

**STATUTES GOVERNING THREE YEAR B.A./B.SC./ B.COM.(GENERAL)/BBA/BCA/
HONOURS COURSE (SEMESTER SYSTEM)**

1. GENERAL

- (a) No candidate who wishes to enter a course of study prescribed by the University shall be admitted to an affiliated or a constituent college unless he/she has passed the qualifying examination for admission to such course as prescribed by the Statutes.

Provided that a candidate having been placed under re-appear in one subject only of the Higher Secondary Part-II examination (10+2 pattern) of the J&K State Board of School Education or any other examination recognised as equivalent thereto, if otherwise found eligible, may be allowed provisional admission in the Govt. Colleges opened in 2005 onwards and Private affiliated Colleges to the B.A./B.Sc./B.Com. (General) Course Semester-I subject to the condition that intake capacity including these students does not exceed the approved intake capacity sanctioned for each College.

- (b) A candidate shall be deemed to be student of a college as soon as he/she has been accepted for enrolment by the Principal and has paid the prescribed fee for the course. The admission shall, however, provisional unless regularized by the University.

Provided that nothing in this Statute shall be deemed to require the colleges to admit to any course of study not more than the sanctioned intake capacity in a particular course in the college.

Provided further that a student of a college, who remains absent or fails in an examination of the University, shall cease to be a student of that college or institution thereafter and the question of his/her re-admission to the same class of the college shall rest with the Principal of the college.

Provided also that payment made in shape of fee paid by a student (which is refundable in case admission or re-admission is refused) does not automatically confirm the right of admission or continuation as a student in the college.

Production of conduct certificate on admission

- (c) A candidate, while applying for admission to a constituent/affiliated college, shall submit with his/her application a certificate of his/her conduct signed by the Head of the Institution in which he/she was studying during the year previous to his/her joining the college.

Provided that a student who has not previously attended any college as a regular student shall, in lieu thereof furnish to the Principal of the College in which he/she

desires to pursue his/her studies, a certificate of conduct signed by a First Class Magistrate or Principal of any constituent/affiliated college.

The Principal of a constituent/affiliated college shall be competent to cancel admission of a student enrolled for a course of study in the college if he/she remains absent continuously for a period of 20 days without permission of the Principal concerned.

2. MEDIUM OF INSTRUCTION AND EXAMINATION

English shall be the medium of instruction and examination in all papers/courses except in Oriental Classical and Modern Indian Languages where the medium of instruction and examination shall be the language concerned.

3. QUALIFYING EXAMINATION FOR ADMISSION

(A) B.A./B.Sc./B.Com.(General) Course

The B.A./B.Sc./B.Com. (General) Course Semester-I examination shall be open to a candidate who has passed the Higher Secondary Part-II examination (10+2 Pattern) of the Jammu and Kashmir State Board of School Education or an examination recognized as equivalent thereto.

He/She shall also be allowed to appear in the B.A./B.Sc./B.Com. Semester-I examination provisionally on fulfilment of other Statutory conditions provided that the result of the said examination shall be declared only after he/she clears the backlog of Higher Secondary Part-II examination under re-appear category, failing which the admission to the said course as well as permission to appear in the examination granted provisionally in his/her favour shall stand cancelled. However, a candidate who is placed under reappear category only in one subject in Hr. Sec. Part-II (10+2 pattern) shall also be eligible to seek provisional admission in B.A./B.Com. in the Directorate of Distance Education.

Semester-I examination shall be open to a candidate who has passed not less than one academic year preceeding to the year of qualifying examination. Provided that in case of a candidate who passes the qualifying examination under the category of re-appear in one subject, the period of one year shall be counted from the session in which he/she was placed under re-appear in one subject category.

(B) Bachelor of Business Administration (BBA) Course

Admission to Semester-I of BBA course shall be open to those candidates who have passed Higher Secondary Part-II examination (under 10+2 pattern) of the J&K State Board of School Education or an examination recognized by the University as equivalent thereto and has obtained not less than 50% of the aggregate marks in the qualifying examination in case of General Category candidates and 45% marks in case of SC/ST candidates.

Provided that the admission in the Govt. Colleges/Non-Government Colleges affiliated to University of Jammu shall be made directly by the Admission

Committee of the College concerned on the basis of marks obtained by the candidate/s in the qualifying examination.

Provided that Non-Government Colleges shall follow the same admission schedule and procedure/statutes as are applicable for Govt. Colleges.

Provided further also that the admission to Non-Local Candidates in Non-Govt. Colleges shall be granted under the second preference category.

(C) Bachelor of Computer Applications (BCA) Course

Admission to Semester-I of BCA course shall be open to those candidates who have passed Higher Secondary Part-II examination (under 10+2 pattern) of the J&K State Board of School Education or an examination recognized by the University as equivalent thereto with Mathematics as one of the elective subjects and has obtained not less than 50% of the aggregate marks in the qualifying examination in case of General Category and 45% marks in case of SC/ST candidates.

Provided that the admission in the Govt. Colleges/Non-Government Colleges affiliated to University of Jammu shall be made directly by the Admission Committee of the College concerned on the basis of marks obtained by the candidate/s in the qualifying examination.

Provided that Non-Government Colleges shall follow the same admission schedule and procedure/statutes as are applicable for Govt. Colleges.

Provided further also that the admission to Non-Local Candidates in Non-Govt. Colleges shall be granted under the second preference category.

(D) Bachelor of Commerce (Honours) Course

Admission to Semester-I of B.Com. (Honours) Course shall be open to a candidate who has passed Higher Secondary Part-II examination (10+2 pattern) of the Jammu & Kashmir Board of School Education or an examination recognized as equivalent thereto, with not less than 50% marks in the Commerce stream (45% in case of SC/ST). However, in case of candidate who has not qualified Higher Secondary Part-II examination in Commerce stream are also eligible against 25% of the total seats provided they have obtained 60% of marks in the qualifying examination (55% in case of SC/ST).

(E) B.A. English (Honours) Course

Admission to Semester-I of B.A. English. (Honours) Course shall be open to a candidate who has passed Higher Secondary Part-II examination (10+2 pattern) of the Jammu & Kashmir Board of School Education or an examination recognized as equivalent thereto, with not less than 50% marks (45% in case of SC/ST).

4. RECOGNITION OF DEGREES

The University of Jammu shall recognize the degrees of only those Universities which are recognized by the University Grants Commission (UGC). Further the University of Jammu shall grant recognition to the degree obtained through distance mode provided –

- (i) that the degree obtained by the candidate is recognized by the UGC;
- (ii) that the degree is granted by University established by an Act of Parliament or by an Act of State Legislature; and
- (iii) that if the said University is not in the Jammu and Kashmir State but has been allowed to offer its distance education programme within Jammu and Kashmir State by the State Govt.

Further also the University shall not recognize the degrees obtained through study centres/franchises of any University in the country except Indira Gandhi National Open University (IGNOU) and Maulana Azad National Urdu University (MANUU).

5. PAYMENT OF ADMISSION FEE

Each student seeking admission to the B.A./B.Sc./B.Com./B.B.A./B.C.A./ Honours Course shall be required to submit the prescribed application form alongwith requisite fee:-

- i) for the first and second semester courses at the time of seeking admission to first semester;
- ii) for the third and fourth semester courses at the time of seeking admission to the third semester; and
- iii) for the fifth and sixth semester courses at the time of seeking admission to the fifth semester.

Provided the student continues his/her studies without interruption from first semester to second semester, from third semester to fourth semester and from fifth to sixth semester. If there is a gap of one or more semesters he/she will have to fill up the prescribed application form and pay the fee at the time of seeking admission.

6. DATES OF ADMISSION FOR STUDENTS

(A) AFFILIATED COLLEGES FALLING UNDER SUMMER ZONE

The admission of students to B.A./B.Sc./B.Com./BBA/BCA/Honours course Odd Semesters of Affiliated Colleges falling under Summer Zone shall start w.e.f. 10th June to 10th July in the following manner:-

- a) 10th June – 30th June without late fee
- b) 1st July – 10th July with late fee as prescribed by the University
- c) The Vice-Chancellor may consider grant of late admission for 10 days only after the expiry of last date as per (b) above on payment of fee as prescribed by the University from time to time.

Thereafter no admission shall be made.

Class work shall start from 2nd week of July and will continue upto 31st October.

(B) AFFILIATED COLLEGES FALLING UNDER WINTER ZONE

The admission of students to B.A./B.Sc./B.Com./BBA/BCA/Honours course Odd Semester of Affiliated Colleges falling under Winter Zone shall start w.e.f. 1st Feb. to 3rd March in the following manner:-

- a) 1st Feb. – 20th Feb. without late fee
- b) 21st Feb, - 3rd March with late fee as prescribed by the University
- c) The Vice-Chancellor may consider grant of late admission for 10 days only after the expiry of last date as per (b) above on payment of fee as prescribed by the University from time to time.

Thereafter no admission shall be made.

Class work shall start from 2nd week of March and will continue upto 30th June.

Note:- No candidate whose result of Higher Secondary Part-II has been modified after re-evaluation shall be admitted to the Semester-I of B.A./B.Sc./B.Com./B.B.A./B.C.A./Honours courses after the expiry of last date of admission.

If a candidate after having completed the prescribed course of a particular semester does not appear or fails in that examination, may be permitted to appear as a private candidate in the subsequent examination of that semester.

No. of Lectures in theory and practicals shall be counted upto the date the class is dispersed for preparatory holidays, preceding the examination.

7. ACADEMIC CALENDAR UNDER SEMESTER SYSTEM

Summer Zone		Winter Zone	
Summer Break	21 st May to 5 th July	Winter Break	21 st Dec. to 5 th Feb.
Winter Break	25 th Dec. to 4 th Jan.	Summer Break	6 th June to 15 th June
Admission to odd semesters	10 th June to 30 th June without late fee and 1 st July to 10 th July with late fee	1 st February to 20 th February without late fee and 21 st February to 3 rd March with late fee	
Class Work of odd semesters	2 nd week of July to 31 st October	2 nd week of March to 30 th of June	
Semester end examination of odd semesters	2 nd week of November	2 nd week of July	
Class work of even semesters	1 st week of December to 31 st of March	1 st week of August to 20 th November	
Semester end examination of even semesters	2 nd week of April onwards	Last week of November onwards	
Supplementary examination of semester-V & VI	November/April	July/November	
Note:-			

Holi Break	02 days (preceding Holi)
Diwali Break	03 days (one day before and two days after Diwali)

The Principal of an affiliated college may admit a candidate to a particular class as a casual student to attend lectures or laboratory work in a subject or subjects offered by him/her for a University examination, provided he/she is eligible for admission to that examination under the Statutes relating to the admission of regular candidates to University examinations.

Provided that the full particulars of each such student are supplied to the Controller of Examinations within a week of his/her admission as casual student.

8. ADMISSION OF STUDENTS DISQUALIFIED FOR MISCONDUCT/ USING UNFAIRMEANS IN EXAMINATIONS

A candidate who has been disqualified for any specific period from the University for misconduct/using unfairmeans in examinations shall not be permitted to appear in any examination before the expiry of that period. He/She will also not be permitted to join any college/institution/department at any time during the period of his punishment.

9. ONE COURSE AT A TIME

No student shall be admitted to more than one course at a time in the affiliated college, unless otherwise specified in the Statutes relating to an examination.

10. ELIGIBILITY CERTIFICATE

No student from another Board/University, or any other examining body, shall be admitted to an affiliated college except on production of a Certificate of Eligibility issued by the University. He/She shall apply on the prescribed form to the Controller of Examinations through the Principal of the College to which he/she is seeking admission, for a Certificate of Eligibility and shall pay the prescribed fee. All such applications shall be accompanied by qualification & provisional certificate in original of the qualifying examination and migration certificate from the Board/University he/she intends to leave. Such a candidate shall furnish details of subjects which he/she took in the Board/University from which he/she is migrating and in case a student is migrating after having joined a course in another Board/University but has not completed it and seeks admission to this University for completion of the corresponding course and there is a specific provision in the Statutes of the University governing that examination allowing admission during the course, shall furnish a statement of lectures delivered/attended, from the Head of the Institution recently attended by him/her alongwith reasons of migration:

Provided, however, that in case a candidate is not able to produce all the documents required for the issue of Eligibility Certificate, the Vice-Chancellor on the recommendation of the Principal of the College may authorize the provisional admission at candidates' own risk and responsibility on production of some documentary evidence in original of his/her having passed the last examination on the basis of which admission is sought. An undertaking in writing, in the following form, shall in this case be obtained from the applicant duly attested by a Magistrate or an Oath Commissioner or a Public Notary and forwarded to the University alongwith the application of the student for grant of Eligibility Certificate :-

Note:- In case original qualification certificate of the qualifying examination does not indicate the subjects offered by him/her and the information regarding the subjects is essential for determination of eligibility, the candidate shall be required to produce the marks certificate issued by the Board.

OR

In case the candidate is not in a position to produce the original qualification certificate and provisional certificate, he/she shall be required to produce the marks certificate of the qualifying examination issued by the Board/University. But if the marks certificate does not indicate the parentage, the candidate be required to produce some other evidence alongwith the marks certificate in support of his/her parentage.

"I _____ son/daughter of _____
R/O _____ hereby declare that I am seeking
provisional admission to _____ class of the
_____ course in the _____ College on the
understanding that my admission to the semester is provisional and is subject to
confirmation on the issue of certificate of eligibility by the University under rules. If
for any reason, whatsoever, the University declines to issue the said certificate, my
provisional admission will automatically stand cancelled".

Such provisional admission shall entitle a candidate to join the college at his/her own risk and responsibility on the condition that he/she obtains a final certificate of eligibility before the declaration of the result of the University examination to which the candidate has been admitted:

Provided further that the request for grant of provisional admission should be made to the University immediately as soon as the candidate applies to the Principal of the College for seeking admission to the University:

Provided also that the conditions governing the issue of Eligibility Certificate shall not apply to such students who have passed an examination of the Jammu and Kashmir Board of School Education.

11. PRODUCTION OF MIGRATION CERTIFICATE

Candidates seeking admission to a college after having been admitted as members of another University incorporated by law for the time being in force, shall not be registered unless their applications for registration are accompanied by a Migration Certificate from the previous Board/University.

12. REGISTRATION RETURNS (R/Rs)

The Principal of a College or recognised Institution shall forward to the Controller of Examinations three copies of Registration Returns (R/Rs) containing the name and other particulars of each student admitted or re-admitted for a particular course in that college in Semester I, III & V alongwith a soft copy within 30 days after the last date of admission, on the prescribed proforma alongwith the fee prescribed by the University from time to time.

If the name of a student is struck off from the rolls of a college or institution or a student migrates to another college or institution, such fact shall immediately be reported to the Controller of Examinations.

13. LATE FEE SUBMISSION OF REGISTRATION RETURN

For first count of 10 days after the last date prescribed i.e. after 30 days after last date of admission, Rs.100/- per candidate be charged. For another count of 10 days delay, Rs.200/- per candidate shall be charged. Thereafter, no Registration Return shall be accepted and the sole responsibility for non determination of eligibility of such candidate shall lie on the part of the concerned College.

14. REGISTRATION FEE

The Registration fee as prescribed by the University shall be paid once only irrespective of the number of times the candidate appears at the examinations of the University either as a student or an ex-student of an affiliated/ constituent college or the department of the University or any recognised institution, or as a private candidate.

No further fee for registration shall be charged, unless a student's name is, for any reason other than legitimate migration, struck off from the rolls of a College or a recognised Institution, in which case he/she shall pay the fee prescribed by the University to have his/her name re-entered in the Register of Students.

15. UNIVERSITY SPORTS AND OTHER FEE

Each candidate who joins a college shall, besides the Registration Fee as prescribed, pay an extra sum of prescribed fee per year of tuition in a college on account of University Sports and other fee as applicable.

16. REGISTER OF STUDENTS

The Controller of Examinations shall maintain a register of all students registered in the University. In this register name of each registered student, his/her parentage, permanent address, date of birth based on the certificate of the Matriculation/Higher Secondary (Elective) or any other recognised examination passed by the candidate, the dates of admission or re-admission and/or leaving any college, every pass or failure in a University examination with his/her number, migration, any University scholarship, medal or prize won by or any punishment awarded to the Student shall be recorded.

Each entry in the Register of Students shall be attested by an officer of the University authorised in this behalf.

No one shall be admitted to any examination of the University unless he/she has been registered as a student of the University.

17 COPY OF ENTRIES IN THE REGISTER OF STUDENTS

Any registered student may, at any time, receive a certified copy/copies of all the entries relating to him/her in the Register of Students on payment of the prescribed fee for each copy.

18 INTER-UNIVERSITY MIGRATION

A candidate having remained on the rolls of an affiliated/constituent college who has attended the corresponding course of semester system in any other recognized University shall be admitted in Semester-III or V of the course after having passed Semester-I and Semester-II/Semester-I to IV of B.A./B.Sc./B.Com. (General)/BBA/ BCA/Honours course provided the following conditions are fulfilled :-

- (i) migration is not being sought to evade the admission requirements of the University;
- (ii) the courses of study prescribed/pursued by the candidate in the University from which he/she seeks migration are not materially different from the courses prescribed to be pursued in this University;
- (iii) the candidate would be in a position to satisfy all the statutory requirements prescribed by the University for admission to the course and appearance in the examination.

Provided that such a candidate who has not qualified the Semester examination with the subjects/combination of subjects for which he/she intends to seek admission to the next higher class of this University shall be required to qualify such subjects of the qualifying examination of this University as may be determined by the University.

The marks obtained in B.A./B.Sc./B.Com.(General)/BBA/BCA/Honours course Semester-I to V or equivalent examinations conducted by another University from which the candidate has migrated shall be taken into account for determining the final result/division (by increasing or reducing the marks in accordance with the maximum marks of the B.A./B.Sc./B.Com.(General)/BBA/BCA/Honours course of this University).

19 ATTENDANCE IN LIEU OF PARTICIPATION IN GAMES ETC.

Any candidate who participates in games, cultural and other co-curricular activities as defined below with the prior approval of the Principal concerned shall, for the purpose of condoning deficiency in attendance incurred by him/her on account of such participation, be treated as present on all the working days during the days of his/her absence on such account for a period not exceeding 15 working days in a semester programme:

- (a) State representation in International/All India Competitions organized by agencies which are recognized by the Board of Sports and Youth Welfare.
- (b) Participation in the Inter-University Competitions held under the auspices of a University or any other recognized Institution as a member of the University team.
- (c) Participation in the Inter-College Competitions organized by the University as a member of the team of participating Institutions.
- (d) Participation in the N.C.C., N.S.S. and National Integration Samiti activities as a member of recognized Institutions.
- (e) Participation in the Coaching Camps/Rehearsals prior to participation as a member of State or University team in the National/All India/ Inter-University Competitions.
- (f) Participation in the Mountaineering/Hiking/Trekking/Skiing/Rock-Climbing or other such activities organized under the auspices of the State Government/University as a member of the Institution affiliated/recognized by the University.

20. CHOICE AND COMBINATION OF SUBJECTS

Each student for the B.A./B.Sc./B.Com.(General)/BCA course Semester examination shall offer General English as a compulsory subject in each Semester viz. Semester-I, II, III, IV, V & VI examinations and such other subjects/combination of subjects as may be prescribed by the Academic Council from time to time.

21. SUBJECTS OFFERING

- (a) Except in the case of Geology and Geography no candidate for the B.Sc. Semester-I examination shall take up any subject unless he had taken up same subject in Higher Secondary Part-II of 10+2 pattern or an equivalent examination, provided that a candidate having passed Higher Secondary Part-II examination with-
 - (i) Biology as a subject will be eligible to take up Botany or Zoology or both
 - (ii) Mathematics and Physics as subjects will be eligible to take up Electronics in the B.Sc. Semester-I.
- (b) No candidate will offer Mathematics/Applied Mathematics for B.A./B.Sc. Semester-I Course unless he/she has qualified the Higher Secondary Part-II (10+2 pattern) examination with Mathematics.
- (c) No candidate will be admitted to the B.Com. Semester-I Course unless he/she has passed Higher Secondary Part-II (10+2 Pattern) examination with Commerce stream.

Provided that a candidate after having passed Higher Secondary Part-II examination in stream other than Commerce stream with atleast 50% marks in the aggregate shall be allowed to seek admission to the B.Com. Semester-I.

- (d) No candidate will be admitted to the B.Sc. Home Science stream Semester-I examination unless the candidate had taken up Home Science stream or Home Science as an elective subject or Science group of subjects in the Higher Secondary Part-II (10+2 Pattern) examination or an examination recognized equivalent thereto.
- (e) A candidate for the B.A./B.Sc. Semester-II, III, IV, V and VI Examinations shall have to opt for the same subjects with which he/she passed B.A./B.Sc. Semester-I Examination.

Provided that candidate shall not be allowed to change the stream from Science to Arts, Commerce to Arts or Science/Arts to Commerce. However, the candidate will change his/her subject within stream and as per combination of subjects prescribed for Semester-I.

- (f) In case of B.Com./B.Sc. Home Science stream, a candidate shall have to opt the subjects prescribed for the course by the Academic Council.
- (g) No candidate will opt Statistics for B.A./B.Sc. Semester-I unless he/she has qualified the Higher Secondary Part-II (10+2 pattern) examination with Mathematics/Business Mathematics.

22. AUTHORITY FOR PRESCRIPTION OF COURSES OF STUDIES

The Syllabi and Courses of Study for each subject shall be prescribed by the Academic Council. In case where text-books are prescribed, a candidate shall be required not only to show a thorough knowledge of text-books but also to have ability to answer questions of a similar standard set with a view to testing his/her general knowledge of the subject.

23. INTERNAL ASSESSMENT

20% of the marks allotted to each theory paper and 50% of the marks allotted to each practical paper including field work wherever prescribed shall be reserved for internal assessment. The internal assessment shall be awarded and record thereof maintained in accordance with the Regulations prescribed for the purpose. In case of failure/re-appear category the Internal Assessment earned by the candidate as a regular student shall be carried forward to the subsequent examination.

24. ADDITIONAL SUBJECTS

- (i) A candidate who has passed Semester-I, II, III & IV examination of the Three-Year Degree Course in any of the Faculties of Arts, Science, Life Sciences, Mathematical Science, Social Sciences or Business Studies and

desires to appear in one or more subject(s)/paper(s) prescribed for Semester-I, II, III & IV examinations as additional subject(s) shall appear in Semester-I, II, III & IV, as the case may be, in the subject(s)/paper(s) concerned provided he/she fulfills the other conditions prescribed under Statutes.

- (ii) A candidate who has already qualified all the semesters of the B.A./B.Sc./B.Com. (General) course shall be permitted to appear in additional subject(s) in a Semester/s simultaneously.

Provided that in the case of subject(s) involving practical examination a candidate must have attended at least minimum number of practical sessions prescribed for the subject(s) in an affiliated/ constituent college.

No formal certificate shall be issued in lieu of having passed Semester-I, II, III & IV examination in an additional subject. However, a candidate who qualifies all the six Semesters of additional subject(s) shall be conferred a formal certificate of having qualified the additional subject(s) concerned.

25. MINIMUM ELIGIBILITY FOR APPEARANCE IN EXAMINATION

A semester examination for B.A./B.Sc./B.Com.(General)/BBA/BCA/Honours course shall be open to the following categories of students :

- (A) A regular student i.e. a student who has undergone a regular course of study in a college for the period specified for that course of study by having been on the rolls of the college immediately preceding the examination and has his/her name submitted to the Controller of Examinations by the college Principal where he/she has pursued the course for the examination and has fulfilled the following conditions to be certified by the college Principal concerned:
- i) he/she has been a student of good conduct.
 - ii) he/she has attended not less than 75% of the lecture delivered including seminars, tutorials etc in each course opted by him/her in that semester.
 - iii) he/she has passed in internal assessment.
 - iv) in the case of laboratory course/practicals, he/she has attended not less than 75% of the practical classes conducted (practicals include field studies, workshop practice, map work, surveying etc.).
 - v) he/she has paid the prescribed fee.
- (B) Ex-students i.e. students who after having undergone a regular course of study and having completed all conditions of eligibility for appearance in a course(s) in a semester examination including minimum attendance requirement and having passed in Internal Assessment and having either failed to pass the semester examination in that subject/paper(s) or been unable to appear in the examination in that subject/paper(s) will be eligible to appear as a private candidate in the examination by submitting his/her

application on the prescribed form along with prescribed fees to reach the Controller of Examinations within the dates fixed for this purpose.

26 SEMESTER END EXAMINATION AND PROMOTION OF THE STUDENT TO NEXT SEMESTER

- i) A student who has taken admission to the B.A./B.Sc./B.Com. (General)/BBA/BCA/Honours course will be eligible to appear in an examination if he/she has attended not less than 75% of the lectures delivered in theory/practicals and has completed requirements of Internal Assessment;
- ii) A student will be eligible for promotion from Semester-I to II, Semester-III to IV if he/she has-
 - a) secured pass marks in Internal Assessment of all the subjects/papers of the Semester-I/III as the case may be.
 - b) has appeared in the Semester End examination of Semester-I/III as the case may be.
- iii) A student will be eligible for promotion from Semester-II to III and Semester IV to V provided he/she has passed atleast 75% of the subjects/papers of theory/practicals (separately) of Semester-I/III as the case may be and passed in Internal Assessment of all subjects/papers of Semester-II/IV as the case may be.
- iv) A student will be eligible for promotion from Semester-V to VI provided he/she has passed in all subjects/papers of Semester-I and Semester-III.

Provided that a student who does not fulfill the promotion criteria (ii), (iii) & (iv) above shall be declared fail in the semester concerned. However, he/she shall have the option to retain the marks in the papers in which he/she has secured Pass marks as per Statute 37.
- v) A student who has to reappear in a subject/paper prescribed for Semester-I to IV shall appear in the subsequent Semester examination to be held as per the dates prescribed by the University.
- vi) A student who has to reappear in a subject(s)/paper(s) prescribed for Semester-V & VI shall appear in the supplementary examination.

27 CONDONATION OF LECTURES

The Principal of College concerned may condone shortage of a student in attendance in a semester for special reasons, to be recorded in writing upto 6% of the lectures delivered or practicals conducted in each course separately. A student whose deficiency in lectures/practicals in a course is not condoned by the Principal of College or is not condonable, shall not be eligible to appear in the semester examination in that course but shall be permitted to appear in the subsequent semester examination if he/she remains on the rolls of the College as a regular student and attends the required number of lectures delivered from the date of

classification or the date on which he/she has joined whichever is earlier upto the semester and provided that the number of lectures he/she attended is not less than the number by which he/she fall short of attendance in the subject(s).

Provided also that no condonation, whatsoever, shall be allowed to deficiency in lectures for admission to the subsequent semester examination.

Provided further also that in case such a student again falls short of lectures he/she shall not be allowed to seek admission to that course in any affiliated college in any subsequent year.

A student who does not fulfill the minimum requirement of attendance in lectures/practicals in a course will not be eligible to sit in the semester examination in that course. Such a student will have to repeat the course when the classes in that course are held by the college.

A student who has been on the rolls of a college in the Semester-I, II,III, IV & V of B.A./B.Sc./B.Com./BBA/BCA/Honours course and earns eligibility to join the Semester-II or III or IV or V of the programme as the case may be, but fails to join the semester when he/she was due to join it or discontinues his/her studies for any reason whatsoever may be considered for admission to the semester concerned in a subsequent year if he/she submits application to this effect before the commencement of the semester concerned provided a seat and other facilities for the courses offered by the student are available in the college concerned in the semester he/she wishes to join and the student seeks admission within a period of one year from the date he/she discontinue his/her studies.

28. SCHEME OF EXAMINATION

The scheme of examination for each Semester of B.A./B.Sc./B.Com.(General)/BBA/BCA/Honours Course shall be as under:-

(A) B.A./B.Sc.

In each Semester a candidate shall opt four subjects including General English and the scheme of examination in each subject shall be as under :-

- i) General English shall consist of one written paper carrying 100 marks out of which 80 marks shall be for the External Examination and 20 marks for Internal Assessment.
- ii) Subject(s) not involving practicals including Mathematics shall consist of one written paper carrying 100 marks out of which 80 marks shall be for the External Examination and 20 marks for Internal Assessment. The paper will be set for 80 marks in each Semester.
- iii) Subject(s) involving practicals (other than Indian Music) shall consist of one written paper carrying 100 marks out of which 80 marks shall be for the External Examination and 20 marks for Internal Assessment and 50 marks for practical examination out of which 25 marks shall be for External Examination and 25 marks for Internal

Examination (including lab./field work/project report etc. wherever prescribed).

- iv) In Indian Music, there shall be one paper of 40 marks out of which 30 marks shall be for External Examination and 10 marks for Internal Assessment. 60 marks shall be prescribed for practicals out of which 30 marks shall be for Internal Examination and 30 marks for External Examination.
- v) The examination in the subject of Environmental Science shall be conducted in 3rd and 4th Semesters carrying 100 marks in each semester. However, the Evaluation will be done at college level and the awards of the same shall be forwarded to the Controller of Examinations as is done in case of Internal Assessment. The marks obtained shall be shown separately.
- vi) The duration of examination in theory papers shall be three hours and that of Practicals shall be determined by the Board of Studies concerned.

B) B.Com.

In each Semester a candidate shall offer six subjects including General English and the scheme of examination in each subject shall be as under :-

- i) General English shall consist of one written paper carrying 100 marks out of which 80 marks shall be for the External Examination and 20 marks for Internal Assessment.
- ii) Each Commerce subject shall consist of one written paper carrying 100 marks out of which 80 marks shall be for the External Examination and 20 marks for Internal Assessment.
- iii) The duration of examination in the papers shall be three hours.

C) Bachelor of Business Administration (BBA)

The scheme of examination for each Semester of the BBA shall be as under :-

- i) Each paper shall be of 100 marks out of which 80 marks shall be for the External Examination and 20 marks for Internal Assessment. Viva-voce examinations and Project report shall carry 50 marks each.
- ii) There shall be a job training spread over a period of 30 days after the termination of BBA Semester-IV examination in an Industrial/ Business/Commercial organisation on the specialization group of study to be allotted by the College concerned. After completion of the job training, a certificate of successful completion of training from the Head of the concerned organization shall be obtained and a project report on the training undergone shall be submitted by each student. There shall be a viva-voce examination on the project report submitted by the candidate.

- iii) The viva-voce examination shall be conducted jointly by one external and one internal examiner to be appointed by the University.
- iv) The duration of examination in theory papers shall be three hours.

D) Bachelor of Computer Applications (BCA)

The scheme of examination for each Semester of the BCA course shall be as under :-

- i) General English shall consist of one written paper carrying 100 marks out of which 80 marks shall be for the External Examination and 20 marks for Internal Assessment.
- ii) Mathematics shall consist of one paper of 100 marks out of which 80 marks shall be for External Examination and 20 marks for Internal Assessment.
- iii) There shall be two written papers related to the subject of Computer Applications carrying 100 marks each out of which 80 marks shall be for External Examination and 20 marks for Internal Examination.
- iv) There shall be a practical paper carrying 100 marks out of which 50 marks shall be for External Examination and 50 marks for Internal Examination.
- v) In Semester-VI, there shall be two written papers i.e. General English and Mathematics carrying 100 marks each out of which 80 marks shall be for External Examination and 20 marks for Internal Assessment. There shall be Project Work carrying 300 marks out of which 200 marks shall be for External Examination and 100 marks for Internal Assessment.
- vi) The duration of examination in theory papers shall be three hours and that of Practicals shall be determined by the Board of Studies concerned.

E) B.A. English/B.Com. (Honours)

(a) B.A. English (Honours)

- i) There shall be four papers in each Semester. Each paper shall carry 100 marks out of which 80 marks shall be for the External Examination and 20 marks for Internal Assessment.
- ii) The examination shall be of three hours duration.

(b) B.Com.(Honours)

- i) There shall be five written papers in each Semester. Each paper shall carry 100 marks out of which 80 marks shall be for the External Examination and 20 marks for Internal Assessment.

- ii) In addition to above, there shall be a Seminar Presentation carrying 100 marks in Semester-I, III & V and Project Report carrying 100 marks in the Semester-II, IV & VI.
- iii) The examination shall be of three hours duration.

29. SCRUTINY OF ADMISSION APPLICATIONS TO EXAMINATIONS

All applications for admission to University examinations shall be scrutinized by comparison with the Register of Students and the Controller of Examinations may refuse any application of any candidate about whom complete particulars have not been reported, and require him/her to forward through the officer who has attested his/her application for admission, a complete statement of the particulars which have not been properly reported, together with an additional registration fee prescribed by the University.

30. DATE OF SUBMISSION OF EXAMINATION FORMS TO THE UNIVERSITY

The Principal of a College shall furnish the examination forms of the enrolled students to the Controller of Examinations alongwith requisite fee within 30 days from the last date of admission without late fee.

31. EXAMINATION FEES

The examination fees shall be as prescribed by the University from time to time.

32. DATES OF EXAMINATIONS

The examination for Semester-I, III & V will generally be held in the 2nd week of November (Summer Zone) and 2nd week of July (Winter Zone) every year. The examination for Semester-II, IV & VI will generally be held in the 2nd week of April (Summer Zone) and last week of November (Winter Zone) every year. However, exact dates and the centres of examination shall be fixed by the Controller of Examinations.

33. EXEMPTION TO RE-APPEAR IN PRACTICAL EXAMINATION ONCE QUALIFIED

A candidate who appears and passes in the practical examination (separately in the internal assessment and the University examination) of a subject but fails to qualify in that subject shall be exempted from appearing in the practical examination of that subject subsequently and the marks obtained by him/her in the last attempt in which he/she passed in the practical examination of a subject shall be carried over. Consequently, he/she shall be required to appear in the theory part of that subject at the subsequent examination.

34. RE-APPEAR CATEGORY FOR FAILURES

A candidate who fails in B.A./B.Sc./B.Com.(General)/BBA/BCA/Honours course Semester-I/II/III/IV/V/VI examination but has secured pass marks, (separately in the internal assessment and the University examination) in a subject or subjects, shall be exempted from appearing in such subject(s) and shall be allowed to appear in the remaining subject(s) in a subsequent examination(s) on payment of prescribed fee on each occasion and if he/she passes in the subject(s) he/she shall be declared to have passed the examination.

Provided that re-appear/failure candidates shall have to appear in the B.A./B.Sc./B.Com.(General)/BBA/BCA/Honours course Semester-I/II/III/IV/V/VI examination (as the case may be) as per the syllabi in vogue and fulfillment of other statutory conditions.

Provided that the examination shall be completed within six years from the date of his/her admission in Semester-I.

35. SUPPLEMENTARY EXAMINATION

There shall be supplementary examination for the Semester-V & VI only.

36. DIVISION IMPROVEMENT

1. A candidate who has passed the B.A./B.Sc./B.Com.(General)/BBA/BCA/Honours course examination from the University of Jammu and has been placed in the second division in the aggregate of all the semester examinations shall be given one chance to improve his/her division within a period of two years of having passed the B.A./B.Sc./B.Com.(General)/BBA/BCA/Honours course examination and for this purpose he/she shall appear as a private candidate in the consecutive examinations in any number of courses except Practicals, field work, surveys, viva-voce etc. The marks already earned by the candidate in other courses in which he/she does not appear shall be carried forward. The result of such a candidate shall be declared if he/she improves the division.

2. Reappearance in Practical examination shall not be allowed.

3. A student who appears in a paper shall carry forward the internal assessment marks originally awarded.

Notwithstanding anything contained above, a candidate, who having passed the B.A./B.Sc./B.Com.(General)/BBA/BCA/Honours course examination in second division with less than 50% marks from the University of Jammu, appears in the examination to improve the division but fails to do so, his/her result may also be declared provided he/she secured 50% marks or above.

Such a candidate shall have to return to the University the Graduation Degree and marks transcripts of all semester examinations, in original, if issued to

him/her. The certificates will be returned to him/her if he/she fails to improve his/her result under the above provisions.

37. PASS PERCENTAGE

The minimum marks required to pass each paper in a semester examination shall be **36%** of total marks in each theory paper, Practical (wherever applicable) and Internal Assessment separately.

38. DETERMINATION OF DIVISION/DISTINCTION

- (i) The division of each successful candidate shall be determined on the basis of combined result of B.A./B.Sc./B.Com.(General)/BBA/BCA/Honours Course Semester-I, II, III, IV, V & VI examinations.
- (ii) Successful candidates of B.A./B.Sc./B.Com.(General)/BBA/BCA/Honours course examinations who obtain 60% or more of the aggregate number of marks in all the Semesters examination taken together shall be placed in the first division. Those who obtain 50% or more but less than 60% shall be placed in the **Second Division** and all above 40% but less than 50% shall be placed in the **Third Division**.
- (iii) Those who obtain 75% and above of the aggregate number of marks shall be placed in the **First Division** with distinction provided the candidate passed all the subjects/papers in first attempt.

39. ISSUANCE OF MARKS CERTIFICATE

No formal certificate of having passed B.A./B.Sc./B.Com.(General)/BBA/BCA/Honours course Semester-I, II, III, IV, V & VI examinations shall be issued. The candidates will, however, be supplied marks certificates indicating the marks secured in each subject/paper (separately in the Internal Assessment, Practicals (wherever applicable) as well as theory examination) immediately after the declaration of result of each Semester examination.

40. NON-ENTITLEMENT FOR AWARDS UNDER RE-APPEAR/COMPLETION/ILLNESS CATEGORY

No candidate who passes the examination in parts i.e. under the categories of re-appear, completion and illness shall be entitled to a scholarship or a prize or medal.

41. COMPLETION CATEGORY

- (a) A candidate who has passed Honours examination in a Modern Indian Language or an Oriental Classical Language in the Faculty of Arts of the University or an equivalent examination of any other University or a body recognized by the University and examination in the subject of English of Higher Secondary Part-II (10+2 Pattern) examination of the J&K State Board of School Education or an examination recognized as equivalent thereto, shall be permitted to appear in the Semester-I & II examination in full subjects in the Faculty of Arts or Social Sciences at any subsequent

examination. Such a candidate may, if he/she so desires, be exempted from passing in the language in which he/she has passed the Honours examination.

- (b) A candidate who has passed Semester-I & II examination under sub-Statute (a) above shall be permitted to appear in the Semester-III & IV examination, after a gap of not less than one year from the date of his/her having appeared in Semester-I & II examination. Such a candidate shall have to opt the same subjects in the Semester-III & IV examination with which he/she passed the Semester-I & II examination and would be eligible for exemption from appearing and passing in the language in which he/she has passed the Honours examination.
- (c) A candidate who has passed Semester-III & IV examination under Sub-Statute (b) above shall be permitted to appear in the Semester-V & VI examination, after a gap of not less than one year from the date of his/her having appeared in the Semester-III & IV examination. Such a candidate shall have to offer the same subjects in the Semester-V & VI examination with which he/she passed the Semester-III & IV examination and would be eligible for exemption from appearing and passing in the language in which he/she has passed the Honours examination.

Provided that a candidate who seeks exemption from passing in the language in which he/she has passed the Honours examination shall be awarded the same percentage of marks as obtained by him/her in the Honours examination in the language concerned by way of decreasing/increasing the marks of each Semester examination in that subject.

42. RE-EVALUATION OF ANSWER SCRIPTS

- i) Re-evaluation of answer scripts shall be permissible in each course of a Semester examination of B.A./B.Sc./B.Com./BBA/BCA/Honours as per the University statutes.
- ii) Re-evaluation shall not be permitted in the practical, internal assessment, project report, dissertation, thesis & viva-voce etc.
- iii) Re-evaluation shall not be permissible for candidates connected with improvement of division.

43. ISSUANCE OF DEGREE

A candidate who is declared to have qualified all the six Semesters of B.A./B.Sc./B.Com./BBA/BCA/Honours Course examinations shall be awarded a Degree in the faculty concerned under Statutes.

44. AUTHORITY TO INTERPRET STATUTES

With a view to remove any difficulty arising out of the application and implementation of these Statutes, the Vice-Chancellor shall be competent to give

final interpretation of these Statutes which shall be final and binding on all concerned.