encouraging directly or indirectly malpractices in the conduct of College/University Examinations.
- 5) Neglecting to exercise due care in the smooth, proper and strict conduct of the examinations leading to instances of malpractices/ adoption of unfairmeans being reported at the centre of the College/ Institute.
- 6) Neglecting to make special efforts to recruit the teaching and non-teaching staff as per the reservation policy of the Government and the University.
- 7) Allowing unapproved teachers and ineligible persons to be employed and/or to teach regular courses in the College/ Institute.
- 8) Neglecting to take due care to maintain the peaceful and healthy atmosphere during the conduct of examinations.
- 9) Refusal to issue Transfer Certificate to a student as per the provision of Ordinance 75 applicable under the Maharashtra Universities Act, 1994.
- 10) Admitting any ineligible student to various courses of the University and/or violating eligibility rules of the University.
- 11) Sending untimely and/or late eligibility forms or examinations forms or any other forms with payable fees and similar fees prescribed by the University from time to time.
- 12) Neglecting due scrutiny of the eligibility forms, examination forms and any other relevant documents while sending the same to the University.
- 13) Sending untimely and/or in a haphazard and perfunctory manner the marks of students or other details asked for by the University.
- 14) Failing to take precautionary measures in timely sending examination forms of the students whose eligibility certificates are not received as per the provision of Ord. 60.
- 15) Any other matters that may, in the opinion of Management Council, be considered improper under this ordinance.

B) Teachers-

- i) Writing guides unauthorisedly and/or preparing the materials that may be used by the students in the examination hall/s for adoption of unfairmeans and/or carrying out malpractices.
- ii) Undertaking teaching assignment in private coaching classes and/or conducting tuitions privately.
- iii) Performing in an unfair manner an assigned duty in respect of conduct of examination, as member of Flying Squad, Senior Supervisor, Junior Supervisor etc. or not exercising reasonable care and caution in the accomplishment thereof and/or encouraging students for adopting the unfairmeans.
- iv) Permitting and/or encouraging directly or indirectly malpractices in the conduct of College/ University Examinations.
- v) All matters that may, in the opinion of Management Council, be considered improper under this ordinance.

C) Non-teaching employees.

i) Abetting the students, directly or indirectly, to adopt malpractices and/or unfair means in the examination hall/s.

ii) Indulging in acts vulnerable to leakage of secret and confidential matters.

iii) Any other matters that may, in the opinion of Management Council, be considered improper under this Ordinance.

3. The following pecuniary punishments and/or any other punishments as hereinafter may be levied.

A) Principal/Director.

i) Requesting the Competent Authority to take proper disciplinary action against the Principal/Director in the light of Statutes 431, 432 and 433.

ii) In case the Competent Authority fails to take proper action as directed by the University, action against such erring Management/ Institute may be initiated as per provision under Ordinance 168.

iii) Withdrawal of approval as Principal/ Director in the said College/ Institute.

iv) Any other punitive action as the Management Council may deem fit.

B) Teachers:

i) Requesting the Competent Authority to take stringent disciplinary action against the delinquent teachers in the light of Statutes 431, 432 and 433.

ii) Requesting the Competent Authority to stop one or two annual increments of the concerned delinquent teacher/s depending upon the gravity of the offence.

iii) In case the Competent Authority fails to take action as directed by the University, action against the defaulting Management itself be initiated as per provision under Ord. 168.

iv) Withdrawal of approval as teacher(s) and recommending to the Administrative Officer to stop the increments.

v) Any other punitive action as the Management Council may deem fit.

C) Non-teaching staff.

i) To make a request to the Competent Authority to take proper disciplinary action against the concerned employee in the light of Standard Code 1984, provision.

ii) In case of failure by the Competent Authority to take such action as suggested by the University, action against the defaulting management itself be initiated under provision of Ord. 168.

iii) To make a request to the Administrative Officer to suspend/ withhold payment of salary to the concerned employee.

iv) Any other punitive action as the Management Council may deem fit.

4. Procedure for imposing penalty-

a) The Management Council may constitute Enquiry Committee comprising of three persons:

b) i) A show-cause notice will be served to the delinquent Principal/ Director/ Teacher/ Non-Teaching employee, as the case may be, about the alleged act(s) of failing to comply with the directives of the University.

ii) The Principal/ Director/ Teacher/ Non-teaching employee, as the case may be, shall be required to submit the written representation to the University within 15 days in reply to the show-cause notice so issued to him/them.

iii) In case of failure to submit written representation within the time limit of 15 days, the Enquiry will be instituted and the authority thereof may proceed with the enquiry ex-parte.

iv) Enquiry Committee shall record, without prejudice, the findings on each charge on non-compliance with the instructions of the University and for acting in a prejudicial manner and/or failing to maintain the standard.

v) The Enquiry Committee shall also record the reasons of the findings arrived at and submit the report to the Management Council.

vi) The Management Council on the basis of the findings so recorded, shall pass such order as it deems fit.

5. The procedure laid down in Clause No. 4 may not be followed and all or any of its provisions may be waived in the circumstances when the Principal/ Director/ Teaching staff/ Non-teaching employee, as the case may be, admits the charges in writing and when the order of punishment is to be passed on facts which have led to its conviction in Criminal Court.

6. The fulfilment of the punishment and/or payment of the respective fine specified above in column (4) does not imply and/or construe, in any event, the regularisation and/or waiver of the irregularities committed by the respective Principal/Director/Teaching Staff/Non-teaching Staff, as the case may be.

ORD. 171 : PROHIBITING TEACHER(S) FROM PARTICIPATING IN PRIVATE TUTORIALS AND COACHING CLASSES DISCIPLINARY ACTION, IF ANY.

(Under sections 5(36), 5(37), 5(49), 5(57), 44(d) and 53 (xiii) and (xiv) of the Act.

(1) Title and Commencement :-

This Ordinance may be called the Ordinance governing disciplinary action to be taken against the teacher(s) appointed in the University Department/ Schools/ affiliated, conducted or constituent colleges, recognised institutions falling under the jurisdiction of the North Maharashtra University. This ordinance is applicable to the approved full time teachers and part time teachers. The ordinance shall come into force with effect from 18th October, 1995.

(2) Competent Authority :-

The Vice-Chancellor/ Management Council of the University and/or Management of the concerned college/ institution, shall be the Competent Authority to take/ initiate appropriate disciplinary action against an erring teacher found, after enquiry, to have indulged in the conduct and/or engaged in private tuition or private coaching classes.

(3) Definitions:-

Unless the context otherwise requires.

- a) "Affiliated College" means a college which has been granted affiliation by the University.
- b) "College" means a college conducted by the University or affiliated to the University situated in the University area.
- c) "Conducted College" means a college maintained and managed by the University.
- d) "Coaching classes/ private tuitions" means a place and/or house and/or institution out of the recognised premises of the college/ recognised institution meant for coaching, guidance, imparting instructions to the students by any persons or a body of persons established under, whatsoever, name and style with an object of preparing student(s) for any certificate, diploma, degree examinations or any other courses.
- e) "Classes" means and includes for preparation/ guidance and imparting instructions to the students for Competitive Examinations (e.g. UPSC/ MPSC/ SET/ NET/ MTS/ NTS etc.) conducted in colleges/ institutions and/ or by the Social Organisations with a broad view of upliftment of the students of the particular area, shall not be termed & treated as private tuition or coaching classes.
- f) In the better educational interest and to the benefit of students, if the Head of the Institute/ College intends to conduct extra classes in the college/ institute premises, such classes and/or tuitions shall not be termed and treated as private tuitions or private coaching classes.

Provided, however, the concerned intending college/ institution mandatorily maintains record of such students (class-wise) having being admitted, total fees received, amount of honorarium paid to the voluntary teachers as per university norms as well as the expenditure incurred on such facilities for such classes provided by the concerned college/ institution on 'No profit' and 'No loss' basis.

- g) Involvement of a teacher in the conduct of private tuition/ coaching classes directly or indirectly shall tantamount to and be considered as an act of indiscipline, corrupt practice, breach of code of service conduct and agreement/ contract and gross violation of the code of conduct.
 - h) "Recognised Institution" means an academic institution of higher learning associate with and admitted to the privileges of the University.
 - i) "Student" means and includes a person who is enrolled as such by the University/ College/ Recognised Institute for receiving instruction, qualifying for any degree diploma or certificate awarded by the University.
- Furthermore student also means and includes a person who is pursuing his studies in primary school, secondary school and higher secondary school and junior college.
- N.B.:- i) it includes external student/s also.
ii) it does not include teacher's ward(s)
- j) "SPOT" means and includes the classes i.e. the place where unauthorised coaching/ tuition is conducted.
 - k) "Teacher" means and includes full time approved Associate Professor, Professor, Assistant Professor, Reader, Lecturer, Librarian, Deputy Librarian, Asst. Librarian, Director or Instructor of Physical Education in an University department/ school, conducted, affiliated or autonomous colleges, autonomous institution or department or recognised institution in the university.

1) "Ward(s)" means and includes one or more of the following:- Son(s)/ Daughter(s)/ Natural brother(s) and sister(s)/ Wife/ husband/ grand son/ grand daughter.

(4) Procedure of:-

4.1 : The Vice-Chancellor shall have the power and authority as and when required, to appoint - districtwise - ambush squad(s) consisting of three persons, accompanied by two persons not related to college/ institution, as witnesses, to ascertain the reported alleged involvement of a teacher in the conduct of private tuition/ coaching classes.

4.2 : The University shall provide all necessary assistance to such district-wise ambush squad(s) for the effective operation of the squad(s). Such squad(s) shall, however, work and function under the instructions of the Vice-Chancellor.

4.3 : Such an ambush squads, immediately on getting first hand information, shall visit the place of coaching/ tuition classes alongwith photographer and Video camera and have an instantaneous photographs or VIDEO at the spot/ class and of coaching/ tuition classes of students and their vehicles, if any, etc.

4.4 : Such squads shall have the power to visit and carry out necessary inspection at the location/ premises, with a view to collect substantial information, evidences, proofs, etc. towards the private tuitions/ coaching classes being conducted by the teacher(s).

4.5 : Immediately after such an inspection having been carried out, the squad shall prepare on the spot-report, obtain written statement duly signed by the teacher concerned involved vis-a-vis at least from six students with their signature getting instructions in the private tuition or private coaching class, as the case may be. The Chairman of the squad shall submit immediately a detailed spot report to the University with necessary observations and recommendations, if any.

4.6 : An aggrieved teacher involved in the spot report, shall have no right to file a suit or an appeal or revision or any other civil matter or criminal matter in any Court of Law, individually, by name against the members of the concerned squad/ University officers/ any employee of the University/ any outsider person instrumental to and/or aiding the squad in carrying out 'Panchaname', within the meaning of Section 23 of the Maharashtra Universities Act, 1994.

4.7 : If the Competent Authority, the Vice-Chancellor is satisfied that there is a prima facie case for inflicting penalties, it may itself or through other person (s)/ authorised by it, shall make enquiry by way of constituting and/or appointing a five-man Enquiry Committee consisting following:-

- i) Chairman, Governing Body of the college or his institute nominee from amongst the members of the Governing body.
- ii) Principal of concerned college in which an accused teacher is employed.
- iii) Three members from amongst the members of Management Council.
- iv) Chairman of the committee would be nominated by the Vice-Chancellor from amongst

the nominated member of the Management Council.

The enquiry by the Enquiry Committee shall be made in the following manner.

- i) Due notice alongwith articles of charges in writing shall be given to the delinquent teachers about his alleged act of misconduct/ indiscipline.
- ii) Teacher charged shall be required within 15 days of the notice to submit his written say representation- about such charges.
- iii) If the teachers fails to submit his written say representation- within specified time limit, the enquiry may be held ex-parte.
- iv) If oral evidence of the witness against teacher is recorded by the Enquiry Authority, the teacher charged shall be given an opportunity to cross examine the witness concerned.
- v) If the teacher charged desires to see the relevant documents as are being taken into consideration or are to be relied upon for purposes of proving the charges, may, at the discretion of the Enquiry Authority, be shown to him after the notice as provided in sub-clause (i) above.
- vi) The teacher charged shall be required to produce documents, if any, in support of his defence. The enquiry authority may admit relevant evidence documentary or otherwise at any stage before the final orders are passed.
- vii) Legal Practitioner shall not be allowed to appear on behalf of the accused teacher in the proceedings before the Enquiry Authority.
- viii) Enquiry Authority shall record findings on each imputation of misconduct or indiscipline and the reasons for such findings and submit the report alongwith proceedings to the Competent Authority - Vice-Chancellor.
- ix) The Competent Authority on the basis of findings, shall pass such orders as it deems fit.

Provided procedure prescribed above need not be followed and/or any of its provisions may be waived off in the circumstances when the teacher admits the charges in writing.

4.8 : The Enquiry Committee during the course of enquiry shall give sufficient and fair opportunities to the concerned delinquent teacher(s) for being heard inter-alia to give his/her say in writing and/or to defend himself/ herself. As far as practicable, the Enquiry Committee shall obtain interrogatory statements in writing and under the signature of the delinquent, defence witnesses, prosecution witnesses, if any. Immediately after the enquiry is completed in all respects, the Committee shall submit to the Vice-Chancellor its report within 7 days with necessary remarks and reasons for findings and recommendations/ observations, if any, inclusive of nature of punishment, if any, as indicated in sub-clause (5) against the defaulting teacher.

4.9 : The Vice-Chancellor, immediately after thorough scrutiny and on careful consideration of the spot-report of the ambush squad as well as that of a five man enquiry committee and its findings, and after satisfying himself, shall direct the Registrar to issue show cause notice to the defaulting teacher concerned.

4.10 : The delinquent teacher shall be required to submit to the university his written explanation/ representation, if any, within 10 days after the date of receipt of the show cause notice issued to him by the University.

4.11 : On careful consideration of the report of the Enquiry Committee vis-a-vis explanation given by the delinquent teacher, if the Vice-Chancellor is satisfied that the charges levelled against the teacher have been substantially proved and established, the Vice-Chancellor shall have the power to direct the Management/ Principal of the affiliated college/ Head of the recognised institution to impose the punishment(s) inflicted upon by him, on the defaulting teacher concerned.

4.12 : The Management/ Principal of the affiliated college/ Head of the recognised institution shall not have any power/ authority to hold an afresh and second enquiry for inflicting the punishment directed by the Vice-Chancellor. The directive(s)/ order(s) of the Vice-Chancellor in such cases, shall be final and binding on the Management and teacher concerned, and such directive(s)/ order(s) shall be complied with by the Management within such a period as may be specified by the Vice-Chancellor. In the case of the University teacher, the Vice-Chancellor shall have the power to inflict the punishment upon the delinquent University teacher concerned.

4.13 : In case of a failure on the part of Management/ Principal of the college/ Head of the recognised institution to comply with the directives/ orders of the Vice-Chancellor, the Management Council of the University shall have the power to derecognise defaulting teacher and/or withdraw the approval of such defaulting teacher granted by the University and report action taken to the Director of Higher Education Govt. of Maharashtra, Pune, for stopping the salary grant of such defaulting teacher under intimation to the Management/ Principal of college/ Head of recognised institution and teacher concerned and the University as well.

4.14 : Notwithstanding, such an accused teacher shall have the right to make an appeal to the Management Council, the Appellate authority, within 10 days from the date of receipt of decision (show cause notice) of the Vice-Chancellor. The decision of the Appellate authority, i.e. the Management Council of the University, on such representation/ appeal made by the teacher, shall be final.

5) Penalties :

The Competent Authority may impose any one or more of the following punishments on the teacher found guilty of charges, misconduct, indiscipline, in proportion thereof.

- i) undertaking on a stamp paper of Rs. 20/-, shall be obtained from the teacher concerned to the effect that in future, he/she shall not indulge into such action as that of conduct of private tuition/ coaching classes, any where, in any form.
- ii) Warning/censure/reprimand.
- iii) Disqualification of teacher for membership of any of the authorities of the University as per Section 44 (d) of the Maharashtra Universities Act, 1994.
- iv) Withholding of an annual increment forever.
- v) Withdrawal of the University approval with an intimation to the competent authority for stoppage of salary grant.

B) In case the concerned Principal/Management shall not take action upon the directives given by the University, action shall be initiated as per provision 81 (1) (h) of the Act and/or Ordinance 168 and Ordinance 170.

ORDINANCE NO. 172-A: FEES FOR NEW AFFILIATION, CONTINUATION, EXTENSION, PERMANENT AFFILIATION FOR COLLEGES

(Framed under Sections 28(c), 28(v), 53(xiii), 86, 87 of the Act.)

The application form for New Affiliation, Continuation of affiliation, Extension of affiliation or permanent affiliation shall be submitted to the Registrar in the prescribed form accompanied by affiliation fees as prescribed below :

Sr. No.	Particular	New affiliation (in Rs.)	Continuation of affiliation (in Rs.)	Extension of affiliation (in Rs.)	Permanent affiliation (in Rs.)
1	2	3	4	5	6
1.	Arts and/or Commerce	15,000/-	1,000/- Per Subject	2,000/- Per Subject	10,000/-
2.	Science	20,000/-	1,000/- Per Subject	2,000/- Per Subject	10,000/-
3.	Arts, Science and Com.	25,000/-	1,000/- Per Subject	2,000/- Per Subject	15,000/-
4.	Education (including B.P.Ed., B.P.E.)	50,000/-	10,000/- (Each Course)	10,000/- (Natural Growth)	25,000/-
5.	Engineering	1,00,000/-	10,000/- Per Branch	10,000/- (for Natural Growth) 25,000/- (For New Branch)	2,00,000/-
6.	Architecture (including printing Engg. etc.)	50,000/-	15,000/- Per Branch	5,000/- (For Natural Growth)	10,000/- (For New Branch)
7.	Pharmacy	50,000/-	10,000/-	10,000/- (For Natural Growth)	50,000/-
8.	Law (Three year and Five year course)	20,000/-	5,000/-	5,000/- (For natural Growth)	15,000/-

9.	Medicine	1,00,000/-	50,000/-	25,000/- (For Natural Growth) 30,000/- (For New Branch)	3,00,000/-
10.	Dentistry	50,000/-	25,000/-	25,000/- (For Natural Growth)	50,000/-
11.	Ayurvedic	75,000/-	20,000/-	25,000/- (For Natural Growth)	75,000/-
12.	Homoeopathic	75,000/-	20,000/-	25,000/- (For Natural Growth)	75,000/-
13.	Nursing	75,000/-	20,000/-	25,000/- (For Natural Growth)	75,000/-
14.	Unani	75,000/-	20,000/-	25,000/- (For Natural Growth)	75,000/-
15.	Management Studies				
	i) Master Course	50,000/-	15,000/- (Each Course)	10,000/- (Each Course)	25,000/-
	ii) Diploma Course	15,000/-	6,000/- (Each Course)	-	15,000/-
16.	Fine Arts	15,000/-	5,000/-	5,000/- (For Natural Growth)	10,000/-
17.	Home Science	15,000/-	5,000/-	5,000/-	10,000/-
18.	Non-professional Diplomas other than Management	10,000/- (Each Diploma)	5,000/- (Each Diploma)	-	5,000/-
19.	Professional Diplomas other than Management	25,000/- (Each Diploma)	10,000/- (Each Course)	-	10,000/-
20.	Certificate Course (Non-Professional)	5,000/- (Each course)	2,000/- (Each course)	-	-
21.	Certificate Course (Professional)	10,000/- (Each course)	5,000/- (Each course)	-	-
22.	Master of Social Work	15,000/-	7,000/-	5,000/- (For Natural Growth)	10,000/-
23.	Bachelor of Social Work	15,000/-	7,000/-	5,000/- (For Natural Growth)	10,000/-

ORDINANCE NO 172-B:DATE OF APPLICATION AND FEES FOR AFFILIATION

(Framed under sections 28(v),28(c), 53(xiii),82(3),83(5),86, 87 of the Act.)

1) Application in the prescribed form for affiliation of new colleges, addition of faculty / faculties, continuation, extension or permanent affiliation of the existing colleges shall reach the Registrar on the dates indicated in clause (2) below. The application for affiliation shall be accompanied by the necessary affiliation fees as prescribed in Ordinance 172-A.

- | | | |
|---|--|---|
| 2 | i) New affiliation/ addition of faculty/ faculties | On or before 31st October of the preceding year i.e. eight months before the commencement of the academic year. |
| | ii) Continuation of affiliation | On or before 31st October of preceding year i.e. eight months before the commencement of the academic year. |
| | iii) Extension of affiliation | |
| | iv) Permanent affiliation | |

3) In case, the last date of application happens to be a Sunday or University holiday the last date for accepting application as above shall be the immediate previous working day.

4) As per provisions of Section 82 sub - section 3 of Maharashtra Universities Act 1994 no application for new affiliation or addition of faculty or faculties shall be accepted after 31st October.

5) In case the application for continuation of affiliation in respect of non-professional courses and courses of education and law are not received on or before the date indicated in Clause (2) above, the same may be accepted by the Registrar, on or before 15th of November subject to the provisions of clause (3), on payment of late fee of Rs.500/- (Rupees Five Hundred Only)

6) In case, application for continuation of affiliation in respect of professional courses, excluding courses of education and law, are not received on or before the date indicated in clause (2) the same may be accepted by the Registrar on or before 15th of November, subject to provisions of clause (3), on payment of late fee of Rs.1000/- (Rs.One thousand only.)

7) No application which is incomplete in respect or which is received after the dates due as mentioned above shall be accepted.

8) In case, the application form for new affiliation, addition of faculty, bifurcation of existing faculty, is not recommended by the University to the State Govt. the amount of affiliation fees paid by the Society/ Trust to the Registrar as prescribed Under Ordinance 172-A shall be refunded to the Trust/ Society to the extent of 50% only.

In case, the application form for new affiliation, addition of faculty, bifurcation of existing faculty is recommended by the University to the State Govt. is not approved by the State Govt. the amount of affiliation fees paid by the Society/ Trust to the Registrar as prescribed Under Ordinance 172-A shall not be refunded in any case.

Provided however that the refund as above shall be made if claimed by the Society/Trust within Two Years from the date of application.

9) The fees paid Under Ordinance 172-A for permanent affiliation, continuation of affiliation,

Extension of affiliation shall not be refunded in any case.

10) The application fees as prescribed Under Ordinance 172-A and the late fees as per clause (5) and(6) indicated above shall be paid only by means of demand draft drawn in the name of the Registrar, North Maharashtra University, Jalgaon.

ORDINANCE NO 172-C: FEE FOR ADDITIONAL DIVISION/INTAKE CAPACITY FOR PROFESSIONAL, NON-PROFESSIONAL COURSES

(Framed under Sections 28(v),28(c),53(xiii),&82,83(5),86,87 of the Act.)

The College intending to increase the intake capacity in the existing division or intending to add a division shall apply to the Registrar in a prescribed form on or before 31st October of the preceding year, subject to provision of Ordinance 172-B(3). The application for increasing the intake capacity or additional division shall be accompanied by the fees as prescribed below:

1)	For professional courses other than Law	Rs.10,000/- (for per Branch)
2)	For non- professional courses including law	Rs. 3,000/- (for per Division)
3)	Continuation of affiliation for Additional Division for Under Graduate Courses	Rs.200/ (for per division)
4)	The fees are non-refundable	

ORDINANCE NO 172-D:- ANNUAL AFFILIATION FEE

(Framed under Sections 28(c),28(v),53(xiii) of the Act.)

1) Every affiliated college shall pay to the University the annual affiliation fee at the rates prescribed below :

a)	Colleges for professional courses (including Education and Physical Education)	Rs. 10,000/-
b)	Colleges for non-professional courses (including Law, Fine Arts, M.S.W.)	
i)	Having strength of students upto 500	Rs. 1,000
ii)	Having strength of students between 501 to 1,000/-	Rs.2,000/-
iii)	Having strength of students between 1001 to 1500	Rs. 3,000/-
iv)	Having strength of students above 1500	Rs. 4,000/-

2) The fees shall be paid on or before 31st October of each year on the basis of strength of the students on the roll of the college as on 31st December of the preceding year. In case the fees are not paid on or before the due dates. The college shall be charged late fees, as a penalty at the rate of Rs. 100/- per month. The students admitted to Junior College shall not be counted for calculation of annual affiliation fees.

3) The amount of annual affiliation fees shall be payable by Demand Draft drawn in favour of the Registrar, North Maharashtra University, Jalgaon.

ORDINANCE NO 172 - E: DATE OF THE APPLICATION AND FEES FOR POST-GRADUATE COURSES

(Framed under Sections 28(c), 28(v) and 53(xiii), 82,83 (5), 85(7), 86, 87 of the Act.)

1) Applications in the prescribed form for affiliated college for starting post-graduate Course/ Centres or extension of permission to teach P.G. Courses or continuation of permission to teach P.G. Course shall reach the Registrar on the following dates. The application shall be accompanied by fees as prescribed.

2) Date of Application :-

New affiliation for starting P.G.courses	Continuation of Affiliation for teaching P.G.courses	Extension for Affiliation	Increase of students/ Intake Capacity/ Additional Division	Continuation of Affiliation for additional Division
1	2	3	4	5
On or before 31st Oct. of the preceding year.	On or Before 31st Oct. of the preceding year.	On or before 31st Oct. of the preceding year.	On or before 31st Oct. of the preceding year	On or before 31st Oct. of the preceding year
Fee: Rs. 3000/- (for each subject)	Fee: Rs. 1000/- (for each subject)	Fee: Rs. 3000/- (for each subject)	Fee: Rs. 5000/- (for per division)	Fee: Rs. 200/- (for per division)
Late application upto 15th Nov. of the preceding year.	Late application upto 15th Nov. of the preceding year.	Late application upto 15th Nov. of the preceding year	Late application upto 15th Nov. of the preceding year	Late application upto 15th Nov. of the preceding year
Late fee Rs. 1000/-	Late fee Rs. 1000/-	Late fee Rs. 1000/-	Late fee Rs. 1000/-	Late fee Rs. 200/-

- 3) i) The college desiring to start P. G. course shall submit separate application (in seven copies) with the required fees as indicated above for each subject.
 ii) Starting of any new subject will be treated as new/fresh affiliation.
 iii) Incomplete applications and applications without fee will not be accepted for consideration.
 iv) For permission to increase the number of students to be admitted to a class or for opening an additional division, the college shall pay the fee of Rs. 5000/- for each Subject/Branch.
 v) The fees shall not be refunded on any account.

ORDINANCE NO. 172-F : RECOGNITION OF INSTITUTION

(Framed under Sections 28(C), 28(v), 53(xiii) and 84 of the Act.)

- 1) The Management shall submit an application in the prescribed form for recognition of the Institution as Research Institute or an Institute of specialized studies other than

the college and for continuation of recognition or extension of recognition under section 84 of the Maharashtra Universities Act 1994. The application shall be submitted on or before the dates indicated in clause 2 below and shall be accompanied by the recognition fees as prescribed in clause 3.

2) Date of application :

New Recognition of the Institution	Continuation of Recognition	Extension of Recognition
31st October (The applications should reach on or before 31st October of the preceding year)	31st October (The applications should reach on or before 31st October of the preceding year)	31st October (The applications should reach on or before 31st October of the preceding year)

3) Fees:-

New Recognition for starting courses	Fees (in Rs.)	Continuation of Recognition for teaching courses (in Rs.)	Extension of Recognition for conducting Research and for Specialized course (in Rs.)	Permanent Recognition (in Rs.)
A) For Research only	15,000/-	5,000/-	-	10,000/-
B) For Professional course	50,000/-	1,500/- (Each Course)	10,000/- (Each Course)	25,000/-
C) For Non-Professional Diploma course	10,000/-	5,000/- (Each Course)	-	10,000/-
D) For Professional Diploma Course	25,000/-	10,000/- (Each Course)	-	15,000/-
E) For Certificate Course	10,000/-	1,000/- (Each Course)	-	10,000/-

4) Annual Recognition fee:-

Every Recognised Institution shall pay to the University Annual Recognition fees at the rates prescribed below:-

- a) Recognised Institutions for Professional Studies Rs. 10,000/-
 - b) Recognised Institutions for Non-Professional studies including Research Institutions. Rs. 2,000/-
 - c) Recognised Institutions for teaching Certificate course and Non-Professional Diplomas. Rs. 1,000/-
- 5) i) Institutions desiring to start special study diploma course shall submit separate application with the required fees for each application (in seven copies)
- ii) In respect of the last date the provisions of the Ordinance 172-B(3) shall apply.
- iii) Incomplete application and the application received late shall not be entertained.
- iv) Late application for Continuation and Extension will be accepted on or before 15th

November of the preceding year alongwith the late fees of Rs. 1000/-.

- v) Application for permission to increase the number of students to be admitted to a class or for opening an additional division the fee shall be charged as per rates prescribed for the colleges.
- vi) The fees once paid are not refundable.

ORDINANCE NO. 172-G : RECOGNITION OF LABORATORIES/ RESEARCH CENTRES :

(Framed under Sections 28(c), 28(v), 53(xiii), 82, 83(5) and 84 of the Act.)

- 1) Application in the prescribed form for the Research Centre/ Laboratory of the Affiliated colleges for carrying out Research shall be sent to the Registrar on or before 31st October every year, subject to Ordinance 172-B (3).
- 2) The fee of Rs. 5000/- (each subject/ courses) shall be remitted by Demand Draft alongwith application form.
- 3) Late fee of Rs. 500/- shall be charged if the application is received upto 15th November every year.
- 4) Incomplete application and the application received without fees, shall not be considered.
- 5) The Annual Affiliation fee for the Research Centre/ Laboratory shall be Rs. 2000/- (each subject/ course). The amount of annual affiliation fees shall be paid to the University on or before 31st October of every year. The payment of these fees shall be paid by the Demand Draft drawn in favour of the Registrar, North Maharashtra University, Jalgaon.
- 6) The fees shall not be refunded on any account.

ORDINANCE NO 172-H : AMOUNT OF RESERVE FUND, BUILDING FUND, LABORATORY, LIBRARY AND DEFICIT FUND TO BE DEPOSITED IN THE BANK BY THE COLLEGE.

(Framed under Sections 28(c), 28(v), 53(xiii) & 81(1) (d) (e) of the Act.)

- 1) Every college after receipt of a new affiliation from the University shall build up the following funds within one month's from the date of the receipt of the sanction order. The funds so built up shall be maintained by the college for the period to be determined by the Management Council.
 - a) Reserve Fund b) Building Fund c) Deficit Fund d) Library Fund e) Laboratory

Fund f) Any fund as may be decided by the University from time to time.

2) The corpus in the respective fund shall be utilised as per the conditions prescribed below:-

Sr. No.	Faculty/ Particulars	Reserve Fund (in Rs.)	Building Fund (in Rs.)	Laboratory (in Rs.)	Library (in Rs.)	Deficit Fund (in Rs.)
1	2	3	4	5	6	7
1.	Arts and/or Commerce By instalment as under-	75,000/-	2,00,000/-	--	50,000/-	30,000/-
	I Year	50,000/-	75,000/-	-	25,000/-	20,000/-
	II Year	25,000/-	75,000/-	-	15,000/-	10,000/-
	III Year	-	50,000/-	-	10,000/-	-
2.	Science By instalment as under-	1,00,000/-	2,00,000/-	2,00,000/-	1,00,000/-	40,000/-
	I Year	50,000/-	75,000/-	75,000/-	50,000/-	20,000/-
	II Year	50,000/-	50,000/-	50,000/-	25,000/-	10,000/-
	III Year	-	50,000/-	50,000/-	25,000/-	10,000/-
	IV Year	-	25,000/-	25,000/-	-	-
3.	Arts, Science & Commerce By instalment as under-	1,50,000/-	4,00,000/-	2,00,000/-	2,00,000/-	50,000/-
	I Year	75,000/-	2,00,000/-	75,000/-	75,000/-	30,000/-
	II Year	50,000/-	1,00,000/-	50,000/-	75,000/-	20,000/-
	III Year	25,000/-	1,00,000/-	50,000/-	50,000/-	-
	IV Year	-	-	25,000/-	-	-
4.	Home Science By instalment as under-	75,000/-	2,00,000/-	-	50,000/-	30,000/-
	I Year	50,000/-	75,000/-	-	25,000/-	20,000/-
	II Year	25,000/-	75,000/-	-	15,000/-	10,000/-
	III Year	-	50,000/-	-	10,000/-	-

Education	75,000/-	2,00,000/-	1,00,000/-	50,000/-	25,000/-
By instalment					
as under-					
I Year	50,000/-	1,00,000/-	50,000/-	50,000/-	-
II Year	25,000/-	1,00,000/-	50,000/-	25,000/-	-
Physical Education	75,000/-	2,50,000/-	1,00,000/-	50,000/-	25,000/-
By instalment					
as under-					
I Year	50,000/-	1,00,000/-	50,000/-	25,000/-	-
II Year	25,000/-	75,000/-	50,000/-	25,000/-	-
III Year	-	* 75,000/-	-	-	-

This amount should be utilised on :- 1) Play ground 2) Gymnasium equipments 3) 40x M. Track 4) 40 x 60 Gymn. Hall 5) Medical Room etc.

Law	75,000/-	2,00,000/-	-	50,000/-	25,000/-
By instalment as					
under- (Three year & five year course)					
I Year	50,000/-	75,000/-	-	25,000/-	-
II Year	25,000/-	75,000/-	-	15,000/-	-
III Year	-	50,000/-	-	10,000/-	-
Fine Arts	75,000/-	2,00,000/-	-	50,000/-	20,000/-
By instalment					
as under-					
I Year	50,000/-	75,000/-	-	25,000/-	20,000/-
II Year	25,000/-	75,000/-	-	15,000/-	10,000/-
III Year	-	50,000/-	-	10,000/-	-
Master of Social Work	75,000/-	2,00,000/-	-	50,000/-	30,000/-
By instalment					
as under-					
I Year	50,000/-	75,000/-	-	25,000/-	20,000/-
II Year	25,000/-	75,000/-	-	15,000/-	10,000/-
III Year	-	50,000/-	-	10,000/-	-
Management Studies	1,00,000/-	3,00,000/-	-	75,000/-	50,000/-
By instalment					
as under-					
I Year	50,000/-	2,00,000/-	-	50,000/-	25,000/-
II Year	50,000/-	1,00,000/-	-	25,000/-	25,000/-

11. Ayurved	2,00,000/-	5,00,000/-	2,00,000/-	1,00,000/-	1,00,000/-
By instalment					
as under-					
I Year	1,00,000/-	3,00,000/-	1,00,000/-	50,000/-	50,000/-
II Year	1,00,000/-	2,00,000/-	1,00,000/-	50,000/-	25,000/-
III Year	-	-	-	-	25,000/-
12. Homoeopathic	2,00,000/-	5,00,000/-	2,00,000/-	1,00,000/-	1,00,000/-
By instalment					
as under-					
I Year	1,00,000/-	3,00,000/-	1,00,000/-	50,000/-	50,000/-
II Year	1,00,000/-	2,00,000/-	1,00,000/-	50,000/-	25,000/-
III Year	-	-	-	-	25,000/-
13. Unani	2,00,000/-	5,00,000/-	2,00,000/-	1,00,000/-	1,00,000/-
By instalment					
as under-					
I Year	1,00,000/-	3,00,000/-	1,00,000/-	50,000/-	50,000/-
II Year	1,00,000/-	2,00,000/-	1,00,000/-	50,000/-	25,000/-
III Year	-	-	-	-	25,000/-
4. Pharmacy	2,00,000/-	5,00,000/-	2,00,000/-	1,00,000/-	1,00,000/-
By instalment					
as under-					
I Year	1,00,000/-	3,00,000/-	1,00,000/-	50,000/-	50,000/-
II Year	1,00,000/-	2,00,000/-	1,00,000/-	50,000/-	25,000/-
III Year	-	-	-	-	25,000/-
5. Nursing	2,00,000/-	5,00,000/-	2,00,000/-	1,00,000/-	1,00,000/-
By instalment					
as under-					
I Year	1,00,000/-	3,00,000/-	1,00,000/-	50,000/-	50,000/-
II Year	1,00,000/-	2,00,000/-	1,00,000/-	50,000/-	25,000/-
III Year	-	-	-	-	25,000/-
i. Dentistry	2,00,000/-	5,00,000/-	2,00,000/-	1,00,000/-	1,00,000/-
By instalment					
as under-					
I Year	1,00,000/-	3,00,000/-	1,00,000/-	50,000/-	50,000/-
II Year	1,00,000/-	2,00,000/-	1,00,000/-	50,000/-	25,000/-
III Year	-	-	-	25,000/-	-
Medicine	5,00,000/-	50,00,000/-	15,00,000/-	3,00,000/-	3,00,000/-
By instalment as under-					
I Year	2,00,000/-	15,00,000/-	3,00,000/-	60,000/-	2,00,000/-

II Year	2,00,000/-	15,00,000/-	3,00,000/-	60,000/-	1,00,000/-
III Year	1,00,000/-	10,00,000/-	3,00,000/-	60,000/-	-
IV Year	-	10,00,000/-	3,00,000/-	60,000/-	-
V Year	-	-	3,00,000/-	60,000/-	-
18. Engineering (including Printing & Technology)	5,00,000/-	80,00,000/-	80,00,000/-	3,00,000/-	1,00,000/-
By instalment as under					
I Year	For 180 students	20,00,000/-	20,00,000/-	1,00,000/-	50,000/-
II Year	intake capacity	20,00,000/-	20,00,000/-	1,00,000/-	50,000/-
III Year	amount be	20,00,000/-	20,00,000/-	1,00,000/-	-
IV Year	proportionate deposited for higher intake capacity (in two instalment)	20,00,000/-	20,00,000/-	-	-
19. Architecture	10,00,000/-	15,00,000/-	3,00,000/-	1,00,000/-	50,000/-
By instalment as under					
I Year		5,00,000/-	5,00,000/-	1,00,000/-	40,000/-
II Year		5,00,000/-	5,00,000/-	1,00,000/-	40,000/-
III Year		-	5,00,000/-	1,00,000/-	20,000/-

ORDINANCE NO. 172-1 :- FUNDS

(Framed under Section 28(c), 28(v), 53(xiii) of the Act.)

1) BUILDING FUND :-

a) The college may request the University to withdraw the amount out of the building fund for construction of a building required for the college with the approval of the University the college shall be entitled to withdraw not more than 90% of the amount prescribed in Ordinance 172-H and not more than 75% of the cost of the Building.

b) The withdrawal may be sanctioned on receipt of a certificate from a Chartered Engineer, giving the valuation of the construction work already completed, in respect of which the application for withdrawal has been made.

c) There is no need to maintain a Building Fund if the college permanently affiliated.

d) Request for withdrawal from the Building Fund may be granted only if the amount so withdrawn is intended to be utilised for building work relating to college and for no other purpose.

2) DEFICIT FUND :-

The college shall maintain a Deficit Fund for a period of 10 (Ten) years from the date of its commencement. The amount of deficit fund shall reflect in the annual financial

estimate of the college. The college may withdraw the part of the amount with the permission of the University for the reasons that may be prescribed by the University from time to time, upto a limit that may be approved by the University. Provided, that the amount so withdrawn shall be reimbursed to the deficit fund within a period prescribed by the University.

3) RESERVE FUND :-

a) Reserve Fund shall be maintained by the college for a period of 10 (Ten) years or till permanent affiliation is granted.

b) The extent of withdrawal from the Reserve Fund shall be determined by the Management Council.

c) The Management Council may lay down specific conditions for sanctioning the withdrawal from Reserve Fund.

d) The College Management shall undertake to reimburse the amount withdrawn, in a manner to be determined by the Management Council, on studying the circumstances of each individual case. If the college is permanently affiliated or produces satisfactory evidence of its financial stability for the continued maintenance of the college, the Management Council may not insist upon the reimbursement of the amount withdrawn.

e) After the Reserve Fund as laid down in ordinance 172^H has been once built up and deposited by the college, the Management Council may allow the college to withdraw from the Reserve Fund permanently an amount not exceeding half of that amount for incurring expenditure of permanent nature in connection with the development and stabilisation of the college. No withdrawal shall be permitted from the reserve fund under any circumstances till the amount of the reserve fund has been built up as per ordinance 172^H.

4) The Bank Guarantee shall not be accepted in respect of any fund.

5) All such Funds prescribed above shall be deposited with the nationalised banks in most beneficial manner and shall not be withdrawn without the permission from the University. The Management of the college shall give written assurance to that effect. The college shall not raise any loan against such deposits, withdraw prior approval of the University.

6) A disciplinary action shall be initiated against a college not fulfilling any of these conditions or violating any of them.

Ordinance No. 173 : Designating Head of Department in Affiliated Colleges and Recognized Institutes.

1. A person to be designated as Head of the Department should necessarily have University's approval to his appointment as Lecturer in the said college/ institute.

2. A person to be designated as Head of the Department by the College/ Institute should be one who possesses minimum five years teaching experience at the level of special and/or Principal and/or where there is no special/ Principal subject (say in case commerce, engineering, medicine, Ayurveda etc.) a person to be designated as Head of Department should be one who has taught the said subject at the final year and/or at the penultimate year of the said degree course for a period of minimum five years.

3. The issue of designating the Head of the Department should be decided on the basis of total service the person has put in that particular college/ institute; the post of Head of the Department should be rotated after a period of every six years, amongst the senior most teachers who are in selection grade and teaching the subject in consonance with the provisions in Section 2 above:

Provided, however, that if there is no teacher holding selection grade available in the said College/ Institute, the rotation of the post be effected amongst the teachers who are in the senior scale.

4. A person be designated as Head of the Department by the Principal/ Director of the College/ Institute in consultation with the Local Managing Committee of the said College/ Institute.

5. In an eventuality of any dispute arising in the matter of designating the Head of the Department, it shall be referred to the University by the aggrieved party, and a decision of the University in the matter shall be final and mandatory on the concerned parties.

Ordinance No. 174

Ordinance for improvement of Class/Percentage of marks.

This Ordinance shall come into force and become effective from 1st July, 1994.

1) Ordinance relating to improvement of Class/ Percentage of marks for M.A./M.Sc./M.Com./M.Ed. examinations.

The accrual of the benefits under this ordinance could be availed of by the candidates who have passed the M.A./M.Sc./M.Com./M.Ed. examinations of this University and/or by those who have passed the said examinations after April, 1976 and onwards from the colleges then affiliated to the University of Poona prior to establishment of the North Maharashtra University, which are presently under the jurisdiction of the North Maharashtra University. The facility of this ordinance could be availed of by the candidates who are at present residing and serving in the jurisdiction of the North Maharashtra University and who have obtained the class mentioned in Column I and who desire to improve their class/ percentage of marks as shown in Column II below; Such eligible candidates will be permitted at their option to appear again for the same examinations with the same subjects in both Part I and Part II simultaneously or otherwise but within a period of three years from the date of his/her registration without being required to keep any terms with the tacit understanding, however, that they will appear for the courses that are being taught at the time of their registration:

Column I

- a) Pass Class
- b) Second Class

Column II

- a) Second Class or at least 55% or First Class
- b) At least 55% or First Class

Such eligible candidates permitted to reappear, however, will have to avail of the facility under this ordinance within a period of three years from the date of their registration

for improvement of their class/percentage of marks. Furthermore, such a facility will be available to such eligible candidates till the teaching of the courses is available and only if the examinations for these courses are conducted according to the pattern existing thereto.

The Candidates who desire to apply for improvement of class/ percentage of marks should submit their application forms for improvement of class/ percentage of marks through Colleges/ Departments of the University/Recognised Institutions through which they have obtained the original Degrees:

If a candidate who re-appears for M.A./M.Sc./M.Com./M.Ed. Examination under the provision of this ordinance failed to improve his/her Class/Percentage of marks, his/her Performance at such re-appearance will be ignored.:

If a candidate/s who re-appear/s for M.A./ M.Sc./M.Com./M.Ed. Examination under the provision of this ordinance to improve his/her class/percentage of marks and who succeed in improving his/her class at such re-appearance, the original degree certificate and the original statement of marks that he has received in the relevant faculty will have to be surrendered.:

2) Ordinance relating to improvement of class of the Third year of B.A./B.Sc./B.Com. Examination.:

The accrual of the benefits under this ordinance could be availed of by the candidates who have passed B.A/B.Sc./B.Com. examinations of this University and/or by those who have passed the said examinations after April 1976 and onwards from the colleges then affiliated to the University of Poona prior to establishment of North Maharashtra University which are presently under the jurisdiction of the North Maharashtra University. The facility of this ordinance could be availed of by the candidates who are at present residing and serving in the jurisdiction of the North Maharashtra University and who have obtained the class mentioned in column I and who desire to improve their class/percentage of marks as shown in column II below: Such eligible candidates will be permitted at their option to appear again for the same examinations with the same subjects in both Part I and II simultaneously or otherwise but within a period of three years from the date of his/her registration without being required to keep any terms with the tacit understanding, however, that they will appear for the courses that are being taught at the time of their registration:

Column I

- a) Pass Class
- b) Second Class

Column II

- a) Second Class or at least 55% or First Class
- b) At least 55% or First Class

Such eligible candidates permitted to reappear, however, will have to avail of the facility under this ordinance within the period of three years from the date of their registration for improvement of their class/percentage of marks. Furthermore, such a facility will be available to such eligible candidates till the teaching of the courses is available and only if the examinations for these courses are conducted according to the pattern existing thereto.

The candidates who desire to apply for improvement of class should submit their application forms for improvement of Class/ Percentage of Marks through Colleges/ Department

of their University/ Recognised Institution through which they have obtained the original Degrees.

If a candidate/s, who re-appear/s for B.A./B.Sc./B.Com. Examination under the provision of this ordinance failed to improve his/her Class/ Percentage of Marks his/her performance at such re-appearance will be ignored.

If a candidate/s who re-appear/s for B.A./B.Sc./B.Com. Examination under the provision of this ordinance to improve his/her class/percentage of marks and who succeeds in improving his/her class at such re-appearance, the original degree certificate and the original statement of marks that he has received in the relevant faculty will have to be surrendered.

Note: i) The examinations for the improvement of class of the candidates will be held only in April/May of every year.

ii) The registration fee of Rs. 200/- for improvement of class/scheme/ percentage of marks for different classes will have to be paid by the candidates, at the time of registration. This fee will be valid only for the period of three years.

iii) The fees for improvement of class/ percentage of marks for different classes will have to be paid by the candidates which will be double of the applicable examination fees for each attempt, prescribed by the University for those particular courses at the time of appearance.

Ordinance No. 175 : Ordinance relating to the conditions of conferment of autonomous status on an affiliated college/ recognised institution.

(Under Section 5 (23), of the Act.)

O. 175 : 1) An autonomous college/ recognised institution means an affiliated college/ recognised institution on which an autonomous status is conferred by the Management Council under Section 28 (2) of the Maharashtra Universities Act, 1994. A college/ recognised institution which has been granted autonomous status shall have full freedom in academic matters such as (i) admission of students, including freedom for devising principles for admission, provided that the fees charged to the students shall be in accordance with the norms prescribed by the University, (ii) framing course of study, (iii) instruction and training and (iv) conduct of examinations and tests pertaining to degree or diploma examinations of the University, including appointment of examiners, declaration of results, introduction of new evaluation techniques, subject to such conditions, if any, as may be laid down, in that behalf, by the Management Council. Such a college/ institution shall have the power to make rules or bye-laws on specified matters not inconsistent with provisions of the Maharashtra Universities Act, 1994, as amended from time to time, necessary for the purpose of securing the objectives inherent in the grant of autonomous status to the college/ recognised institution.

2) Admission of students shall be subject to the minimum requirements, as laid down by the University for admission to the degree or diploma or certificate courses concerned and merit alone shall be the criterion for admission. However, the college/ recognised institution shall reserve the same percentage of seats for students belonging to Backward Classes as per State Government norms and admissions to these seats shall also be governed by merit among the candidates belonging to that class.

5) The college/ recognised institution shall give an undertaking that it will initiate remedial measures to improve the academic standard of the students who are weak.

6) Autonomous status shall not be conferred on an affiliated college/ recognised institution unless it has a standing of not less than 10 years and in the case of a college or recognised institution it is permanently affiliated or recognised and it is also declared fit to receive grants from the Central Funding Agencies by the University Grants Commission under Section 12 (B) of the University Grants Commission Act, 1956.

7) Concurrence of the State Government and the University Grants Commission shall be obtained before granting autonomous status to an affiliated college/ recognised institution.

8) Autonomous status shall be conferred on an affiliated college/ recognised institution initially for a period of five years which may be extended, from time to time, for a further period of five years at one time, after reviewing the performance on a year to year basis.

9) An affiliated college/ recognised institution, the authorities of which desire to have an autonomous status conferred on it, shall apply to the Registrar of the University for conferment of autonomous status on it in such form as may be prescribed in that behalf by the Management Council from time to time. The application shall be accompanied by a fee of Rs. 25000/-.

Provided that if the application is rejected with reasons at the initial stage by the Management Council, the fee will be refunded to the College/ Institution after deducting 10% processing charges.

Provided further that if the application is rejected after going through the whole process, then, 40% of the fee will be retained by the University by way of administrative expenses and the rest of the amount will be refunded to the College/ Institution.

10) The Management Council shall prescribe the specified areas into which the Local Inquiry Committee shall enquire and submit its report. While making the report the Local Inquiry Committee shall give its considered opinion with respect to each of the criteria laid down in the guidelines circulated by the UGC vide its letter No. F.1-1/93 (Misc. Consist-II) dtd. 23.7.93.

11) The Registrar shall place the application, and the report of the Local Inquiry Committee before the Academic Council. The Academic Council shall record its resolution stating therein whether the report of the Local Inquiry Committee be accepted or not. If the Academic Council recommends the conferment of the autonomous status on the college/ recognised institution, it shall specify the conditions, if any, subject to which it may be conferred.

12) The Registrar shall place the application, the report of the Local Inquiry Committee and the recommendation of the Academic Council before the Senate and the Senate shall make its recommendation as required under Section 23 (i) (vi) (2) (p) of the Act.

11) The Registrar shall place before the Management Council for considering the application, the report of the Local Inquiry Committee, the recommendation of the Academic Council and the Senate thereon. The Management Council shall record its recommendation on the application whether to grant or reject the application. If the recommendation is for rejecting the application, it shall record its reasons for doing so. The Registrar shall then inform the college/ recognised institution the ground for rejection.

12) Once an application of a college/ recognised institution is rejected, the University shall not entertain a fresh application from the said college/ recognised institution before the expiry of Five years from the date of rejecting the first application.

13) If it is proposed to recommend the conferment of the autonomous status, the Management Council shall record a resolution to that effect and also indicate the conditions subject to which autonomous status shall be granted. The Registrar shall then send the application, the report of the Local Inquiry Committee and the recommendations of the Academic Council, and Management Council to the State Government and the University Grants Commission for their approval.

14) The University shall communicate to the college/ recognised institution about the grant of autonomous status and the date from which it is granted.

15) The autonomous status shall be conferred on a college/ recognised institution as a whole, and if there is a Junior College attached to a college the Junior College shall not be conferred the autonomous status.

16) The selection of teachers in an autonomous college/ recognised institution shall be made by a Committee consisting of:

- i) The Principal of the College-Chairman :
- ii) An expert nominated by the Chancellor :
- iii) The Head of the Department concerned :
- iv) Two experts in the subject, for which the teacher is to be selected, to be nominated by the Vice-Chancellor.
- v) A nominee of the Board of Management:
- vi) A nominee of the Chancellor from Backward Class.

The quorum of a meeting of the Selection Committee shall be four members of whom two shall be persons nominated under clauses (ii) and (iv) above.

The vacant posts of the teachers shall be advertised on all India basis and merit shall be the criterion for selection. The norms and guidelines given by the University Grants Commission and the State Government, from time to time, including reservation of certain percentage of posts for recruitment from amongst the Backward Classes should be adhered to while selecting a teacher.

17) The teaching and non-teaching employees of the autonomous college/ recognised institution

shall continue to be governed by the same terms and conditions of service including scales of pay and other monetary benefits as on date of conferment of autonomous status. The benefit of revision in terms and conditions of service shall become available to employees *mutatis mutandis* when the University/ State Government revises the terms and conditions of service of employees in other affiliated college/ recognised institution.

18) The University shall continue to confer/ award, diplomas and certificates of the University on the students of the autonomous college/ recognised institution passing the examinations which qualify them for the degree, diploma and certificate. The degree/ diploma/ certificate shall, however, indicate the name of the college/ recognised institution.

19) When the autonomous status of a college/ recognised institution is revoked, it shall be made effective for the fresh students only. In other words, the students admitted prior to the revocation of the autonomous status, would continue to be treated as students of autonomous college/ recognised institution.

20) In addition to normal State Government's grant-in-aid and the University Grants Commission assistance, if the autonomous college/ recognised institution requires additional finance, the same should be raised by the autonomous college/ recognised institution by introducing such courses and/or increasing fees to the extent the burden is compensated and/or by any other means as approved by the University.

Ordinance No. 176 : Ordinance relating to the conditions of conferment of autonomous status on University Departments.

(Under Section 5 (23), 30 (2)(p), 89(1) of the Act.)

O. 176 : 1) An autonomous University Departments means Department of the University on which an autonomous status is conferred by the Management Council under Section 28 (z) of the Act. University department that has been conferred autonomous status on it shall have full freedom in academic matters such as (i) admission of students, including freedom for devising principles for admission, provided that fees charged to the students shall be in accordance with the norms prescribed by the University, (ii) the general policy with regard to admission of students will be as laid down by the University, framing courses of study, (iii) instruction and training, (iv) conduct of examinations and tests pertaining to degree or diploma examinations of the University, including appointment of examiners, declaration of results, introduction of new evaluation techniques subject to such conditions, if any, as may be laid down in that behalf by the Management Council. Such a University department shall also have the power to make rules or bylaws on specified important matters not inconsistent with the provisions of the Act as amended from time to time, necessary for the purpose of securing the objectives inherent in the grant of autonomous status to the University Department. Furthermore, such department will also evolve steps so as to carry out teaching and research in specialized areas. They would also take steps to guide the teaching in colleges by deputation of teachers of the University with a purpose of improving standards of collegiate education.

- 2) Admission of students shall be subject to the minimum requirement, as laid down by the university for admission to the degree or diploma or certificate courses concerned and merit alone shall be the criteria for admission and will be, more or less, in the light of the general policy adopted by the University, from time to time. Furthermore, the University Department shall pursue the same policy in respect of percentage of seats for admission to the students belonging to reserve category as per the general policy of the State Govt. and/or the University. Furthermore, admission to these seats shall always be governed by merit amongst the candidates belonging to the reserved category also.
- 3) The University Department shall always initiate remedial measures to improve the academic standards of the feeble students academically weak and shall carry out the directives, if any, from the University authorities, in that regard.
- 4) An autonomous status shall be conferred on University Department initially for a period of 5 years which may be extended from time to time for a further period of 5 years at one time after reviewing performance on year to year basis and the review^{ing} authority will be the committee appointed by the Management Council and the Acade. " consisting of not more than 3 persons belonging to the discipline in which is being imparted in that particular University Department.
- 5) University department, the authorities of which are contemplating an autonomous to be conferred on it shall apply to the Registrar for conferment of autonomous on it in the light of the criteria laid down in the guidelines circulated by the Unives. Grants Commission, vide its letter No. F.1-1/94 (MISC)/ COSIST-III, dtd, 23rd July 1993 or as may be prescribed in that behalf by the Management Council, from time to time.
- 6) The Registrar shall place an application of such a University department for the consideration of the Academic Council. The Academic Council shall record its resolution stating therein the recommendation whether the conferment of the autonomous status on the University department is to be granted or not alongwith condition, if any, thereof.
- 7) The Registrar shall place the application of such a University department intending for an autonomous status with the recommendation of the Academic Council before the Management Council and the Management Council shall make its recommendation as required under Section 28 (z) of the Act.
- 8) The Registrar shall, before the Management Council for consideration, place the application of the University Department intending for an autonomous status alongwith the recommendations of the Academic Council and the Senate thereon. The Mangement Council shall record its recommendation on the application whether to grant or reject the request of the said department of conferment of autonomous status. Management Council shall record its reasons for its decision either for granting or for rejecting the conferment of autonomous status on the University Department. If the Management Council proposes to recommend the

conferment of the autonomous status, then the Management Council shall explicitly indicate the conditions for grant of autonomous status on the said department.

9) Once an application of a University Department is rejected, the University shall not entertain a fresh request from the said University Department before the expiry of 3 years from the date of rejection of the first application.

10) The Management Council of the University shall have an authority of revoking the decision of grant of autonomous status on University Department, if it is felt that the very purpose for which an autonomy was granted to the said department is not being fulfilled. While revoking the autonomous status on a University Department, the same shall be made applicable to the fresh students only. In other words, the students admitted prior to the revocation of the autonomous status to the Department would continue to be treated as students of autonomous dept.

11) The teaching and non-teaching employees of the autonomous University Department shall continue to be treated as employees of the University on the terms and conditions of service prevalent in the University. The benefits of revision of pay etc. and/or changes in terms and conditions of service conditions shall be made applicable to employees of the University Department mutatis-mutandis when the University/ State Govt. revises the terms and conditions of the service of the employees as a whole. The University department will also endeavour to raise its own resources and shall also be permitted to introduce such courses, diplomas on self-supporting basis; however, formal prior permission of the Management Council in doing so, shall be necessary.

12) University departments have an additional responsibility in contrast with the responsibility the colleges have; in that they should grant specific attention to initiate students belonging to reserve category and weaker sections of the Society, as there is a tremendous dearth of research degree holders from such categories. Notwithstanding the merit to be given due importance, it will also be obligatory on the part of University departments to make special efforts to prepare the students belonging to these categories for research degrees. Moreover, the Govt. of India earmarks several junior research fellowships etc. for such categories of students and hence every department that views for autonomous status must give an undertaking to the University that every year they would be admitting some percentage of students from reserved categories for research programmes.

13) It should also be possible to grant some financial and some administrative autonomy to the University department as stipulated in programme of Action 1992 of Modified National Policy of Education 1986, the documents circulated by the U.G.C. in exercise of research projects funded from outside the University funding agencies and also for teaching programmes with a view to keep abreast with the latest development in the thrust areas of the department.

O. 177 : Non-cooperation in Examination and/or University work: Disqualification for membership of authority thereof.

(Under Sections 5 (37) , 5 (57), 53 (xiii) and (xiv) and 89 (g) of the Act.)

A teacher appointed by the University with an assignment of Examination work and/or any University work, shall be disqualified for being a member of any authority/ body of the University, if he refuses to undertake the University assignment in connection with examination work and/or any University work, without valid reasons and without taking appropriate precautionary measures with a view to see to it that the University schedule of work does not get disturbed/ hampered on account of negligence/ dereliction of duties on his part. Such a teacher on being proved by the Committee constituted as per the provisions of ordinance 164 to have refused/ repudiated to assist in the examination and/or any other University assignment, shall be liable for being disqualified for election to any of the authority/ body and also in case of those who are already elected to any authority/ body of the University, their membership shall be liable for being cancelled on the ground of their repudiating the University work without any substantial reason.